



CITY OF COVINGTON
CITY COUNCIL REGULAR MEETING AGENDA
www.covingtonwa.gov

Tuesday, September 13, 2016
7:00 p.m.

City Council Chambers
16720 SE 271st Street, Suite 100, Covington

Note: Council will interview commission applicants from 5:40 to 7:00 pm

CALL CITY COUNCIL REGULAR MEETING TO ORDER

ROLL CALL/PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

PUBLIC COMMUNICATION

- Mayor's Day of Concern for the Hungry Proclamation – Saturday, September 17, 2016 (Lila Henderson, Executive Director, Maple Valley Food Bank)
- National Recovery Month – September 2016 (Jackie Berganio, King County Community & Human Services)
- Proclamation Recognizing the Need for Adequate Resources for National Parks (Mayor Pro Tem Sean Smith)
- Chris Williams Day – September 12, 2016

RECEPTION TO HONOR TRAFFIC OFFICER CHRIS WILLIAMS

PUBLIC COMMENT Speakers will state their name, address, and organization. Comments are directed to the City Council, not the audience or staff. Comments are not intended for conversation or debate and are limited to no more than four minutes per speaker. Speakers may request additional time on a future agenda as time allows. *

APPROVE CONSENT AGENDA

- C-1. Minutes: August 9, 2016 Special Meeting – Joint Study Session with Human Services Commission Minutes (Scott)
- C-2. Vouchers (Hendrickson)
- C-3. Final Acceptance of Gerry Crick Skate Park Renovation Project (CIP 1013) (Newton).
- C-4. Best Parking Lot Cleaning (Street Sweeping) Agreement Amendment No. 2 (Junkin)
- C-5. WSDOT Local Agency Agreement Supplement No. 3 for SR 516: Jenkins Creek to 185th Place SE (CIP 1127) Right-of-Way Acquisition (Vondran)
- C-6. Local Agency Real Estate Professional Services Consultant Agreement for SR 516: Jenkins Creek to 185th Place SE (CIP 1127) (Vondran)
- C-7. Resolution in Support of the Port of Seattle's Economic Development Partnership Program (Bolli)

NEW BUSINESS

1. Consider Appointment to Planning Commission (Council)
2. Consider Appointment to Human Services Commission (Council)

3. Consider Resolution Establishing Youth City Council (Bolli)
4. 2016 Second Quarter Financial Report (Hendrickson)

FUTURE AGENDA ITEMS

COUNCIL/STAFF COMMENTS

PUBLIC COMMENT *See Guidelines on Public Comments above in First Public Comment Section

EXECUTIVE SESSION – if needed

ADJOURN

Americans with Disabilities Act – reasonable accommodations provided upon request a minimum of 24 hours in advance (253-480-2400).

Consent Agenda Item C-1

Covington City Council Meeting

Date: September 13, 2016

SUBJECT: APPROVAL OF MINUTES: AUGUST 9, 2016 CITY COUNCIL SPECIAL MEETING - JOINT STUDY SESSION WITH HUMAN SERVICES COMMISSION MINUTES

RECOMMENDED BY: Sharon G. Scott, City Clerk

ATTACHMENT(S): Proposed Minutes

PREPARED BY: Joan Michaud, Senior Deputy City Clerk

EXPLANATION:

ALTERNATIVES:

FISCAL IMPACT:

CITY COUNCIL ACTION: _____ Ordinance _____ Resolution X Motion _____ Other

Councilmember _____ moves, Councilmember _____ seconds, to approve the August 9, 2016 City Council Special Meeting – Joint Study Session with Human Services Commission Minutes.

Unapproved Draft – August 9, 2016 Special Meeting-Joint Study Session with Human Services Commission Minutes
Submitted for Approval: September 13, 2016

**City of Covington
City Council Special Meeting
Joint Study Session with Human Services Commission Minutes
Tuesday, August 9, 2016**

The Special Meeting - Joint Study Session with the Human Services Commission was called to order in the City Council Chambers, 16720 SE 271st Street, Suite 100, Covington, Washington, Tuesday, August 9, 2016, at 6:03 p.m., with Mayor Wagner presiding.

COUNCILMEMBERS PRESENT:

Jeff Wagner, Joe Cimaomo, Fran Hollums, Marlla Mhoon, and Sean Smith.

COUNCILMEMBERS ABSENT:

Mark Lanza and Margaret Harto.

HUMAN SERVICES COMMISSIONERS PRESENT:

Leslie Hamada, Emily Bykonen, Melissa Edlund-Oakley, Josh Max (arrived @ 6:10 p.m.), Brian Lord (arrived @ 6:20 p.m.).

HUMAN SERVICES COMMISSIONERS ABSENT:

Kasia Kelley.

CITY STAFF PRESENT:

Regan Bolli, City Manager; Victoria Throm, Personnel & Sr. Human Services Planner; and Sharon Scott, City Clerk/Executive Assistant.

Mayor Wagner called the joint study session to order.

APPROVAL OF AGENDA:

Council Action: Councilmember Cimaomo moved and Mayor Pro Tem Smith seconded to Approve the Agenda. Vote: 5-0. Motion carried.

ITEMS FOR DISCUSSION:

1. Human Services Funding Application Process.

Human Services Commission Chair Leslie Hamada gave the commission report and requested a 2.5 percent increase to the human services budget for 2017. Other commissioners provided input.

Councilmembers asked questions and discussed with commissioners.

Personnel and Sr. Human Services Planner Victoria Throm provided further information and responses to questions.

Unapproved Draft – August 9, 2016 Special Meeting-Joint Study Session with Human Services
Commission Minutes
Submitted for Approval: September 13, 2016

Council Action: There was Council consensus to recommend an amount of \$136,000 to the human services budget to be considered during the budget process.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 6:50 p.m.

Prepared by:

Submitted by:

Joan Michaud
Senior Deputy City Clerk

Sharon Scott
City Clerk

Consent Agenda Item C-2

Covington City Council Meeting

Date: September 13, 2016

SUBJECT: APPROVAL OF VOUCHERS

RECOMMENDED BY: Rob Hendrickson, Finance Director

ATTACHMENT(S): Vouchers: Vouchers #34453-34527, including ACH payments, in the amount of \$243,343.94, dated August 5, 2016; Electronic fund transfers in the amount of \$729.51, dated August 8, 2016; Vouchers #34528-34529, in the amount of \$2,200.00, dated August 11, 2016; Vouchers #34530-34594, including ACH payments and electronic fund transfers, in the amount of \$663,063.75, dated August 19, 2016; Vouchers #34595-34604, including ACH payments and electronic fund transfers, in the amount of \$4,345.75; Vouchers #34605-34652, including ACH payments and electronic fund transfers, in the amount of \$281,437.33; Paylocity Payroll Checks #1005635715-1005635730 and Paylocity Payroll Checks #1005635819-1005635819 inclusive, plus employee direct deposits, in the amount of \$202,140.96, dated August 12, 2016; Paylocity Payroll Checks #1005687457-1005687470 inclusive, plus employee direct deposits, in the amount of \$193,266.09, dated August 26, 2016; and Paylocity Payroll Checks #1005753570-1005753583 and Paylocity Payroll Checks #1005753661-1005753661 inclusive, plus employee direct deposits, in the amount of \$184,239.08, dated September 9, 2016.

PREPARED BY: Joan Michaud, Senior Deputy City Clerk

CITY COUNCIL ACTION: _____ Ordinance _____ Resolution X Motion _____ Other

Councilmember _____ moves, Councilmember _____ seconds, to approve for payment Vouchers: Vouchers #34453-34527, including ACH payments, in the amount of \$243,343.94, dated August 5, 2016; Electronic fund transfers in the amount of \$729.51, dated August 8, 2016; Vouchers #34528-34529, in the amount of \$2,200.00, dated August 11, 2016; Vouchers #34530-34594, including ACH payments and electronic fund transfers, in the amount of \$663,063.75, dated August 19, 2016; Vouchers #34595-34604, including ACH payments and electronic fund transfers, in the amount of \$4,345.75; Vouchers #34605-34652, including ACH payments and electronic fund transfers, in the amount of \$281,437.33; Paylocity Payroll Checks #1005635715-1005635730 and Paylocity Payroll Checks #1005635819-1005635819 inclusive, plus employee direct deposits, in the amount of \$202,140.96, dated August 12, 2016; Paylocity Payroll Checks #1005687457-1005687470 inclusive, plus employee direct deposits, in the amount of \$193,266.09, dated August 26, 2016; and Paylocity Payroll Checks #1005753570-1005753583 and Paylocity Payroll Checks #1005753661-1005753661 inclusive, plus employee direct deposits, in the amount of \$184,239.08, dated September 9, 2016.

August 5, 2016

City of Covington

City of Covington

City of Covington
Voucher/Check Register

Check #34453 through Check #34527, including ACH payments

In the Amount of \$243,343.94

We, 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 claims are just, due and unpaid obligations against the City of Covington, Washington, County of King, and that we are authorized to authenticate and certify said claims per the attached register.

Cassandra Parker
Senior Accountant

Mark Lanza
City Councilmember

Jeff Wagner
Mayor

Marlla Mhoon
City Councilmember

Council Meeting Date Approved _____

Accounts Payable

Checks by Date - Detail by Check Date

User: scles
 Printed: 8/4/2016 4:17 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	0418 20164	Olympic Environmental Resource Business recycling event	08/05/2016	1,000.00
Total for this ACH Check for Vendor 0418:				1,000.00
ACH	0456 2017-WAR045510	Department of Ecology Water quality stormwater permit; annual fee	08/05/2016	9,442.65
Total for this ACH Check for Vendor 0456:				9,442.65
ACH	0706	Covington Retail Associates	08/05/2016	
	4853	1st floor; operating expenses, August		9,895.60
	4853	1st floor; building lease, August		27,018.92
	4854	2nd floor; building lease, August		3,446.92
	4854	2nd floor; operating expenses, August		1,361.95
Total for this ACH Check for Vendor 0706:				41,723.39
ACH	0771 380347 380347	David Evans & Associates, Inc. Integrated traffic impact; 6/12-7/16/16 Traffic concurrency, Covington Mini Storage; 6/	08/05/2016	2,837.39 3,562.50
Total for this ACH Check for Vendor 0771:				6,399.89
ACH	0780	DAWN	08/05/2016	
	0780-2Qtr	Human services; Advocacy program, 2nd Qtr 20		500.00
	0780-2Qtr	Joint Funding; Advocacy program, 2nd Qtr 2016		6,312.50
	0780-2Qtr-1	Joint Funding; Housing, 2nd Qtr 2016		16,750.00
	0780-2Qtr-1	Human services; Housing, 2nd Qtr 2016		1,500.00
Total for this ACH Check for Vendor 0780:				25,062.50
ACH	0925 0925-8	Jeff Wagner Wagner; AWC conference, mileage	08/05/2016	67.28
Total for this ACH Check for Vendor 0925:				67.28
ACH	1408	Washington Workwear Stores Inc.	08/05/2016	
	12231	Lindskov; embroidered logo on supplied shirts		40.73
	2389	Terwillegar; work pants, shirt, sweatshirt		63.32
	2389	Terwillegar; work pants, shirt, sweatshirt		42.21
	2389	Terwillegar; safety vest		11.72
	2389	Terwillegar; safety vest		7.81
	2391	Parrish; work shirts		87.93
	2392	Seasonal hard hat, safety vest, eyewear		27.35
	2392	Seasonal hard hat, safety vest, eyewear		18.24
	2394	Goranson; safety glasses		7.16
	2394	Goranson; safety glasses		4.78
Total for this ACH Check for Vendor 1408:				311.25

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	1410	Marlla Mhoon	08/05/2016	
	1410-8	Councilmember Mhoon; meeting mileage/parkin		614.77
	1410-8	Councilmember Mhoon; meal, 1/8-7/20/16		4.38
Total for this ACH Check for Vendor 1410:				619.15
ACH	1688	Mountain Mist	08/05/2016	
	054257-8	Maint shop; bottled water, June		13.64
	054257-8	Aquatics; bottled water, June		48.76
	054257-8	Maint shop; bottled water, June		18.20
	054257-8	City hall; bottled water, June		106.78
	054257-8	Maint shop; bottled water, June		13.64
Total for this ACH Check for Vendor 1688:				201.02
ACH	1705	Alpine Products, Inc.	08/05/2016	
	TM-159846	Kids Fest signs		290.72
	TM-160208	Family Movie/Concert signs		290.72
Total for this ACH Check for Vendor 1705:				581.44
ACH	1736	Salina Lyons	08/05/2016	
	16-09'	Lyons; 2016 flexible spending		152.60
Total for this ACH Check for Vendor 1736:				152.60
ACH	1921	Mastermark	08/05/2016	
	2453556	Date/Pre-Inked stamps, use tax		-12.03
	2453556	Date/Pre-Inked stamps		151.93
Total for this ACH Check for Vendor 1921:				139.90
ACH	2223	ARC Imaging Resources	08/05/2016	
	A29032	Plotter/scanner; usage, 6/9-7/9/16		102.21
Total for this ACH Check for Vendor 2223:				102.21
ACH	2262	Voyager Fleet Systems Inc.	08/05/2016	
	869285460631	Vehicle fuel		1,154.30
Total for this ACH Check for Vendor 2262:				1,154.30
ACH	2461	Tri-Tec Communications, Inc.	08/05/2016	
	618289	Aquatics; replacement phone		438.74
Total for this ACH Check for Vendor 2461:				438.74
ACH	2555	NuCO2 LLC	08/05/2016	
	49389669	Aquatics; CO2 lease		81.53
Total for this ACH Check for Vendor 2555:				81.53
ACH	2621	Jaquelyn Ball	08/05/2016	
	D16-01	Ball; 2016 Dependent care flexible spending		2,333.24
Total for this ACH Check for Vendor 2621:				2,333.24
ACH	2747	Bob Lindskov	08/05/2016	
	2747-8	Lindskov; King County meetings; mileage/parki		126.24
	2747-8	Lindskov; King County meetings; mileage/parki		189.36
Total for this ACH Check for Vendor 2747:				315.60

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	3133 2698	Goldstreet Designs Phase 1 - Task 2	08/05/2016	6,200.00
Total for this ACH Check for Vendor 3133:				6,200.00
ACH	3163 28729549-001	Here Rentals Inc. Boom rental, Covington Days/Concerts, banner i	08/05/2016	602.73
Total for this ACH Check for Vendor 3163:				602.73
34453	3159 118	Alan Haywood Arborist & Horticulturist City tree; health exam	08/05/2016	100.00
Total for Check Number 34453:				100.00
34454	2033 11437	Aquatic Specialty Services Aquatics; pool chemicals	08/05/2016	1,926.23
Total for Check Number 34454:				1,926.23
34455	2631 2631-2Qtr	Auburn Youth Resources Human services; 2nd Quarter 2016	08/05/2016	1,250.00
Total for Check Number 34455:				1,250.00
34456	2646 0716RNT063 0716RNT063 0716RNT063	Balloon Specialties DOT tracking report; helium rental DOT tracking report; helium rental DOT tracking report; helium rental	08/05/2016	6.12 6.11 6.12
Total for Check Number 34456:				18.35
34457	3165 3165-8	Because Good Food Matters Instructor payment; Kids in Kitchen camp	08/05/2016	2,047.50
Total for Check Number 34457:				2,047.50
34458	2801 10099-06-16	Berk Consulting, Inc. Comp plan/PSRC; 6/1-6/30/16	08/05/2016	350.00
Total for Check Number 34458:				350.00
34459	0637 113234	Bill's Locksmith Service, Inc. #3488; keys	08/05/2016	13.11
Total for Check Number 34459:				13.11
34460	1075 674991	Bowen Scarff Ford Sales, Inc. #3252; parts	08/05/2016	213.61
Total for Check Number 34460:				213.61
34461	0026 3196 3244 3246 3250	C&B Awards Swim team t-shirts Camp Adventure t-shirts Commissioner Reed; plate/badge Councilmember Hollums; name badge	08/05/2016	974.63 69.83 18.62 9.39
Total for Check Number 34461:				1,072.47
34462	1997 017782 049478	Capital One Commercial Covington Days; volunteer snacks Bring Child to Work Day; pizza	08/05/2016	73.92 75.64

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	060331	Covington Days; otter pops		293.65
	060351	Aquatics; merit award candy		41.47
			Total for Check Number 34462:	484.68
34463	2982 2982-8	Cartoon Party Stars Kids Fest entertainment; Cartoon stars	08/05/2016	600.00
			Total for Check Number 34463:	600.00
34464	2270 6317966698B-8	CenturyLink City hall; telephone, 7/13-8/13/16	08/05/2016	111.27
			Total for Check Number 34464:	111.27
34465	0366 BL16-080 PW16-039	City of Covington Cider Fest; business license Summers End Fun Run; right of way permit	08/05/2016	186.00 183.00
			Total for Check Number 34465:	369.00
34466	0622 0622-8	City of Federal Way Swim meet fees	08/05/2016	384.00
			Total for Check Number 34466:	384.00
34467	0208 RI 40174	City of Kent ShareIapp; annual contract	08/05/2016	500.00
			Total for Check Number 34467:	500.00
34468	0219 INV2748	City of Maple Valley Building inspector services; June	08/05/2016	7,481.25
			Total for Check Number 34468:	7,481.25
34469	2653 71272	Clown Buggie Entertainment Kids Fest entertainment; balloon artist, face pain	08/05/2016	750.00
			Total for Check Number 34469:	750.00
34470	0364 53797	Code Publishing Company Municipal code update; 7/1/16	08/05/2016	752.06
			Total for Check Number 34470:	752.06
34471	1126 0650710-8 0650710-8 0650710-8 0650793-8	Comcast Maint shop; internet, 7/30-8/29/16 Maint shop; internet, 7/30-8/29/16 Maint shop; internet, 7/30-8/29/16 City hall; internet, 8/1-8/31/16	08/05/2016	50.46 37.84 37.84 166.14
			Total for Check Number 34471:	292.28
34472	1699 1699-2Qtr	Communities in Schools of Kent Human services; 2nd Quarter 2016	08/05/2016	1,250.00
			Total for Check Number 34472:	1,250.00
34473	0537 104587-8 105731-8 107666-8	Covington Water District Crystal view; water, 6/18-7/15/16 SR 516; water, 6/18-7/15/16 CCP; water, 5/21-7/15/16	08/05/2016	33.15 63.40 46.50

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	108188-8	Skate park; water, 5/21-7/15/16		66.30
	115324-8	Aquatics; water, 5/21-7/15/16		1,802.87
	122505-8	Maint shop; water, 5/21-7/15/16		30.85
	122505-8	Maint shop; water, 5/21-7/15/16		41.13
	122505-8	Maint shop; water, 5/21-7/15/16		30.85
	132669-8	CCP; water, 5/21-7/15/16		71.52
	132670-8	CCP; water, 6/18-7/15/16		4,779.55
Total for Check Number 34473:				6,966.12
34474	0537 0537-8	Covington Water District CCP; Phase 2, system extension application depts	08/05/2016	11,400.00
Total for Check Number 34474:				11,400.00
34475	2960 2960-8	Karen Davy Officer Davy; WSSO conference, per diem	08/05/2016	218.30
Total for Check Number 34475:				218.30
34476	0699 0699-8	Department of Licensing Drivers abstracts; Burton/Shank/Kiselyov	08/05/2016	39.00
Total for Check Number 34476:				39.00
34477	3176 3176-8	Dickey's Barbecue Pit Volunteer appreciation dinner balance	08/05/2016	964.91
Total for Check Number 34477:				964.91
34478	3173 3173-8	El Argento Food Covington Days; refund food vendor deposit	08/05/2016	150.00
Total for Check Number 34478:				150.00
34479	3145 13998605 13998605 13998605 13998605 13998605	Electric Lightwave City hall; telephone, 7/8-8/7/16 Aquatics; telephone, 7/8-8/7/16 Maint shop; telephone, 7/8-8/7/16 Maint shop; telephone, 7/8-8/7/16 Maint shop; telephone, 7/8-8/7/16	08/05/2016	731.06 90.28 181.54 136.16 136.16
Total for Check Number 34479:				1,275.20
34480	1996 160715 160715 160715	Facility Maintenance Contractors Maint shop; janitorial service Maint shop; janitorial service Maint shop; janitorial service	08/05/2016	88.20 88.20 117.60
Total for Check Number 34480:				294.00
34481	3168 3168-8	Susan Ferguson Covington Days; refund food vendor deposit	08/05/2016	150.00
Total for Check Number 34481:				150.00
34482	1875 147048	FirstChoice City hall; coffee service	08/05/2016	123.24
Total for Check Number 34482:				123.24
34483	3171	The Frying Dutchman	08/05/2016	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	3171-8	Covington Days; refund vendor booth deposit/ele		175.00
			Total for Check Number 34483:	175.00
34484	2078 35427	Girard Resources & Recycling, LLC Clear rock	08/05/2016	309.51
			Total for Check Number 34484:	309.51
34485	0302 13599.00-20	Gray & Osborne Timberlane/Jenkins Park SW LID/Retro, 6/19-7/	08/05/2016	1,063.04
			Total for Check Number 34485:	1,063.04
34486	2648 2648-8	Hart's Gymnastics Instructor payment; Gymnastics, July	08/05/2016	849.60
			Total for Check Number 34486:	849.60
34487	2706 2706-2Qtr 2706-2Qtr 2706-2Qtr-1 2706-2Qtr-1	Health Point Joint funding; Medical, 2nd Quarter 2016 Human services; Medical, 2nd Quarter 2016 Joint funding; Dental, 2nd Quarter 2016 Human services; Dental, 2nd Quarter 2016	08/05/2016	28,150.00 1,250.00 13,557.00 1,250.00
			Total for Check Number 34487:	44,207.00
34488	1146 16-1042 16-1042	Hydro-Fit Inc. Aquatics; cuff covers Aquatics; cuff covers, use tax	08/05/2016	2,041.08 -161.63
			Total for Check Number 34488:	1,879.45
34489	3038 619399-1 619399-1 619399-1	IBS, Inc. Maint shop; repair tags Maint shop; repair tags Maint shop; repair tags	08/05/2016	15.70 20.94 15.70
			Total for Check Number 34489:	52.34
34490	3170 3170-8	Island Business Group Inc. Covington Days; refund food vendor deposit	08/05/2016	150.00
			Total for Check Number 34490:	150.00
34491	2234 62656I	Issaquah Honda Kubota #3554; toggle switch	08/05/2016	97.50
			Total for Check Number 34491:	97.50
34492	3169 3169-8	It's All Good Coffee Covington Days; refund food vendor deposit/ele	08/05/2016	175.00
			Total for Check Number 34492:	175.00
34493	1701 406461 406806 406830 406830 406830 406830 407085	Johnsons Home & Garden Community event sign hardware Nuts, bolts Maint shop; distilled water Maint shop; distilled water Maint shop; distilled water Maint shop; distilled water Drill bit, nuts, bolts	08/05/2016	10.43 2.61 1.20 0.89 0.89 37.89

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	407274	Combo lock		17.37
Total for Check Number 34493:				71.28
34494	0271 0271-2Qtr 0271-2Qtr-1	Kent Youth & Family Services Human services; Clinical, 2nd Quarter 2016 Human services; Early Childhood Ed, 2nd Qtr 20	08/05/2016	2,500.00 1,250.00
Total for Check Number 34494:				3,750.00
34495	0143 77471-77471 77537-77538 77537-77538 77543-77546 77582-77582	King County Finance CIP 1028; overlay, May Street services, May Covington Days; parade traffic control Streets services; June CIP 1028; overlay, June	08/05/2016	121.11 450.18 227.02 2,497.79 114.75
Total for Check Number 34495:				3,410.85
34496	0204 0204-8	King County Pet Licensing Pet license remittance; July	08/05/2016	405.00
Total for Check Number 34496:				405.00
34497	0333 0333-2Qtr	Maple Valley Food Bank Human services; 2nd Quarter 2016	08/05/2016	3,750.00
Total for Check Number 34497:				3,750.00
34498	3042 1415 1415R	Nordvind Sewer Service, LLC Ditch cleaning/re-grading Retainage; ditch cleaning/re-grading	08/05/2016	10,043.14 -502.16
Total for Check Number 34498:				9,540.98
34499	3172 3172-8	Northwest Kettle Corn Covington Days; refund food vendor deposit	08/05/2016	150.00
Total for Check Number 34499:				150.00
34500	0004 1950235791 1950235791 1950235791 1950235792 1951751213 847742357001 847742503001 847742504001 847742505001 848348196001 848348196001 848348262001 849440996001 849440996001 849943146001 849943255001 850322022001 850322116001 850322116001 850884564001	Office Depot S. Bates; mouse/keyboard S. Bates; mouse/keyboard Parrish; computer mouse Morrissey; speakers Document cover paper/seals K. Bates; keyboard K. Bates; desk organizer/stapler K. Bates; mouse pad K. Bates; scissors/2-hole punch Printer ink Copy/File stamps Office supplies Binder/dividers Office supplies Office supplies Office supplies Office supplies Office supplies Newton; desk trays/stacker/file Office supplies	08/05/2016	45.07 45.08 43.43 36.90 37.42 50.60 25.27 5.42 34.13 32.34 52.08 83.98 115.04 89.51 203.05 13.64 113.26 2.82 30.83 166.43

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 34500:	1,226.30
34501	0818 50972993	Pacific Office Automation Copier lease; 7/15-8/14/16	08/05/2016	128.60
			Total for Check Number 34501:	128.60
34502	1407 21-23931 21-24020	Parametrix, Inc. Plan review services; 2/1-4/30/16 Code updates; 5/29-7/2/16	08/05/2016	6,266.56 1,476.87
			Total for Check Number 34502:	7,743.43
34503	3166 65815	Pedersen's Rentals CiderFest; chairs/tables rental	08/05/2016	893.08
			Total for Check Number 34503:	893.08
34504	2233 2233-2Qtr	Pediatric Interim Care Center Human services; 2nd Quarter 2016	08/05/2016	750.00
			Total for Check Number 34504:	750.00
34505	3174 3174-8	Priestwick Black Star Kebabs Covington Days; refund food vendor deposit	08/05/2016	150.00
			Total for Check Number 34505:	150.00
34506	2984 2928	Puget Sound Hardware Inc. Aquatics; serialized keys	08/05/2016	98.39
			Total for Check Number 34506:	98.39
34507	1197 00055735	Rainier Wood Recyclers Disposal fees	08/05/2016	72.00
			Total for Check Number 34507:	72.00
34508	1905 C858739-701 C859945-701 C859946-701 C860137-701 C860137-701	Sharp Electronics Corporation Aquatics; copiers' usage, 6/6-7/6/16 Reception; copier usage, 6/29-7/12/16 Police; copier usage, 6/20-7/15/16 Copier usage; 6/15-7/15/16 Copier usage; 6/15-7/15/16	08/05/2016	121.58 4.73 31.49 16.16 24.25
			Total for Check Number 34508:	198.21
34509	2668 P16489-08	Sonsray Machinery, LLC Slope mower; washer/capscrew	08/05/2016	58.80
			Total for Check Number 34509:	58.80
34510	0993 10104	Soos Creek Water & Sewer District CCP; Phs 2, pre application meeting	08/05/2016	250.00
			Total for Check Number 34510:	250.00
34511	2469 2469-2Qtr	South King Council of HS Human services; 2nd Quarter 2016	08/05/2016	500.00
			Total for Check Number 34511:	500.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
34512	0281	Standard Insurance Company	08/05/2016	
	006355510001-8	Life Insurance Premiums, August		591.76
	006355510001-8	Life Insurance Premiums, August		183.81
	006355510001-8	Life Insurance Premiums, August		99.19
	006355510001-8	Life Insurance Premiums, August		6.78
	006355510001-8	Life Insurance Premiums, August		44.92
	006355510001-8	Life Insurance Premiums, August		118.28
	006355510001-8	Life Insurance Premiums, August		175.90
	006355510001-8	Life Insurance Premiums, August		192.80
	006355510001-8	Life Insurance Premiums, August		117.17
	006355510001-8	Life Insurance Premiums, August		587.94
	006355510001-8	Life Insurance Premiums, August		288.82
	006355510001-8	Life Insurance Premiums, August		364.31
	006355510001-8	Life Insurance Premiums, August		175.68
	006355510001-8	Life Insurance Premiums, August		667.40
	006355510001-8	Life Insurance Premiums, August		375.17
			Total for Check Number 34512:	3,989.93
34513	1907	Star Rentals	08/05/2016	
	133400-33	Vortex 200 Vac System		3,374.20
	133400-33	Honda Scarifier		5,278.61
			Total for Check Number 34513:	8,652.81
34514	0409	The Storehouse	08/05/2016	
	0409-2Qtr	Human services; 2nd Quarter 2016		2,500.00
			Total for Check Number 34514:	2,500.00
34515	3175	Tents and Party Rents LLC	08/05/2016	
	48733	Volunteer dinner; table/chair rentals		428.69
			Total for Check Number 34515:	428.69
34516	2526	Topsy Turvy Bouncers	08/05/2016	
	418	Kids Fest entertainment; inflatables		1,159.85
			Total for Check Number 34516:	1,159.85
34517	2556	United Site Services	08/05/2016	
	114-4237291	Gardner property; fence rental, 7/9-8/5/16		355.77
			Total for Check Number 34517:	355.77
34518	2103	US Bancorp Equip Finance Inc.	08/05/2016	
	309342996	Reception copier; lease		93.40
	309661098	Police copier; lease		93.40
			Total for Check Number 34518:	186.80
34519	2969	USA Football	08/05/2016	
	2300885	Flag football; jersey, use tax		-2.15
	2300885	Flag football; jersey		27.15
			Total for Check Number 34519:	25.00
34520	0357	Valley Communications	08/05/2016	
	0016843	800 MHz access fee; July		75.00
			Total for Check Number 34520:	75.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
34521	0046	Verizon Wireless	08/05/2016	
	9769053100	Cellular service, 7/21-8/20/16		188.93
	9769053100	Cellular service, 7/21-8/20/16		26.44
	9769053100	Cellular service/tablet data, 7/21-8/20/16		256.81
	9769053100	Cellular service/tablet data, 7/21-8/20/16		270.09
	9769053100	Cellular service/tablet data, 7/21-8/20/16		98.62
	9769053100	Cellular service/tablet data, 7/21-8/20/16		93.99
	9769053100	Cellular service, 7/21-8/20/16		30.13
	9769053100	Cellular service, 7/21-8/20/16		47.77
	9769053100	Cellular service, 7/21-8/20/16		29.31
			Total for Check Number 34521:	1,042.09
34522	0242	WACE	08/05/2016	
	0242-8	Bykonen; WACE membership dues		40.00
	0242-8	Bykonen; WACE conference, registration		200.00
			Total for Check Number 34522:	240.00
34523	3019	Water Gear Inc.	08/05/2016	
	00251316	Aquatics; resale items, critter caps/animal goggles		438.62
			Total for Check Number 34523:	438.62
34524	2652	Wells Fargo Financial Leasing	08/05/2016	
	5003234829	Smartboard lease, 7/15-8/14/16		197.89
	5003244028	Copier/scanner lease, 8/10-9/9/16		227.09
			Total for Check Number 34524:	424.98
34525	1824	YMCA of Greater Seattle	08/05/2016	
	1824-2Qtr	Human services; 2nd Quarter 2016		750.00
			Total for Check Number 34525:	750.00
34526	3167	Youth Tech Inc.	08/05/2016	
	5323	Instructor payment; Movie Maker/Game Design		1,046.50
			Total for Check Number 34526:	1,046.50
34527	2104	Zones, Inc.	08/05/2016	
	K03997860101	Aquatics mobile station; Surface Pro/cover		1,446.54
			Total for Check Number 34527:	1,446.54
			Total for 8/5/2016:	243,343.94
			Report Total (95 checks):	243,343.94

August 8, 2016

City of Covington

City of Covington

City of Covington
Voucher/Check Register

Electronic fund transfers

In the Amount of \$729.51

We, 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 claims are just, due and unpaid obligations against the City of Covington, Washington, County of King, and that we are authorized to authenticate and certify said claims per the attached register.

Cassandra Parker
Senior Accountant

Mark Lanza
City Councilmember

Jeff Wagner
Mayor

Marlla Mhoon
City Councilmember

Council Meeting Date Approved _____

Accounts Payable

Checks by Date - Detail by Check Date

User: scles
Printed: 8/18/2016 4:07 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
73	1917	US Bank National Association	08/08/2016	
	1917-07-2016	Credit card fees for July transactions		685.45
	1917-07-2016	Credit card fees for July transactions		44.06
Total for Check Number 73:				729.51
Total for 8/8/2016:				729.51
Report Total (1 checks):				729.51

August 11, 2016

City of Covington

City of Covington

City of Covington
Voucher/Check Register

Check #34528 through Check #34529

In the Amount of \$2,200.00

We, 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 claims are just, due and unpaid obligations against the City of Covington, Washington, County of King, and that we are authorized to authenticate and certify said claims per the attached register.

