



**CITY OF COVINGTON**  
**CITY COUNCIL REGULAR MEETING AGENDA**  
[www.covingtonwa.gov](http://www.covingtonwa.gov)

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

**City Council Chambers**  
**16720 SE 271<sup>st</sup> Street, Suite 100, Covington**

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**CALL CITY COUNCIL REGULAR MEETING TO ORDER**

**ROLL CALL/PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

**PUBLIC COMMUNICATION**

- National Community Planning Month Proclamation – October 2016 (Richard Hart, Community Development Director)
- Domestic Violence Action Month Proclamation – October 2016 (Victoria Thom, Personnel & Sr. Human Services Planner)
- Presentation by Kent School District re November 8, 2016 Ballot Measure – 10 minutes (Dr. Calvin J. Watts, Superintendent)

**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 (Scott)
- C-2. Vouchers (Hendrickson)
- C-3. Award Construction Contract for SE 263<sup>rd</sup> Place Drainage Improvement Project (CIP 203) (Vondran)
- C-4. Consider Resolution to Execute Land Agreement with Bonneville Power Administration for the Purpose of Fence Installation at Covington Community Park (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 meeting; September 15 meeting canceled.
- Economic Development Council Co-Chair/Member: July 28, August 25, and Sept. 22 meetings.

**CONTINUED BUSINESS**

- 1. Consider Appointment to Planning Commission (Council)

**NEW BUSINESS**

- 2. Discussion and Direction on Animal Control Enforcement Action for Code Violations (Hart)
- 3. Discuss Parks & 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).**

**Consent Agenda Item C-1**

Covington City Council Meeting

Date: September 27, 2016

SUBJECT: APPROVAL OF MINUTES: AUGUST 9, 2016 CITY COUNCIL REGULAR MEETING 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 Regular Meeting Minutes.**

**City of Covington  
Regular City Council Meeting Minutes  
Tuesday, August 9, 2016**

The Regular Meeting of the City Council of the City of Covington was called to order in the City Council Chambers, 16720 SE 271<sup>st</sup> Street, Suite 100, Covington, Washington, Tuesday, August 9, 2016, at 7:00 p.m., with Mayor Jeff Wagner presiding.

**COUNCILMEMBERS PRESENT:**

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

**COUNCILMEMBERS ABSENT:**

Margaret Harto and Mark Lanza.

**Council Action: Councilmember Mhoon moved and Councilmember Cimaomo seconded to excuse Councilmember Lanza who had a death in the family and Councilmember Harto who was recovering from surgery. Vote: 5-0. Motion carried.**

**STAFF PRESENT:**

Regan Bolli, City Manager; Don Vondran, Public Works Director; Andrew McCurdy, Covington Police Chief; Richard Hart, Community Development Director; Karla Slate, Communications & Marketing Manager; Ethan Newton, Parks & Recreation Director; Sara Springer, City Attorney; and Sharon Scott, City Clerk/Executive Assistant.

Mayor Wagner opened the meeting with the Pledge of Allegiance.

**APPROVAL OF AGENDA:**

**Council Action: Councilmember Cimaomo moved and Councilmember Mhoon seconded to approve the Agenda. Vote: 5-0. Motion carried.**

**PUBLIC COMMUNICATION:**

- Ellie and Spencer Carter were presented with proclamations as *Chiefs for a Day*, proclaiming Thursday, August, 18, 2016, to be Ellie and Spencer Carter Day in the City of Covington.

**PUBLIC COMMENT:**

Mayor Wagner called for public comments.

**Roger Repenn, Covington resident**, spoke against mandatory garbage service.

**Chris May**, spoke against a ban on plastic bags. She also spoke about zoning density and against mandatory garbage service.

**Thomas Smith, Covington resident**, also spoke against mandatory garbage service.

There being no further comments, Mayor Wagner closed the public comment period.