Cassandra Parker
Senior Accountant

Mark Lanza
City Councilmember

Jeff Wagner
Mayor

Marlla Mhoon
City Councilmember

Council Meeting Date Approved _____

Accounts Payable

Checks by Date - Detail by Check Date

User: scles
Printed: 8/11/2016 3:44 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
34528	3177 3177-8-1	Aaron Lui-Kwan Skate Park Mural; initial payment	08/11/2016	1,100.00
Total for Check Number 34528:				1,100.00
34529	3177 3177-8-2	Aaron Lui-Kwan Skate Park Mural; final payment	08/11/2016	1,100.00
Total for Check Number 34529:				1,100.00
Total for 8/11/2016:				2,200.00
Report Total (2 checks):				2,200.00

August 19, 2016

City of Covington

City of Covington

City of Covington
Voucher/Check Register

Check #34530 through Check #34594, including ACH payments and electronic fund transfers

In the Amount of \$663,063.75

We, 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 claims are just, due and unpaid obligations against the City of Covington, Washington, County of King, and that we are authorized to authenticate and certify said claims per the attached register.

Cassandra Parker
Senior Accountant

Mark Lanza
City Councilmember

Jeff Wagner
Mayor

Marlla Mhoon
City Councilmember

Council Meeting Date Approved _____

Accounts Payable

Checks by Date - Detail by Check Date

User: scles
 Printed: 8/18/2016 4:07 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	1408	Washington Workwear Stores Inc.	08/19/2016	
	2405	Goranson; work jeans		46.90
	2405	Goranson; work jeans		31.27
Total for this ACH Check for Vendor 1408:				78.17
ACH	1622	Law Offices of Thomas R Hargan, PLLC	08/19/2016	
	16-CV07	Prosecution services through 7/31/16		4,541.88
Total for this ACH Check for Vendor 1622:				4,541.88
ACH	1688	Mountain Mist	08/19/2016	
	054257-8	Maint shop; bottled water, July		21.80
	054257-8	Aquatics; bottled water, July		80.26
	054257-8	Maint shop; bottled water, July		16.34
	054257-8	City hall; bottled water, July		109.80
	054257-8	Maint shop; bottled water, July		16.34
Total for this ACH Check for Vendor 1688:				244.54
ACH	1705	Alpine Products, Inc.	08/19/2016	
	TM-160207	Caution signs		272.66
Total for this ACH Check for Vendor 1705:				272.66
ACH	1901	Modern Building Systems, Inc.	08/19/2016	
	0075746	Maint shop; building lease, 9/1-10/1/16		569.06
	0075746	Maint shop; building lease, 9/1-10/1/16		426.80
	0075746	Maint shop; building lease, 9/1-10/1/16		426.80
Total for this ACH Check for Vendor 1901:				1,422.66
ACH	2044	Karla Slate	08/19/2016	
	2044-8	CiderFest; reimbursement for games		42.98
	2044-8	CiderFest; reimbursement for tickets, bags, use t		-4.68
	2044-8	CiderFest; reimbursement for tickets, bags		59.09
	2044-8	CiderFest; reimbursement for kraft paper		30.37
Total for this ACH Check for Vendor 2044:				127.76
ACH	2250	SBS Legal Services	08/19/2016	
	C068	Legal services; June		11,921.00
Total for this ACH Check for Vendor 2250:				11,921.00
ACH	2500	Tetra Tech, Inc.	08/19/2016	
	51078097	CIP 1127; engineering, 6/25-7/22/16		3,000.66
Total for this ACH Check for Vendor 2500:				3,000.66
ACH	2621	Jaquelyn Ball	08/19/2016	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	2621-8	Covington Days; ice/balloon reimbursement		32.99
			Total for this ACH Check for Vendor 2621:	32.99
ACH	2855 16-10	Regan Bolli Bolli; 2016 flexible spending	08/19/2016	18.55
			Total for this ACH Check for Vendor 2855:	18.55
ACH	3163 28775118-001	Herc Rentals Inc. Banner install, boom rental; 7/28	08/19/2016	591.87
			Total for this ACH Check for Vendor 3163:	591.87
74	1917 1917-07-2016(2)	US Bank National Association Credit card fees for July online permitting	08/19/2016	37.86
			Total for Check Number 74:	37.86
75	2783 2783-07-2016 2783-07-2016 2783-07-2016 2783-07-2016 2783-07-2016 2783-07-2016 2783-07-2016 2783-07-2016 2783-07-2016	WA State Dept of Revenue Use Tax July 2016 Sales Tax July 2016 Sales Tax July 2016 Business and Occupation Tax July 2016 Use Tax July 2016 Use Tax July 2016 Business and Occupation Tax July 2016	08/19/2016	1,240.27 1,481.23 0.79 0.04 1,052.06 237.23 12.84 17.12 31.82
			Total for Check Number 75:	4,073.40
34530	3178 26449 26449	Action Flag Co. US/City/POW MIA flags US/City/POW MIA flags, use tax	08/19/2016	638.57 -50.57
			Total for Check Number 34530:	588.00
34531	0206 559831	AFLAC Insurance premiums; August	08/19/2016	391.07
			Total for Check Number 34531:	391.07
34532	0088 145408-1673 145408-1673	American Planning Association Lyons; APA/AICP membership dues, 10/1/16-9/ Lyons; APA/AICP membership dues, 10/1/16-9/	08/19/2016	452.00 113.00
			Total for Check Number 34532:	565.00
34533	0955 10470646	American Red Cross Lifeguarding class; 7/15	08/19/2016	70.00
			Total for Check Number 34533:	70.00
34534	2140 2140-8	Amicor Construction Minor housing repair; #GROO-02-15	08/19/2016	988.26
			Total for Check Number 34534:	988.26
34535	2033 11433 11436	Aquatic Specialty Services Aquatics; waterline hose repair Aquatics; clean/calibration service, July	08/19/2016	422.27 179.20

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 34535:	601.47
34536	2646	Balloon Specialties	08/19/2016	
	0816RNT063	Helium DOT tracking report		14.04
	0816RNT063	Helium DOT tracking report		14.03
	B16080302	Helium gas/balloons		239.74
	B16080302	Helium gas/balloons		239.73
			Total for Check Number 34536:	507.54
34537	0499	Bank of America	08/19/2016	
	0405-8	Hypothermia safety station; ice		20.64
	0405-8	Aquatics; laundry detergent		75.79
	0405-8	Coolers for parade popsicles		64.77
	0405-8	G. Blakely/Grobbelaar; WSI training		70.00
	0405-8	Aquatics; disposable gloves		617.93
	0405-8	Aquatics; disposable gloves, use tax		-48.93
	0405-8	Packing/shipping data card printer for repairs		76.10
	1197-8	Staff appreciation breakfast supplies		5.89
	1197-8	Citizen of the year; council meeting cake		57.98
	1197-8	Tablecloths cleaning		86.88
	1197-8	Washington State flag		60.71
	1197-8	Legislative appreciation meeting, supplies		26.99
	1842-8	Slate; PRSA conference, hotel		528.06
	1842-8	CiderFest; Facebook ads		19.97
	1842-8	City logo water bottles		388.32
	1842-8	City logo water bottles, use tax		-30.75
	1842-8	Covington Days; carnival prizes, use tax		-13.82
	1842-8	Covington Days; carnival prizes		174.48
	1842-8	Case of table covers		94.08
	2923-8	Volunteer appreciation dinner; invitations cards/€		137.81
	2923-8	Presidents volunteer service awards, use tax		-6.30
	2923-8	Presidents volunteer service awards		79.55
	2923-8	Classified ads; customer service specialist		45.00
	2923-8	Volunteer appreciation dinner; tablecloths/plates		292.67
	2923-8	Bring a Child to Work; bottled water		6.13
	2923-8	Volunteer appreciation; tablecloths/plates, use ta		-23.18
	2923-8	Volunteer appreciation; invitations cards/envelop		-10.91
	3433-8	Bolli; AWC conference, parking		6.00
	3639-8	Punt, pass, kick supplies; calculator, string, bin		18.62
	3639-8	Aquatics; batteries for ADA lift remotes		16.05
	3639-8	ActiveNet Meet Manager for swim team		550.61
	5029-8	Hart; WA City Planning Directors conference		109.50
	5029-8	Hart; WA City Planning Directors conference		255.50
	5029-8	Town Center development meeting, lunch		78.16
	5029-8	Community Development retreat lunch		34.98
	5029-8	Community Development retreat lunch		81.62
	5211-8	Newton; NRPA annual conference, airfare/Int hc		562.51
	5211-8	Newton; NRPA annual conference, registration		509.00
	5946-8	#3435; plug		5.46
	5946-8	#3340; asphalt patcher propane tank		197.10
	6093-8	WSDOT Standard Specifications		54.45
	6167-8	SE 256th Culvert Stabilization; permit		150.00
	6688-8	Covington Days; table/chair rental deposit		20.00
	6686-8	Covington Days; supplies, prizes		112.67
	6686-8	Covington Days; staff/volunteer meal		44.12
	6686-8	Take a Child to Work day; supplies		35.04
	6686-8	Calendar of event postcards		135.31
	6686-8	Recreation registration postcards		135.31

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
6686-8		Event postcards, use tax		-21.43
6686-8		Mueller; APA conference, registration		275.00
7314-8		Covington Days; parade candy		150.92
7314-8		Hendrickson; Excel pro course		297.00
7314-8		Michaud; standing desk		407.25
7314-8		Michaud; standing desk, use tax		-32.25
7314-8		Hendrickson; macro collection, use tax		-3.35
7314-8		Hendrickson; macro collection		42.25
7314-8		Hendrickson; excel ultimate suite		162.85
7314-8		Hendrickson; excel ultimate suite, use tax		-12.90
9148-8		SSL renewals, use tax		-34.40
9148-8		Computer brackets/internal drives, use tax		-18.84
9148-8		Staff appreciation breakfast supplies		29.43
9148-8		Hendrickson/Parker/Hagen; PSFOA meeting		75.00
9148-8		Computer brackets/internal drives		237.96
9148-8		Flag football jersey shipping, use tax		-1.55
9148-8		Flag football jersey shipping		19.57
9148-8		Surge suppressors, use tax		-2.61
9148-8		Surge suppressors		33.00
9148-8		Password manager; annual subscription		13.16
9148-8		SDHC card		12.22
9148-8		SDHC card, use tax		-0.97
9148-8		Patch cables, power strips, use tax		-19.69
9148-8		Patch cables, power strips		248.62
9148-8		SSL renewals		434.38
Total for Check Number 34537:				8,198.49
34538	2368	Best Parking Lot Cleaning Inc.	08/19/2016	
	147757	MV; street cleaning, July		2,427.59
	147922	Street cleaning, July		6,444.17
Total for Check Number 34538:				8,871.76
34539	2849	Bricks 4 Kidz	08/19/2016	
	1082	Instructor payment; Summer Camp		1,155.00
Total for Check Number 34539:				1,155.00
34540	3148	BrightView Landscape Services	08/19/2016	
	5101194639	Landscaping; August		5,522.19
Total for Check Number 34540:				5,522.19
34541	0026	C&B Awards	08/19/2016	
	3282	EBI Basketball Camp t-shirts		230.71
Total for Check Number 34541:				230.71
34542	1997	Capital One Commercial	08/19/2016	
	013115	Camp Adventure; snacks		97.89
	014059	Volunteer appreciation dinner; beverages, dessert		164.07
	1254157	Maint shop; coffee, creamer, soap, plates		19.31
	1254157	City hall; tea, creamer, paper products, cleaning		284.43
	1254157	Maint shop; coffee, creamer, soap, plates		19.32
	1254157	Maint shop; coffee, creamer, soap, plates		25.75
Total for Check Number 34542:				610.77
34543	0366	City of Covington	08/19/2016	
	0366-8	SWM utility tax; July		169.68

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 34543:	169.68
34544	0364 53976	Code Publishing Company Municipal code update; 8/1/16	08/19/2016	1,087.63
			Total for Check Number 34544:	1,087.63
34545	0184 189	Cordi & Bejarano Public defender services; July	08/19/2016	4,000.00
			Total for Check Number 34545:	4,000.00
34546	0537 2015-11 2016-14	Covington Water District KidsFest dunk tank; water charge for hydrant, 8/ KidsFest dunk tank; water charge for hydrant, 8/	08/19/2016	5.73 5.76
			Total for Check Number 34546:	11.49
34547	1983 51159190	De Lage Landen Financial Srvc Aquatics; copiers' lease, 8/1-8/31/16	08/19/2016	104.41
			Total for Check Number 34547:	104.41
34548	3145 14063135 14063135 14063135 14063135 14063135	Electric Lightwave Maint shop; telephone, 8/8-9/7/16 Maint shop; telephone, 8/8-9/7/16 City hall; telephone, 8/8-9/7/16 Aquatics; telephone, 8/8-9/7/16 Maint shop; telephone, 8/8-9/7/16	08/19/2016	136.16 136.16 752.55 90.28 181.54
			Total for Check Number 34548:	1,296.69
34549	1213 077906 077907	Everson's Econo-Vac, Inc. Stormfilter cleaning/replacing, July Storm cleaning, manholes, 6/13 & 6/14	08/19/2016	1,604.25 623.00
			Total for Check Number 34549:	2,227.25
34550	0886 2957 2957	John E. Galt Maple Hills, hearing services Dustine Wilde, hearing services	08/19/2016	1,353.75 281.25
			Total for Check Number 34550:	1,635.00
34551	2553 Jul16 1123	Gordon Thomas Honeywell Governmental Governmental Affairs services; July	08/19/2016	2,300.00
			Total for Check Number 34551:	2,300.00
34552	1770 1770-8 1770-8	Richard Hart Hart; PSRC meeting, parking Hart; PSRC meeting, parking	08/19/2016	7.69 17.96
			Total for Check Number 34552:	25.65
34553	2648 2648-8	Hart's Gymnastics Instructor payment; Gymnastics, July/August	08/19/2016	1,641.60
			Total for Check Number 34553:	1,641.60
34554	3142 7401	Heffron Transportation Inc. Transportation concurrency update, 5/23-7/24/16	08/19/2016	839.16

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	7401	Hawk Property; transportation support, 5/23-7/24		1,325.16
			Total for Check Number 34554:	2,164.32
34555	0867	Home Depot Credit Services	08/19/2016	
	0020515	Ratcheting wrench		15.17
	1064414	Maint shop; telescoping pole		6.37
	1064414	Maint shop; telescoping pole		6.37
	1064414	Maint shop; telescoping pole		8.48
	2564829	Covington Days; sand for canopies		17.25
	6142630	CCP; peat moss/fertilizer		23.84
	7584158	Velcro for event sign		50.43
	8011082	Nozzles, tarp, document bag		84.54
	8011082	Tape measure, saw blades		65.09
	8015925	Screw extractor set		9.74
	8015925	Cedar pickets, screws		58.58
	8020245	Hammer, square, screwdriver set, pliers, tape me		101.92
	8020245	Pickets, screws, pencils		28.96
	8092719	Return; pickets		-11.71
	9714166	Aquatics; measuring tapes/screwdriver set		60.72
			Total for Check Number 34555:	525.75
34556	1722	Honey Bucket	08/19/2016	
	0550088148	Covington Days parade staging; portable toilet, 7		230.00
	055088142	Flag football; portable toilet, 7/18-8/14/16		117.50
	055088143	CCP; portable toilets service, 7/18-8/14/16		510.00
	055088144	Covington Days; portable toilets, 7/15-7/18/16		1,190.00
	055088145	Flag football; portable toilets, 7/18-8/14/16		235.00
	055088146	Skate park; portable toilet, 7/18-8/14/16		184.50
	055088147	Flag football; portable toilet, 7/18-8/14/16		177.50
			Total for Check Number 34556:	2,644.50
34557	3038	IBS, Inc.	08/19/2016	
	621543-1	Maint shop; scraper		9.94
	621543-1	Maint shop; scraper		13.24
	621543-1	Maint shop; scraper		9.94
			Total for Check Number 34557:	33.12
34558	2235 1600204	Integrity Structural Engineering, PLLC SE 256th Culvert; bridge consulting, July	08/19/2016	
			Total for Check Number 34558:	1,400.00
34559	1803 MVZ1309	Iron Mountain Document storage; 8/1-8/31/16	08/19/2016	
			Total for Check Number 34559:	259.03
34560	0050 0050-8	Kent School District School mitigation payable, July	08/19/2016	
			Total for Check Number 34560:	22,455.00
34561	1514 1514-8	King County District Court Court services reconciliation	08/19/2016	
			Total for Check Number 34561:	72,833.00
34562	0143	King County Finance	08/19/2016	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	196446	Disposal fees		22.00
	77903	Debt service; 1/1-6/30/16		34,142.44
	77904	SWM billing service charge; 1/1-6/30/16		5,352.62
Total for Check Number 34562:				39,517.06
34563	0641	King County Sheriff's Office	08/19/2016	
	16-0618	Sheriffs office; lease, July		-2,074.17
	16-0618	Police services, July		313,287.50
Total for Check Number 34563:				311,213.33
34564	0400	Les Schwab	08/19/2016	
	38600315702	#3383; front tires		599.28
Total for Check Number 34564:				599.28
34565	1878	MacLeod Reckord	08/19/2016	
	7430	CCP, Phase 2, storm drainage, 7/1-7/31/16		2,954.52
	7431	CCP, Phase 2, engineering, 7/1-7/31/16		95,316.63
Total for Check Number 34565:				98,271.15
34566	0332	Mail Plus	08/19/2016	
	510084	Public defense forms		222.63
Total for Check Number 34566:				222.63
34567	2486	McLendon Hardware, Inc.	08/19/2016	
	861979/7	Stage parts		12.03
Total for Check Number 34567:				12.03
34568	3042	Nordvind Sewer Service, LLC	08/19/2016	
	1431	Ditch cleaning/re-grading		14,089.17
	1431R	Retainage; ditch cleaning/re-grading		-704.46
Total for Check Number 34568:				13,384.71
34569	3017	O'Reilly Automotive Inc.	08/19/2016	
	3716213990	Maint shop; oil, filters, wiper blades		26.38
	3716213990	Maint shop; oil, filters, wiper blades		26.38
	3716213990	Maint shop; oil, filters, wiper blades		35.18
	3716215654	Maint shop; degreaser, grease, towels		72.84
	3716215654	Maint shop; degreaser, grease, towels		54.62
	3716215654	Maint shop; grease gun		24.75
	3716215654	Maint shop; grease gun		18.57
	3716215654	Maint shop; grease gun		18.57
	3716215654	Maint shop; degreaser, grease, towels		54.62
	3716215739	#3252; air filter		18.04
	3716215751	Maint shop; return grease gun		-18.57
	3716215751	Maint shop; return grease gun		-18.57
	3716215751	Maint shop; return grease gun		-24.75
	3716216719	#3252; marker light		4.33
	3716218563	Maint shop; extension bars, adapter set		16.49
	3716218563	Maint shop; extension bars, adapter set		12.36
	3716218563	#3383; brake rotor, disc pad set, oil/air filter, oil		305.67
	3716218563	Maint shop; extension bars, adapter set		12.37
	3716219756	#3383; battery, misc parts		130.10
	3716219991	Maint shop; connectors		25.72
	3716219991	Maint shop; connectors		25.72
	3716219991	Maint shop; connectors		34.30

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	3716220313	Maint shop; grease		1.17
	3716220313	Maint shop; grease		1.17
	3716220313	Maint shop; grease		1.56
Total for Check Number 34569:				859.02
34570	0004	Office Depot	08/19/2016	
	1957741333	Covington Days; table cleaner		4.33
	1959075963	Easel		27.73
	1959075966	Covington Days booth; Art Commission supplie		51.67
	1959095002	Covington Days; Kids Zone supplies		12.47
	1959095003	Michaud; wireless keyboard		76.01
	851205578001	Easels		83.18
	853968914001	Paper		136.92
Total for Check Number 34570:				392.31
34571	2860 444255	Protect Youth Sports Background checks	08/19/2016	
Total for Check Number 34571:				112.00
34572	0161	Puget Sound Energy	08/19/2016	
	200003986730-8	Streets; electricity, 7/2-8/2/16		63.69
	200003987282-8	Streets; electricity, 7/6-8/3/16		46.50
	200003987464-8	Streets; electricity, 7/6-8/3/16		11.75
	200004045635-8	Streets; electricity, 7/2-8/2/16		65.27
	200004045866-8	Streets; electricity, 7/6-8/3/16		50.93
	200005568858-8	Streets; electricity, 6/30-7/31/16		65.31
	200013103656-8	CCP; electricity, 6/30-7/31/16		48.62
	200013951476-8	Streets; electricity, 6/30-7/31/16		72.82
	200014568881-8	Maint shop; electricity, 6/30-7/31/16		49.27
	200014568881-8	Maint shop; electricity, 6/30-7/31/16		49.28
	200014568881-8	Maint shop; electricity, 6/30-7/31/16		65.70
	200022909309-8	Streets; electricity, 7/2-8/2/16		77.24
	200022909689-8	Skate park; electricity, 7/6-8/3/16		12.35
	220009801048-8	Streets; electricity, 7/6-8/3/16		79.15
	300000007934-8	City hall; natural gas, 7/2-8/2/16		36.42
Total for Check Number 34572:				794.30
34573	3082 5000174-8	Rainier Connect Business hosting; August	08/19/2016	
Total for Check Number 34573:				29.90
34574	1197	Rainier Wood Recyclers	08/19/2016	
	00055788	Waste disposal, 7/29		72.00
	00055789	Waste disposal, 7/29		64.00
	00055795	Waste disposal, 7/29		40.00
	00055800	Waste disposal, 7/29		24.00
	00055852	Waste disposal, 8/5		64.00
	00055853	Waste disposal, 8/5		16.00
	00055853	Waste disposal, 8/5		40.00
Total for Check Number 34574:				320.00
34575	2196	Revize, LLC	08/19/2016	
	4816	Revize annual subscription; 8./23/16-8/22/17		2,150.28
	4816	Revize annual subscription; use tax		-170.28

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 34575:	1,980.00
34576	2474	SCORE	08/19/2016	
	2052	Jail costs; medical, May		17.50
	2076	Jail costs; July		13,020.00
			Total for Check Number 34576:	13,037.50
34577	2514	SevenJam, USA	08/19/2016	
	2514-8	Family Movie Night; sound		250.00
			Total for Check Number 34577:	250.00
34578	1905	Sharp Electronics Corporation	08/19/2016	
	C860872-701	Workroom copier; usage, 6/30-7/28/16		1,046.51
			Total for Check Number 34578:	1,046.51
34579	1850	Sherwin-Williams Co.	08/19/2016	
	3101-6	Covington Days; canvas drop		17.37
	7179-4	Covington Days; canvas drop		41.26
			Total for Check Number 34579:	58.63
34580	2992	Shred-it	08/19/2016	
	9411864687	Secure document destruction; 7/25		18.00
			Total for Check Number 34580:	18.00
34581	0480	SHRM	08/19/2016	
	00631691	Beaufre; SHRM membership dues, 6/1/16-5/31		190.00
			Total for Check Number 34581:	190.00
34582	3012	Smarsh Inc.	08/19/2016	
	INV00170591	Mobile text/core platform archiving, July		199.50
			Total for Check Number 34582:	199.50
34583	3009	SoftwareOne, Inc.	08/19/2016	
	US-PSI-510184	Smartboard; Acrobat Pro subscription 6month		88.69
			Total for Check Number 34583:	88.69
34584	0993	Soos Creek Water & Sewer District	08/19/2016	
	0700-927900-8	Maint shop; sewer, 6/1-7/31/16		35.93
	0700-927900-8	Maint shop; sewer, 6/1-7/31/16		35.93
	0700-927900-8	Maint shop; sewer, 6/1-7/31/16		47.90
			Total for Check Number 34584:	119.76
34585	0736	Sound Security, Inc.	08/19/2016	
	817016	Security monitoring, August		1,050.50
	817016	Maint shop; secure monitoring, August		32.10
	817016	Maint shop; secure monitoring, August		32.10
	817016	Maint shop; secure monitoring, August		42.80
			Total for Check Number 34585:	1,157.50
34586	0217	State Auditor's Office	08/19/2016	
	L116049	Audit fees; July		3,604.77

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 34586:	3,604.77
34587	3180 2016-82	Taff Roofing Inc. Minor housing repair; #ANDE-01-15	08/19/2016	743.91
			Total for Check Number 34587:	743.91
34588	3040 3040-8	Teach Me Instructor payment; Super Sitters; 8/6	08/19/2016	500.50
			Total for Check Number 34588:	500.50
34589	1070 C80812	TerryBerry Parrish; 10 year service pin	08/19/2016	142.35
			Total for Check Number 34589:	142.35
34590	3179 3179-8	The Not-Its! Inc. Outdoor family concert entertainment, 8/19	08/19/2016	1,500.00
			Total for Check Number 34590:	1,500.00
34591	2636 333170	TRM Wood Products Co, Inc. Lumber	08/19/2016	53.00
			Total for Check Number 34591:	53.00
34592	3119 32609	Truck Performance Northwest #3383; harness	08/19/2016	13.52
			Total for Check Number 34592:	13.52
34593	2103 310329743 310329743 311243901	US Bancorp Equip Finance Inc. Copier lease Copier lease Workroom; copier lease	08/19/2016	86.88 130.32 639.10
			Total for Check Number 34593:	856.30
34594	3019 00251507	Water Gear Inc. Aquatics resale items; goggles	08/19/2016	297.21
			Total for Check Number 34594:	297.21
			Total for 8/19/2016:	663,063.75
			Report Total (78 checks):	663,063.75

August 25, 2016

City of Covington

City of Covington

City of Covington
Voucher/Check Register

Check #34595 through Check #34604, including ACH payments and electronic fund transfers

In the Amount of \$4,345.75

We, 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 claims are just, due and unpaid obligations against the City of Covington, Washington, County of King, and that we are authorized to authenticate and certify said claims per the attached register.

Cassandra Parker
Senior Accountant

Mark Lanza
City Councilmember

Jeff Wagner
Mayor

Marlla Mhoon
City Councilmember

Council Meeting Date Approved _____

Accounts Payable

Checks by Date - Detail by Check Number

User: cparker
 Printed: 8/24/2016 11:03 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	3000 3000-2016	Reverend Nat's Hard Cider LLC Reimbursement for product served at Sausage &	08/23/2016	421.75
Total for this ACH Check for Vendor 3000:				421.75
34595	3186 3186-2016	2 Towns Ciderhouse Reimbursement for product served at Sausage &	08/23/2016	397.11
Total for Check Number 34595:				397.11
34596	3181 3181-2016	Blackfish Spirits Distillery Reimbursement for product served at Sausage &	08/23/2016	533.28
Total for Check Number 34596:				533.28
34597	2997 2997-2016	Finnriver Cidery Reimbursement for product served at Sausage &	08/23/2016	433.36
Total for Check Number 34597:				433.36
34598	3002 3002-2016	Locust Cider Reimbursement for product served at Sausage &	08/23/2016	449.22
Total for Check Number 34598:				449.22
34599	3001 3001-2016	Neigel Vintners Reimbursement for product served at Sausage &	08/23/2016	491.25
Total for Check Number 34599:				491.25
34600	3185 3185-2016	Red's Wine Bar Reimbursement for product served at Sausage &	08/23/2016	214.00
Total for Check Number 34600:				214.00
34601	2995 2995-2016	Schilling Cider LLC Reimbursement for product served at Sausage &	08/23/2016	51.97
Total for Check Number 34601:				51.97
34602	3184 3184-2016	Snowdrift Cider Co. Reimbursement for product served at Sausage &	08/23/2016	388.13
Total for Check Number 34602:				388.13
34603	3182 3182-2016	Tieton Cider Works LLC Reimbursement for product served at Sausage &	08/23/2016	484.68
Total for Check Number 34603:				484.68
34604	3183 3183-2016	Tilted Tree Hard Cider LLC Reimbursement for product served at Sausage &	08/23/2016	481.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 34604:	481.00
			Report Total (11 checks):	4,345.75

September 2, 2016

City of Covington

City of Covington

City of Covington
Voucher/Check Register

Check #34605 through Check #34652, including ACH payments and electronic fund transfers

In the Amount of \$281,437.33

We, 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 claims are just, due and unpaid obligations against the City of Covington, Washington, County of King, and that we are authorized to authenticate and certify said claims per the attached register.

Cassandra Parker
Senior Accountant

Mark Lanza
City Councilmember

Jeff Wagner
Mayor

Marlla Mhoon
City Councilmember

Council Meeting Date Approved _____

Accounts Payable

Checks by Date - Detail by Check Date

User: scles
 Printed: 9/1/2016 2:06 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	0345 0345-9	Sharon Scott Reimbursement; Department BBQ supplies	09/02/2016	12.57
Total for this ACH Check for Vendor 0345:				12.57
ACH	0706 4871 4871 4872 4872	Covington Retail Associates 1st floor; operating expenses, September 1st floor; building lease, September 2nd floor; operating expenses, September 2nd floor; building lease, September	09/02/2016	9,895.60 27,018.92 1,361.95 3,446.92
Total for this ACH Check for Vendor 0706:				41,723.39
ACH	1091 1408087-0 1408087-0 1408087-1	Complete Office Solutions Office supplies Operating supplies Appointment book	09/02/2016	49.73 9.86 25.16
Total for this ACH Check for Vendor 1091:				84.75
ACH	2105 2105-8 2105-8-1 2105-8-2 2105-8-3 2105-8-4	Rachel Bahl Bahl; mileage reimbursement, March Bahl; mileage reimbursement, April Bahl; mileage reimbursement, May Bahl; mileage reimbursement, June Bahl; mileage reimbursement, July	09/02/2016	109.34 119.39 56.14 101.56 57.66
Total for this ACH Check for Vendor 2105:				444.09
ACH	2555 49688833	NuCO2 LLC Aquatatics CO2 lease	09/02/2016	81.53
Total for this ACH Check for Vendor 2555:				81.53
ACH	2621 2621-092016	Jaquelyn Ball Star Wars CD for Outdoor family movie night	09/02/2016	16.28
Total for this ACH Check for Vendor 2621:				16.28
ACH	2633 0445404-IN 0445404-IN 0445404-IN 0445404-IN	National Safety, Inc. Gloves Terwillegar hooded sweatshirt Terwillegar hooded sweatshirt Gloves	09/02/2016	3.45 22.37 14.91 2.30
Total for this ACH Check for Vendor 2633:				43.03
ACH	2821 2821-8	Dominic Finazzo Finazzo; mileage reimbursement, July	09/02/2016	27.05

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for this ACH Check for Vendor 2821:				27.05
ACH	2855 2855-8	Regan Bolli Bolli; WCMA conference, hotel, mileage, per diem	09/02/2016	654.95
Total for this ACH Check for Vendor 2855:				654.95
ACH	3163 28797478-001	Herc Rentals Inc. Boom rental, KidsFest/CiderFest banner installat	09/02/2016	567.91
Total for this ACH Check for Vendor 3163:				567.91
76	1917 1917-08-2016 1917-08-2016	US Bank National Association Credit card fees for August transactions Credit card fees for August transactions	09/02/2016	133.95 50.04
Total for Check Number 76:				183.99
77	1917 1917-08-2016(2) 1917-08-2016(2)	US Bank National Association Credit card fees for August online permitting tra Credit card fees for August online permitting tra	09/02/2016	83.87 10.09
Total for Check Number 77:				93.96
34605	3187 3187-2016	Alpenfire Cider Reimbursement for product served at Sausage &	09/02/2016	566.37
Total for Check Number 34605:				566.37
34606	3140 23535 23535-2 23535-2R 23535R	American Ramp Company Balance due for skate park equipment Installation for skate park equipment Retainage for installation for skate park equipme Retainage on skate park equipment	09/02/2016	52,430.47 16,176.90 -808.85 -5,243.05
Total for Check Number 34606:				62,555.47
34607	0077 45622 45622 45623	Association of WA Cities Bolli registration, AWC Statewide Candidate for Harto registration, AWC Statewide Candidate fo Wagner registration, Fall Mayors Exchange	09/02/2016	35.00 35.00 45.00
Total for Check Number 34607:				115.00
34608	0019 1502800920160 1502800920160 1502800920160 1502800920160 1502800920160 1502800920160 1502800920160 1502800920160 1502800920160 1502800920160 1502800920160 1502800920160 1502800920160 1502800920160 1502800920160 1502800920160 1502800920160 1502800920160	AWC Employee Benefits Trust Medical Insurance Premiums, September 2016 Medical Insurance Premiums, September 2016	09/02/2016	9,341.34 6,906.16 1,541.89 2,265.53 2,339.54 8,022.68 1,541.87 2,197.98 2,387.54 457.23 2,948.53 7,342.47 1,549.06 10,992.57

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 34608:	59,834.39
34609	3165 0001	Because Good Food Matters Camp Adventure baking class instruction	09/02/2016	200.00
			Total for Check Number 34609:	200.00
34610	0637 113301 113301 113301	Bill's Locksmith Service, Inc. Deadbolt for maintenance office Deadbolt for maintenance office Deadbolt for maintenance office	09/02/2016	21.34 28.45 21.33
			Total for Check Number 34610:	71.12
34611	1075 676482	Bowen Scarff Ford Sales, Inc. #3252 parts	09/02/2016	31.69
			Total for Check Number 34611:	31.69
34612	2849 1085	Bricks 4 Kidz Instructor payment Summer Camps 5-6, 8-10	09/02/2016	4,620.00
			Total for Check Number 34612:	4,620.00
34613	0026 3299	C&B Awards EBI Basketball camp t-shirts	09/02/2016	65.00
			Total for Check Number 34613:	65.00
34614	1997 021223 048872	Capital One Commercial Snacks for Sausage & CiderFest Water for Sausage & CiderFest	09/02/2016	49.19 53.82
			Total for Check Number 34614:	103.01
34615	3162 L102	Capital Security LLC Sausage & CiderFest security services 8/19/16	09/02/2016	240.00
			Total for Check Number 34615:	240.00
34616	2270 6317966698B-9	CenturyLink City hall telephone 8/13 - 9/13/16	09/02/2016	111.17
			Total for Check Number 34616:	111.17
34617	0219 INV02770	City of Maple Valley Building inspector services July	09/02/2016	6,393.75
			Total for Check Number 34617:	6,393.75
34618	1126 0650793-9	Comcast City hall internet 9/1 - 9/30/16	09/02/2016	166.14
			Total for Check Number 34618:	166.14
34619	0537 104587-9 105731-9 132670-9	Covington Water District Crystal View; water, 7/11 - 8/12/16 SR 516; water, 7/11 - 8/12/16 CCP; water, 7/11 - 8/12/16	09/02/2016	33.15 63.40 3,664.35
			Total for Check Number 34619:	3,760.90