**APPROVE CONSENT AGENDA:**

- C-1. Minutes: July 26, 2016 City Council Special Meeting – Joint Study Session with Parks & Recreation Commission Minutes and July 26, 2016 City Council Special & Regular Meeting Minutes.
- C-2. Vouchers: Vouchers #34382-34399, in the amount of \$27,810.32, dated July 11, 2016; Vouchers #34400-34450, including ACH payments and electronic fund transfers, in the amount of \$611,183.51, dated July 22, 2016; Vouchers #34451-34452, in the amount of \$1,001.00, dated July 28, 2016; and Paylocity Payroll Checks #1005568830-1005568848 inclusive, plus employee direct deposits, in the amount of \$205,405.29, dated July 29, 2016.
- C-3. Addendum to Interlocal Agreement with Covington Water District Regarding SR 516 – Jenkins Creek to 185<sup>th</sup> Place SE Improvement Project (CIP 1127).
- C-4. Interlocal Agreement with City of Kent Regarding SR 516 – Jenkins Creek to 185<sup>th</sup> Place SE Improvement Project (CIP 1127)

**Council Action: Councilmember Mhoon moved and Councilmember Cimaomo seconded to approve the Consent Agenda. Vote: 5-0. Motion carried.**

**PUBLIC HEARING:**

- 1. Receive Public Testimony and Consider Ordinance Establishing New Title 19 CMC – Impact Fees, Including Addition of Impact Fee Deferral Program, and Consider an Amendment to Fee Resolution to Include Collection of an Administrative Fee for the Same.

Senior Planner Salina Lyons gave the staff report on this item.

Mayor Wagner called for public comments for the public hearing.

There being no comments, Mayor Wagner closed the public comment period for the public hearing.

ORDINANCE NO. 16-2016

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, ESTABLISHING A NEW TITLE 19 OF THE COVINGTON MUNICIPAL CODE ENTITLED, “IMPACT FEES”; REPEALING CHAPTERS 12.105 AND 18.120 CMC; AMENDING AND ADDING DEFINITIONS TO CHAPTER 18.20 CMC RELATED TO THE SAME; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

**Council Action:** Councilmember Mhoon moved and Councilmember Cimaomo seconded to pass Ordinance No. 16-2016, in substantial form as provided in the agenda packet, to repeal Chapter 12.110 CMC and Chapter 18.120 CMC and replace with a new Title 19 CMC – Impact Fees, which includes adoption of a new impact fee deferral program as required pursuant to ESB 5923.

City Attorney Sara Springer asked Council to consider a friendly amendment to the ordinance to add one whereas clause to clarify legal proceedings regarding the School Impact Fee Chapter.

**Council Action:** There was Council consensus to accept friendly amendment. Vote: 5-0. Motion carried.

#### RESOLUTION NO. 2016-15

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, AMENDING RESOLUTION NO. 15-12 TO ADD AN ADMINISTRATIVE FEE OF \$143.00 FOR IMPACT FEE DEFERRAL REQUESTS.

**Council Action:** Mayor Pro Tem Smith moved and Councilmember Cimaomo seconded to adopt an amendment to Resolution No. 15-12, in substantial form as that provided in the agenda packet, to include a non-refundable administrative fee of \$143.00 to be collected for each Impact Fee Deferral Request. Vote: 5-0. Motion carried.

#### NEW BUSINESS;

2. Consider Appointments to the Economic Development Council.

**Council Action:** Mayor Pro Tem Smith moved and Councilmember Mhoon seconded to appoint Jon Stave to fill a position on the Covington Economic Development Council with a term expiring July 31, 2018. Vote: 5-0. Motion carried.

**Council Action:** Councilmember Cimaomo moved and Councilmember Hollums seconded to appoint Laura Roth to fill a position on the Covington Economic Development Council with a term expiring July 31, 2018. Vote: 5-0. Motion carried.

**Council Action:** Councilmember Mhoon moved and Mayor Pro Tem Smith seconded to appoint Matt McMahan to fill a position on the Covington Economic Development Council with a term expiring July 31, 2018. Vote: 5-0. Motion carried.

3. Parks and Recreation Priorities Advisory Committee (PRePAC) Final Recommendation.

PRePAC Chair Jennifer Harjehausen gave a PowerPoint presentation.

Councilmembers provided comments and asked questions, and Ms. Harjehausen provided responses.

4. Consider Awarding Contract for SE 256<sup>th</sup> Street Culvert Lining Project (CIP 1145A).

Public Works Director Don Vondran gave the staff report on this item.

Councilmembers asked questions, and Mr. Vondran provided responses.