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
34620	1996	Facility Maintenance Contractors	09/02/2016	
	160815	Maint shop; janitorial service		88.20
	160815	Maint shop; janitorial service		117.60
	160815	Maint shop; janitorial service		88.20
Total for Check Number 34620:				294.00
34621	1913	Galaxy Catering	09/02/2016	
	08172016	SCA board meeting catered lunch		280.74
Total for Check Number 34621:				280.74
34622	2078	Girard Resources & Recycling, LLC	09/02/2016	
	36031	5/8" clear rock		154.76
	36031	Disposal fees		125.00
Total for Check Number 34622:				279.76
34623	1733	The Good Earth Works, Inc.	09/02/2016	
	137512	Line trimmer supplies		216.43
	137512	Line trimmer, supplies		620.37
	137513	Line trimmer supplies		58.64
	137513	Line trimmer supplies		58.64
	137572	Carburetor maintenance		30.61
	137572	Carburetor maintenance		30.61
	137572	Carburetor maintenance		40.81
Total for Check Number 34623:				1,056.11
34624	2936	Great Northwest Martial Arts Academy	09/02/2016	
	2936-092016	Instructor payment May/June		132.60
Total for Check Number 34624:				132.60
34625	3038	IBS, Inc.	09/02/2016	
	621573-1	Deburring tool set		10.98
	621573-1	Deburring tool set		14.65
	621573-1	Deburring tool set		10.99
Total for Check Number 34625:				36.62
34626	3188	Felicia Johnson	09/02/2016	
	3188-092016	Instructor payment EBI Basketball Camp		1,659.38
Total for Check Number 34626:				1,659.38
34627	3190	Isha Joshi	09/02/2016	
	3190-092016	Refund damage deposit less add'l rental fees		156.00
Total for Check Number 34627:				156.00
34628	2792	Kent Fire Department RFA	09/02/2016	
	16-499	Fire services 2nd Qtr 2016		21,192.83
	16-499	Fire investigation services 2nd Qtr 2016		574.07
Total for Check Number 34628:				21,766.90
34629	2790	Kidz Love Soccer	09/02/2016	
	2790-092016	Instructor payment Soccer classes 6/22 - 8/31/16		2,593.50
Total for Check Number 34629:				2,593.50

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
34630	0143	King County Finance	09/02/2016	
	11004847	City hall; internet services, July		375.00
	196447	Jail costs July 2016		150.42
	78142-78142	CIP 1028 engineering July 2016		363.33
	78257-78261	Street services July 2016		20,517.26
	78335-78335	Covington Days parade traffic control		3,772.64
Total for Check Number 34630:				25,178.65
34631	0600	King County Recorder	09/02/2016	
	0600-092016	Recording fee for 5 oaths of office		370.00
Total for Check Number 34631:				370.00
34632	1405	Lakeside Industries	09/02/2016	
	12046006MB	Asphalt		239.36
Total for Check Number 34632:				239.36
34633	3042	Nordvind Sewer Service, LLC	09/02/2016	
	1432	Timber Heights pond restoration		8,688.00
	1432-R	Timber Heights pond restoration retainage		-434.40
Total for Check Number 34633:				8,253.60
34634	0004	Office Depot	09/02/2016	
	1971541391	Soccer Coach packets		55.51
	855494208001	Envelopes		65.21
	856940752001	Office supplies		328.88
	856941872001	Binders		40.66
	858224813001	Office supplies		309.43
	858224997001	Scissors		22.65
Total for Check Number 34634:				822.34
34635	0818	Pacific Office Automation	09/02/2016	
	51263206	Copier lease 8/15 - 9/14/16		122.47
Total for Check Number 34635:				122.47
34636	2499	Partner Construction Products	09/02/2016	
	7964	Asphalt sealant		7,086.15
Total for Check Number 34636:				7,086.15
34637	3189	Periigo Massage LLC	09/02/2016	
	3189-092016	Additional rental charges 8/7/16		-32.00
	3189-092016	Refund damage deposit 8/7/16		250.00
Total for Check Number 34637:				218.00
34638	0161	Puget Sound Energy	09/02/2016	
	300000001770-9	Street electricity 7/2 - 8/2/16		10.84
	300000001770-9	City tree electricity 7/2 - 8/2/16		10.84
	300000001788-9	Street electricity 7/1 - 8/1/16		63.88
	300000001788-9	Street electricity 7/1 - 8/1/16		8,646.84
	300000001804-9	Street electricity 7/2 - 8/2/16		52.78
	300000001804-9	Street electricity 7/2 - 8/2/16		42.07
	300000007744-9	Aquatics natural gas 7/2 - 8/2/16		1,747.01
	300000007744-9	Aquatics electricity 7/2 - 8/2/16		2,030.19
	300000011266-9	Crystal View electricity 6/30 - 7/31/16		10.84
	300000011266-9	Street electricity 6/30 - 7/31/16		139.73

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 34638:	12,755.02
34639	1197	Rainier Wood Recyclers	09/02/2016	
	00055913	Disposal fees 8/9/16		24.00
	00055969	Disposal fees 8/15 & 8/17/16		48.00
			Total for Check Number 34639:	72.00
34640	3191	Safeguard #233437	09/02/2016	
	0593912	City logo pens for giveaways		372.44
	0594078	CiderFest tasting cups		787.54
			Total for Check Number 34640:	1,159.98
34641	1905	Sharp Electronics Corporation	09/02/2016	
	C861941-701	Reception copier usage 7/12 - 8/5/16		18.80
	C861942-701	Police copier usage 7/15 - 8/12/16		25.31
	C862103-701	Copier usage 7/15 - 8/15/16		15.95
	C862103-701	Copier usage 7/15 - 8/15/16		10.64
			Total for Check Number 34641:	70.70
34642	3009	SoftwareOne, Inc.	09/02/2016	
	US-PSI-513585	Remote Desktop services		92.89
			Total for Check Number 34642:	92.89
34643	0993	Soos Creek Water & Sewer District	09/02/2016	
	0700-906800	Aquatics; sewer, 6/1-7/31/16		1,731.72
			Total for Check Number 34643:	1,731.72
34644	1903	Sound Publishing, Inc.	09/02/2016	
	7701052	Covington Days/Recreation ads		4,331.00
	7701052	Weekly bulletins 7/1, 7/22/16		374.86
			Total for Check Number 34644:	4,705.86
34645	3192	Leslie Spero	09/02/2016	
	3192-9	Reimbursement; Skate park sealer		486.18
			Total for Check Number 34645:	486.18
34646	0281	Standard Insurance Company	09/02/2016	
	006355510001-9	Life Insurance Premiums, September 2016		99.19
	006355510001-9	Life Insurance Premiums, September 2016		9.04
	006355510001-9	Life Insurance Premiums, September 2016		289.59
	006355510001-9	Life Insurance Premiums, September 2016		175.68
	006355510001-9	Life Insurance Premiums, September 2016		593.56
	006355510001-9	Life Insurance Premiums, September 2016		375.17
	006355510001-9	Life Insurance Premiums, September 2016		591.75
	006355510001-9	Life Insurance Premiums, September 2016		183.81
	006355510001-9	Life Insurance Premiums, September 2016		44.92
	006355510001-9	Life Insurance Premiums, September 2016		118.28
	006355510001-9	Life Insurance Premiums, September 2016		175.90
	006355510001-9	Life Insurance Premiums, September 2016		100.84
	006355510001-9	Life Insurance Premiums, September 2016		117.17
	006355510001-9	Life Insurance Premiums, September 2016		587.94
	006355510001-9	Life Insurance Premiums, September 2016		364.31

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 34646:	3,827.15
34647	0376 136207667-005	United Rentals NW, Inc. Rental; road plates, 7/20 - 8/17/16	09/02/2016	986.09
			Total for Check Number 34647:	986.09
34648	2556 114-4341033	United Site Services Gardner property; fence rental, 8/6-9/2/16	09/02/2016	355.77
			Total for Check Number 34648:	355.77
34649	2103 311440598 311689913	US Bancorp Equip Finance Inc. Reception copier lease Police copier lease	09/02/2016	93.40 93.40
			Total for Check Number 34649:	186.80
34650	0357 0016890	Valley Communications 800 MHz August 2016	09/02/2016	75.00
			Total for Check Number 34650:	75.00
34651	2652 5003310463 5003314249	Wells Fargo Financial Leasing Smartboard lease 8/15-9/14/16 Copier/scanner lease 9/10 - 10/9/16	09/02/2016	197.89 227.09
			Total for Check Number 34651:	424.98
34652	3167 5257	Youth Tech Inc. Instructor payment Web Studio/Game Design 7/1	09/02/2016	1,193.50
			Total for Check Number 34652:	1,193.50
			Total for 9/2/2016:	281,437.33
			Report Total (60 checks):	281,437.33

August 12, 2016

City of Covington

Payroll Approval

- Request Council approval for payment of Payroll dated 08/12/16 consisting of:

PAYLOCITY CHECK # 1005635715 through PAYLOCITY CHECK # 1005635730 and PAYLOCITY CHECK # 1005635819 through PAYLOCITY CHECK # 1005635819 inclusive, plus employee direct deposits

IN THE AMOUNT OF \$202,140.96

WE, 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 CLAIMS ARE JUST, DUE AND UNPAID OBLIGATIONS AGAINST THE CITY OF COVINGTON, WASHINGTON, COUNTY OF KING, AND THAT WE ARE AUTHORIZED TO AUTHENTICATE AND CERTIFY SAID CLAIMS PER THE ATTACHED COUNCIL APPROVAL REPORT.

Cassandra Parker
Senior Accountant

Mark Lanza
City Councilmember

Jeff Wagner
Mayor

Marlla Mhoon
City Councilmember

Council Meeting Date Approved: _____

Payroll Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount
113004	Regular	8/12/2016	503	Bolli, Regan H	4,927.82
113005	Regular	8/12/2016	246	Kirshenbaum, Kathleen	424.12
113006	Regular	8/12/2016	243	Lyon, Valerie	1,509.36
113007	Regular	8/12/2016	234	Mhooon, Darren S	1,492.31
113008	Regular	8/12/2016	162	Michaud, Joan M	2,221.79
113009	Regular	8/12/2016	123	Scott, Sharon G	2,579.56
113010	Regular	8/12/2016	313	Slate, Karla J	2,545.74
113011	Regular	8/12/2016	275	Hart, Richard	3,008.49
113012	Regular	8/12/2016	368	Mueller, Ann M	1,394.54
113013	Regular	8/12/2016	487	Bykonen, Tyler B	153.05
113014	Regular	8/12/2016	180	Cles, Staci M	1,972.88
113015	Regular	8/12/2016	146	Hagen, Lindsay K	1,642.23
113016	Regular	8/12/2016	235	Hendrickson, Robert	3,857.18
113017	Regular	8/12/2016	105	Parker, Cassandra	2,650.24
113018	Regular	8/12/2016	568	Burton, Da'Ris V	918.86
113019	Regular	8/12/2016	353	Dalton, Jesse J	2,385.79
113020	Regular	8/12/2016	524	Denning, Jerald J	1,026.82
113021	Regular	8/12/2016	373	Fealy, William J	2,419.51
113022	Regular	8/12/2016	301	Gaudette, John J	1,845.66
113023	Regular	8/12/2016	511	Goranson, Gage W	1,589.78
113024	Regular	8/12/2016	186	Junkin, Ross D	2,983.36
113025	Regular	8/12/2016	559	Parker, Bryce R	785.65
113026	Regular	8/12/2016	457	Smith, Nathan H	886.67
113027	Regular	8/12/2016	408	Terwillegar, Jeremy A	1,732.77
113028	Regular	8/12/2016	560	Wareham, Casey M	1,199.62
113029	Regular	8/12/2016	377	Bates, Krista	1,447.03
113030	Regular	8/12/2016	268	Bykonen, Brian D	2,307.89
113031	Regular	8/12/2016	279	Christenson, Gregg R	2,947.97
113032	Regular	8/12/2016	270	Lyons, Salina K	2,370.50
113033	Regular	8/12/2016	269	Meyers, Robert L	3,468.53
113034	Regular	8/12/2016	284	Ogren, Nelson W	2,752.70
113035	Regular	8/12/2016	266	Thompson, Kelly	2,278.03
113036	Regular	8/12/2016	307	Morrissey, Mayson	3,099.26
113037	Regular	8/12/2016	199	Bahl, Rachel A	2,194.40
113038	Regular	8/12/2016	397	Ball, Jaquelyn I	1,588.62
113039	Regular	8/12/2016	451	Conway, Sean	2,418.14
113040	Regular	8/12/2016	428	Feser, Angela M	5,130.58
113041	Regular	8/12/2016	448	Finazzo, Dominic V	1,623.94
113042	Regular	8/12/2016	305	Kiselyov, Tatyana	1,620.46
113043	Regular	8/12/2016	194	Newton, Ethan A	3,363.80
113044	Regular	8/12/2016	195	Patterson, Clifford	2,521.74
113045	Regular	8/12/2016	106	Bates, Shellie L	2,215.21
113046	Regular	8/12/2016	349	Buck, Shawn M	1,851.60
113047	Regular	8/12/2016	273	French, Fred	240.68
113048	Regular	8/12/2016	436	Lindskov, Robert T	3,164.23
113049	Regular	8/12/2016	257	Parrish, Benjamin A	2,055.33
113050	Regular	8/12/2016	173	Vondran, Donald M	3,898.27
113051	Regular	8/12/2016	252	Wesley, Daniel A	2,260.05
113052	Regular	8/12/2016	378	Bell, Colin Q	802.01
113053	Regular	8/12/2016	393	Blakely, Coleman P.	975.06
113054	Regular	8/12/2016	534	Blakely, Gavin D	746.39
113055	Regular	8/12/2016	517	Burke, Austin W	166.41
113056	Regular	8/12/2016	549	Callen, Ian A	639.20
113057	Regular	8/12/2016	379	Carrillo, Anthony G	299.32
113058	Regular	8/12/2016	258	Cox, Melissa	122.67
113059	Regular	8/12/2016	566	Duven, Bridget N	239.53
113060	Regular	8/12/2016	508	Halbert, Olivia M	75.08
113061	Regular	8/12/2016	553	Hall, Michael J	205.80
113062	Regular	8/12/2016	425	Hox, John Q	872.64

113063 Regular	8/12/2016	426 Knox, Patrick L	620.92
113064 Regular	8/12/2016	410 Lanz, Avalon A.	1,030.50
113065 Regular	8/12/2016	416 Lipinski, Matthew	773.71
113066 Regular	8/12/2016	539 Losacco, Alessandra G	675.55
113067 Regular	8/12/2016	435 Martin, Iain-Josiah	649.91
113068 Regular	8/12/2016	525 Mastroianni, Anthony J	308.45
113069 Regular	8/12/2016	340 Middleton, Jordan	374.26
113070 Regular	8/12/2016	516 Montero, Ivan P	611.83
113071 Regular	8/12/2016	550 Moriarty, Dylan M	86.48
113072 Regular	8/12/2016	312 Perko, Roxanne H	240.85
113073 Regular	8/12/2016	319 Praggastis, Alexander	325.76
113074 Regular	8/12/2016	387 Praggastis, Elena C	393.80
113075 Regular	8/12/2016	565 Reep, Simon J	424.00
113076 Regular	8/12/2016	429 Sizemore, Christine A	429.51
113077 Regular	8/12/2016	492 Spencer, Ethan R	148.72
113078 Regular	8/12/2016	561 Steinmeyer, Karsten K	538.59
113079 Regular	8/12/2016	392 Wardrip, Spencer A	753.84
113080 Regular	8/12/2016	432 Wilton, Sara J	382.18
113081 Regular	8/12/2016	480 Woods, Dylan J	593.93
113082 Regular	8/12/2016	533 Wruth, Hunter T	46.20
113083 Regular	8/12/2016	569 Brown, Elijah A	77.13
113084 Regular	8/12/2016	541 Cox, Christopher S	368.23
113085 Regular	8/12/2016	563 Saleumsay, Issaya S	28.93
113086 Regular	8/12/2016	500 White, Preston A	134.24
113087 Regular	8/12/2016	116 Beaufriere, Noreen	2,990.41
113088 Regular	8/12/2016	137 Throm, Victoria J	2,031.14
1005635715 Regular	8/12/2016	364 Newell, Nancy J	116.36
1005635716 Regular	8/12/2016	471 Shank, Maia M	663.03
1005635717 Regular	8/12/2016	527 Ainsworth, Nicholas D	448.18
1005635718 Regular	8/12/2016	509 Brannon, David J	248.41
1005635719 Regular	8/12/2016	555 Casey, Noah	252.50
1005635720 Regular	8/12/2016	564 Jackson-Kinney, Kyrsten S	244.71
1005635721 Regular	8/12/2016	399 Jensen, Emily A	153.42
1005635722 Regular	8/12/2016	316 Johansen, Andrea	308.15
1005635723 Regular	8/12/2016	567 Praggastis, Christina B	40.43
1005635724 Regular	8/12/2016	395 Wunschel, Ethan G.	952.12
1005635725 Regular	8/12/2016	556 Bethune, Lauchlin A	622.50
1005635726 Regular	8/12/2016	521 Ellsworth, Joseph G	127.76
1005635727 Regular	8/12/2016	523 Geron, Kiilee A	28.93
1005635728 Regular	8/12/2016	519 Lopez, Joseph C	57.85
1005635729 Regular	8/12/2016	547 Miskar, Isaac O	110.88
1005635730 Regular	8/12/2016	474 Shank, Elijah J	142.91
Totals for Payroll Checks	101 Items		129,674.08

Third Party Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount
113089	AGENCY	8/12/2016	401SS	ICMA Retirement Trust	20,784.58
113090	AGENCY	8/12/2016	457Ex	Vantagepoint Transfer Agent-	375.80
113091	AGENCY	8/12/2016	CICOV	City of Covington	3,155.45
113092	AGENCY	8/12/2016		Emp City of Covington Employee	86.00
113093	AGENCY	8/12/2016	IC401	ICMA Retirement Trust	17,337.55
113094	AGENCY	8/12/2016	IC457	ICMA Retirement Trust	2,371.18
113095	AGENCY	8/12/2016	ROTH	ICMA Retirement Trust	100.00
113096	AGENCY	8/12/2016	VEBA	HRA VEBA Trust Contributions	3,030.44
1005635819	AGENCY	8/12/2016	JG1	WASH CHILD SUPPORT	110.41
Totals for Third Party Checks	9 Items				47,351.41

Tax Liabilities	24,858.07
Paylocity Fees	257.40

Grand Total 202,140.96

August 26, 2016

City of Covington

Payroll Approval

- Request Council approval for payment of Payroll dated 08/26/16 consisting of:

PAYLOCITY CHECK # 1005687457 through PAYLOCITY CHECK # 1005687470 inclusive,
plus employee direct deposits

IN THE AMOUNT OF \$193,266.09

WE, 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 CLAIMS ARE JUST, DUE AND UNPAID OBLIGATIONS AGAINST THE CITY OF COVINGTON, WASHINGTON, COUNTY OF KING, AND THAT WE ARE AUTHORIZED TO AUTHENTICATE AND CERTIFY SAID CLAIMS PER THE ATTACHED COUNCIL APPROVAL REPORT.

Cassandra Parker
Senior Accountant

Mark Lanza
City Councilmember

Jeff Wagner
Mayor

Marlla Mhoon
City Councilmember

Council Meeting Date Approved: _____

8/26/16 Payroll Voucher

Payroll Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount
113102	Regular	8/26/2016	503	Bolli, Regan H	4,931.49
113103	Regular	8/26/2016	246	Kirshenbaum, Kathleen	480.68
113104	Regular	8/26/2016	243	Lyon, Valerie	1,509.36
113105	Regular	8/26/2016	234	Mhoon, Darren S	1,492.31
113106	Regular	8/26/2016	162	Michaud, Joan M	2,221.80
113107	Regular	8/26/2016	123	Scott, Sharon G	2,579.56
113108	Regular	8/26/2016	313	Slate, Karla J	2,545.74
113109	Regular	8/26/2016	275	Hart, Richard	3,008.48
113110	Regular	8/26/2016	368	Mueller, Ann M	1,543.63
113111	Regular	8/26/2016	487	Bykonen, Tyler B	216.58
113112	Regular	8/26/2016	180	Cles, Staci M	1,972.87
113113	Regular	8/26/2016	146	Hagen, Lindsay K	1,642.23
113114	Regular	8/26/2016	235	Hendrickson, Robert	3,857.18
113115	Regular	8/26/2016	105	Parker, Cassandra	2,650.24
113116	Regular	8/26/2016	433	Cimaomo, Joseph T	390.11
113117	Regular	8/26/2016	323	Harto, Margaret	578.24
113118	Regular	8/26/2016	324	Lanza, Mark	382.11
113119	Regular	8/26/2016	570	McGregor Hollums, Helen F	396.24
113120	Regular	8/26/2016	326	Mhoon, Marlla	541.85
113121	Regular	8/26/2016	502	Smith, Sean D	539.85
113122	Regular	8/26/2016	329	Wagner, Jeffrey	766.94
113123	Regular	8/26/2016	568	Burton, Da'Ris V	931.21
113124	Regular	8/26/2016	353	Dalton, Jesse J	2,584.37
113125	Regular	8/26/2016	524	Denning, Jerald J	1,059.42
113126	Regular	8/26/2016	373	Fealy, William J	1,943.29
113127	Regular	8/26/2016	301	Gaudette, John J	3,231.03
113128	Regular	8/26/2016	511	Goranson, Gage W	1,424.86
113129	Regular	8/26/2016	186	Junkin, Ross D	2,983.36
113130	Regular	8/26/2016	559	Parker, Bryce R	728.45
113131	Regular	8/26/2016	457	Smith, Nathan H	1,182.23
113132	Regular	8/26/2016	408	Terwillegar, Jeremy A	1,750.13
113133	Regular	8/26/2016	560	Wareham, Casey M	1,151.64
113134	Regular	8/26/2016	377	Bates, Krista	1,447.03
113135	Regular	8/26/2016	268	Bykonen, Brian D	2,307.89
113136	Regular	8/26/2016	279	Christenson, Gregg R	3,023.62
113137	Regular	8/26/2016	270	Lyons, Salina K	2,370.46
113138	Regular	8/26/2016	269	Meyers, Robert L	3,468.53
113139	Regular	8/26/2016	284	Ogren, Nelson W	2,752.71
113140	Regular	8/26/2016	266	Thompson, Kelly	2,278.03
113141	Regular	8/26/2016	307	Morrissey, Mayson	3,099.26
113142	Regular	8/26/2016	199	Bahl, Rachel A	2,194.40
113143	Regular	8/26/2016	557	Bahl, Sally A	61.44
113144	Regular	8/26/2016	397	Ball, Jaquelyn I	1,588.62
113145	Regular	8/26/2016	451	Conway, Sean	1,569.76
113146	Regular	8/26/2016	448	Finazzo, Dominic V	1,623.94
113147	Regular	8/26/2016	305	Kiselyov, Tatyana	1,662.88
113148	Regular	8/26/2016	194	Newton, Ethan A	3,363.80
113149	Regular	8/26/2016	195	Patterson, Clifford	2,521.74
113150	Regular	8/26/2016	106	Bates, Shellie L	2,215.21
113151	Regular	8/26/2016	349	Buck, Shawn M	1,851.60
113152	Regular	8/26/2016	273	French, Fred	240.68
113153	Regular	8/26/2016	436	Lindskov, Robert T	3,170.93
113154	Regular	8/26/2016	257	Parrish, Benjamin A	2,078.59
113155	Regular	8/26/2016	173	Vondran, Donald M	3,898.27
113156	Regular	8/26/2016	252	Wesley, Daniel A	2,260.06
113157	Regular	8/26/2016	388	Andrews, Kaitlyn E	372.14
113158	Regular	8/26/2016	378	Bell, Colin Q	934.48
113159	Regular	8/26/2016	481	Binder, Jordan M	35.70
113160	Regular	8/26/2016	393	Blakely, Coleman P.	699.50

113161 Regular	8/26/2016	534 Blakely, Gavin D	800.88
113162 Regular	8/26/2016	517 Burke, Austin W	343.28
113163 Regular	8/26/2016	549 Callen, Ian A	626.08
113164 Regular	8/26/2016	514 Collins, Ashtyn E	708.65
113165 Regular	8/26/2016	258 Cox, Melissa	122.67
113166 Regular	8/26/2016	566 Duven, Bridget N	196.34
113167 Regular	8/26/2016	562 Grobbelaar, Jan G	23.09
113168 Regular	8/26/2016	508 Halbert, Olivia M	207.90
113169 Regular	8/26/2016	553 Hall, Michael J	216.18
113170 Regular	8/26/2016	425 Knox, John Q	444.20
113171 Regular	8/26/2016	426 Knox, Patrick L	178.83
113172 Regular	8/26/2016	416 Lipinski, Matthew	799.10
113173 Regular	8/26/2016	539 Losacco, Alessandra G	763.05
113174 Regular	8/26/2016	435 Martin, Iain-Josiah	1,031.93
113175 Regular	8/26/2016	525 Mastroianni, Anthony J	406.94
113176 Regular	8/26/2016	483 Medel, Erick	539.57
113177 Regular	8/26/2016	340 Middleton, Jordan	194.38
113178 Regular	8/26/2016	516 Montero, Ivan P	334.45
113179 Regular	8/26/2016	550 Moriarty, Dylan M	69.30
113180 Regular	8/26/2016	312 Perko, Roxanne H	657.63
113181 Regular	8/26/2016	387 Praggastis, Elena C	277.69
113182 Regular	8/26/2016	565 Reep, Simon J	216.95
113183 Regular	8/26/2016	429 Sizemore, Christine A	105.87
113184 Regular	8/26/2016	492 Spencer, Ethan R	491.57
113185 Regular	8/26/2016	392 Wardrip, Spencer A	784.50
113186 Regular	8/26/2016	432 Wilton, Sara J	316.84
113187 Regular	8/26/2016	533 Wruth, Hunter T	46.20
113188 Regular	8/26/2016	569 Brown, Elijah A	77.13
113189 Regular	8/26/2016	541 Cox, Christopher S	183.80
113190 Regular	8/26/2016	500 White, Preston A	67.49
113191 Regular	8/26/2016	116 Beaufriere, Noreen	2,990.41
113192 Regular	8/26/2016	137 Throm, Victoria J	2,031.14
1005687457 Regular	8/26/2016	572 Bykonen, Emily M	88.31
1005687458 Regular	8/26/2016	364 Newell, Nancy J	77.57
1005687459 Regular	8/26/2016	471 Shank, Maia M	289.36
1005687460 Regular	8/26/2016	527 Ainsworth, Nicholas D	371.73
1005687461 Regular	8/26/2016	509 Brannon, David J	343.91
1005687462 Regular	8/26/2016	555 Casey, Noah	304.38
1005687463 Regular	8/26/2016	274 Goldfoos, Rhyan	9.67
1005687464 Regular	8/26/2016	567 Praggastis, Christina B	46.20
1005687465 Regular	8/26/2016	489 Wold, Jared K	401.21
1005687466 Regular	8/26/2016	395 Wunschel, Ethan G.	381.99
1005687467 Regular	8/26/2016	556 Bethune, Lauchlin A	405.83
1005687468 Regular	8/26/2016	521 Ellsworth, Joseph G	86.61
1005687469 Regular	8/26/2016	474 Shank, Elijah J	138.58
Totals for Payroll Checks	104 Items		125,508.14

Third Party Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount
113193	AGENCY	8/26/2016	401SS	ICMA Retirement Trust	19,833.65
113194	AGENCY	8/26/2016	457Ex	Vantagepoint Transfer Agent-457	375.80
113195	AGENCY	8/26/2016	CICOV	City of Covington	3,155.45
113196	AGENCY	8/26/2016		Emp City of Covington Employee	112.00
113197	AGENCY	8/26/2016	IC401	ICMA Retirement Trust	16,268.48
113198	AGENCY	8/26/2016	IC457	ICMA Retirement Trust	2,371.18
113199	AGENCY	8/26/2016	ROTH	ICMA Retirement Trust	100.00
113200	AGENCY	8/26/2016	VEBA	HRA VEBA Trust Contributions	1,785.00
1005687470	AGENCY	8/26/2016	JG1	WASH CHILD SUPPORT	110.41
Totals for Third Party Checks	9 Items				44,111.97

Tax Liabilities	22,885.26
Paylocity Fees	760.72

Grand Total	193,266.09
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September 9, 2016

City of Covington

Payroll Approval

- Request Council approval for payment of Payroll dated 09/09/16 consisting of:

PAYLOCITY CHECK # 1005753570 through PAYLOCITY CHECK # 1005753583 and
PAYLOCITY CHECK # 1005753661 through PAYLOCITY CHECK # 1005753661 inclusive,
plus employee direct deposits

IN THE AMOUNT OF \$184,239.08

WE, 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 CLAIMS ARE JUST, DUE AND UNPAID OBLIGATIONS AGAINST THE CITY OF COVINGTON, WASHINGTON, COUNTY OF KING, AND THAT WE ARE AUTHORIZED TO AUTHENTICATE AND CERTIFY SAID CLAIMS PER THE ATTACHED COUNCIL APPROVAL REPORT.

Cassandra Parker
Senior Accountant

Mark Lanza
City Councilmember

Jeff Wagner
Mayor

Marlla Mhoon
City Councilmember

Council Meeting Date Approved: _____

09/09/16 Payroll Voucher

Payroll Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount
113206	Regular	9/9/2016	503	Bolli, Regan H	4,931.53
113207	Regular	9/9/2016	246	Kirshenbaum, Kathleen	480.68
113208	Regular	9/9/2016	243	Lyon, Valerie	1,509.36
113209	Regular	9/9/2016	234	Mhoon, Darren S	1,492.31
113210	Regular	9/9/2016	162	Michaud, Joan M	2,221.79
113211	Regular	9/9/2016	123	Scott, Sharon G	2,579.52
113212	Regular	9/9/2016	313	Slate, Karla J	2,545.73
113213	Regular	9/9/2016	275	Hart, Richard	3,008.48
113214	Regular	9/9/2016	368	Mueller, Ann M	1,426.62
113215	Regular	9/9/2016	487	Bykonen, Tyler B	181.77
113216	Regular	9/9/2016	180	Cles, Staci M	1,972.87
113217	Regular	9/9/2016	146	Hagen, Lindsay K	1,642.23
113218	Regular	9/9/2016	235	Hendrickson, Robert	3,857.18
113219	Regular	9/9/2016	105	Parker, Cassandra	2,650.23
113220	Regular	9/9/2016	568	Burton, Da'Ris V	844.75
113221	Regular	9/9/2016	353	Dalton, Jesse J	1,876.42
113222	Regular	9/9/2016	524	Denning, Jerald J	1,059.42
113223	Regular	9/9/2016	373	Fealy, William J	1,973.16
113224	Regular	9/9/2016	301	Gaudette, John J	2,274.33
113225	Regular	9/9/2016	511	Goranson, Gage W	1,408.62
113226	Regular	9/9/2016	186	Junkin, Ross D	2,983.36
113227	Regular	9/9/2016	559	Parker, Bryce R	854.26
113228	Regular	9/9/2016	457	Smith, Nathan H	1,182.23
113229	Regular	9/9/2016	408	Terwillegar, Jeremy A	1,744.00
113230	Regular	9/9/2016	560	Wareham, Casey M	255.92
113231	Regular	9/9/2016	377	Bates, Krista	1,447.03
113232	Regular	9/9/2016	268	Bykonen, Brian D	2,307.89
113233	Regular	9/9/2016	279	Christenson, Gregg R	3,034.43
113234	Regular	9/9/2016	270	Lyons, Salina K	2,370.50
113235	Regular	9/9/2016	269	Meyers, Robert L	3,468.53
113236	Regular	9/9/2016	284	Ogren, Nelson W	2,752.70
113237	Regular	9/9/2016	266	Thompson, Kelly	2,278.03
113238	Regular	9/9/2016	307	Morrissey, Mayson	3,099.26
113239	Regular	9/9/2016	199	Bahl, Rachel A	2,194.40
113240	Regular	9/9/2016	557	Bahl, Sally A	200.36
113241	Regular	9/9/2016	397	Ball, Jaquelyn I	1,588.62
113242	Regular	9/9/2016	451	Conway, Sean	1,569.76
113243	Regular	9/9/2016	448	Finazzo, Dominic V	1,842.39
113244	Regular	9/9/2016	305	Kiselyov, Tatyana	1,647.78
113245	Regular	9/9/2016	194	Newton, Ethan A	3,363.80
113246	Regular	9/9/2016	195	Patterson, Clifford	2,521.74
113247	Regular	9/9/2016	106	Bates, Shellie L	2,215.20
113248	Regular	9/9/2016	349	Buck, Shawn M	1,851.60
113249	Regular	9/9/2016	273	French, Fred	101.47
113250	Regular	9/9/2016	436	Lindskov, Robert T	3,170.93
113251	Regular	9/9/2016	257	Parrish, Benjamin A	2,078.59
113252	Regular	9/9/2016	173	Vondran, Donald M	3,898.27
113253	Regular	9/9/2016	252	Wesley, Daniel A	2,260.06
113254	Regular	9/9/2016	388	Andrews, Kaitlyn E	53.51
113255	Regular	9/9/2016	378	Bell, Colin Q	619.05
113256	Regular	9/9/2016	481	Binder, Jordan M	409.96
113257	Regular	9/9/2016	534	Blakely, Gavin D	585.64
113258	Regular	9/9/2016	517	Burke, Austin W	79.89
113259	Regular	9/9/2016	549	Callen, Ian A	834.25
113260	Regular	9/9/2016	514	Collins, Ashtyn E	473.82
113261	Regular	9/9/2016	258	Cox, Melissa	533.34
113262	Regular	9/9/2016	566	Duven, Bridget N	101.05
113263	Regular	9/9/2016	562	Grobbelaar, Jan G	242.12
113264	Regular	9/9/2016	508	Robert, Olivia M	127.04

113265 Regular	9/9/2016	571 Landon, Kcee L	46.20
113266 Regular	9/9/2016	410 Lanz, Avalon A.	1,097.92
113267 Regular	9/9/2016	416 Lipinski, Matthew	376.50
113268 Regular	9/9/2016	539 Losacco, Alessandra G	725.25
113269 Regular	9/9/2016	558 Maine, Connor	28.88
113270 Regular	9/9/2016	435 Martin, Iain-Josiah	591.42
113271 Regular	9/9/2016	525 Mastroianni, Anthony J	192.28
113272 Regular	9/9/2016	484 May, Alexander E	44.89
113273 Regular	9/9/2016	483 Medel, Erick	251.96
113274 Regular	9/9/2016	340 Middleton, Jordan	466.67
113275 Regular	9/9/2016	516 Montero, Ivan P	181.67
113276 Regular	9/9/2016	550 Moriarty, Dylan M	122.78
113277 Regular	9/9/2016	312 Perko, Roxanne H	326.09
113278 Regular	9/9/2016	319 Praggastis, Alexander	162.47
113279 Regular	9/9/2016	387 Praggastis, Elena C	303.18
113280 Regular	9/9/2016	493 Sears, Andrew J	43.40
113281 Regular	9/9/2016	492 Spencer, Ethan R	557.12
113282 Regular	9/9/2016	392 Wardrip, Spencer A	532.52
113283 Regular	9/9/2016	432 Wilton, Sara J	527.75
113284 Regular	9/9/2016	480 Woods, Dylan J	1,181.41
113285 Regular	9/9/2016	533 Wruth, Hunter T	80.84
113286 Regular	9/9/2016	569 Brown, Elijah A	57.85
113287 Regular	9/9/2016	495 Tashiro-Townley, Joshua C	96.42
113288 Regular	9/9/2016	500 White, Preston A	79.54
113289 Regular	9/9/2016	116 Beaufrere, Noreen	2,990.41
113290 Regular	9/9/2016	137 Throm, Victoria J	2,031.14
1005753570 Regular	9/9/2016	364 Newell, Nancy J	66.50
1005753571 Regular	9/9/2016	471 Shank, Maia M	184.78
1005753572 Regular	9/9/2016	527 Ainsworth, Nicholas D	553.71
1005753573 Regular	9/9/2016	509 Brannon, David J	198.71
1005753574 Regular	9/9/2016	555 Casey, Noah	244.71
1005753575 Regular	9/9/2016	274 Goldfoos, Rhyan	170.98
1005753576 Regular	9/9/2016	564 Jackson-Kinney, Kyrsten S	576.57
1005753577 Regular	9/9/2016	316 Johansen, Andrea	239.51
1005753578 Regular	9/9/2016	567 Praggastis, Christina B	143.55
1005753579 Regular	9/9/2016	489 Wold, Jared K	611.97
1005753580 Regular	9/9/2016	556 Bethune, Lauchlin A	283.43
1005753581 Regular	9/9/2016	521 Ellsworth, Joseph G	77.13
1005753582 Regular	9/9/2016	519 Lopez, Joseph C	67.49
1005753583 Regular	9/9/2016	474 Shank, Elijah J	79.54
Totals for Payroll Checks	99 Items		118,874.92

Third Party Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount
113291	AGENCY	9/9/2016	401SS	ICMA Retirement Trust	18,888.09
113292	AGENCY	9/9/2016	457Ex	Vantagepoint Transfer Agent-	375.80
113293	AGENCY	9/9/2016	CICOV	City of Covington	3,155.45
113294	AGENCY	9/9/2016		Emp City of Covington Employee	84.00
113295	AGENCY	9/9/2016	IC401	ICMA Retirement Trust	16,349.35
113296	AGENCY	9/9/2016	IC457	ICMA Retirement Trust	2,371.18
113297	AGENCY	9/9/2016	ROTH	ICMA Retirement Trust	100.00
113298	AGENCY	9/9/2016	VEBA HRA	VEBA Trust Contributions	1,785.00
1005753661	AGENCY	9/9/2016	JG1	WASH CHILD SUPPORT	110.41
Totals for Third Party Checks	9 Items				43,219.28

Tax Liability	21,891.16
Paylocity Fees	253.72

Grand Total	\$ 184,239.08
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Consent Agenda Item C-3

Covington City Council Meeting

Date: September 13, 2016

SUBJECT: FINAL ACCEPTANCE OF GERRY CRICK SKATE PARK RENOVATION PROJECT (CIP 1013).

RECOMMENDED BY: Ethan Newton, Parks and Recreation Director

ATTACHMENT(S):

1. Post installation inspection – Pro Series Ramps Building Requirements and Standards
2. Draft Notice of Completion
3. Photo of park and mural

PREPARED BY: Ethan Newton, Parks and Recreation Director

EXPLANATION:

On May 24, 2016, City Council authorized use of the National Joint Powers Alliance (NJPA) cooperative purchasing agreement to complete the purchase, delivery and installation of skate park equipment using NJPA vendor American Ramp Company (ARC).

The original contract was for the amount of \$110,721.43. Staff authorized two change orders. The first change order authorized a full-install, rather than a supervised community-build, to ensure proper installation and limit city liability related to the installation. The second change order authorized ARC to rent a forklift, rather than the city renting the forklift, for logistical reasons. The final revised contract was for the amount of \$121,037.84.

ARC delivered and began onsite installation on August 4, 2016. Completion of all contract work was completed on August 14, 2016. The contractor has since submitted to the city all documentation required by the project contract and required by law.

On July 26, 2016, City Council authorized the artist Aaron Lui-Kwan to install a public art mural at the Gerry Crick Skate Park. This project began on August 15, 2016 and was completed on August 21, 2016. Aaron Lui-Kwan was assisted in the painting of the mural by Covington Art Commissioner Leslie Spiro and numerous community members, including several users of the skate park. Arts Commission members volunteered their services and sealed the artwork prior to the park being reopened.

FISCAL IMPACT:

The following is a financial summary of the project:

Funding:	Approved Budget	Actual
King County Youth Sports Facilities Grant	\$30,000.00	\$30,000.00
MultiCare donation	8,500.00	1,000.00
Sale of surplus (old) skate park equipment	0.00	2,775.50
Park Fee-In-Lieu	21,500.00	32,654.74
General Fund	60,900.00	62,686.18
Total Funding	\$120,900.00	\$129,116.42

Expenditures:		
Engineering	\$5,600.00	\$2,500.00
Permits	2,500.00	2,892.40
Contract for equipment purchase, delivery and installation	111,900.00	110,721.43
Change order #1, full-installation	0.00	9,121.81
Change order #2, forklift rental	0.00	1,194.60
Public art mural	900.00	2,686.18
Total Expenditures	\$120,900.00	\$129,116.42

CITY COUNCIL ACTION: ___ Ordinance ___ Resolution X Motion ___ Other

Council member _____ moves, Council member _____ seconds, to accept the Gerry Crick Stake Park Renovation Project (CIP 1013), in the amount of \$129,116.42, as completed, including the public works contract with American Ramp Company, with the date of final acceptance as September 13, 2016.

REVIEWED BY: City Manager, City Attorney, Finance Director

601 McKinley Avenue
Joplin, MO 64801
Toll-free (877) 726-7778
Fax (417) 206-6888
Online www.americanrampcompany.com



PRO SERIES RAMPS
BUILDING REQUIREMENTS AND STANDARDS

At American Ramp Company, customer satisfaction is of the most importance. Once the job has been completed, we encourage you to inspect the equipment to make sure it conforms to our strict building requirements listed below. If you find any areas where our fabrication or installation deviates from our listed standards, please bring it to the crew chief's attention and he will make sure the equipment is installed according to our specifications and your satisfaction. Once our crew leaves the site, the purchaser will incur travel costs if warranty work is needed, therefore, a thorough review of the equipment is encouraged.

The following items should be inspected thoroughly by the crew leader and the purchaser of the ramps to ensure total satisfaction. Please initial each item to indicate it has been acknowledged in the inspection.

OBSTACLE POSITIONING

EW AS *Check to ensure that the actual obstacle configuration matches the design you've purchased. Your skatepark has been laid out to ensure optimal flow and safety. Specific guidelines including positioning and spacing are followed when designing your skatepark. Always check with your design specialist before moving any obstacles to avoid creating a potentially dangerous traffic flow and/or voiding your warranty.

EW AS Seams should be tight and in line with one another.

EW AS There should be no excessive gaps between adjacent surfaces (no more than 1/4").

EW AS *Transition plates should set smoothly to the ground (no more than a 3/16" gap is acceptable).

EN AS

*All components should be presented rust free. All parts are factory coated with a TGIC smooth polyester UV stabilized powder coating. However, due to the nature and size of the equipment, it may incur scratches and/or dents during shipping or installation. The powder coating may become scratched during normal usage and require touching up to avoid rusting.

EN AS

No grindrail base plates should overhang platform top.

EN AS

All angle iron bracing should be mounted flat side up.

PAD

EN AS

The riding surface should be clean and free of all trash, loose hardware, pallets, or any other unsightly debris related to the installation of your skatepark equipment.

EN AS

*The pad should also be swept or blown free of all potential riding hazards such as small rocks or sand. We want your park ready to skate as soon as possible.

FASTENERS

EN AS

All bolts should be stainless steel tamper resistant hardware.

Exception 1: Due to the amount of bolt torque necessary to secure the coping and pyramid corners, we use grade 8 hex head bolts.

Exception 2: If your equipment is enclosed, standard hex head bolts will replace tamper resistant hardware on the interior framework.

EN AS

Fasteners should be installed bolt side out with a stainless steel washer between the bolt head and equipment.

EN AS

*All hardware should be fastened securely.

EN AS

Fasteners should be located at every metal/metal connection.
(Note: American Ramp Company Ramps are designed to be modular, therefore not every hole requires hardware).



Original

Revised # _____

NOTICE OF COMPLETION OF PUBLIC WORKS CONTRACT

Date: _____ **Contractor's UBI Number:** 602-321-271

Name & Mailing Address of Public Agency
City of Covington 16720 SE 271st Street, Suite 100 Covington, WA 98042 UBI Number: 601 802 997

Department Use Only
Assigned to: _____
Date Assigned: _____

Notice is hereby given relative to the completion of contract or project described below

Project Name Gerry Crick Skate Park Renovation Project	Contract Number CAG 031-2016	Job Order Contracting <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
--	--	---

Description of Work Done/Include Jobsite Address(es)
Delivery and installation of of skate park equipment. Jobsite address: 25064 164th Ave SE, Covington WA, 98042.

Federally funded transportation project? Yes No (if yes, provide Contract Bond Statement below)

Contractor's Name American Ramp Company	E-mail Address 'Josh@americanrampcompany.com'	Affidavit ID* 661944
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Contractor Address 601 McKinley, Joplin, MO 64801	Telephone # (417) 206-6816
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If Retainage is not withheld, please select one of the following and List Surety's Name & Bond Number.

Retainage Bond Contract/Payment bond (valid for federally funded transportation projects)

Name: _____ Bond Number: _____

Date Contract Awarded 5/26/2016	Date Work Commenced 8/4/2016	Date Work Completed 8/14/2016	Date Work Accepted
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Were Subcontractors used on this project? If so, please complete Addendum A. Yes No

Affidavit ID* - No L&I release will be granted until all affidavits are listed.

Contract Amount	\$ 110,721.43	Liquidated Damages \$	0.00
Additions (+)	\$ 10,316.41	Amount Disbursed \$	114,985.94
Reductions (-)	\$ 0.00	Amount Retained \$	6,051.90
Sub-Total	\$ 121,037.84		
Amount of Sales Tax 9,585.0			
(If various rates apply, please send a breakdown)	\$ 0		
TOTAL	\$ 121,037.84	TOTAL \$	121,037.84

NOTE: These two totals must be equal

Comments:
Sales tax included in the contract amount and additions amount.

Note: The Disbursing Officer must submit this completed notice immediately after acceptance of the work done under this contract. NO PAYMENT SHALL BE MADE FROM RETAINED FUNDS until receipt of all release certificates.

Submitting Form: Please submit the completed form by email to all three agencies below.

Contact Name: Ethan Newton

Title: Parks & Recreation Director

Email Address: enewton@covingtonwa.gov

Phone Number: 253-480-2481





Consent Agenda Item C-4

Covington City Council Meeting

Date: September 13, 2016

SUBJECT: AUTHORIZE THE CITY MANAGER TO EXECUTE AMENDMENT #2 TO THE AGREEMENT FOR SERVICES WITH BEST PARKING LOT CLEANING FOR JOINT COVINGTON/MAPLE VALLEY STREET SWEEPING.

RECOMMENDED BY: Don Vondran, Public Works Director

ATTACHMENT(S):

1. Contract No. 1316-14 Original Contract with Best Parking Lot Cleaning
2. Amendment #1 to Agreement for Services with Best Parking Lot Cleaning
3. Amendment #2 to Agreement for Services with Best Parking Lot Cleaning

PREPARED BY: Shellie Bates, Programs Supervisor

EXPLANATION:

In September 2014 the city council awarded the contract for street sweeping services to Best Parking Lot Cleaning, in an amount not to exceed \$119,521, to perform street sweeping services in Covington and Maple Valley as outlined in the agreement (Contract No. 1316-14, Attachment No. 1).

Section 3 of the current agreement between the City of Covington and Best Parking Lot Cleaning states, "This contract may be renewed each September for the succeeding two (2) years (2015/2016 and 2016/2017) upon performance audit and approval by the City. The unit price of the contract will be adjusted each year using the Seattle-Tacoma Consumer Price Index – Urban (CPI-W) rate starting with June of 2014 as the initial benchmark and the rate in June in subsequent years to be applied in October of that year."

On September 22, 2015, the city council authorized the city manager to execute Amendment #1 to the agreement to extend the term of the agreement for one year until September 30, 2016. (Attachment No. 2)

Pursuant to Section 3 of the current agreement, Best Parking Lot Cleaning has fulfilled their obligation under the terms of the agreement. City staff has reviewed their performance over the past year and recommends renewal of the contract for another twelve months. The Consumer Price Index for Urban Wage Earners and Clerical Works (CPI-W) for Seattle-Tacoma-Bremerton, WA for June 2016 is 1.9937 percent. Accordingly, upon execution of the proposed Amendment #2 (Attachment No. 3), the unit price of the contract will increase by 1.9937 percent for the next twelve-month renewal term.

ALTERNATIVES:

Do not amend the existing street sweeping agreement and advertise the project for competitive bids. This alternative would impact the city with an interruption in the street sweeping service, as the current agreement would expire on September 30, 2016.

FISCAL IMPACT:

The 2016 budgeted amount for this service is \$121,450 (Surface Water Management Fund). The 2017 budgeted amount for this service is \$121,450 (Surface Water Management Fund). The annual budgeted amount did not increase since there are additional funds (\$7,193) available for discretionary services (emergency response and storm clean up).

With the above changes, Amendment #2 will include an amount not to exceed \$121,450.

The City of Covington's portion of the contract is \$63,836 and the City of Maple Valley's portion is \$50,421. The remainder of the contract (\$7,193) is for emergency response and storm clean up sweeping services.

CITY COUNCIL ACTION: Ordinance Resolutions X Motion Other

Councilmember _____ moves, Councilmember _____ seconds, to authorize the City Manager to execute Amendment #2 to Contract No. 1316-14 with Best Parking Lot Cleaning for joint Covington/Maple Valley street sweeping.

REVIEWED BY: City Manager, City Attorney, Finance Director

**CITY OF COVINGTON
AGREEMENT FOR SERVICES**

Between: City of Covington and Best Parking Lot Cleaning Inc.
Project: Street Sweeping
Commencing: October 1, 2014
Terminating: September 30, 2015
Amount: Not to Exceed \$119,521

THIS AGREEMENT FOR SERVICES ("Agreement") is entered into this 23rd day of September, 2014, by and between the City of Covington ("City"), a Washington municipal corporation, and Best Parking Lot Cleaning Inc. ("Contractor"), a corporation.

RECITALS:

A. The City, in partnership with the City of Maple Valley ("Maple Valley"), seeks the temporary services of a skilled independent contractor capable of working without direct supervision to perform street sweeping services on behalf of the citizens of Covington and Maple Valley; and

B. The City has taken the lead administrative role of requesting bids for said services and has selected the Contractor to perform said services; and

C. The Contractor has the requisite skill and experience necessary to provide said services; and

D. The purpose of this Agreement is to establish the terms and conditions under which the Contractor will perform said services.

NOW, THEREFORE, in consideration of the mutual promises and agreements set forth herein, the City and the Contractor do hereby agree as follows:

1. Engagement. The City, acting pursuant to its vested authority, does hereby engage the Contractor and the Contractor does hereby agree to perform on behalf of the City the services more particularly described herein.

2. Scope of Services. Upon written authorization from the City to proceed, the Contractor shall perform the services described on both Exhibit "A" and Exhibit "B", attached hereto and incorporated herein by this reference ("Services"), in a manner consistent with the accepted practices for similar services, performed to the City's satisfaction, within the time period prescribed by the City and pursuant to the direction of the City Manager or his or her designee. In performing the Services, the Contractor shall comply with all federal, state and local laws and regulations, including, without limitation, all City codes, ordinances, resolutions, standards and policies, as now existing or hereafter adopted or amended, that may be applicable to its performance. To the extent required by law, the Contractor and all subcontractors shall pay no less than the prevailing wage rate to employees performing work under this Agreement and shall submit a

“Statement of Intent to Pay Prevailing Wages” and an “Affidavit of Wages Paid” in compliance with RCW 39.12.

3. Term of Agreement.

3.1 This Agreement shall be in full force and effect for a period commencing upon execution and ending upon the completion of the Services, but in any event no later than September 30, 2015, unless earlier terminated under the provisions of this Agreement. Time is of the essence in each and every term of this Agreement.

3.2. This Agreement may be renewed each September for the succeeding two (2) years (2015/2016 and 2016/2017) upon performance audit and approval by the City. The unit price of the Agreement shall be adjusted each year using the Seattle-Tacoma Consumer Price Index – Urban (CPI-W) rate starting with June of 2014 as the initial benchmark and the rate in June in subsequent years to be applied in October of that year.

4. Compensation and Method of Payment.

4.1 Compensation. In consideration of the Contractor performing the Services, the City agrees to pay the Contractor an amount not to exceed \$119,521.

4.2. Method of Payment. Payment for Services shall be made after the Services have been satisfactorily performed, a voucher or invoice is submitted in a form acceptable to the City within thirty (30) days of performance of the Services, and the same is approved by the appropriate City representative. Services for Covington and Maple Valley shall be invoiced separately to the City. Payment shall be made no later than ten (10) days after the City’s Council approval of the invoiced amount.

4.3 First Invoice. Prior to or along with the first invoice submitted, the Contractor shall return to the City a completed “Request for Taxpayer Identification Number and Certification”, also known as IRS Form W-9.

4.4 Contractor Responsible for Taxes. The Contractor shall be solely responsible for the payment of any taxes imposed by any lawful jurisdiction as a result of the performance and payment of this Agreement.

5. Warranty. The Contractor warrants that it has the requisite training, skill and experience necessary to provide the Services and is appropriately accredited and licensed by all applicable agencies and governmental entities, including but not limited to being registered to do business in the City of Covington by obtaining a City of Covington business license. The City of Maple Valley requires a Washington State business license. The Contractor shall be responsible for the professional quality, technical adequacy and accuracy, timely completion and coordination of all plans, designs, drawings, specifications, reports and other services prepared or performed pursuant to this Agreement. The Contractor shall perform its work in accordance with the requirements of this Agreement and pursuant to the standards of professional care, skill, diligence and competence as are normally exercised by other members and/or firms of the profession in good standing working under the same or similar conditions and circumstances and in similar communities as the services provided by the Contractor under this Agreement. The Contractor shall be responsible for the professional standards, performance and actions of all persons and firms performing work pursuant to this Agreement on behalf of

the Contractor. The City shall also have the right to deduct from payments to the Contractor any costs or damages incurred by the City, or which may be incurred by the City, as a result of the Contractor's failure to comply with the requirements of the Agreement or failure to meet the professional standard of care and skill, or both. The City's approval of plans, drawings, designs, specifications, reports and other products of the professional services rendered hereunder shall not in any way relieve the Contractor of responsibility for the technical adequacy or accuracy thereof. Neither the City's review, approval, acceptance of, and/or payment for any services shall be construed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement.

6. Ownership and Use of Documents. Any and all original and copies of records, reports, designs, files, documents, drawings, specifications, data or information, regardless of form or format, and all other materials prepared or produced by the Contractor in connection with the Services shall be the property of the City whether the project for which they were created is executed or not. At the termination or cancellation of this Agreement, any and all such records or information remaining in the possession of the Contractor shall be delivered to the City.

7. Independent Contractor. It is the intention and understanding of the City and the Contractor that the Contractor shall be an independent contractor and that the City shall be neither liable nor obligated to pay the Contractor sick leave, vacation pay or any other benefit of employment. The Contractor shall pay all income and other taxes due. Industrial or any other insurance that is purchased for the benefit of the City, regardless of whether such may provide a secondary or incidental benefit to the Contractor, shall not be deemed to convert this Agreement to an employment contract. The Contractor will be solely responsible for its acts and for the acts of its agents, employees, sub contractors or representatives during the performance of this Agreement. Nothing in this Agreement shall be considered to create the relation of employer and employee or principal and agent between the parties hereto. The Contractor shall have the sole judgment of the means, mode or manner of the actual performance of this Agreement. The Contractor, as an independent Contractor, assumes the entire responsibility for carrying out and accomplishing this Agreement.

8. Indemnification. To the maximum extent permitted by law, Contractor shall defend, indemnify and hold harmless the Cities of Covington and Maple Valley and all of its officials, employees, principals and agents from all claims, demands, suits, actions, and liability of any kind, including injuries to persons or damages to property, which arise out of, are connected with, or are due to any errors, omissions or negligent acts of Contractor, its employees, agents, volunteers or representatives in performance of this Agreement; provided, however, that if (and only if) the provisions of RCW 4.24.115 apply to the work and services under this Agreement and any such damages and injuries to persons or property are caused by or result from the concurrent negligence of Contractor, its employees, agents, volunteers or representatives and the City or its employees, agents, or representatives, the indemnification applies only to the extent of the negligence of Contractor, its employees, volunteers, agents, or representatives. In the event of any such claims, demands, suits, actions, and lawsuits, Contractor shall assume all costs of defense thereof, including administrative and legal fees incurred by the City, and of all resulting judgments that may be obtained against the City or any of its officers, principals, agents, or employees. If resulting there from, any lien is placed upon property of the City or any of its officers, principals, agents, or employees, Contractor shall at once cause the

same to be dissolved and discharged by giving bond or otherwise. Contractor specifically assumes potential liability for actions brought by Contractor's own employees against the City and for that purpose Contractor specifically waives, as respects the City only, any immunity under the Worker's Compensation Act, RCW Title 51; and Contractor recognizes that this waiver was the subject of mutual negotiation and specifically entered into pursuant to the provision of RCW 4.24.115, if applicable. In the event either party incurs attorney's fees, costs or other legal expenses to enforce the provisions of this section against the other party, all such fees, costs and expenses shall be recoverable by the prevailing party.

The provisions of this Section shall survive any expiration or termination of this Agreement.

9. Insurance. The Contractor shall procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of work hereunder by the Contractor, its agents, representatives or employees. Contractor's maintenance of insurance as required by the agreement shall not be construed to limit the liability of the Contractor to the coverage provided by such insurance, or otherwise limit the Cities of Covington's and Maple Valley's recourse to any remedy available at law or in equity. The Contractor shall at a minimum obtain and carry the following insurance in such forms and with such carriers who have a rating satisfactory to the City:

9.1 Workers' compensation and employer's liability insurance in amounts sufficient pursuant to the laws of the State of Washington;

9.2 Commercial general liability insurance covering liability arising from premises, operations, independent contractors, personal injury and advertising injury and written on ISO occurrence form CG 00 01 with combined single limits of liability not less than \$1,000,000 each occurrence, \$2,000,000 general aggregate for bodily injury, including personal injury or death, products liability and property damage.

9.3 Automobile liability insurance covering all owned, non-owned, hired and leased vehicles and written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage with combined single limits of liability not less than \$1,000,000 per accident for bodily injury, including personal injury or death and property damage. If necessary, the policy shall be endorsed to provide contractual liability coverage.

The Cities of Covington and Maple Valley shall be named as additional insured on all such insurance policies, with the exception of workers' compensation coverage(s) if the Contractor participates in a state-run workers' comp program. The Contractor shall provide original certificates of insurance and a copy of the amendatory endorsement, concurrent with the execution of this Agreement, evidencing such coverage and, at City's request, furnish the City with copies of all insurance policies and with evidence of payment of premiums or fees of such policies. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII. All insurance policies shall contain a clause of endorsement providing that they may not be terminated or materially amended during the Term of this Agreement, except after thirty (30) days prior written notice to the City. If the Contractor's insurance policies are "claims made," the Contractor shall be required to maintain tail coverage for a minimum period of three (3) years from the date this

Agreement is actually terminated or upon project completion and acceptance by the City. The Contractor's failure to maintain such insurance policies shall be grounds for the City's immediate termination of this Agreement.

The provisions of this Section shall survive the expiration or termination of this Agreement with respect to any event occurring prior to such expiration or termination.

10. Books and Records. The Contractor agrees to maintain books, records, and documents which sufficiently and properly reflect all direct and indirect costs related to the performance of the Services and maintain such accounting procedures and practices as may be deemed necessary by the City to assure proper accounting of all funds paid pursuant to this Agreement. These records shall be subject, at all reasonable times, to inspection, review or audit by the City, its authorized representative, the State Auditor, or other governmental officials authorized by law to monitor this Agreement.

11. Termination.

11.1 Prior to the expiration of the Term, this Agreement may be terminated immediately, with or without cause, by the City. The Contractor may terminate this Agreement upon sixty (60) days notice to the City. In the event of termination or suspension, all finished or unfinished documents, data, studies, worksheets, models, reports or other materials prepared by the Contractor pursuant to this Agreement shall be submitted to the City within five (5) days of the date of termination.

11.2 In the event this Agreement is terminated or suspended, the Contractor shall be entitled to payment for all services satisfactorily performed and reimbursable expenses incurred to the date of termination.

11.3 This provision shall not prevent the City from seeking any legal remedies it may otherwise have for the violation, default, or nonperformance of any provision of this Agreement. The remedies provided in this paragraph shall be in addition to any other remedy the City may have at law or in equity.

12. Discrimination. In all Contractor services, programs or activities, and all Contractor hiring and employment made possible by or resulting from this Agreement, there shall be no discrimination by the Contractor or by the Contractor's employees, agents, subcontractors or representatives against any person because of sex, age (except minimum age and retirement provisions), race, color, creed, national origin, marital status or the presence of any disability, including sensory, mental or physical handicaps, unless based upon a bona fide occupational qualification in relationship to hiring and employment. This requirement shall apply, but not be limited to the following: employment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. The Contractor shall not violate any of the terms of Chapter 49.60 RCW, Title VII of the Civil Rights Act of 1964, the Americans With Disabilities Act, Section 504 of the Rehabilitation Act of 1973 or any other applicable federal, state or local law or regulation regarding non-discrimination. Any material violation of this provision shall be grounds for termination of this Agreement by the City and, in the case of the Contractor's breach, may result in ineligibility for further City agreements.

13. Assignment and Subcontract. The Contractor shall not assign or transfer any interest in this Agreement or subcontract any portion of the services contemplated hereunder without the prior written consent of the City.

14. Conflict of Interest. The Contractor represents to the City that it has no conflict of interest in performing any of the services described herein. It is recognized that the Contractor may or will be performing services during the Term for other parties; provided, however that such performance of other services shall not conflict with or interfere with the Contractor's ability to perform the Services. In the event that the Contractor is asked to perform services for a project with which it may have a conflict, the Contractor shall immediately disclose such potential conflict to the City. The Contractor agrees to resolve any actual conflicts of interest in favor of the City.

15. Non-appropriation of Funds. If sufficient funds are not appropriated or allocated for payment under this Agreement for any future fiscal period, the City will so notify the Contractor and shall not be obligated to make payments for services or amounts incurred after the end of the City's current fiscal period. This Agreement shall terminate upon the completion of all remaining services for which funds are allocated. No penalty or expense shall accrue to the City in the event that the terms of this provision are effectuated.

16. Entire Agreement. This Agreement, including the exhibits attached hereto, constitutes the entire agreement between the parties with respect to the subject matter of this Agreement. There are no promises, terms, conditions or obligations other than those contained herein, and this Agreement shall supersede all previous communications, negotiations, representations or agreements, either verbal or written, between the parties hereto concerning the subject matter of this Agreement.

17. Amendment. This Agreement may not be modified or amended except by writing signed by all parties hereto.

18. No Waiver. Failure or delay of the City to declare any breach or default immediately upon occurrence shall not waive such breach or default. Failure of the City to declare one breach or default does not act as a waiver of the City's right to declare another breach or default.

19. Successors. Subject to the provisions of paragraph 13 above, this Agreement shall inure to the benefit of and be binding upon the parties, their respective heirs, executors, administrators, personal representatives, successors and assigns.

20. Severability. Each and every provision of this Agreement shall be deemed to be severable. The invalidity or unenforceability of any particular provision of this Agreement shall not affect the other provisions hereof, and the Agreement shall be construed in all respects as if such invalid or unenforceable provision were not a part of this Agreement.

21. Notices. All notices, payments and other communications hereunder shall be in writing and shall be deemed to have been duly given if personally delivered or mailed, by first class or certified mail, with postage prepaid,

if to the Contractor, to:

Best Parking Lot Cleaning Inc.
Attn: Rich Hamilton
P.O. Box 159
Sumner, WA 98390

or to such other person or place as the Contractor shall furnish to the City in writing; and

if to the City, to:

City of Covington
Attn: Maintenance Supervisor
16720 SE 271st Street, Suite100
Covington, WA 98042

or to such other person or place as the City shall furnish to the Contractor in writing.

Notices and payments shall be deemed given upon personal delivery or, if mailed, upon the earlier of actual receipt or three (3) business days after the date of mailing.

22. Governing Law; Venue. This Agreement shall be interpreted in accordance with the laws of the State of Washington. The venue for any cause of action arising out of this Agreement shall be King County, Washington.

23. Attorney's Fees. In the event of any default under this Agreement, the substantially defaulting party agrees to pay the substantially non-defaulting party's reasonable expenses which the latter incurs by reason thereof, including but not limited to reasonable attorney's fees, whether with respect to the investigation of such default or the determination of the application or the pursuit of remedies with respect thereto, or in legal proceedings, or otherwise. The term "legal proceedings" as used in this paragraph shall include all litigation, arbitration, administrative, bankruptcy and judicial proceedings, including appeals therefrom.

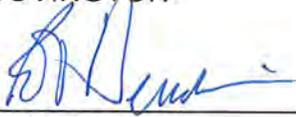
24. Survival of Representations. The representations and warranties of the City and the Contractor contained hereto shall survive indefinitely.

25. Independent Counsel. The Contractor acknowledges that the drafter of this Agreement is the City's legal representative to whom the Contractor does not look to for any legal counseling or legal advice with regard to this transaction. The Contractor further acknowledges that it has been advised to consult with independent legal counsel and has had an opportunity to do so. By signing this Agreement, the Contractor acknowledges that it has consulted with independent legal counsel of its choice or has knowingly waived the right to do so. There shall be no presumption of draftsmanship in favor of or implied against any party hereto.

26. Authority. Each individual executing this Agreement on behalf of the City and the Contractor represents and warrants that such individuals are duly authorized to execute and deliver this Agreement on behalf of the Contractor or the City.

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year written above.