**Council Action: Councilmember Cimaomo moved and Councilmember Hollums seconded to authorize the City Manager to award the SE 256<sup>th</sup> Street Culvert Lining Project (CIP 1145A) to Nordvind Septic and Sewer as the lowest responsive and responsible bidder, in the amount of \$62,026.50. Vote: 5-0. Motion carried.**

5. Consider Options for 20<sup>th</sup> Anniversary Celebration.

Communications & Marketing Manager Karla Slate gave the staff report on this item.

Councilmembers provided comments and offered additional suggestions to the plan/proposal provided in the agenda packet.

Councilmembers also asked questions, and Ms. Slate provided responses.

**Council Action: There was Council consensus to:**

- **request a decision card for a commemorative 20<sup>th</sup> anniversary item;**
- **request a decision card for street pole banners;**
- **move forward with redesigned City entry signs;**
- **move forward with business partnerships;**
- **request further research into the geocaching event;**
- **wait until the 25<sup>th</sup> anniversary to establish a time capsule; and**
- **work with Chamber on the birthday celebration for August 31, 2017 at Covington Community Park with music.**

**FUTURE AGENDA ITEMS:**

Councilmembers reviewed future meeting agendas.

**COUNCIL/STAFF COMMENTS:**

Councilmembers and staff made comments.

**PUBLIC COMMENTS:**

Mayor Wagner called for public comments.

**Chris May**, spoke on several topics including her support of the Parks Foundation and CFC, a program to donate dollars pre-tax. Ms. May also provided information on additional funding opportunities. Ms. May expressed her concerns regarding illegal traffic movement in front of

Cedar Springs Apartments. Ms. May suggested working with local schools to direct youth to community services projects and to incorporate swimming in primary grades as part of the curriculum.

There being no further comments, Mayor Wagner closed the public comment period.

**ADJOURNMENT:**

There being no further business, the meeting was adjourned at 8:37 p.m.

Prepared by:

Submitted by:

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Joan Michaud  
Senior Deputy City Clerk

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Sharon Scott  
City Clerk

**Consent Agenda Item C-2**

Covington City Council Meeting

Date: September 27, 2016

SUBJECT: APPROVAL OF VOUCHERS

RECOMMENDED BY: Rob Hendrickson, Finance Director

ATTACHMENT(S): Vouchers: Vouchers #34653-34717, including ACH payments, in the amount of \$447,190.14, dated September 16, 2016; and Paylocity Payroll Checks #1005812083-1005812098 inclusive, plus employee direct deposits, in the amount of \$185,510.16, dated September 23, 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 #34653-34717, including ACH payments, in the amount of \$447,190.14, dated September 16, 2016; and Paylocity Payroll Checks #1005812083-1005812098 inclusive, plus employee direct deposits, in the amount of \$185,510.16, dated September 23, 2016.**

September 16, 2016

City of Covington

City of Covington

City of Covington  
Voucher/Check Register

Check #34653 through Check #34717, including ACH payments

In the Amount of \$447,190.14

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: 9/15/2016 4:28 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	0418 20165	Olympic Environmental Resource Fall recycling program implementation	09/16/2016	1,085.00
Total for this ACH Check for Vendor 0418:				1,085.00
ACH	0546 0546-9	Victoria Throm Throm; Green Dot Violence Prevention; registrat	09/16/2016	100.00
Total for this ACH Check for Vendor 0546:				100.00
ACH	0683 COV 16-4	Abaco Pacific, Inc. SOCO; acquisition/appraisal services, 6/29-8/28;	09/16/2016	3,339.56
Total for this ACH Check for Vendor 0683:				3,339.56
ACH	0819 0819-9 0819-9	Don Vondran Vondran; APWA Expo, per diem, light rail Vondran; APWA Expo, per diem, light rail	09/16/2016	155.35 155.35
Total for this ACH Check for Vendor 0819:				310.70
ACH	1408 2415 2429 2429 2429	Washington Workwear Stores Inc. Parrish; steel toe boots Maint shop; ear plugs Maint shop; ear plugs Maint shop; ear plugs	09/16/2016	117.28 13.90 10.42 10.42
Total for this ACH Check for Vendor 1408:				152.02
ACH	2105 2105-9	Rachel Bahl Bahl; mileage reimbursement, August	09/16/2016	45.52
Total for this ACH Check for Vendor 2105:				45.52
ACH	2223 A30407	ARC Imaging Resources Plotter/Scanner usage, 7/9-8/9/16	09/16/2016	75.95
Total for this ACH Check for Vendor 2223:				75.95
ACH	2262 869285460635	Voyager Fleet Systems Inc. Vehicle fuel	09/16/2016	1,866.85
Total for this ACH Check for Vendor 2262:				1,866.85
ACH	2555 49640900	NuCO2 LLC Aquatics; CO2 for pH control	09/16/2016	132.54
Total for this ACH Check for Vendor 2555:				132.54
ACH	2633 0379864 0379864	National Safety, Inc. Terwillegar; jacket Terwillegar; jacket	09/16/2016	19.38 29.08