CITY OF COVINGTON



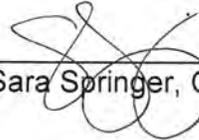
By: Rob Hendrickson
Its: Interim City Manager

Attest:



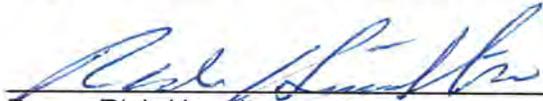
Sharon Scott, City Clerk

Approved as to form:



Sara Springer, City Attorney

BEST PARKING LOT CLEANING INC.



By: Rich Hamilton
Its: Owner

City of Covington
Small Public Works Roster
Street Sweeping

SCOPE OF SERVICES

The Contractor agrees to provide street sweeping services, curb to curb (or to edge of pavement), during this contract as follows (see Exhibit A1 for locations):

1. **Downtown Streets**
 - January – December (52) Once every week (nights)
 - Prior to Community Events (3) July, October, and December

2. **Arterial Streets**
 - January – April Once every other week
 - May – August Once per month
 - September – October Once every other week
 - November – December Weekly

3. **Residential Streets**
 - Sweep all 4 maintenance zones November, February, April, July (Quarterly)

4. **Emergency Response**
 - Storm cleanup which includes sweeping sand after snow and ice events and wind storm cleanup (must be cleaned within 30 days of end of event).
 - Callout response which includes accidents and/or spill cleanup (must be within 1 hour).
 - Response to specific requests as transmitted by the City.

5. Contractor will provide monthly verification of proper disposal of spoils with each invoice submitted

6. Contractor will notify the City of Covington Maintenance Supervisor in advance of work schedules.

7. Contractor will provide a weekly log to the City of Covington Maintenance Supervisor via email or fax indicating completed work.

Note: The contractor is responsible for proper disposals of all sweepings. No storage on City of Covington or City of Maple Valley property is available.

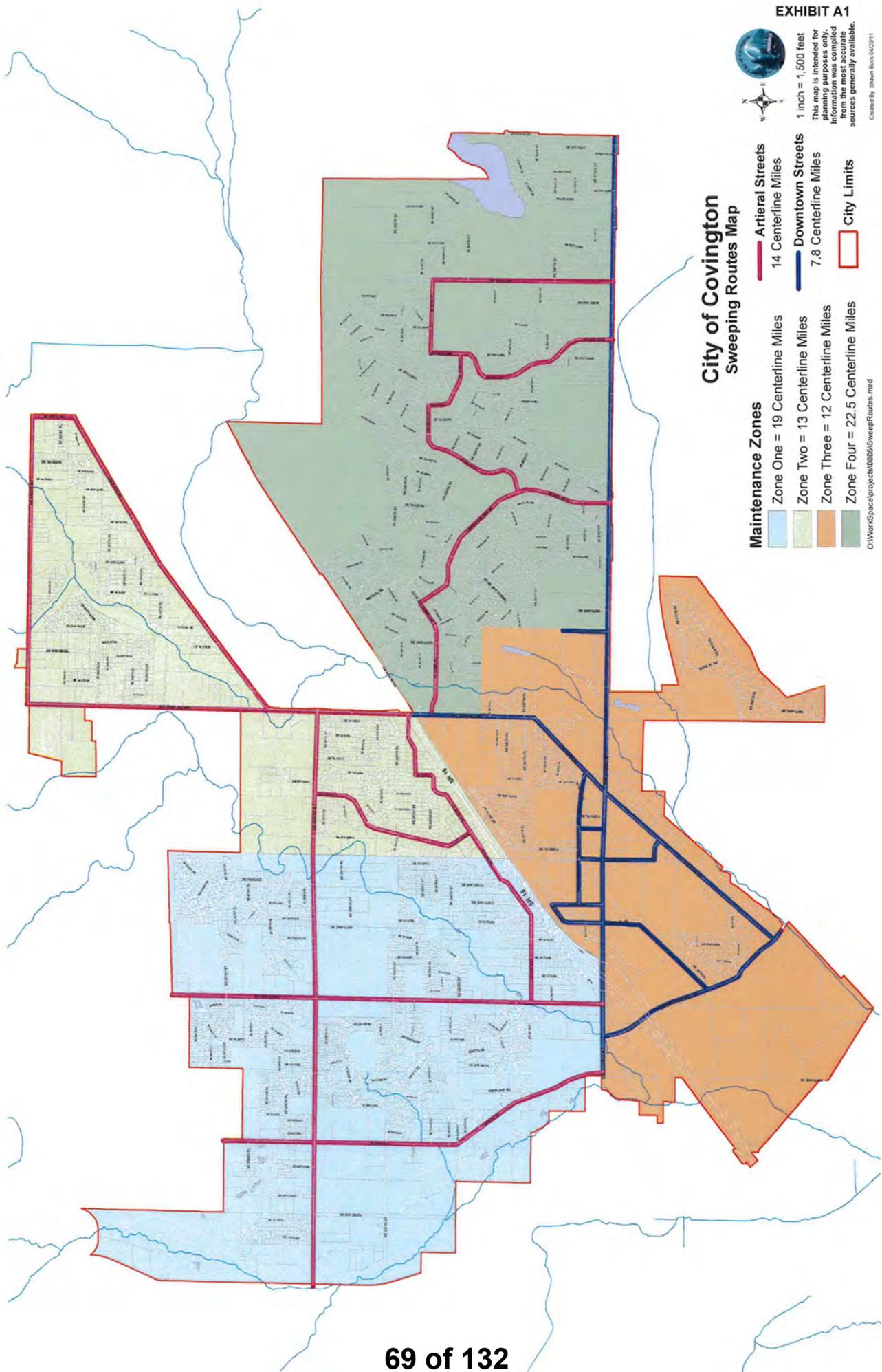


This map is intended for planning purposes only. Information was compiled from the most accurate sources generally available.

Created By: Shawn Burt 04/29/11

City of Covington Sweeping Routes Map

- Maintenance Zones**
 - Zone One = 19 Centerline Miles
 - Zone Two = 13 Centerline Miles
 - Zone Three = 12 Centerline Miles
 - Zone Four = 22.5 Centerline Miles
- Arterial Streets**
14 Centerline Miles
- Downtown Streets**
7.8 Centerline Miles
- City Limits**



City of Maple Valley
Small Public Works Roster
Street Sweeping

SCOPE OF SERVICES

The Contractor agrees to provide street sweeping services, curb to curb (or to edge of pavement), during this contract as follows (see Exhibit B1 and B2 for locations):

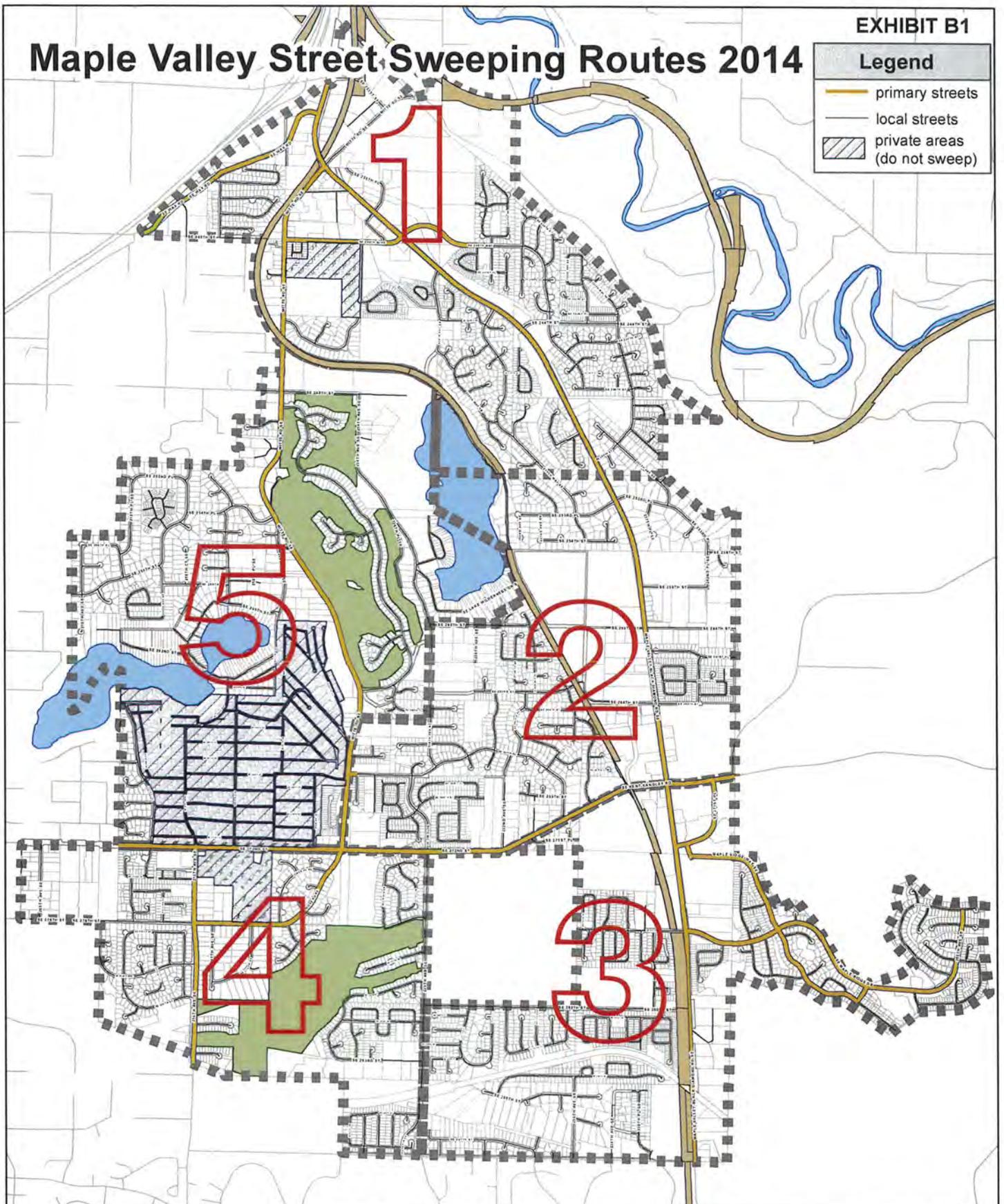
1. Primary Streets
 - Once per month
 - Prior to Community Events (1) June, MV Days (see Exhibit B2)
2. Local Streets
 - Quarterly
3. Emergency Response
 - Storm cleanup which includes sweeping sand after snow and ice events and wind storm cleanup (must be cleaned within 30 days of end of event).
 - Callout response which includes accidents and/or spill cleanup (must be within 1 hour).
 - Response to specific requests as transmitted by the City.
5. Contractor will provide monthly verification of proper disposal of spoils with each invoice submitted.
6. Contractor will notify the City of Covington Maintenance Supervisor in advance of work schedules.
7. Contractor will provide a weekly log to the City of Covington Maintenance Supervisor via email or fax indicating completed work.

Note: The contractor is responsible for proper disposals of all sweepings. No storage on City of Covington or City of Maple Valley property is available.

Maple Valley Street Sweeping Routes 2014

Legend

-  primary streets
-  local streets
-  private areas (do not sweep)



ZONE	LOCAL CENTERLINE MILES	LOCAL LANE MILES	PRIMARY CENTERLINE MILES	PRIMARY LANE MILES	TOTAL LANE MILES
1	13.3	26.6	5.31	10.62	37.22
2	12.72	25.44	4.58	9.17	34.61
3	12.22	24.45	5.58	11.16	35.61
4	9.95	19.9	2.78	5.55	25.45
5	21.85	43.7	1.37	2.74	46.44

CITY OF COVINGTON
AGREEMENT FOR SERVICES

Amendment #1

Between the City of Covington and Best Parking Lot Cleaning

That portion of Contract No. 1316-14 between the City of Covington and Best Parking Lot Cleaning entered into by the parties on the 23rd day of September, 2014, is amended pursuant to Section 17 of said Agreement, as follows:

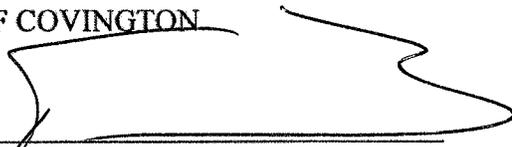
1. Term of Agreement. Section 3 of the Agreement shall be amended to extend the term of the Agreement until September 30, 2016.
2. Compensation. Section 4.1 of the Agreement shall be amended to include the Seattle-Tacoma Consumer Price Index - Urban (CPI-W) rate for June 2015 of 1.6072 percent for an amount not to exceed \$121,450.

All other provisions of the Agreement shall remain in full force and effect.

Dated this 22nd day of September, 2015.

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year written above.

CITY OF COVINGTON



By: Regan Bolli
Its: City Manager

Attest:

Approved as to form:

Joan Meekland, Sr. Dep City Clerk

 for Sharon Scott, City Clerk

Sara Springer

 Sara Springer, City Attorney

BEST PARKING LOT CLEANING

Rich Henselton

 By: Rich Henselton
 Its: Vice President 9/24/15

**CITY OF COVINGTON
AGREEMENT FOR SERVICES**

Amendment #2

Between the City of Covington and Best Parking Lot Cleaning

That portion of Contract No. 1316-14 between the City of Covington and Best Parking Lot Cleaning entered into by the parties on the 23rd day of September, 2014, is amended pursuant to Section 17 of said Agreement, as follows:

1. Term of Agreement. Section 3 of the Agreement shall be amended to extend the term of the Agreement until September 30, 2017.
2. Compensation. Section 4.1 of the Agreement shall be amended to include the Seattle-Tacoma Consumer Price Index - Urban (CPI-W) rate for June 2016 of 1.9937 percent for an amount not to exceed \$121,450.

All other provisions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Agreement on the last day and year written below.

CITY OF COVINGTON

BEST PARKING LOT CLEANING

 By: Regan Bolli
 Its: City Manager
 Date: _____

 By: _____
 Its: _____
 Date: _____

Attest:

Approved as to form:

 Sharon Scott, City Clerk

 Sara Springer, City Attorney

Consent Agenda Item C-5

Covington City Council Meeting

Date: September 13, 2016

SUBJECT: AUTHORIZE THE CITY MANAGER TO EXECUTE LOCAL AGENCY AGREEMENT SUPPLEMENT NUMBER 3 WITH WSDOT TO OBLIGATE FEDERAL FUNDS FOR SR 516: JENKINS CREEK TO 185TH PLACE SE (CIP 1127) RIGHT-OF-WAY ACQUISITION

RECOMMENDED BY: Regan Bolli, City Manager

ATTACHMENT(S):

1. Local Agency Agreement Supplement No. 3

PREPARED BY: Don Vondran, Public Works Director

EXPLANATION:

On March 13, 2012, the city council authorized the use of grant funding received from the Washington State Department of Transportation (WSDOT) to design CIP 1127, SR 516 – Jenkins Creek to 185th Place SE. The WSDOT portion of the grant was \$809,602. The city has used impact fees as the local match for that grant. Tetra Tech is the design consultant for the project.

The city also received an additional \$800,000 from the legislature in the 2012 Supplemental Transportation Budget. Those funds were planned to be used during the right-of-way acquisition phase. CIP 1127 is now to the point where we can obligate those funds for right-of-way acquisition. The total amount of the grant designated for right-of-way acquisition is \$800,000. We will use those grant funds for consultant work (\$380,000), city staff time (\$20,000), right-of-way purchase (\$380,000), and WSDOT review (\$20,000). Unlike the funds received during the design phase, this \$800,000 grant does not require any local match. Once the funds are obligated we can contract with a consultant to assist city staff with acquiring the necessary property for right-of-way. We anticipate beginning acquisition this fall. There is a separate agenda item to authorize the consultant agreement at this same council meeting.

FISCAL IMPACT:

The federal funds remaining to be obligated is \$800,000. Based on the current estimate, we do not need any city funds to proceed with right-of-way acquisition. Once we receive authorization from WSDOT we will proceed.

CITY COUNCIL ACTION: Ordinance Resolution Motion Other

Council member _____ moves, Council member _____ seconds, to authorize the City Manager to execute Local Agency Agreement Supplement Number 3 with WSDOT to obligate federal funds for SR 516: Jenkins Creek to 185th Place SE (CIP 1127) right -of-way acquisition.

REVIEWED BY: City Manager, City Attorney, Finance Director

Local Agency Agreement Supplement

Agency		Supplement Number
Federal Aid Project Number	Agreement Number	CFDA No. 20.205 (Catalog of Federal Domestic Assistance)

The Local Agency requests to supplement the agreement entered into and executed on
 All provisions in the basic agreement remain in effect except as modified by this supplement.
 The change to the agreement are as follows:

Project Description

Name _____ Length _____
 Termini _____
Description of Work No Change

Reason for Supplement

Are you claiming indirect cost rate? Yes No Project Agreement End Date

Does this change require additional Right of Way or Easements? Yes No Advertisement Date:

Type of Work	Estimate of Funding				
	(1) Previous Agreement/Suppl.	(2) Supplement	(3) Estimated Total Project Funds	(4) Estimated Agency Funds	(5) Estimated Federal Funds
PE					
% a. Agency					
b. Other					
Federal Aid Participation Ratio for PE					
c. Other					
d. State					
e. Total PE Cost Estimate (a+b+c+d)					
Right of Way					
% f. Agency					
g. Other					
Federal Aid Participation Ratio for RW					
h. Other					
i. State					
j. Total R/W Cost Estimate (f+g+h+i)					
Construction					
% k. Contract					
l. Other					
Federal Aid Participation Ratio for CN					
m. Other					
n. Other					
o. Agency					
p. State					
q. Total CN Cost Estimate (k+l+m+n+o+p)					
r. Total Project Cost Estimate (e+j+q)					

The Local Agency further stipulates that pursuant to said Title 23, regulations and policies and procedures, and as a condition to payment of the Federal funds obligated, it accepts and will comply with the applicable provisions.

Agency Official

Washington State Department of Transportation

By
Title

By
Director, Local Program
Date Executed

Agency		Supplement Number
Federal Aid Project Number	Agreement Number	CFDA No. 20.205 (Catalog of Federal Domestic Assistance)

VI. Payment and Partial Reimbursement

The total cost of the project, including all review and engineering costs and other expenses of the State, is to be paid by the Agency and by the Federal Government. Federal funding shall be in accordance with the Federal Transportation Act, as amended, 2 CFR Part 200. The State shall not be ultimately responsible for any of the costs of the project. The Agency shall be ultimately responsible for all costs associated with the project which are not reimbursed by the Federal Government. Nothing in this agreement shall be construed as a promise by the State as to the amount or nature of federal participation in this project.

The Agency shall bill the state for federal aid project costs incurred in conformity with applicable federal and state laws. The agency shall minimize the time elapsed between receipt of federal aid funds and subsequent payment of incurred costs. Expenditures by the Local Agency for maintenance, general administration, supervision, and other overhead shall not be eligible for federal participation unless a current indirect cost plan has been prepared in accordance with the regulations outlined in 2 CFR Part 200 - Uniform Admin. Requirements, Cost Principles and Audit Requirements for Federal Awards, and retained for audit.

The State will pay for State incurred costs on the project. Following payment, the State shall bill the Federal Government for reimbursement of those costs eligible for federal participation to the extent that such costs are attributable and properly allocable to this project. The State shall bill the Agency for that portion of State costs which were not reimbursed by the Federal Government (see Section IX).

VII. Audit of Federal Consultant Contracts

The Agency, if services of a consultant are required, shall be responsible for audit of the consultant's records to determine eligible federal aid costs on the project. The report of said audit shall be in the Agency's files and made available to the State and the Federal Government.

An audit shall be conducted by the WSDOT Internal Audit Office in accordance with generally accepted governmental auditing standards as issued by the United States General Accounting Office by the Comptroller General of the United States; WSDOT Manual M 27-50, Consultant Authorization, Selection, and Agreement Administration; memoranda of understanding between WSDOT and FHWA; and 2 CFR Part 200.501 - Audit Requirements.

If upon audit it is found that overpayment or participation of federal money in ineligible items of cost has occurred, the Agency shall reimburse the State for the amount of such overpayment or excess participation.

IX. Payment of Billing

The Agency agrees that if payment or arrangement for payment of any of the State's billing relative to the project (e.g., State force work, project cancellation, overpayment, cost ineligible for federal participation, etc.) is not made to the State within 45 days after the Agency has been billed, the State shall effect reimbursement of the total sum due from the regular monthly fuel tax allotments to the Agency from the Motor Vehicle Fund. No additional Federal project funding will be approved until full payment is received unless otherwise directed by the Director, Local Programs.

Project Agreement End Date - This date is based on your projects Period of Performance (2 CFR Part 200.309).

Any costs incurred after the Project Agreement End Date are NOT eligible for federal reimbursement. All eligible costs incurred prior to the Project Agreement End Date must be submitted for reimbursement within 90 days after the Project Agreement End Date or they become ineligible for federal reimbursement.

VIII. Single Audit Act

The Agency, as a subrecipient of federal funds, shall adhere to the federal regulations outlined in 2 CFR Part 200.501 as well as all applicable federal and state statutes and regulations. A subrecipient who expends \$750,000 or more in federal awards from all sources during a given fiscal year shall have a single or program-specific audit performed for that year in accordance with the provisions of 2 CFR Part 200.501. Upon conclusion of the audit, the Agency shall be responsible for ensuring that a copy of the report is transmitted promptly to the State.

XVII. Assurances

Local Agencies receiving Federal funding from the USDOT or its operating administrations (i.e., Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration) are required to submit a written policy statement, signed by the Agency Executive and addressed to the State, documenting that all programs, activities and services will be conducted in compliance with Section 504 and the Americans with Disabilities Act (ADA).

City of Covington
SR 516; Jenkins Creek to 185th Place SE
City project 1127

WSDOT SUPPLEMENT #3 ESTIMATE FOR RIGHT-OF-WAY

	Direct	Contingency	Total
Consultant	297,000.00	Additional expense for potential scope amendments to the Lump Sum contract	380,000.00
		81,000.00	
PFE / Right-of-Way	247,586.00	Additional expense for potential negotiated settlements	380,000.00
		142,414.00	
Agency			20,000.00
	Hours	Rate	Total
Management	25.00	80.00	2,000.00
Project Staff	200.00	60.00	12,000.00
Administration	25.00	40.00	1,000.00
City Attorney	50.00	100.00	5,000.00
WSDOT			20,000.00
			800,000.00

Consent Agenda Item C-6

Covington City Council Meeting

Date: September 13, 2016

SUBJECT: AUTHORIZE THE CITY MANAGER TO EXECUTE AN AGREEMENT FOR SERVICES WITH ABACO PACIFIC, INC. (ABACO 2016-1) FOR REAL ESTATE SERVICES FOR SR 516: JENKINS CREEK TO 185TH PLACE SE (CIP 1127).

RECOMMENDED BY: Don Vondran, Public Works Director

ATTACHMENT(S):

1. WSDOT Standard “Local Agency Real Estate Professional Services Lump Sum Consultant Agreement” with Abaco Pacific, Inc. (Abaco 2016-1)

PREPARED BY: Shellie Bates, Programs Supervisor/Public Works

EXPLANATION:

In December of 2013 and January of 2014 staff solicited qualifications for right-of-way acquisition services for CIP 1127. Six submittals were received and staff selected three for an interview. In March of 2014 staff selected Abaco Pacific, Inc. as the most qualified to perform the work. Abaco Pacific, Inc. has provided the city with quality services over the years. The city’s current on-call contract with Abaco Pacific for CIP 1127 expires at the end of 2017. The term of this agreement will extend the city’s use of services from Abaco Pacific until December 31, 2018.

Staff is recommending that this agreement be approved and that the city continue its productive relationship with Abaco Pacific, Inc.

ALTERNATIVES:

1. Not authorize the city manager to execute the agreement for services and direct staff to negotiate a new agreement with Abaco Pacific.
2. Revise the proposed agreement.

FISCAL IMPACT:

Real estate services are included as part of the right of way costs budgeted in each individual Capital Improvement Project (CIP). CIP 1127 has \$800,000.00 in federal funds allocated to the project, including the \$297,000.00 for this agreement with Abaco Pacific.

CITY COUNCIL ACTION: ___ Ordinance ___ Resolution X Motion ___ Other

Council member _____ moves, Council member _____ seconds, to authorize the City Manager to execute Agreement for Services with Abaco Pacific, Inc., in substantial form as that presented, in the amount of \$297,000 for real estate services for CIP 1127.

REVIEWED BY: City Manager, City Attorney, Finance Director

Local Agency Real Estate Professional Services Lump Sum Consultant Agreement

Agreement Number: Abaco 2016-1

Does this Require DES filing? Yes No

Firm/Organization Legal Name (do not use dba's): Abaco Pacific, Inc.	
Address 13468 456th Place SE	Federal Aid Number STP 0516(22)
UBI Number 602-816-096	Federal TIN or SSN Number 26-2246634
Execution Date September 13, 2016	Completion Date December 31, 2018
1099 Form Required <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Federal Participation <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Project Title SE 272nd Street (SR516) between Jenkins Creek and 185th Place SE (CIP 1127)	
Description of Work Abaco Pacific, Inc. will provide comprehensive Right-of-Way Acquisition Services including acquisition and relocation (as necessary) services of all necessary property rights for the Project according to the Project's approved Right of Way Plan and as further described in the Scope of Work (Exhibit A). All activities shall be conducted in compliance with the City's Right of Way Procedures and in accordance with the state Uniform Relocation Assistance and Real Property Acquisition Act (Ch. 8.26 RCW) and state regulations (Ch. 468-100 WAC) and applicable federal regulations.	
<input type="checkbox"/> Yes % <input checked="" type="checkbox"/> No DBE Participation <input type="checkbox"/> Yes % <input checked="" type="checkbox"/> No MBE Participation <input type="checkbox"/> Yes % <input checked="" type="checkbox"/> No WBE Participation <input type="checkbox"/> Yes % <input checked="" type="checkbox"/> No SBE Participation	Maximum Amount Payable: \$ 297,000

Index of Exhibits

- Exhibit A Scope of Work
- Exhibit B DBE Participation
- Exhibit D Prime Consultant Cost Computations
- Exhibit E Sub-consultant Cost Computations
- Exhibit F Title VI Assurances
- Exhibit G Certification Documents
- Exhibit H Liability Insurance Increase
- Exhibit I Alleged Consultant Design Error Procedures
- Exhibit J Consultant Claim Procedures

Agreement Number: Abaco 2016-1

THIS AGREEMENT is made and entered into as shown in the "Execution Date" on page one (1) in the heading of this AGREEMENT, between the City of Covington, Washington, hereinafter called the "AGENCY," and Abaco Pacific, Inc. referenced on page one (1) in the heading of this AGREEMENT, hereinafter called the "CONSULTANT."

WHEREAS, the AGENCY desires to accomplish the work referenced in the section I. "Description of Work" section of this AGREEMENT and hereafter called the "SERVICES"; and does not have sufficient staff to meet the required commitment and therefore deems it advisable and desirable to engage the assistance of a CONSULTANT to provide the necessary SERVICES; and

WHEREAS, the CONSULTANT represents that they comply with the Washington State Statutes relating to professional registration, if applicable, and has signified a willingness to furnish consulting Services to the AGENCY.

NOW, THEREFORE, in consideration of the terms and conditions contained herein, or attached and incorporated and made a part hereof, the AGENCY, and the CONSULTANT mutually agree as follows:

I. Description of Work

The Scope of Work and projected level of effort required for these SERVICES is described in Exhibit "A" attached hereto and by this reference made a part of this AGREEMENT.

If, due to the CONSULTANT'S error or oversight, corrections to the SERVICES contracted for herein are necessary, the CONSULTANT will make such corrections at no additional cost to the AGENCY and will submit such corrections to the AGENCY within ten (10) days of receipt of the AGENCY'S request.

II. General Requirements

CONSULTANT shall, at all times, comply with all applicable federal, state and local laws, codes, ordinances, rules, regulations, decrees, directives, guidelines, etc., (together "Laws") which may impact or apply to the performance of SERVICES under this AGREEMENT, regardless of whether such Laws are modified or are enacted during the term of this AGREEMENT.

III. Period of Performance

This AGREEMENT shall commence on the date executed by the AGENCY and the CONSULTANT shown in "Execution Date" in the heading of this AGREEMENT on page one (1) and shall be completed on the date shown in "Completion Date" in the heading of this AGREEMENT on page one (1), unless modified by a written AGREEMENT revision extending the "Completion Date" or unless terminated sooner as provided herein.

Upon completion or termination of this AGREEMENT, the CONSULTANT shall turn over all documents, records and file materials to the AGENCY.

IV. Payment Provisions

The CONSULTANT shall be paid by the AGENCY for completed work and SERVICES, deemed to be satisfactory by the AGENCY, rendered under this AGREEMENT as provided hereinafter. Such payment shall be full compensation for work performed or SERVICES rendered and for all labor, materials, supplies, equipment, and incidentals necessary to complete the SERVICES specified in section I. "Description of Work",

Agreement Number: Abaco 2016-1

unless otherwise specified in section XVII. "Special Provisions." The CONSULTANT shall conform to all applicable portions of 48 CFR Part 31.

- A. Lump Sum AGREEMENT: Payment for all consulting SERVICES shall be on the basis of a lump sum "Maximum Amount Payable" as shown in the heading on page one (1) of this AGREEMENT.
 - 1. Maximum Amount Payable: The Maximum Amount Payable by the AGENCY to the CONSULTANT under this AGREEMENT shall not exceed the amount shown on page one (1) in the heading of this AGREEMENT unless modified by written contract revision prior to the CONSULTANT exceeding this amount. No minimum amount payable is guaranteed under this AGREEMENT.
- B. Final Payment: Final Payment of any balance due the CONSULTANT of the gross amount earned will be made promptly upon its verification by the AGENCY after the completion of SERVICES under this AGREEMENT, contingent, if applicable, upon receipt of all reports, electronic data, and other related documents which are required to be furnished under this AGREEMENT. Acceptance of such Final Payment by the CONSULTANT shall constitute a release of all claims for payment, which the CONSULTANT may have against the AGENCY unless such claims are specifically reserved in writing and transmitted to the AGENCY by the CONSULTANT prior to its acceptance. Said Final Payment shall not, however, be a bar to any claims that the AGENCY may have against the CONSULTANT or to any remedies the AGENCY may pursue with respect to such claims.

The payment of any billing will not constitute an agreement as to the appropriateness of any item and at the time of final audit, all required adjustments will be made and reflected in a final payment. In the event that such final audit reveals an overpayment to the CONSULTANT, the CONSULTANT will refund such overpayment to the AGENCY within thirty (30) calendar days of notice of the overpayment. Such refund shall not constitute a waiver by the CONSULTANT for any claims relating to the validity of a finding by the AGENCY of overpayment. Per the WSDOT'S "Audit Guide for CONSULTANTS," Chapter 23 "Resolution Procedures," the CONSULTANT has twenty (20) working days after receipt of the final post-audit to begin the appeal process to the AGENCY for audit findings.

V. Compensation

The CONSULTANT shall be paid \$ 297,000 for all SERVICES and expenses under this AGREEMENT, provided that the total reimbursement under this AGREEMENT shall not exceed \$ 297,000 . Such payment

Agreement Number: Abaco 2016-1

shall include all the CONSULTANT'S expenses in the performance of this AGREEMENT unless otherwise specified in Section XVII "Special Provisions." The CONSULTANT'S invoice shall include: the project title, description of the services rendered, and the dates worked.

VI. Records and Accounts

The CONSULTANT and any authorized sub-consultant, or any other person or firm, shall keep detailed records relating to the charges made and expenses incurred for work required by this AGREEMENT.

The CONSULTANT's accounting records pertaining to this AGREEMENT shall be available for inspection by the representatives of the AGENCY, the State and the United States, at the office of the CONSULTANT. The CONSULTANT shall include in any sub-consultant agreement/contract or any agreement/contract with any person or firm a provision requiring such sub-consultant, person, or firm to make its financial records available for inspection by the AGENCY in accordance with this provision.

The accounting record referred to in the preceding paragraph shall be available for inspection during normal business hours and shall be retained by the CONSULTANT or sub-consultant, or any other person or firm, for a period of three (3) years following final payment from the AGENCY to the CONSULTANT with the following exception: if any litigation, claim, or audit is started before the expiration of the three (3) year retention period, the records shall be retained until all litigation, claim, or audit findings involving the records have been resolved.

The CONSULTANT further agrees that any duly authorized representative of the AGENCY, the State or of the United States, in the official conduct of its business shall have access to and the right to examine any directly pertinent books, documents, papers, photographic negatives, and records of the CONSULTANT involving the SERVICES provided under the terms of this AGREEMENT at any time during normal business hours during the life of this AGREEMENT and for three (3) years after the date of the final payment under this AGREEMENT.

An audit may be performed on this AGREEMENT. The audit, if any, will be performed by the WSDOT's Internal Audit Office.

VII. Performance of Services

In the performance of the SERVICES under this AGREEMENT, the CONSULTANT shall comply with all applicable AGENCY regulations, State and Federal laws, regulations and procedures.

1. Non-delegation

The SERVICES to be furnished under the terms of this AGREEMENT shall be performed by the CONSULTANT and the CONSULTANT'S bona fide employees, and shall not be delegated to any other person or firm.

2. Subcontracting

The CONSULTANT shall not hire sub-consultants or any other person or firm to provide SERVICES under this AGREEMENT except pursuant to a revision of this AGREEMENT as authorized in Section XVIII "Modification of Agreement." All applicable portions of this AGREEMENT shall be contained in the subcontract between the CONSULTANT and its sub-consultant(s).

The CONSULTANT shall remove any employee from assignment to perform SERVICES under this AGREEMENT immediately upon receipt of written request to do so from the AGENCY.

Agreement Number: Abaco 2016-1

The CONSULTANT warrants that, if it is full or partially employed by any public agency other than the AGENCY, its acceptance of this AGREEMENT is with the consent of such agency; that the CONSULTANT shall spend no time in the performance require in this AGREEMENT during which time the CONSULTANT should normally be employed and paid by such agency; and that the acceptance of this AGREEMENT will not interfere with any obligations the CONSULTANT may have to such agency.

VIII. Employment and Organizational Conflict of Interest

The CONSULTANT warrants that they have not employed or retained any company or person, other than a bona fide employee working solely for the CONSULTANT, to solicit or secure this AGREEMENT, and that it has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the CONSULTANT, any fee, commission, percentage, brokerage fee, gift, or any other consideration, contingent upon or resulting from the award or making of this AGREEMENT. For breach or violation of this warrant, the AGENCY shall have the right to annul this AGREEMENT without liability or, in its discretion, to deduct from this AGREEMENT price or consideration or otherwise recover the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

Any and all employees of the CONSULTANT or other persons while engaged in the performance of any work or SERVICES required of the CONSULTANT under this AGREEMENT, shall be considered employees of the CONSULTANT only and not of the AGENCY, and any and all claims that may arise under any Workmen's Compensation Act on behalf of said employees or other persons while so engaged, and any and all claims made by a third party as a consequence of any act or omission on the part of the CONSULTANT'S employees or other persons while so engaged on any of the work or SERVICES provided to be rendered herein, shall be the sole obligation and responsibility of the CONSULTANT.

The CONSULTANT shall not engage, on a full- or part-time basis, or other basis, during the period of this AGREEMENT, any professional or technical personnel who are, or have been, at any time during the period of this AGREEMENT, in the employ of the United States Department of Transportation or the AGENCY, except regularly retired employees, without written consent of the public employer of such person if he/she will be working on this AGREEMENT for the CONSULTANT.

The CONSULTANT shall comply with the Federal Fair Labor Standards Act and any other legislation affecting its employees and the rules and regulations issued there under; and shall save the AGENCY free, clear and harmless from all actions, claims, demands and expenses arising out of said Act and any rules and regulations that are or may be promulgated in connection therewith.

The CONSULTANT assumes full responsibility for the payment of all payroll taxes, use, sales, income or any other form of taxes, fees, licenses, excises, or payments required by any Federal or State legislation which are now or which may be enacted during the term of this AGREEMENT as to all the CONSULTANT'S employees, and as to all the duties, activities, and requirements of the CONSULTANT in the performance of this AGREEMENT.

The CONSULTANT shall comply with the WSDOT's Organizational Conflict of Interest Policy, WSDOT Manual 3043, and revisions thereto <http://www.wsdot.wa.gov/Publications/Manuals/M3043.htm>, and its requirements for employees, the CONSULTANT firm and any entities created to do business with the AGENCY.

IX. Nondiscrimination

During the performance of this AGREEMENT, the CONSULTANT, for itself, its assignees and successors in

Agreement Number: Abaco 2016-1

interest, agrees as follows:

1. Compliance with Laws and Regulations

The CONSULTANT shall comply with the regulations relative to nondiscrimination in Federally assisted programs of the Department of Transportation, Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, hereinafter referred to as the "REGULATIONS", which are herein incorporated by reference and made a part of this AGREEMENT. The CONSULTANT shall comply with the State Law Against Discrimination, Chapter 49.60 RCW and any REGULATIONS adopted thereto.

2. Nondiscrimination

The CONSULTANT with regard to the work performed by it during the AGREEMENT, shall not discriminate on the grounds of age, sex, marital status, race, creed, color, national origin, or the presence of any sensory, mental, or physical handicap unless based upon a bona fide occupational qualification, in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The CONSULTANT shall not participate either directly or indirectly in the discrimination of prohibited by Chapter 49.60 RCW or by section 21.5 of the REGULATIONS, including employment practices when the AGREEMENT covers a program set forth in Appendix B of the REGULATIONS.

3. Solicitation for Sub-consultants, Including Procurement of Materials and Equipment

In all solicitations either by competitive bidding or negotiation made by the CONSULTANT for work to be performed under a subcontract, including procurement of materials or leases of equipment, each potential sub-consultant or supplier shall be notified by the CONSULTANT of the CONSULTANT'S obligations under this AGREEMENT and the REGULATIONS relative to nondiscrimination on the above grounds.

4. Information and Reports

The CONSULTANT shall provide all information and reports required by the REGULATIONS; or directives issued pursuant thereto, and shall permit access to its books, records, accounts or other sources of information, and its facilities as may be determined by the AGENCY or the Federal Highway Administration to be pertinent to ascertain compliance with such REGULATIONS, directives or laws. Where any information required of a CONSULTANT is in the exclusive possession of another who fails or refused to furnish this information, the CONSULTANT shall so certify to the AGENCY, WSDOT, or the Federal Highway Administration as appropriate, and shall set forth what efforts it has made to obtain the information.

5. Sanctions for Noncompliance

In the event of the CONSULTANT's noncompliance with the discrimination provisions of this AGREEMENT, the AGENCY shall impose such AGREEMENT sanctions as it may determine to be appropriate, including but not limited to (1) withholding of payments to the CONSULTANT under this AGREEMENT until the CONSULTANT complies, and/or (2) cancellation, termination, or suspension of this AGREEMENT in whole or in part.

6. Incorporation of Provisions

The CONSULTANT shall include the provisions of paragraphs 1 through 6 in every subcontract, including procurements of materials and leases of equipment, unless exempt by the REGULATIONS, or directives issued pursuant thereto. The CONSULTANT shall take such action with respect to any subcontract or procurement as the AGENCY, WSDOT, or Federal Highway Administration may direct as a means of enforcing such provisions including sanctions for noncompliance; provided, however, that, in the event a CONSULTANT becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the CONSULTANT may request the AGENCY to enter into such litigation to protect the interests of the AGENCY and / or WSDOT; and, in addition, the CONSULTANT may request

Agreement Number: Abaco 2016-1

the United States to enter into such litigation to protect the interests of the United States.

X. Termination

The right is reserved by the AGENCY to terminate this AGREEMENT at any time with or without cause upon ten (10) days written notice to the CONSULTANT.

In the event this AGREEMENT is terminated by the AGENCY, other than for default on the part of the CONSULTANT, a final payment shall be made to the CONSULTANT which, when added to any payments previously made, shall total the same percentage of the Lump Sum Amount as the work completed at the time of termination is to the total work required for the SERVICES. In addition, the CONSULTANT shall be paid for any authorized extra work completed.

No payment shall be made for any SERVICES completed after ten (10) days following receipt by the CONSULTANT of the notice to terminate. If the accumulated payment made to the CONSULTANT prior to Notice of Termination exceeds the total amount that would be due when computed as set forth in paragraph two (2) of this section, then no final payment shall be due and the CONSULTANT shall immediately reimburse the AGENCY for any excess paid.

If the services of the CONSULTANT are terminated by the AGENCY for default on the part of the CONSULTANT, the above formula for payment shall not apply.

In the event of a termination for default, the amount to be paid to the CONSULTANT shall be determined by the AGENCY with consideration given to the actual costs incurred by the CONSULTANT in performing SERVICES to the date of termination, the amount of SERVICES originally required which was satisfactorily completed to date of termination, whether that SERVICE is in a form or a type which is usable to the AGENCY at the time of termination, the cost to the AGENCY of employing another firm to complete the SERVICES required and the time which may be required to do so, and other factors which affect the value to the AGENCY of the SERVICES performed at the time of termination. Under no circumstances shall payment made under this subsection exceed the amount, which would have been made using the formula set forth in paragraph two (2) of this section.

If it is determined for any reason that the CONSULTANT was not in default or that the CONSULTANT's failure to perform is without the CONSULTANT's or its employee's fault or negligence, the termination shall be deemed to be a termination for the convenience of the AGENCY. In such an event, the CONSULTANT would be reimbursed for actual costs in accordance with the termination for other than default clauses listed previously.

The CONSULTANT shall, within 15 days, notify the AGENCY in writing, in the event of the death of any member, partner, or officer of the CONSULTANT or the death or change of any of the CONSULTANT's supervisory and/or other key personnel assigned to the project or disaffiliation of any principally involved CONSULTANT employee. The CONSULTANT shall also notify the AGENCY, in writing, in the event of the sale or transfer of 50% or more of the beneficial ownership of the CONSULTANT within 15 days of such sale or transfer occurring. The CONSULTANT shall continue to be obligated to complete the SERVICES under the terms of this AGREEMENT unless the AGENCY chooses to terminate this AGREEMENT for convenience or chooses to renegotiate any term(s) of this AGREEMENT. If termination for convenience occurs, final payment will be made to the CONSULTANT as set forth in the second and third paragraphs of this section.

Payment for any part of the SERVICES by the AGENCY shall not constitute a waiver by the AGENCY of any remedies of any type it may have against the CONSULTANT for any breach of this AGREEMENT by the

Agreement Number: Abaco 2016-1

CONSULTANT, or for failure of the CONSULTANT to perform SERVICES required of it by the AGENCY. Forbearance of any rights under the AGREEMENT will not constitute waiver of entitlement to exercise those rights with respect to any future act or omission by the CONSULTANT.

XI. Disputes

Any disputed issue not resolved pursuant to the terms of this AGREEMENT shall be submitted in writing within 10 days to the Director of Public Works or AGENCY Engineer, whose decision in the matter shall be final and binding on the parties of this AGREEMENT; provided however, that if an action is brought challenging the Director of Public Works or AGENCY Engineer's decision, that decision shall be subjected to judicial review. If the parties to this AGREEMENT mutually agree, disputes concerning alleged design errors will be conducted under the procedures found in Exhibit "J". In the event that either party deem it necessary to institute legal action or proceeding to enforce any right or obligation under this AGREEMENT, this action shall be initiated in the Superior Court of the State of Washington, situated in the county in which the AGENCY is located. The parties hereto agree that all questions shall be resolved by application of Washington law and that the parties have the right of appeal from such decisions of the Superior Court in accordance with the laws of the State of Washington. The CONSULTANT hereby consents to the personal jurisdiction of the Superior Court of the State of Washington, situated in the county in which the AGENCY is located.

XII. Legal Relations

The CONSULTANT, any sub-consultant, and the AGENCY shall comply with all Federal, State, and local laws, rules, codes, and regulations applicable to the work to be performed under this AGREEMENT. This AGREEMENT shall be interpreted and construed in accordance with the laws of the State of Washington.

The CONSULTANT shall defend, indemnify, and hold the State of Washington (STATE) and the AGENCY and their officers and employees harmless from all claims, demands, or suits at law or equity arising in whole or in part from the negligence of, or the breach of any obligation under this AGREEMENT by, the CONSULTANT or the CONSULTANT'S agents, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the CONSULTANT may be legally liable; provided that nothing herein shall require a CONSULTANT to defend or indemnify the STATE and the AGENCY against and hold harmless the STATE and AGENCY from claims, demands or suits based solely upon the negligence of, or breach of any obligation under this AGREEMENT by the STATE and the AGENCY, their agents, officers, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the STATE and / or the AGENCY may be legally liable; and provided further that if the claims or suits are caused by or result from the concurrent negligence of (a) the CONSULTANT or the CONSULTANT'S agents, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the CONSULTANT is legally liable, and (b) the STATE and / or AGENCY, their agents, officers, employees, sub-consultants, subcontractors and or vendors, of any tier, or any other persons for whom the STATE and / or AGENCY may be legally liable, the indemnity obligation shall be valid and enforceable only to the extent of the CONSULTANT'S negligence or the negligence of the CONSULTANT'S agents, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the CONSULTANT may be legally liable. This provision shall be included in any AGREEMENT between CONSULTANT and any sub-consultants, subcontractor and vendor, of any tier.

The CONSULTANT shall also defend, indemnify, and hold the STATE and the AGENCY and their officers and employees harmless from all claims, demands, or suits at law or equity arising in whole or in part from the alleged patent or copyright infringement or other allegedly improper appropriation or use of trade secrets, patents, proprietary information, know-how, copyright rights or inventions by the CONSULTANT or the CONSULTANT'S agents, employees, sub-consultants, subcontractors or vendors, of any tier, or any other

Agreement Number: Abaco 2016-1

persons for whom the CONSULTANT may be legally liable, in performance of SERVICES under this AGREEMENT or arising out of any use in connection with the AGREEMENT of methods, processes, designs, information or other items furnished or communicated to STATE and / or AGENCY, their agents, officers and employees pursuant to the AGREEMENT; provided that this indemnity shall not apply to any alleged patent or copyright infringement or other allegedly improper appropriation or use of trade secrets, patents, proprietary information, know-how, copyright rights or inventions resulting from STATE's and / or AGENCY's, their agents', officers' and employees' failure to comply with specific written instructions regarding use provided to STATE and / or AGENCY, their agents, officers and employees by the CONSULTANT, its agents, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the CONSULTANT may be legally liable.

The CONSULTANT'S professional liability to the AGENCY, including that which may arise in reference to Section XIV "Insurance" of this AGREEMENT, shall be limited to the total amount of the AGREEMENT or one million dollars (\$1,000,000.00), whichever is greater. In no case shall the CONSULTANT'S professional liability to third parties be limited in any way.

The CONSULTANT specifically assumes potential liability for actions brought by the CONSULTANT'S own employees or its agents against the STATE and / or AGENCY and, solely for the purpose of this indemnification and defense, the CONSULTANT specifically waives any immunity under the STATE industrial insurance law, Title 51 RCW.

XIII. Independent Contractor

The CONSULTANT shall be deemed an independent contractor for all purposes. The CONSULTANT and its employees and any authorized sub-consultants, or any other person of firm, shall not be deemed the employees of the AGENCY for any purpose.

XIV. Insurance

The CONSULTANT shall obtain and keep in force during the terms of this AGREEMENT, or as otherwise required, insurance with companies or through sources approved by the STATE Insurance Commissioner pursuant to Title 48 RCW.

It is the CONSULTANT'S responsibility to provide evidence of continuing coverage during the overlap periods of the policy and the AGREEMENT.

The parties enter into this AGREEMENT for the sole benefit of the parties, and to the exclusion of any third party, and no third party beneficiary is intended or created by the execution of this AGREEMENT.

XV. Confidentiality

The AGENCY is contracting for the CONSULTANT'S independent performance of the specified SERVICES. Should the AGENCY employ another CONSULTANT to perform the same services, the CONSULTANT shall not discuss or otherwise exchange information with such other CONSULTANT.

The project for which the SERVICES of the CONSULTANT are required may involve litigation of claims against or brought by the STATE and / or AGENCY. Subject to Washington's Public Records Act (RCW ch. 42.17 et. al.) all information developed by the CONSULTANT and all information made available to the CONSULTANT and all analyses, conclusions, and/or opinions reached by the CONSULTANT shall be

Agreement Number: Abaco 2016-1

confidential as between the CONSULTANT and the AGENCY. Such information shall not be revealed by the CONSULTANT to any other person, organization, or entity without the express consent of the AGENCY. The confidentiality of such information will survive the completion of work under this AGREEMENT and/or the termination of this AGREEMENT.

The SERVICES to be performed under this AGREEMENT do not include SERVICES as an expert witness; in the event of the commencement of litigation, SERVICES as an expert witness will be the subject of a separate AGREEMENT.

XVI. Applicability of Law

This AGREEMENT shall be deemed executed in the State of Washington and the laws of the State of Washington shall govern the interpretation and application of its provisions. Venue for any suits between the CONSULTANT and the AGENCY arising from this AGREEMENT shall be brought and maintained in the Superior Court of Thurston County for the State of Washington.

XVII Special Provisions

None.

XVIII Modification of Agreement

This AGREEMENT, or any provision thereof, may be modified or amended only by express written AGREEMENT revision properly signed by all parties.

This AGREEMENT is hereby tendered and the terms and obligations hereof shall not become binding on the State of Washington unless and until accepted and approved hereon in writing for the AGENCY's authorized representative.

In witness whereof, the parties hereto have executed this AGREEMENT as of the day and year shown in the "Execution Date" in the heading on page one (1) of this AGREEMENT.

By: _____

By: _____

Title: _____

Title: _____

Date _____

Date _____

Agreement Number: Abaco 2016-1

Exhibit A

Scope of Work

Scope of Work

CIP 1127-SE 272nd Street (SR 516) between Jenkins Creek and 185th Place SE

Project Management

- Regular communications/coordination with City, meeting as appropriate.
- Sub consultant management/contract administration: Sub consultant services anticipated for activities including appraisal, appraisal reviews and other supportive services.
- Manage ROW schedule and work tasks to meet Project schedule.
- Maintain records, files, documents and reports in accordance with City, State and Federal statutes, policy and regulations.
- Prepare/maintain ROW files including conversation logs.
- Obtain title reports; review, clear title and obtain lien release(s) as appropriate.
- Work with City staff, City Attorney and other entities as appropriate.

Acquisition

- Obtain appraisals/review/AOS. Appraisers selected from WSDOT approved appraisal list.
- Contact property owners, provide introduction, Project info, answer questions, identify and discuss issues/concerns.
- Prepare negotiation packages; offer letters and schedule appointments.
- Present offers, conduct acquisition negotiations; meet with owners, no less than three (3) meaningful attempts to contact; providing reasonable time to consider offer.
- Prepare purchase/sale agreements, appropriate escrow/closing docs.
- Advise City of status of negotiations, notify when impasse is likely.
- Establish/manage escrow, obtain approvals, funding docs. Confirm/verify closing.

Project Certification and Close-out

- Provide files, documents and records to City and WSDOT.
- Provide WSDOT Local Agency ROW Coordinator the opportunity to review ROW files prior to offers being made to affected property owners.
- Participate in and support ROW certification activities.
- Close-out ROW files.
- Provide close-out summary.
- Data/file maintenance.
- Retention of files for no less than three (3) years.
-

Documents to be Furnished by Consultant

- Project/Parcel Files
- Diary of Activity Log/Negotiators Statement
- Title Reports, Lien release and conveyance forms
- Purchase and Sale documents
- Administrative Offer Summaries, Appraisals and Appraisal Reviews
- Regular status reports
- Invoices and supporting accounting documentation

Agreement Number: Abaco 2016-1

Exhibit A Scope of Work

Right-of-Way Parcels

Project ID	Tax Parcel #	Property Owner
1	3622059184	CITY OF KENT
2	2522059131	MULTICARE HEALTH SYSTEM
3 & 5	3122069021, 3122069020	YOU OLD POOP LLC
4	3122069053	HEDIN RON JR
6	3122069023	RODRIGUEZ ERNEST J
7	3122069048	ALQUIST CHRIS
8	3122069024	ISHAM DARREL L
9	3122069022	BELL JANICE L
10	3122069045	DONITA ED -N- LEARNED FAMILY TRUST
11 & 12	3122069050, 3122069037	BEACH HOUSE INVESTMENTS LLC
13	3122069040	LATIMER STEVEN M & ANNE
14	3122069043	GREEN BILL
15 & 16	3122069031, 3122069065	LOBBAN HENRY F
17	3022069053	KWON SON KU
18 & 19	3122069005, 3122069037	PEACE LUTHERAN CHURCH
20	3022069029	KENT SCHOOL DISTRICT 415

No relocation of individuals or businesses is anticipated however if it is determined that relocation services are appropriate, this work may be considered as additional work.

Exhibit B
DBE Participation

There is no Disadvantaged Business Enterprises (DBE) participation anticipated.

Exhibit D
Prime Consultant Cost Computations

RIGHT OF WAY ACQUISITION SERVICES

Project Management and Acquisition Services

Project Management and Administration	\$ 95,480
<u>ROW Acquisition</u>	<u>\$ 116,000</u>
Sub Total	\$ 211,480

Sub Consultant Services

Appraisals/AOS	\$ 65,400
<u>Appraisal Review</u>	<u>\$ 17,150</u>
Sub Total	\$ 82,550

Expenses \$ 3,000

TOTAL MAXIMUM AMOUNT PAYABLE \$ 297,000

AgreementNumber: Abaco 2016-1

Exhibit E

Sub-consultant Cost Computations

There isn't any sub-consultant participation at this time. The CONSULTANT shall not sub-contract for the performance of any work under this AGREEMENT without prior written permission of the AGENCY. Refer to section VI "Sub-Contracting" of this AGREEMENT.

SUB CONSULTANT SERVICES

Appraisals/AOS	\$ 65,000
Appraisal Review	\$ 17,000
TOTAL SUB CONSULTANT SERVICES	\$ 82,000

Exhibit F

Title VI Assurances

During the performance of this AGREEMENT, the CONSULTANT, for itself, its assignees, and successors in interest agrees as follows:

1. **Compliance with Regulations:** The CONSULTANT shall comply with the Regulations relative to non-discrimination in federally assisted programs of the AGENCY, Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time (hereinafter referred to as the “REGULATIONS”), which are herein incorporated by reference and made a part of this AGREEMENT.
2. **Non-discrimination:** The CONSULTANT, with regard to the work performed during this AGREEMENT, shall not discriminate on the grounds of race, color, sex, or national origin in the selection and retention of sub-consultants, including procurement of materials and leases of equipment. The CONSULTANT shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the REGULATIONS, including employment practices when this AGREEMENT covers a program set forth in Appendix B of the REGULATIONS.
3. **Solicitations for Sub-consultants, Including Procurement of Materials and Equipment:** In all solicitations either by competitive bidding or negotiations made by the CONSULTANT for work to be performed under a sub-contract, including procurement of materials or leases of equipment, each potential sub-consultant or supplier shall be notified by the CONSULTANT of the CONSULTANT’s obligations under this AGREEMENT and the REGULATIONS relative to non-discrimination on the grounds of race, color, sex, or national origin.
4. **Information and Reports:** The CONSULTANT shall provide all information and reports required by the REGULATIONS or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the AGENCY, the STATE, or the Federal Highway Administration (FHWA) to be pertinent to ascertain compliance with such REGULATIONS, orders and instructions. Where any information required of a CONSULTANT is in the exclusive possession of another who fails or refuses to furnish this information, the CONSULTANT shall so certify to the AGENCY, the STATE, or the FHWA as appropriate, and shall set forth what efforts it has made to obtain the information.
5. **Sanctions for Non-compliance:** In the event of the CONSULTANT’s non-compliance with the non-discrimination provisions of this AGREEMENT, the AGENCY shall impose such AGREEMENT sanctions as it, the STATE, or the FHWA may determine to be appropriate, including, but not limited to:
 - Withholding of payments to the CONSULTANT under this AGREEMENT until the CONSULTANT complies, and/or;
 - Cancellation, termination, or suspension of this AGREEMENT, in whole or in part.
6. **Incorporation of Provisions:** The CONSULTANT shall include the provisions of paragraphs (1) through (5) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the REGULATIONS, or directives issued pursuant thereto. The CONSULTANT shall take such action with respect to any sub-consultant or procurement as the STATE, the AGENCY, or FHWA may direct as a means of enforcing such provisions including sanctions for non-compliance.

Provided, however, that in the event a CONSULTANT becomes involved in, or is threatened with, litigation with a sub-consultant or supplier as a result of such direction, the CONSULTANT may request the AGENCY enter into such litigation to protect the interests of the STATE and/or the AGENCY and, in addition, the CONSULTANT may request the United States enter into such litigation to protect the interests of the United States.

Agreement Number: Abaco 2016-1

Exhibit G

Certification Documents

- Exhibit G-1(a) Certification of Consultant
- Exhibit G-1(b) Certification of City of Covington, Washington
- Exhibit G-2 Certification Regarding Debarment, Suspension and Other Responsibility Matters - Primary Covered Transactions
- Exhibit G-3 Certification Regarding the Restrictions of the Use of Federal Funds for Lobbying

AgreementNumber: Abaco 2016-1

Exhibit G-1(a) Certification of Consultant

I hereby certify that I am the President and duly authorized representative of Abaco Pacific, Inc., whose address is 13468 456th Place SE, North Bend, WA 98045 and that neither the above firm nor I have:

- a) Employed or retained for a commission, percentage, brokerage, contingent fee, or other consideration, any firm or person (other than a bona fide employee working solely for me or the above CONSULTANT) to solicit or secure this AGREEMENT;
- b) Agreed, as an express or implied condition for obtaining this contract, to employ or retain the services of any firm or person in connection with carrying out this AGREEMENT; or
- c) Paid, or agreed to pay, to any firm, organization or person (other than a bona fide employee working solely for me or the above CONSULTANT) any fee, contribution, donation, or consideration of any kind for, or in connection with, procuring or carrying out this AGREEMENT; except as hereby expressly stated (if any);

I acknowledge that this certificate is to be furnished to the City of Covington, Washington State Department of Transportation and the Federal Highway Administration, U.S. Department of Transportation in connection with this AGREEMENT involving participation of Federal-aid highway funds, and is subject to applicable State and Federal laws, both criminal and civil.

Abaco Pacific, Inc.

Consultant (Firm Name)

Signature (Authorized Official of Consultant)

Date

AgreementNumber: Abaco 2016-1

Exhibit G-1(b) Certification of City of Covington, Washington

I hereby certify that I am the: City Official

of the City of Covington, King County, State of Washington and Abaco Pacific, Inc. or its representative has not been required, directly or indirectly as an express or implied condition in connection with obtaining or carrying out this AGREEMENT to:

- a) Employ or retain, or agree to employ to retain, any firm or person; or
- b) Pay, or agree to pay, to any firm, person, or organization, any fee, contribution, donation, or consideration of any kind; except as hereby expressly stated (if any):

I acknowledge that this certificate is to be furnished to the Washington State Department of Transportation and the Federal Highway Administration, U.S. Department of Transportation, in connection with this AGREEMENT involving participation of Federal-aid highway funds, and is subject to applicable State and Federal laws, both criminal and civil.

Signature

Date

AgreementNumber: Abaco 2016-1

Exhibit G-2 Certification Regarding Debarment, Suspension and Other Responsibility Matters - Primary Covered Transactions

- I. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
 - A. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - B. Have not within a three (3) year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State anti-trust statues or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - C. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - D. Have not within a three (3) year period preceding this application / proposal had one or more public transactions (Federal, State and local) terminated for cause or default.
- II. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Abaco Pacific, Inc.

Consultant (Firm Name)

Signature (Authorized Official of Consultant)

Date

Exhibit G-3 Certification Regarding the Restrictions of the Use of Federal Funds for Lobbying

The prospective participant certifies, by signing and submitting this bid or proposal, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or any employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative AGREEMENT, and the extension, continuation, renewal, amendment, or modification of Federal contract, grant, loan or cooperative AGREEMENT.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative AGREEMENT, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000.00, and not more than \$100,000.00, for each such failure.

The prospective participant also agrees by submitting his or her bid or proposal that he or she shall require that the language of this certification be included in all lower tier sub-contracts, which exceed \$100,000, and that all such sub-recipients shall certify and disclose accordingly.

Abaco Pacific, Inc.

Consultant (Firm Name)

Signature (Authorized Official of Consultant)

Date

Exhibit I

Alleged Consultant Design Error Procedures

The purpose of this exhibit is to establish a procedure to determine if a consultant's alleged design error is of a nature that exceeds the accepted standard of care. In addition, it will establish a uniform method for the resolution and/or cost recovery procedures in those instances where the agency believes it has suffered some material damage due to the alleged error by the consultant.

Step 1 Potential Consultant Design Error(s) is Identified by Agency's Project Manager

At the first indication of potential consultant design error(s), the first step in the process is for the Agency's project manager to notify the Director of Public Works or Agency Engineer regarding the potential design error(s). For federally funded projects, the Region Local Programs Engineer should be informed and involved in these procedures. (Note: The Director of Public Works or Agency Engineer may appoint an agency staff person other than the project manager, who has not been as directly involved in the project, to be responsible for the remaining steps in these procedures.)

Step 2 Project Manager Documents the Alleged Consultant Design Error(s)

After discussion of the alleged design error(s) and the magnitude of the alleged error(s), and with the Director of Public Works or Agency Engineer's concurrence, the project manager obtains more detailed documentation than is normally required on the project. Examples include: all decisions and descriptions of work; photographs, records of labor, materials and equipment.

Step 3 Contact the Consultant Regarding the Alleged Design Error(s)

If it is determined that there is a need to proceed further, the next step in the process is for the project manager to contact the consultant regarding the alleged design error(s) and the magnitude of the alleged error(s). The project manager and other appropriate agency staff should represent the agency and the consultant should be represented by their project manager and any personnel (including sub-consultants) deemed appropriate for the alleged design error(s) issue.

Step 4 Attempt to Resolve Alleged Design Error with Consultant

After the meeting(s) with the consultant have been completed regarding the consultant's alleged design error(s), there are three possible scenarios:

- It is determined via mutual agreement that there is not a consultant design error(s). If this is the case, then the process will not proceed beyond this point.
- It is determined via mutual agreement that a consultant design error(s) occurred. If this is the case, then the Director of Public Works or Agency Engineer, or their representatives, negotiate a settlement with the consultant. The settlement would be paid to the agency or the amount would be reduced from the consultant's agreement with the agency for the services on the project in which the design error took place. The agency is to provide LP, through the Region Local Programs Engineer, a summary of the settlement for review and to make adjustments, if any, as to how the settlement affects federal reimbursements. No further action is required.
- There is not a mutual agreement regarding the alleged consultant design error(s). The consultant may request that the alleged design error(s) issue be forwarded to the Director of Public Works or Agency Engineer for review. If the Director of Public Works or Agency Engineer, after review with their legal counsel, is not able to reach mutual agreement with the consultant, proceed to Step 5.

Agreement Number:

Step 5 Forward Documents to Local Programs

For federally funded projects all available information, including costs, should be forwarded through the Region Local Programs Engineer to LP for their review and consultation with the FHWA. LP will meet with representatives of the agency and the consultant to review the alleged design error(s), and attempt to find a resolution to the issue. If necessary, LP will request assistance from the Attorney General's Office for legal interpretation. LP will also identify how the alleged error(s) affects eligibility of project costs for federal reimbursement.

- If mutual agreement is reached, the agency and consultant adjust the scope of work and costs to reflect the agreed upon resolution. LP, in consultation with FHWA, will identify the amount of federal participation in the agreed upon resolution of the issue.
- If mutual agreement is not reached, the agency and consultant may seek settlement by arbitration or by litigation.

Exhibit J

Consultant Claim Procedures

The purpose of this exhibit is to describe a procedure regarding claim(s) on a consultant agreement. The following procedures should only be utilized on consultant claims greater than \$1,000. If the consultant's claim(s) are a total of \$1,000 or less, it would not be cost effective to proceed through the outlined steps. It is suggested that the Director of Public Works or Agency Engineer negotiate a fair and reasonable price for the consultant's claim(s) that total \$1,000 or less.

This exhibit will outline the procedures to be followed by the consultant and the agency to consider a potential claim by the consultant.

Step 1 Consultant Files a Claim with the Agency Project Manager

If the consultant determines that they were requested to perform additional services that were outside of the agreement's scope of work, they may be entitled to a claim. The first step that must be completed is the request for consideration of the claim to the Agency's project manager.

The consultant's claim must outline the following:

- Summation of hours by classification for each firm that is included in the claim;
- Any correspondence that directed the consultant to perform the additional work;
- Timeframe of the additional work that was outside of the project scope;
- Summary of direct labor dollars, overhead costs, profit and reimbursable costs associated with the additional work; and
- Explanation as to why the consultant believes the additional work was outside of the agreement scope of work.

Step 2 Review by Agency Personnel Regarding the Consultant's Claim for Additional Compensation

After the consultant has completed step 1, the next step in the process is to forward the request to the Agency's project manager. The project manager will review the consultant's claim and will meet with the Director of Public Works or Agency Engineer to determine if the Agency agrees with the claim. If the FHWA is participating in the project's funding, forward a copy of the consultant's claim and the Agency's recommendation for federal participation in the claim to the WSDOT Local Programs through the Region Local Programs Engineer. If the claim is not eligible for federal participation, payment will need to be from agency funds.

If the Agency project manager, Director of Public Works or Agency Engineer, WSDOT Local Programs (if applicable), and FHWA (if applicable) agree with the consultant's claim, send a request memo, including backup documentation to the consultant to either supplement the agreement, or create a new agreement for the claim. After the request has been approved, the Agency shall write the supplement and/or new agreement and pay the consultant the amount of the claim. Inform the consultant that the final payment for the agreement is subject to audit. No further action is needed regarding the claim procedures.

If the Agency does not agree with the consultant's claim, proceed to step 3 of the procedures.

Step 3 Preparation of Support Documentation Regarding Consultant's Claim(s)

If the Agency does not agree with the consultant's claim, the project manager shall prepare a summary for the Director of Public Works or Agency Engineer that included the following:

- Copy of information supplied by the consultant regarding the claim;
- Agency's summation of hours by classification for each firm that should be included in the claim;
- Any correspondence that directed the consultant to perform the additional work;
- Agency's summary of direct labor dollars, overhead costs, profit and reimbursable costs associated with the additional work;
- Explanation regarding those areas in which the Agency does/does not agree with the consultant's claim(s);
- Explanation to describe what has been instituted to preclude future consultant claim(s); and
- Recommendations to resolve the claim.