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for this ACH Check for Vendor 2633:				48.46
34653	1829	The Active Network, Inc.	09/16/2016	
	11080617	ActiveNet pin pads		999.12
	11080617	Mobile registration; ActiveNet pin pad		166.52
	11080617	Mobile registration; ActiveNet pin pad		166.52
	11080617	Mobile registration; ActiveNet pin pad		166.52
Total for Check Number 34653:				1,498.68
34654	0206	AFLAC	09/16/2016	
	964107	Insurance premiums, September		391.07
Total for Check Number 34654:				391.07
34655	3195	All Star Heating and A/C	09/16/2016	
	REC003261	Permit refund; #M16-0160		40.00
	REC003261	Permit refund; #M16-0160		74.00
Total for Check Number 34655:				114.00
34656	0955	American Red Cross	09/16/2016	
	10472061	Lifeguarding class; 7/14		54.00
	10476374	Lifeguarding classes; 7/2, 8/5		477.00
Total for Check Number 34656:				531.00
34657	1534	APWA - WA State Chapter	09/16/2016	
	1862405-9550326	Vondran; APWA conference, registration		197.50
	1862405-9550326	Vondran; APWA conference, registration		197.50
	1862405-9550381	Junkin; APWA conference, registration		158.00
	1862405-9550381	Junkin; APWA conference, registration		237.00
	1862405-9550474	Goranson; APWA conference, registration		237.00
	1862405-9550474	Goranson; APWA conference, registration		158.00
Total for Check Number 34657:				1,185.00
34658	2033	Aquatic Specialty Services	09/16/2016	
	11629	Aquatics; pump service/repairs		1,287.86
	11653	Aquatics; clean/calibration service; August		179.20
	11654	Pool chemicals		971.37
	11755	Aquatics; service call		42.05
	11759	Aquatics; battery pack		351.86
Total for Check Number 34658:				2,832.34
34659	3196	B R Fencing Inc.	09/16/2016	
	2104	Skate Park; fencing		4,070.33
Total for Check Number 34659:				4,070.33
34660	2856	Baden Sports Inc.	09/16/2016	
	PSI508280	Soccer balls		293.22
Total for Check Number 34660:				293.22
34661	2646	Balloon Specialties	09/16/2016	
	0916RNT063	Helium; DOT tracking report		9.35
	0916RNT063	Helium; DOT tracking report		9.36
	0916RNT063	Helium; DOT tracking report		9.36