Step 4 Director of Public Works or Agency Engineer Reviews Consultant Claim and Agency Documentation

The Director of Public Works or Agency Engineer shall review and administratively approve or disapprove the claim, or portions thereof, which may include getting Agency Council or Commission approval (as appropriate to agency dispute resolution procedures). If the project involves federal participation, obtain concurrence from WSDOT Local Programs and FHWA regarding final settlement of the claim. If the claim is not eligible for federal participation, payment will need to be from agency funds.

Step 5 Informing Consultant of Decision Regarding the Claim

The Director of Public Works or Agency Engineer shall notify (in writing) the consultant of their final decision regarding the consultant's claim(s). Include the final dollar amount of the accepted claim(s) and rationale utilized for the decision.

Step 6 Preparation of Supplement or New Agreement for the Consultant's Claim(s)

The agency shall write the supplement and/or new agreement and pay the consultant the amount of the claim. Inform the consultant that the final payment for the agreement is subject to audit.

Consent Agenda Item C-7

Covington City Council Meeting

Date: September 13, 2016

SUBJECT: CONSIDER RESOLUTION IN SUPPORT OF THE PORT OF SEATTLE'S ECONOMIC DEVELOPMENT PARTNERSHIP PROGRAM

RECOMMENDED BY: Regan Bolli, City Manager

ATTACHMENT(S):

1. Proposed Resolution
2. Port of Seattle Economic Development Partnership Program 2016 Funding Application

PREPARED BY:

Karla Slate, Communications and Marketing Manager

EXPLANATION:

The City of Covington is one of 38 King County cities eligible to receive grant funds from the Port of Seattle's new Economic Development Partnership Program. Cities may submit economic development related projects for consideration and, if approved, would be granted matching funds for the project. The City of Covington has submitted the website redesign project and photography/videography services to advance the economic development section of our website and use in marketing materials.

ALTERNATIVES:

- 1) Modify the resolution.
- 2) Do not approve a resolution.

FISCAL IMPACT:

\$3,700

CITY COUNCIL ACTION: ___ Ordinance X Resolution ___ Motion ___ Other

Councilmember _____ moves, Councilmember _____ seconds, to adopt a resolution stating the city council's support and authorization for matching funds of \$3,700 for the Port of Seattle's 2016 Economic Development Partnership Program, in substantial form as that presented.

REVIEWED BY: City Manager

ATTACHMENT 1

RESOLUTION NO. 2016-16

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, STATING THE CITY COUNCIL'S SUPPORT FOR PARTICIPATION IN THE PORT OF SEATTLE'S ECONOMIC DEVELOPMENT PARTNERSHIP PROGRAM.

WHEREAS, economic development, specifically business recruitment and attraction, is a priority of the City of Covington (the "City") as it improves the quality of life of our residents, attracts new residents, and creates new jobs, and

WHEREAS, the Port of Seattle has developed an economic development partnership program to help cities implement economic development programs and impactful initiatives that support the regional economy; and

WHEREAS, the City has submitted an application to improve the city's website design and utilize video and photography services for economic development purposes; and

WHEREAS, the City Council agrees with the Port of Seattle that effective economic development partnerships can stimulate region-wide prosperity; and

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

Section 1. The City Council hereby supports the 2016 Economic Development Partnership Program initiated by the Port of Seattle.

Section 1. The City Council hereby authorizes the use of matching funds from the General Fund in the amount of \$3,700 to implement the city's economic development initiative, if approved, for the Port of Seattle's 2016 Economic Development Partnership Program.

ADOPTED in open and regular session on this 13th day of September, 2016, and signed in authentication thereof.

JEFF WAGNER, MAYOR

ATTESTED:

Sharon Scott, City Clerk



Port of Seattle
Century Agenda

2016 Economic Development Partnership
Program
City Application

City: Covington, WA
Federal Tax Number: 91-1829887
Contact: Karla Slate
Telephone: 253-480-2402
Fax: 253-480-2401
Email: kslate@covingtonwa.gov
Address: 16720 SE 271st St #100
City, State, Zip: Covington, WA 98042
Website: www.covingtonwa.gov

Declaration: I HEREBY CERTIFY THAT THE INFORMATION GIVEN IN THIS APPLICATION TO THE PORT OF SEATTLE IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

Signature of Responsible Official: Karla Slate
Print or Type Name and Title: Karla Slate
Date: 8/10/16

Submit application via email to:
application@portseattle.org

Port of Seattle Economic Development Partnership Program 2016 Funding Application

The Port of Seattle (POS) is implementing a cooperative economic development program to help fund local economic development initiatives across King County. The program is designed to support City specific economic development projects that create jobs, foster business growth, and support the Port's business interests*.

Project Description and Budget

1. Summarize the project(s) or initiative(s) you plan to support through the economic development partnership program. Please attach resolution of support from local jurisdiction.

Situated in south east King County, Covington has a strong retail core with big brands. While the population of Covington is just over 18,000, the retail trade area serves a population of more than 78,000 and continues to grow. Additionally, Covington has become a medical hub for Southeast King County with a large and growing population of medical offices and facilities in the downtown core area. A new hospital is also currently under construction. As the cost of living continues to increase in urban centers, folks who work in those urban areas of the county (Bellevue, Seattle, etc) are moving to Covington and the surrounding area to be able to afford housing. There are currently several hundred units of housing under construction or just completed in the city.

To serve our growing population, there are two major developments being planned in Covington: the Town Center and the Lakepointe Development. In 2009, the Town Center Plan and zoning codes were adopted by the city council. Since then, we have initiated a developer agreement and obtained a right of first refusal for certain property in the Town Center zone. The Town Center is a redevelopment project that will introduce a pedestrian-oriented town center featuring a public plaza, retail and office spaces, possible housing or hotel, and a new city park. We have already secured parcels for the "SoCo Park" and have a conceptual plan. Also, two new apartment complexes have just finished construction within the Town Center footprint.

The Lakepointe Development consists of 200+ acres of land in the northern area of the city that was being used for a gravel operation. It is being redeveloped into a retail shopping area featuring shops, restaurants, open space, a lake, surrounding housing, and more. The developer has their conceptual plans in place and are moving forward with the project.

These two new developments bring about a huge opportunity to attract desirable businesses, bring in new residents, and create jobs in Covington.

Recruitment of new businesses to locate in the Town Center and Lakepointe Development is a priority for the City of Covington. As we reach out and/or are sought after by potential developers, we need to put our best foot forward. To do this, we have been working to redesign our website with emphasis on the business and economic development elements, to allow developers to have the information they need at their fingertips and to professionally promote and market the city of Covington as a place that their business will be successful.

Port of Seattle Economic Development Partnership Program
2016 Funding Application

4. Identify project budget and match funds using the table below

Category:	Port of Seattle Funds:	Matching Funds:	Total Funds:
<i>Website Redesign Consultant</i>	\$2,700.00	\$2,700.00	\$5,400.00
<i>Photography/Video Services for Economic Development Webpages</i>	\$1000.00	\$1000.00	\$2000.00

5. If you plan to use consultants or contractors to complete all or part of the project, please identify the firm or type of firm you plan to hire for this project.

Website redesign will be completed by Revize, LLC a website design company specializing in government websites.

Photography and Video Services will be done by Media Maze Studios who specialize in videography and photography.

Agenda Item 1
Covington City Council Meeting
Date: September 13, 2016

SUBJECT: CONSIDER APPOINTMENT TO OPENING ON THE PLANNING COMMISSION

RECOMMENDED BY: Richard Hart, Community Development Director

ATTACHMENTS: See Interview Schedule and Applications provided separately.

PREPARED BY: Joan Michaud, Senior Deputy City Clerk

EXPLANATION:

Council interviewed three applicants for one opening on the Planning Commission.

Planning Commission – Seven Members:

- One replacement position open for an adult residing inside city limits.

Name of Applicant

Jonathan Ingram
Nichole Pennington
Jennifer Harjehausen

Resides

Resides in Covington
Resides in Covington
Resides in Covington

NOTE: Ordinance No. 25-01 “Membership in the Planning Commission shall be limited to residents within the City; provided, however, at any given time the commission may consist of a maximum of two members who reside outside the City, but within a three-mile radius of the City limits. No member shall serve longer than two consecutive terms.”

ALTERNATIVES:

Not appoint at this time and direct staff to continue to advertise for additional applicants to be considered for the open position.

CITY COUNCIL ACTION: ____ Ordinance ____ Resolution X Motion ____ Other

Councilmember _____ moves, Councilmember _____ seconds, to appoint _____ to fill an open replacement position on the Planning Commission for an applicant residing inside Covington city limits with a term expiring August 31, 2017.

REVIEWED BY: City Manager
Community Development Director

Agenda Item 2
Covington City Council Meeting
Date: September 13, 2016

SUBJECT: CONSIDER APPOINTMENT TO THE HUMAN SERVICES COMMISSION

RECOMMENDED BY: Victoria Throm, Personnel & Sr. Human Services Planner

ATTACHMENTS: See Interview Schedule and Applications provided separately.

PREPARED BY: Joan Michaud, Senior Deputy City Clerk

EXPLANATION:

Council interviewed two applicants for one opening on the Human Services Commission

Human Services Commission – Seven Members (Two of which must be Youth):

- One replacement position open for an adult residing inside the city limits or within a three-mile radius.

Name of Applicant

Resides or Works

Nichole Pennington
Chris Dupuis

Resides in Covington
Resides in Covington

NOTE: Ordinance Nos. 10-13, 04-05 § 1, and 22-02 § 1) *Membership, terms, residence requirement:* “Three members shall be adults residing or working within the City of Covington, two shall be adults residing inside or outside of the City of Covington but within a three-mile radius of the City limits and two shall be youth members between the ages of 14 and 18 years at the start of their terms residing in or within a three-mile radius of the City of Covington.

ALTERNATIVES:

Not appoint at this time and direct staff to continue to advertise for additional applicants to be considered for the position.

CITY COUNCIL ACTION: ____ Ordinance ____ Resolution X Motions ____ Other

Councilmember _____ moves, Councilmember _____ seconds, to appoint _____ to fill replacement adult Position No. 3 on the Human Services Commission with a term expiring March 31, 2019.

REVIEWED BY: City Manager
Personnel & Sr. Human Services Planner

Agenda Item 3
Covington City Council
Date: September 13, 2016

SUBJECT: ADOPT A RESOLUTION ESTABLISHING A CITY OF COVINGTON YOUTH CITY COUNCIL

RECOMMENDED BY: Regan Bolli, City Manager

ATTACHMENT(S):

1. Proposed Resolution Establishing a City of Covington Youth City Council

PREPARED BY: Sharon Scott, City Clerk/Executive Assistant

EXPLANATION:

At their 2016 Strategic Planning Summit the city council endorsed the creation of a youth city council. The council expressed a desire to cultivate and nurture future leaders; expand the city's connections to the community; increase the number of volunteers who help the city achieve its goals; obtain community input on key issues facing the city; and ensure the work of the youth council is meaningful.

The council held a Listening Session at Kentwood High School on May 16, 2016, where the council interacted with students to learn what they would like to see in the Town Center. The majority of students who attended the Listening Session also expressed interest in serving on a youth city council and signed up to receive more information.

The attached proposed resolution establishes a Covington Youth City Council ("YCC" or "Youth Council") and outlines the purpose, appointment of adult leaders, selection and appointment of YCC members, and the organization and rules of the YCC.

ALTERNATIVES:

1. Modify the resolution.
2. Not adopt the resolution.

FISCAL IMPACT:

Minor costs for meeting materials such as three ring binders, and incidentals. These are routine costs that would be covered by the existing city budget. The appointed adult leaders are intended to perform much of the oversight of the YCC, keeping staff time at a minimum.

CITY COUNCIL ACTION: ___ Ordinance X Resolution ___ Motion ___ Other

**Councilmember _____ moves, Councilmember
_____ Seconds, to adopt a resolution, in substantial
form as that attached, establishing a City of Covington Youth
City Council.**

REVIEWED BY: City Manager, City Attorney

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, ESTABLISHING A YOUTH CITY COUNCIL

WHEREAS, it is important and beneficial to all residents of the City of Covington (the “City”) to foster involvement of the community’s youth in the process of government and the ideals of public service; and

WHEREAS, it is desirable to expand the City’s connections to the community; and

WHEREAS, it is desirable to increase the number of volunteers who help the City achieve its goals; and

WHEREAS, it is important to obtain community input on key issues facing the City;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF COVINGTON, WASHINGTON, hereby resolves as follows:

Section 1. Covington Youth City Council Established. The Covington City Council hereby establishes the Covington Youth City Council, which shall be referred to as the “Youth Council”. The city manager shall designate appropriate city staff to advise and provide administrative assistance to the Youth Council leaders and members.

Section 2. Purpose. The purpose of the Youth Council shall be as follows:

- 2.1. Involve youth in local government.
- 2.2. Increase volunteerism among youth in civic affairs.
- 2.3. Increase communication with youth in the Covington community.
- 2.4. Involve youth in planning youth activities for the Covington community.
- 2.5. Serve as an advisory body to the City Council on matters dealing with youth in the Covington community.

Section 3. Adult Leader Positions. The Youth Council shall be guided and mentored by at least two (2) non-voting adult leaders. The adult leader positions shall be appointed and fulfilled pursuant to the following:

3.1. Recommendations to Council. Upon establishment of the Youth Council, and upon a vacancy of either adult leader position thereafter, the mayor, mayor pro tem, and city manager shall collectively recommend to the City Council a minimum of two (2) adults for appointment to an adult leader position for the Youth Council.

3.2. Appointment; Term. The City Council, by majority vote, shall appoint two (2) adult leaders to the Youth Council. Upon establishment of the Youth Council, both adult leader positions shall be initially appointed for a two-year term. Thereafter,

upon the expiration or vacancy of an adult position, the City Council, by majority vote, shall appoint individuals to the adult leader positions in staggered-length terms to be determined by the City Council (e.g. one adult leader position assigned to a one-year term and the other adult leader position assigned to a two- year term; or, one adult leader position assigned to a two-year term and the other adult leader position assigned to a three-year term, etc.).

3.3. Removal. The City Council may remove an adult leader from their position at any time without reason upon a majority vote of the council.

Section 4. Youth Council Members. Voting members of the Youth Council shall be appointed and serve pursuant to the following:

4.1. Selection and Appointment. The appointed adult leaders shall recruit and select up to twenty (20) youth to present to the city council for appointment to the Youth Council (the “recommended roster”). The City Council shall appoint members through approval, by majority vote, of the recommended roster, as it may be amended by the City Council.

4.2. Member Criteria. Youth Council members shall be between the ages of fifteen (15) and eighteen (18) at the time of selection who attend school in the Kent or Tahoma school districts or reside in the City of Covington.

4.3. Term. Selected Youth Council members shall each serve for a term of one (1) year.

4.4. Removal. Upon a joint recommendation of the adult leaders, or by motion of the council, the City Council, by majority vote, may remove a member of the Youth Council at any time without reason.

Section 5. Organization and Rules. The Youth Council shall adopt such rules for governing its procedures as it deems necessary or advisable and shall keep a record of its proceedings, which record shall be a public record. The Youth Council shall hold regular meetings at least once every two (2) months during the months school is in session and, pursuant to Section 8.0 of the Covington City Council Policies and Procedures, shall comply with the requirements of the Open Public Meetings Act (RCW 42.30).

ADOPTED by the City Council of the City of Covington, Washington, in open and regular session this 13th day of September, 2016, and signed in authentication thereof.

JEFF WAGNER, MAYOR

ATTESTED:

Sharon Scott, City Clerk

APPROVED AS TO FORM:

Sara Springer, City Attorney

Agenda Item 4
Covington City Council Meeting
Date: September 13, 2016

SUBJECT: 2016 SECOND QUARTER FINANCIAL REPORTS

RECOMMENDED BY: Rob Hendrickson, Finance Director

ATTACHMENT(S):

1. 2016 Second Quarter Report
2. Quarterly Performance Reports by Fund
3. Major Revenue Comparison
4. Current Investment Listing

PREPARED BY:

Rob Hendrickson, Finance Director

EXPLANATION:

It is the policy of the City and a requirement of state law (RCW 35A.34.240) to provide financial reports to the governing body on a quarterly basis.

ALTERNATIVES:

N/A

FISCAL IMPACT:

None.

CITY COUNCIL ACTION: Ordinance Resolution Motion Other

ASK QUESTIONS OF STAFF

REVIEWED BY: City Manager

United States

- Real GDP growth is expected to signal stronger growth in the 2nd quarter.
- Employment added 287,000 net new jobs in June; the largest monthly increase since October 2015.
- Light vehicle sales declined by 4.5% in June.
- Housing starts increased by 16% over 2015. Housing prices are expected to rise 5% in 2016.

Washington

- Car and truck sales increased in May and June after three months of declines.
- Housing permits started off the 2nd quarter strong.
- Income growth was slightly better than the national average.
- Unemployment rate has flattened due to strong labor force growth.
- GDP outpaced the national GDP by 2.9% to 2.4%.
- Seattle home prices continue to rise rapidly and now exceed the 2007 peak.

Covington Recap

Covington’s economy appears to be doing well if revenue collections are any indication. Construction is driving record sales tax revenue, the housing market is hot again as reflected in REET collections, utility tax is on target budget-wise and expenditures are on track or below budget. The economic recovery is reflected in investment rates which are triple from a year ago. All major revenues show increases on a Y/Y basis. The economy saw a dip late in the 2nd quarter due to the “Brexit” vote but it has rebounded nicely at the beginning of the third quarter. The general election could hold some surprises late in the year but for now everything is on track. The highlight from the second quarter was the 2007 bond refunding which provided an unprecedented savings rate over 11% (\$936,000) and the payoff of the 2008 bond.

Rob Hendrickson, Finance Director

Inside this issue:

Property Tax	2	Public Works	5
Real Estate Excise Tax	2	Development Services	5
Retail Sales and Use Tax	3	Parks, Aquatics, Recreation, and Athletics	5
Utility Tax	3	Cash and Investments	6
General Fund	4	Capital Investment Program	7

Property Tax

Property tax is collected by King County and distributed on a daily basis to all taxing agencies within the county. Since taxes are due on April 30 and October 30 each year, the major distributions are realized in early May and November.

Through the 2nd quarter the City received \$1,320,004 or 52.3% of budget. This is ahead of 2015 2nd quarter results by 0.3%.

Property tax is the most stable

2014	2015	2016
\$1,276,912	\$1,313,723	\$1,320,004

source of revenue the City has. It is one leg of the “three legged” stool which the General Fund relies on for revenue. The other two legs are sales tax and utility tax.

Property tax revenues are unrestricted. As such they may be used to pay for any need within the City.

Currently, property taxes are allocated 100% to the General Fund.

The 2015 levy for 2016 collection is \$2,525,315 and the levy rate is \$1.28/\$1,000 assessed value. The legal cap for property tax collections is \$2.10/\$1,000 assessed value.

The City’s assessed valuation is \$1.98 billion—an increase of \$86.9 million or 4.4% over the previous year.

Real Estate Excise Tax (REET)

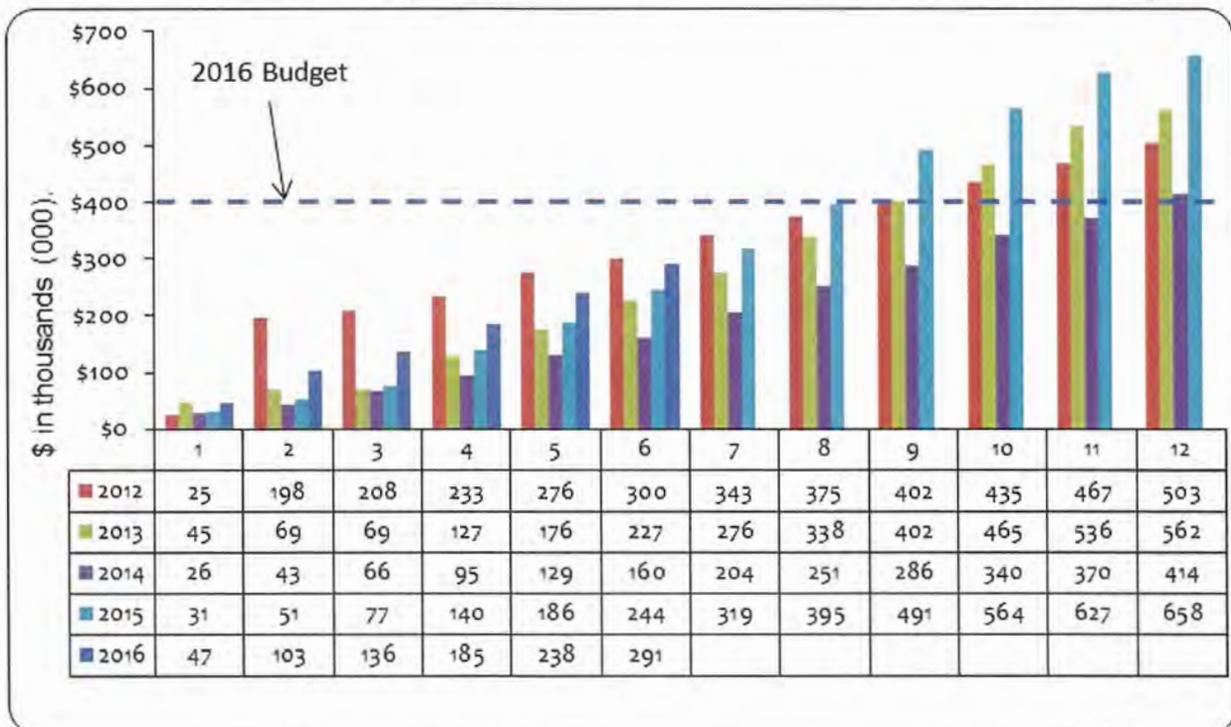
REET is a restricted revenue dedicated to paying debt service on the 2007 transportation bonds which paid for 168th Place SE/165th Place SE and loans from the Public Works Trust Fund. This tax is levied by the City on all sales of real estate at the

rate of one-half percent which is divided into two quarter percents.

Through June, collections are \$290,904 or 72.7% of the \$400,000 budget. This is \$47,077 or 19.3% higher than 2015 due to a large number of lot sales.

There were 10 new home sales, 201 existing home sales, 2 buildings, and 51 lot sales through 2nd quarter.

Generally, existing home sales drive REET, but commercial sales add revenue rapidly and in large amounts.

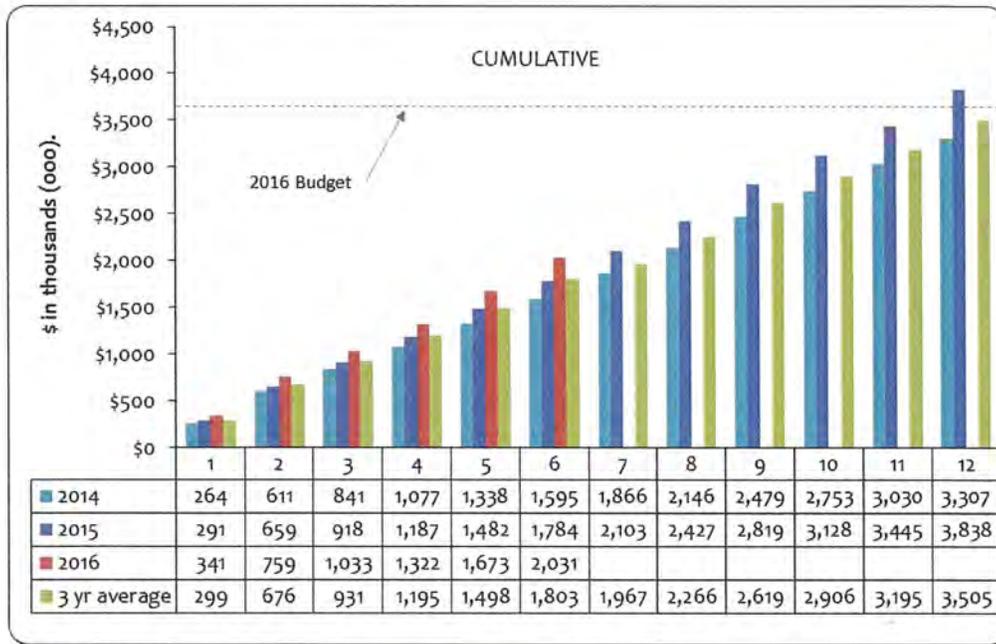


Retail Sales & Use Tax

Sales and use Tax is the largest revenue source available to the City. A change in budget policy for 2016 merged the General Fund and the Parks and Recreation Fund. Sales tax is no longer split—the General Fund receives 100% of the collections.

The 2nd quarter (on a cash basis) is above 2015 levels by \$247,534 or 13.9%. Total collections are at \$2,031,261 or 55.7%. The budget for 2016 is \$3,650,000.

In year over year comparisons, retail sales increased by 2.9%, construction increased 153.1%, food services were up 2.6%, and all other categories increased 6.3%.



Utility Tax

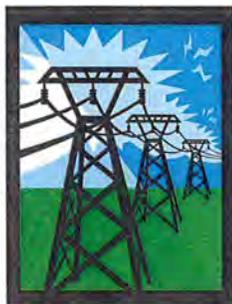
The City imposes a utility tax on electrical energy, natural gas, brokered natural gas, and telephone at the rate of 6.0%. Solid waste, cable TV, and SWM are taxed at an 8% rate.

Utility tax supports the general fund plus debt service, streets, and parks CIP.

The 2nd quarter Y/Y is up by \$73,963 or 6.9%. Annual collections are right on budget. Total collections are \$1,147,664 or 50.5% of budget.

Electricity, solid waste, cable, and SWM exceeded the prior year. All other categories are down compared to 2015.

The PSE audit was concluded with no significant findings.



Utility	2015	2016
Electricity	\$332,098	\$392,467
Natural Gas	216,367	200,006
Solid Waste	80,849	84,985
Cable	156,330	189,449
Telephone	224,412	194,574
SWM	63,645	86,183
Total	\$1,073,701	\$1,147,664

GENERAL FUND

Revenues for the 2nd quarter are 53.8% of budget or \$6 million. This is more than 2015 levels by \$311,069 due in part to parks revenues. Sales, utility, and property tax collections are detailed on pages 2 and 3 and parks revenue is reviewed on page 5. All other revenue is below 2015 by \$34,000.

Total expenditures including transfers out through June are

\$4,830,156. This is a decrease in spending of 8.9% or \$471,937 over the same period last year. This is due mainly to a reduction in parks spending and transfers out that formerly went to parks.

Overall, only 42.6% of the budget has been spent. Note in the chart below that most all departments are below the 50% mark. City Council and Central Services are

over 50% due to expenditures paid early in the year that will even out over time.

Beginning fund balance is \$4,776,640—an increase of \$293,984.

Note: Parks expenditures were added to 2015 to create an apples-to-apples comparison.

GENERAL FUND DEPARTMENT BUDGET UPDATE

Department	YTD - 2015	% of Budget	YTD - 2016	% of Budget
City Council	\$ 320,412	66.0%	\$ 163,804	63.4%
Municipal Court	171,579	33.1%	157,422	32.8%
Executive	410,356	43.0%	459,391	44.1%
Finance	276,139	46.8%	299,309	48.8%
Legal	50,511	52.6%	41,805	43.5%
Human Resources	191,605	49.3%	196,712	47.2%
Solid Waste	398	0.0%	2,240	0.0%
Central Services	294,339	56.1%	404,734	56.6%
Law Enforcement	1,260,754	36.2%	1,587,971	41.8%
Community Development	151,450	36.9%	158,520	38.8%
Parks Maintenance	166,512	36.9%	181,784	48.2%
Aquatics	536,435	47.2%	440,471	41.1%
Athletics	129,450	51.7%	122,246	50.3%
Recreation	125,784	39.1%	119,831	33.2%
Parks	215,344	48.1%	131,718	43.0%
Operating Transfers Out	<u>1,001,025</u>	33.4%	<u>362,197</u>	31.5%
TOTAL	<u>\$ 5,302,093</u>	40.6%	<u>\$ 4,830,156</u>	42.6%

PUBLIC WORKS

Public Works consists of Street Operations and Surface Water Management (SWM).

Street Operations is funded by franchise fees received from Comcast, a motor vehicle fuel excise tax—gas tax, and motor vehicle license fees.

Franchise fees are slightly ahead of 2015 by 5.1% or \$6,193 and slightly ahead of forecast at \$126,706 or 52.4%.

Total operating revenues are \$365,880 and other financing

sources are \$105,843. At \$471,724 this puts total revenue sources at 46.2% for the 2nd quarter.

Gas tax came in slightly above budget. The amount received is \$191,460 or 51.0% of budget. This is higher than 2015 by \$10,268 or 5.7%.

Motor vehicle license fees are at \$4,950.

Total expenditures are under budget for the 2nd quarter. Total expenditures are at 43.3% or \$541,085.

Street operating revenues are below operating expenditures by \$173,634. Operating transfers of \$105,843 from the general fund help offset that deficit.

Ending fund balance for Streets is \$601,710 an increase of \$87,219.

SWM is primarily funded through drainage fees that are collected by King County. The City received \$1,095,592 or 55.4% of budget. Total revenues are at 50.6% or \$1,117,841.

Total expenditures are at 35.0% or \$967,257 - \$123,717 above 2015.

DEVELOPMENT SERVICES

Total revenue is at \$968,948 or 77.0% of forecast. This is an increase over 2015. Permit revenue is at \$433,588 and while it is a decrease over 2015 it is still 71.8% of budget.

The number of permits for single family residences are at 43 compared to 2 in 2015. There are no multi-family permits and 1 commercial permit year-to-date.

Operational expenditures came in at 41.0% or \$592,437.

Ending fund balance for 2015 was \$3,067,126 an increase of \$1,155,124.

PARKS, AQUATICS, RECREATION, and ATHLETICS

Parks activities now reside within the general fund. Parks is divided into five divisions: aquatics, maintenance, recreation, parks administration and athletics. Three divisions bring in revenue: Aquatics, athletics, and recreation.

For the 2nd quarter budg-

et-to-actual aquatics revenue is \$412,439 or 62.7%, athletics revenue is \$62,055 or 48.5% and recreation revenue is \$52,731 or 86.5%.

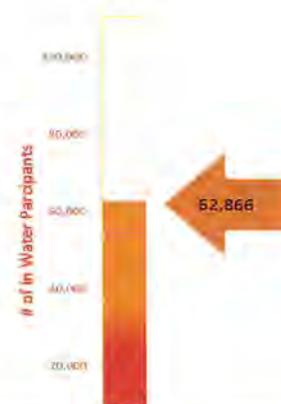
Total year-to-date attendance for aquatics is 62,866—ahead of 2015 by 364.

Operating expenditures

for the three divisions total \$682,549 which exceeds corresponding revenue by \$155,324.

The individual expenditure breakdown is as follows: aquatics is \$440,471; athletics is \$122,246 and recreation is \$119,831.

**Covington Aquatic Center
Splash Count
June, 2016**



CASH & INVESTMENTS

Cash and investments total \$17,798,342. This exceeds June 2015 by \$2,833,192. The largest gainer is the general fund as the parks fund was assimilated into general fund in January. Other gainers are development services and capital improvement.

The Local Government Investment Pool (LGIP) is currently earning 0.50% (as of June 2016). The City has \$15,092,630 invested with the LGIP.

Investments outside the LGIP to-

tal \$2,316,423 (market value). They are currently all US Government Agencies.

The weighted yield of the portfolio with the state pool is 0.54% and without the pool is 0.83% (1.67 times the pool earnings). Average days to maturity with the pool is 44.17 days or 0.12 years and with-



out the pool is 331 days or 0.9 years.

Cash on hand is kept at US Bank and various petty cash funds throughout the City. Investment securities are kept with US Bank Safekeeping.

The chart below reflects the amount of cash and investments allocated to each fund within the City. This is reconciled and updated on a monthly basis.

TOTAL GENERAL LEDGER CASH ACCOUNTS			
	INVESTMENTS	CASH	TOTAL
GENERAL FUND	\$352,964.47	\$4,996,489.12	\$5,009,012.07
STREET FUND	-	399,764.03	479,018.27
CONTINGENCY FUND	-	421,746.39	421,746.39
CUMULATIVE RESERVE FUND	1,252,044.25	169,736.08	1,418,429.30
REET 1ST 1/4% FUND	-	151,531.15	193,280.11
REET 2ND 1/4% FUND	-	151,356.83	193,280.11
DEVELOPMENT SERVICES FUND	511,005.90	2,970,841.03	3,122,107.68
LONG-TERM DEBT SERVICE FUND	-	-	-
LID 99.01 FUND	-	13,441.72	13,441.72
CAPITAL IMPROVEMENT PROGRAM	-	3,308,512.32	3,308,512.32
SURFACE WATER MANAGEMENT	200,408.00	2,107,402.27	2,307,810.27
UNEMPLOYMENT INSURANCE	-	297,811.70	297,811.70
EQUIPMENT REPLACEMENT	-	493,286.93	493,286.93
TOTAL ALL FUNDS	<u>\$2,316,422.62</u>	<u>\$15,481,919.57</u>	<u>\$17,798,342.19</u>

CAPITAL INVESTMENT PROGRAM

Please see the chart below for current CIP activity.

Project #	Project Description	YTD Revenues	YTD Expenditures
1010	Covington Community Park Phase 2	\$202,122	\$66,503
1013	Gerry Crick Skate Park	60,000	5,392
1014	Jenkins Creek Park	0	0
1019	SoCo Park	13,505	3,713
1028	Annual Road Overlay	0	15,717
1029	Annual Traffic Safety	0	209,777
1057	SR 516 Safety Widening	0	0
1086	161st AV SE	0	8,221
1127	SR 516 Widening at Jenkins Creek	857	54,404
1172	Covington Aquatic Center	\$0	\$24,324

CITY OF COVINGTON FINANCE DEPARTMENT

Rob Hendrickson - Finance Director
Casey Parker - Senior Accountant
Lindsay Hagen - Accountant I
Staci Cles - Senior Accounting Clerk
Tyler Bykonen—Finance Assistant

City of Covington ATTACHMENT 2

Quarterly Performance Report - General Fund

as of 6/30/2016

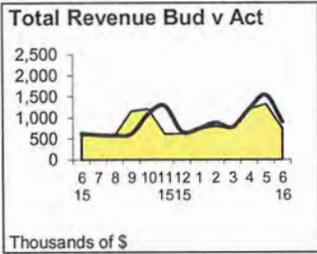


Chart 1

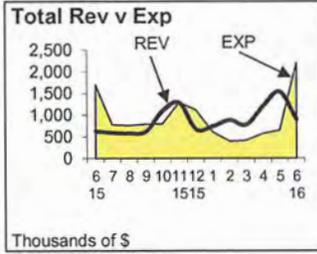


Chart 2

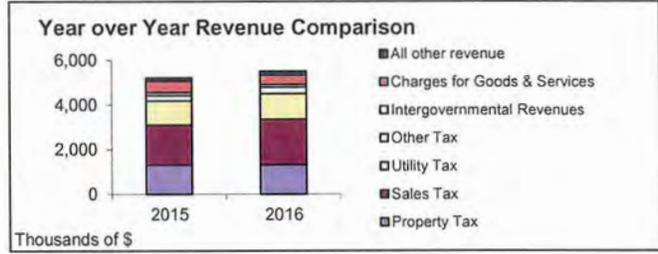


Chart 3

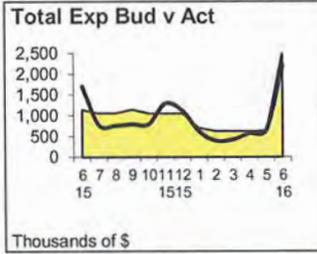


Chart 4

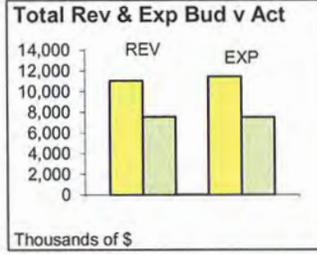


Chart 5

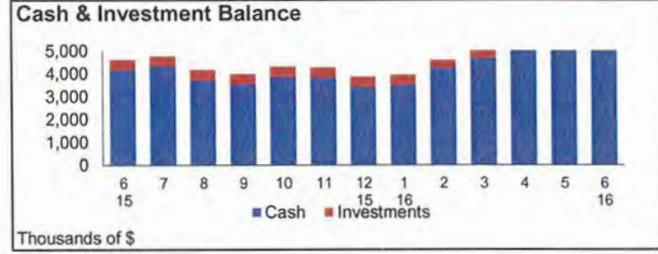


Chart 6

Rev & Exp - YTD	2016		\$ Rem	% Coll YTD	2015
	Budget	Actual			Actual
Property Tax	\$ 2,523.8	\$ 1,320.0	\$ 1,203.8	52.3%	\$ 1,313.7
Sales Tax	3,650.0	2,031.3	1,618.7	55.7%	1,783.7
Utility Tax	2,271.9	1,147.7	1,124.3	50.5%	1,073.7
Other Tax	548.0	288.3	259.8	52.6%	244.8
Licenses & Permits	77.0	45.4	31.6	59.0%	44.7
Intergovernmental Rev	243.6	135.8	107.8	55.8%	140.7
Aquatics Revenue	657.7	412.4	245.3	62.7%	408.4
Athletics Revenue	128.0	62.1	66.0	48.5%	56.6
Recreation Revenue	60.9	41.8	19.1	68.6%	32.4
Charges for Goods & Svcs	821.6	411.6	410.0	50.1%	516.2
Fines & Penalties	102.5	59.2	43.3	57.7%	54.4
Investment Interest	10.4	20.9	(10.5)	201.0%	3.0
Miscellaneous	64.6	39.4	25.2	61.0%	32.1
Total Operating Revenues	11,160.0	6,015.7	5,144.3	53.9%	5,704.6
Other Financing Sources	34.4	-	34.4	0.0%	585.3
Total Sources	\$ 11,194.4	\$ 6,015.7	\$ 5,178.7	53.7%	\$ 6,289.9
Salaries & Wages	\$ 2,726.7	\$ 1,245.7	\$ 1,481.0	45.7%	\$ 1,411.5
Benefits	955.5	472.8	482.7	49.5%	505.3
Supplies	318.2	105.8	212.4	33.3%	134.5
Charges for Services	2,011.1	1,026.4	984.7	51.0%	1,758.0
Intergovernmental Svcs	4,349.3	1,741.7	2,607.6	40.0%	1,763.6
Capital	137.7	50.0	87.7	36.3%	0.6
Total Operating Expenses	10,498.4	4,642.3	5,856.1	44.2%	5,573.5
Other Financing Uses	839.0	187.8	651.2	22.4%	833.8
Total Uses	\$ 11,337.4	\$ 4,830.2	\$ 6,507.3	42.6%	\$ 6,407.3

Chart 7

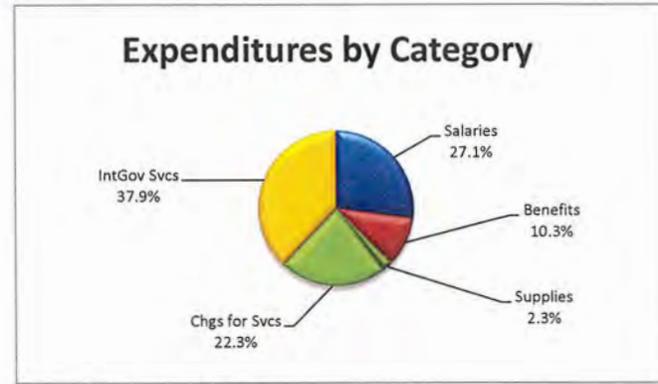
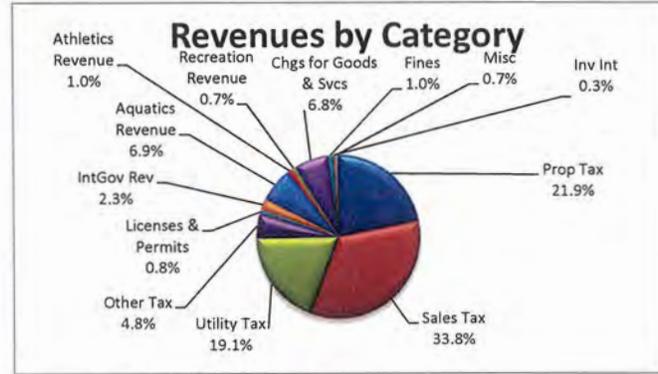


Chart 8 & 9

Legend			
— Cur Year	 Budget	 Actual	Data in Thousands of \$

City of Covington

Quarterly Performance Report - Street Operations

as of 6/30/2016

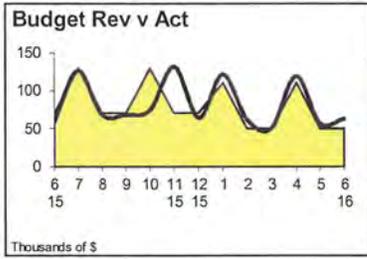


Chart 1

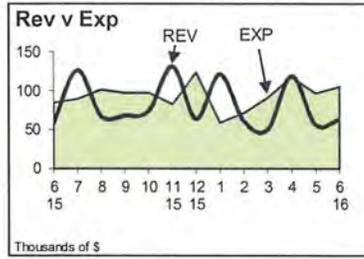


Chart 2

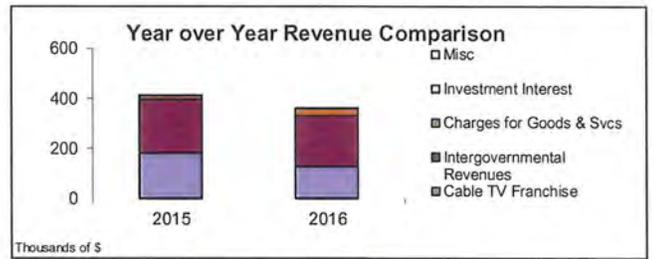


Chart 3

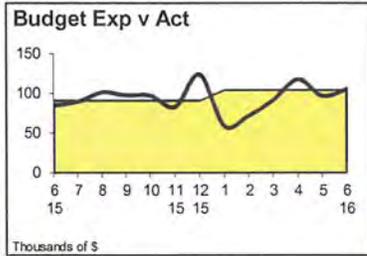


Chart 4

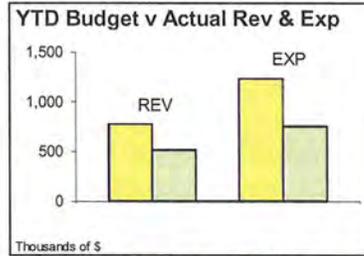


Chart 5

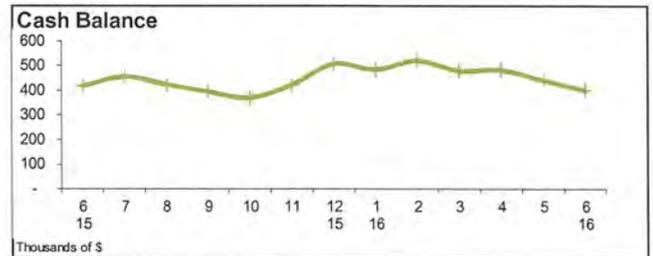


Chart 6

Rev & Exp - YTD	2016 Budget	2016 Actual	\$ Rem	% Coll YTD	2015 Actual
TBD Vehicle License Fee	\$ 175.1	\$ 5.0	\$ 170.2	2.8%	\$ -
Cable TV Franchise	242.0	126.7	115.3	52.4%	181.7
Intergovernmental Revenues	375.8	204.3	171.4	54.4%	214.3
Charges for Goods & Svcs	16.0	29.1	(13.1)	182.1%	16.3
Investment Interest	0.4	0.7	(0.3)	185.9%	0.3
Miscellaneous	-	-	-	0.0%	-
Total Operating Revenues	809.3	365.9	443.4	45.2%	412.6
Operating Transfer In	211.7	105.8	105.8	50.0%	193.1
Total Sources	\$ 1,021.0	\$ 471.7	\$ 549.3	46.2%	\$ 605.7
Salaries & Wages	\$ 387.4	\$ 174.2	\$ 213.1	45.0%	\$ 176.0
Benefits	162.0	75.2	86.8	46.4%	78.1
Supplies	66.3	21.0	45.3	31.6%	10.2
Charges for Services	518.1	241.4	276.7	46.6%	228.9
Intergovernmental	99.5	27.7	71.8	27.8%	40.7
Capital	11.0	-	11.0	0.0%	-
Total Operating Expenses	1,244.3	539.5	704.7	43.4%	533.9
Other Financing Uses	6.0	1.6	4.4	26.2%	4.7
Total Uses	\$ 1,250.3	\$ 541.1	\$ 709.2	43.3%	\$ 538.6

Chart 7

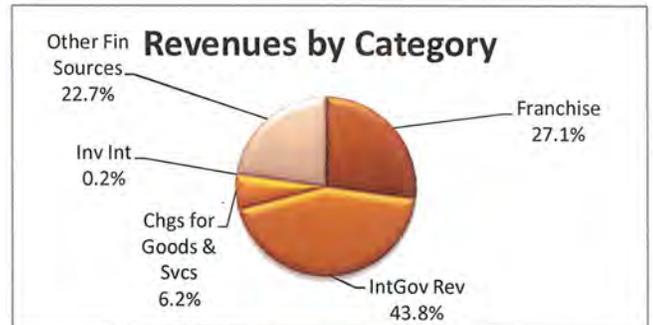
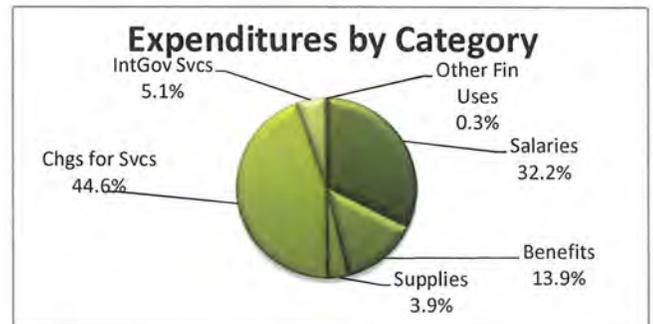


Chart 8 & 9



Percentages may not equal 100% due to rounding.

Legend			
			Data in Thousands of \$
Cur Year	Budget	Actual	

City of Covington

Quarterly Performance Report - Development Services

as of 6/30/2016

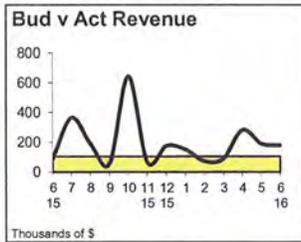


Chart 1

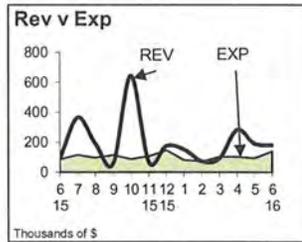


Chart 2

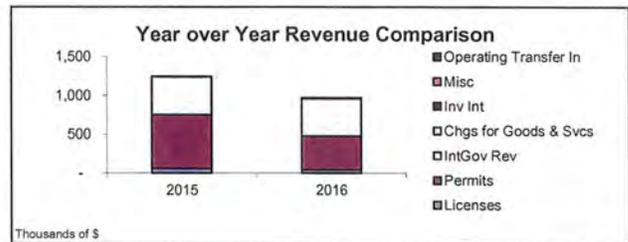


Chart 3

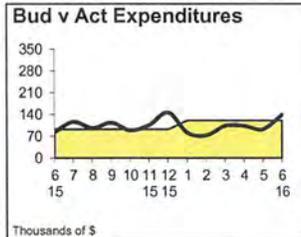


Chart 4

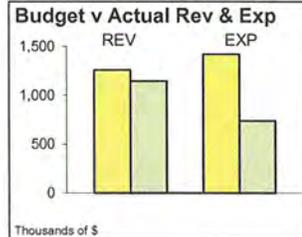


Chart 5

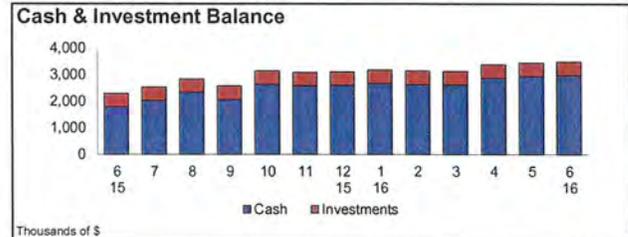


Chart 6

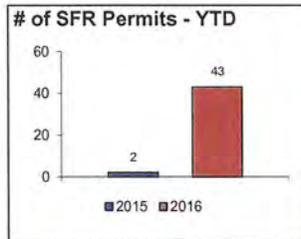


Chart 7

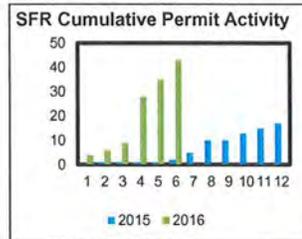


Chart 8

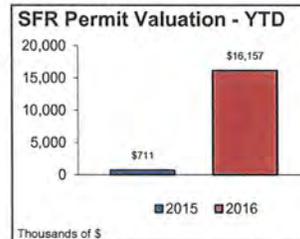
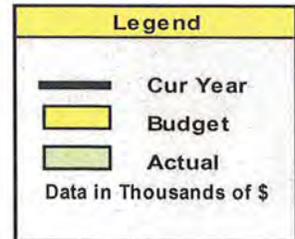


Chart 9



Rev & Exp - YTD	2016 Budget	2016 Actual	\$ Rem	% Coll YTD	2015 Actual
Licenses	\$ 95.4	\$ 43.5	\$ 51.9	45.6%	\$ 57.4
Permits	604.3	433.6	170.7	71.8%	692.7
Intergovernmental Svcs	-	0.7	(0.7)	0.0%	-
Charges for Services	556.6	480.1	76.5	86.3%	487.0
Interest Income	2.0	10.6	(8.6)	531.4%	6.9
Miscellaneous	-	0.4	(0.4)	0.0%	-
Total Operating Revenues	1,258.2	968.9	289.3	77.0%	1,244.0
Operating Transfer In	-	-	-	0.0%	-
Total Sources	\$ 1,258.2	\$ 968.9	\$ 289.3	77.0%	\$ 1,244.0
Salaries & Wages	\$ 612.9	\$ 261.7	\$ 351.2	42.7%	\$ 293.8
Benefits	224.6	97.5	127.1	43.4%	107.5
Supplies	25.2	5.9	19.3	23.5%	4.4
Charges for Services	499.0	190.2	308.9	38.1%	202.9
Intergovernmental	84.0	37.2	46.9	44.2%	14.2
Total Operating Expenses	1,445.7	592.4	853.3	41.0%	622.8
Other Financing Uses	-	-	-	0.0%	-
Total Uses	\$ 1,445.7	\$ 592.4	\$ 853.3	41.0%	\$ 622.8

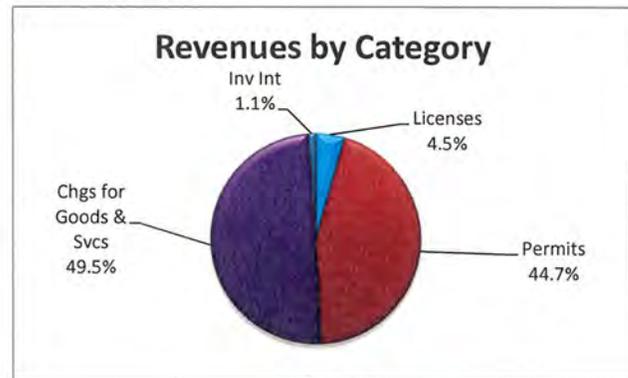
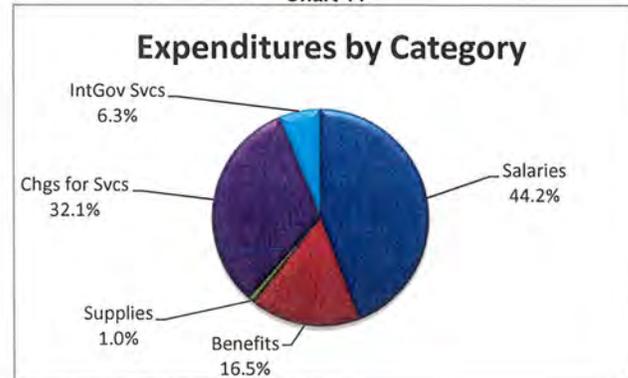


Chart 11



Percentages may not equal 100% due to rounding.

City of Covington

Quarterly Performance Report - SWM Operations

as of 6/30/2016

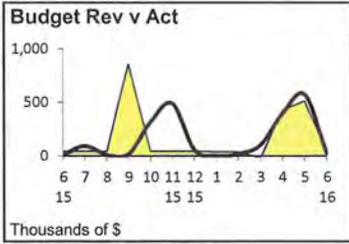


Chart 1

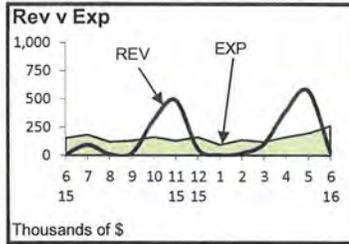


Chart 2

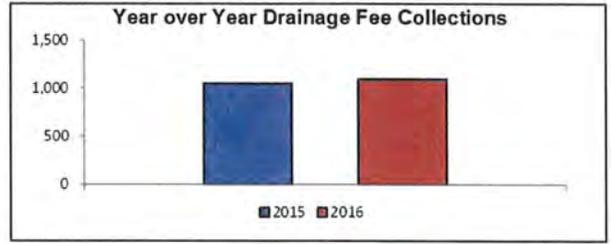


Chart 5

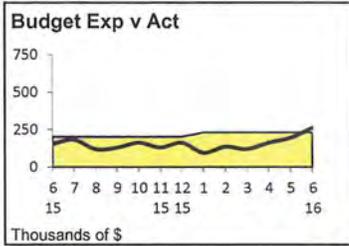


Chart 3

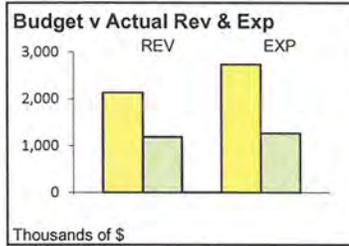


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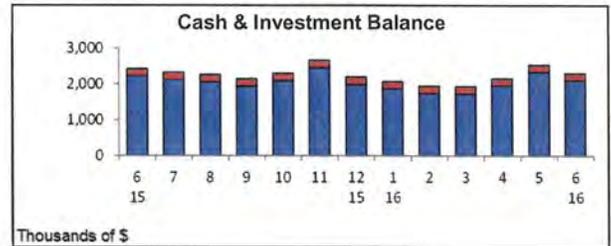


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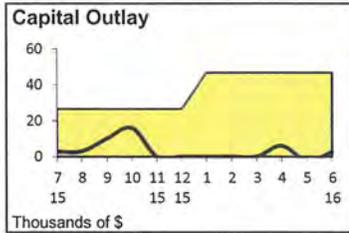


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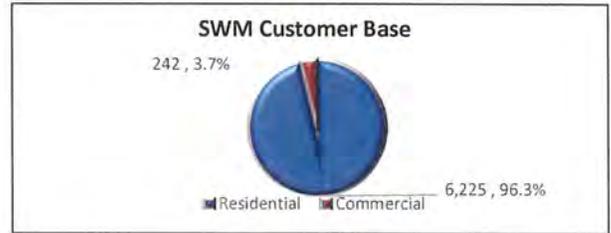
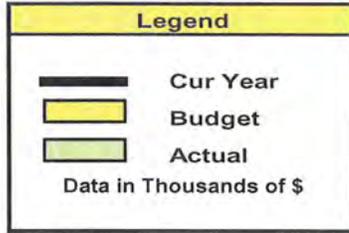
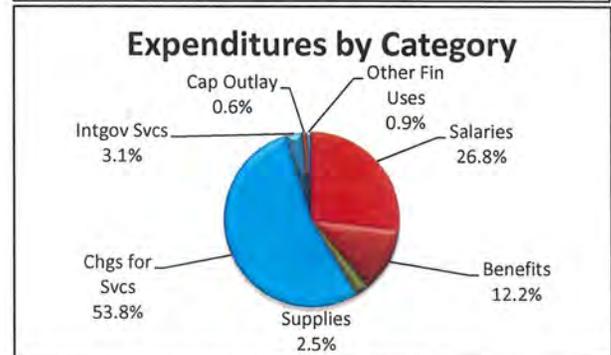
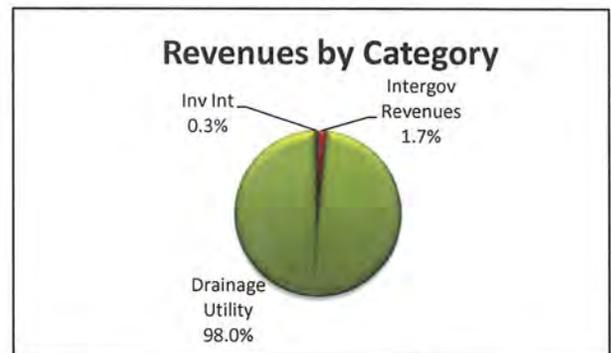


Chart 8

Rev & Exp - YTD	2016 Budget	2016 Actual	\$ Rem	% Coll YTD	2015 Actual
Grants	\$ -	\$ -	\$ -	0.0%	\$ 6.5
Intergovernmental Revenues	52.0	18.5	33.5	35.6%	25.7
Drainage Utility	1,977.1	1,095.6	881.5	55.4%	1,051.0
Investment Interest	5.0	3.8	1.2	75.6%	1.8
Misc	-	-	-	0.0%	-
King County Flood Control	-	-	-	0.0%	-
KC Flood Reduction Grant	176.0	-	176.0	0.0%	-
Total Operating Revenues	2,210.0	1,117.8	916.2	50.6%	1,085.1
Transfers In	-	-	-	-	-
Total Sources	\$ 2,210.0	\$ 1,117.8	\$ 916.2	50.6%	\$ 1,085.1
Salaries	\$ 602.8	\$ 259.3	\$ 343.6	43.0%	\$ 302.1
Benefits	244.7	117.6	127.1	48.0%	139.1
Supplies	47.1	24.5	22.5	52.1%	11.5
Charges for Services	1,210.8	520.3	690.5	43.0%	481.3
Intergovernmental	63.1	30.2	32.9	47.9%	27.3
Capital Outlay	560.9	6.3	554.7	-	33.3
Total Operating Expenditures	2,729.4	958.2	1,771.3	35.1%	994.7
Other Financing Uses	-	9.1	(9.1)	0.0%	-
SWM Debt Service P & I	32.8	-	32.8	0.0%	31.2
Total Uses	\$ 2,762.3	\$ 967.3	\$ 1,795.0	35.0%	\$ 1,025.9

Chart 9



Percentages may not equal 100% due to rounding.

Charts 10 & 11

	Source/Data	Budget vs Actual	Revenue by Month (shown on a cash basis)	High/Low																									
GENERAL FUND	Sales Tax	<table border="1"> <tr> <td></td> <td>2Q-15</td> <td>2Q-16</td> <td>% Diff</td> </tr> <tr> <td>Qtr - Qtr Revenues</td> <td>1,783,728</td> <td>2,031,261</td> <td>13.9%</td> </tr> <tr> <td></td> <td><i>Budget</i></td> <td><i>Actual</i></td> <td><i>% Collected</i></td> </tr> <tr> <td>2016 Annual Revenues</td> <td>\$ 3,650,000</td> <td>2,031,261</td> <td>55.7%</td> </tr> <tr> <td>2015 Annual Revenues</td> <td>\$ 3,391,790</td> <td>3,838,165</td> <td>113.2%</td> </tr> <tr> <td>2014 Annual Revenues</td> <td>\$ 3,507,000</td> <td>3,307,265</td> <td>94.3%</td> </tr> </table>		2Q-15	2Q-16	% Diff	Qtr - Qtr Revenues	1,783,728	2,031,261	13.9%		<i>Budget</i>	<i>Actual</i>	<i>% Collected</i>	2016 Annual Revenues	\$ 3,650,000	2,031,261	55.7%	2015 Annual Revenues	\$ 3,391,790	3,838,165	113.2%	2014 Annual Revenues	\$ 3,507,000	3,307,265	94.3%			
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PARKS FUND	Aquatics Revenue/Attendance	<table border="1"> <tr> <td></td> <td>2Q-15</td> <td>2Q-16</td> <td>% Diff</td> </tr> <tr> <td>Qtr - Qtr Revenues</td> <td>\$ 410,363</td> <td>\$ 412,439</td> <td>0.5%</td> </tr> <tr> <td></td> <td><i>Budget</i></td> <td><i>Actual</i></td> <td><i>% Collected</i></td> </tr> <tr> <td>2016 Annual Revenues</td> <td>\$ 657,740</td> <td>412,439</td> <td>62.7%</td> </tr> <tr> <td>2015 Annual Revenues</td> <td>\$ 626,420</td> <td>663,902</td> <td>106.0%</td> </tr> <tr> <td>2014 Annual Revenues</td> <td>\$ 673,081</td> <td>656,651</td> <td>97.6%</td> </tr> </table>		2Q-15	2Q-16	% Diff	Qtr - Qtr Revenues	\$ 410,363	\$ 412,439	0.5%		<i>Budget</i>	<i>Actual</i>	<i>% Collected</i>	2016 Annual Revenues	\$ 657,740	412,439	62.7%	2015 Annual Revenues	\$ 626,420	663,902	106.0%	2014 Annual Revenues	\$ 673,081	656,651	97.6%			
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REET FUND	Real Estate Excise Tax (REET)/Avg Sales Price/Unit	<table border="1"> <tr> <td></td> <td>2Q-15</td> <td>2Q-16</td> <td>% Diff</td> </tr> <tr> <td>Qtr - Qtr Revenues</td> <td>\$ 243,827</td> <td>\$ 290,904</td> <td>19.3%</td> </tr> <tr> <td></td> <td><i>Budget</i></td> <td><i>Actual</i></td> <td><i>% Collected</i></td> </tr> <tr> <td>2016 Annual Revenues</td> <td>\$ 400,000</td> <td>290,904</td> <td>72.7%</td> </tr> <tr> <td>2015 Annual Revenues</td> <td>\$ 350,000</td> <td>414,489</td> <td>118.4%</td> </tr> <tr> <td>2014 Annual Revenues</td> <td>\$ 480,000</td> <td>562,456</td> <td>117.2%</td> </tr> </table>		2Q-15	2Q-16	% Diff	Qtr - Qtr Revenues	\$ 243,827	\$ 290,904	19.3%		<i>Budget</i>	<i>Actual</i>	<i>% Collected</i>	2016 Annual Revenues	\$ 400,000	290,904	72.7%	2015 Annual Revenues	\$ 350,000	414,489	118.4%	2014 Annual Revenues	\$ 480,000	562,456	117.2%			
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City of Covington
Investment Listing
for the period ending June 30, 2016

ATTACHMENT 4

Institution	Par/Shares	Maturity Date	Current Date	DTM	YTM	Current Principal Balance	Current Market Value
US Bank - Cash	\$ 262,660.85	overnight					\$ 262,660.85
Forfeiture Account	126,628.22	overnight					126,628.22
Local Government Investment Pool	15,092,630.50	overnight			0.00		15,092,630.50
US Government Agencies							
FMAC	\$ 1,000,000.00	2/22/17	6/30/2016	238	0.64	\$ 1,006,873.00	\$ 1,002,040.00
FMAC	200,000.00	2/22/17	6/30/2016	238	0.80	200,427.00	200,408.00
Federal Farm Credit Bank	250,000.00	5/1/17	6/30/2016	306	0.82	249,239.25	250,004.25
FICO Strip Prin	517,000.00	11/30/17	6/30/2016	519	1.16	499,672.75	511,005.90
FICO Strip PRN10	357,000.00	11/30/17	6/30/2016	519	0.91	349,516.21	352,964.47
subtotal	2,324,000.00					2,305,728.21	2,316,422.62
Municipal Securities							
subtotal	-			1		-	-
	<u>2,324,000.00</u>					<u>2,305,728.21</u>	<u>2,316,422.62</u>
	<u>\$ 17,805,919.57</u>					<u>\$ 2,305,728.21</u>	<u>\$ 17,798,342.19</u>

**DISCUSSION OF
FUTURE AGENDA TOPICS:**

7:00 p.m. Tuesday, September 27, 2016 Regular Meeting

(Draft Agenda Attached)



**CITY OF COVINGTON
CITY COUNCIL REGULAR MEETING AGENDA**
www.covingtonwa.gov

**Tuesday, September 27, 2016
7:00 p.m.**

**City Council Chambers
16720 SE 271st Street, Suite 100, Covington**

CALL CITY COUNCIL REGULAR MEETING TO ORDER

ROLL CALL/PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

PUBLIC COMMUNICATION

- National Community Planning Month Proclamation – October 2016
- Domestic Violence Action Month Proclamation – October 2016
- Presentation by Kent School District re Ballot Measure – 10 minutes

PUBLIC COMMENT Speakers will state their name, address, and organization. Comments are directed to the City Council, not the audience or staff. Comments are not intended for conversation or debate and are limited to no more than four minutes per speaker. Speakers may request additional time on a future agenda as time allows. *

APPROVE CONSENT AGENDA

- C-1. Minutes: August 9, 2016 Regular Meeting and September 9, 2016 Special & Regular Meeting (Scott)
- C-2. Vouchers (Hendrickson)
- C-3. Award Contract for SE 263rd Place Drainage Improvement Project (CIP _____) (Vondran)
- C-4. Approve Revised Covington Community Park Phase 2 Design and Construction Grant Funding Project Agreement (Newton)

REPORTS OF COMMISSIONS

- Human Services Chair Leslie Hamada: August 11 and September 8 meetings.
- Parks & Recreation Chair Laura Morrissey: August 17 Parks Tour and September 21 meeting.
- Arts Chair Lesli Cohan: August 11 and September 8 meetings.
- Planning: Chair Bill Judd: September 1 and 15 meetings.
- Economic Development Council Co-Chair/Member: July 28, August 25, and Sept. 22 meetings.

NEW BUSINESS

- 1. Discuss and Provide Direction for King County Community Van Program (Lyons)
- 2. Review Parks and Recreation Priorities Advisory Committee Report (Newton)

FUTURE AGENDA ITEMS

COUNCIL/STAFF COMMENTS

PUBLIC COMMENT *See Guidelines on Public Comments above in First Public Comment Section

EXECUTIVE SESSION – if needed

ADJOURN

Americans with Disabilities Act – reasonable accommodations provided upon request a minimum of 24 hours in advance (253-480-2400).