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 34661:	28.07
34662	0499	Bank of America	09/16/2016	
	0405-9	Deluxe pool noodles		620.32
	0405-9	Deluxe pool noodles, use tax		-49.12
	0405-9	WaterX sport belts/kick boards		57.29
	0405-9	Aquajogger replacement belts		75.64
	0405-9	Aquajogger replacement belts, use tax		-5.99
	1197-9	CD/Park departments recognition event		29.49
	1197-9	Council meeting, student exchange refreshments		17.94
	1197-9	SCA meeting expenses		41.66
	1197-9	Tatsuno; 1 year anniversary of sister program		33.63
	1197-9	Mhoon; SCA networking dinner		45.00
	1197-9	Executive department retreat; lunch, snacks		155.52
	1842-9	CiderFest; table covers, use tax		-16.42
	1842-9	CiderFest; Facebook ads		236.40
	1842-9	Covington Days; Facebook ads		50.00
	1842-9	Covington Days refund; giveaway bags		-216.67
	1842-9	Covington Days; wristbands		48.82
	1842-9	Covington Days; wristbands, use tax		-3.87
	1842-9	KidsFest/CiderFest banner, balance		703.20
	1842-9	Inspection business cards		29.29
	1842-9	CiderFest; table covers		207.37
	1842-9	CiderFest; supplies		27.35
	1842-9	KidsFest/CiderFest banner, use tax		-103.20
	2923-9	Volunteer appreciation dinner; decorations		77.02
	2923-9	Volunteer dinner; catering balance		796.58
	3639-9	Aquatic Merit Awards; Callen/Losacco/Medel/M		100.00
	3639-9	Champs Swim Meet; refreshments		84.34
	3639-9	Achievement card organizers/program balls		64.10
	5946-9	Fealy; Tree seminar, registration		26.00
	5946-9	CCP; spray parts		152.58
	5946-9	CCP; spray parts, use tax		-12.08
	5946-9	Fealy; Tree seminar, registration		39.00
	6167-9	Vondran; APWA tour registration		5.00
	6167-9	Vondran; APWA tour registration		5.00
	6668-9	Expresit evaluation launch supplies		17.49
	6668-9	2 - canopies for city events		195.46
	6668-9	Skate Park; sealer		624.60
	6668-9	CiderFest; ice		107.60
	6668-9	Volunteer dinner; balloons		15.29
	6686-9	Camp Adventure; refund discovery passes for ex		-30.00
	6686-9	Camp Adventure; floating raft		173.75
	6686-9	Camp Adventure; snacks/supplies		438.05
	6686-9	CiderFest; misting hose		89.57
	6686-9	Camp Adventure; discovery passes		40.00
	6686-9	Camp Adventure; floating raft, use tax		-13.76
	6686-9	CiderFest; supplies		177.33
	6686-9	CiderFest; misting hose, use tax		-7.09
	7314-9	KidsFest/CiderFest banner, deposit		600.00
	7314-9	Officer Davy; WSSO conference, hotel		423.84
	7314-9	Parker; PSFOA lunch meeting		25.00
	9148-9	#2012; radar trailer license plate		16.75
	9148-9	Skate Park; sealer		1,000.00
	9148-9	Classified ads; Parks Program Manager		244.00
	9148-9	Jenkins Creek Bridge; plaques		886.14
	9148-9	Skate Park; sealer return		-1,444.08

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 34662:	6,901.13
34663	2801 10099-08-16 10099-08-16	Berk Consulting, Inc. Development agreement support; 8/1-8/31/16 SEPA ordinance; 8/1-8/31/16	09/16/2016	831.25 1,137.50
			Total for Check Number 34663:	1,968.75
34664	2368 148607 148760	Best Parking Lot Cleaning Inc. MV Street cleaning, August Street cleaning, August	09/16/2016	2,427.59 2,881.01
			Total for Check Number 34664:	5,308.60
34665	0637 113645 113645 113645	Bill's Locksmith Service, Inc. Maint shop; lever lock Maint shop; lever lock Maint shop; lever lock	09/16/2016	64.06 64.06 85.41
			Total for Check Number 34665:	213.53
34666	3148 5101214599	BrightView Landscape Services Landscaping, September	09/16/2016	5,522.19
			Total for Check Number 34666:	5,522.19
34667	0026 3358 3359	C&B Awards Soccer coach t-shirts Soccer t-shirts	09/16/2016	830.79 5,677.55
			Total for Check Number 34667:	6,508.34
34668	1997 020794	Capital One Commercial CD/Park department recognition event	09/16/2016	96.16
			Total for Check Number 34668:	96.16
34669	2366 1383691835	CenturyLink Business Services Aquatics; internet/loop, July	09/16/2016	360.00
			Total for Check Number 34669:	360.00
34670	3197 1384-1 1384-1-R	Christensen Inc General Contractor Aquatic Room Addition; construction through 8/ Aquatic Room Addition; retainage through 8/31/	09/16/2016	34,402.00 -1,583.89
			Total for Check Number 34670:	32,818.11
34671	1170 GW2900998 NW2900998 NW2900998-1	Coastwide Laboratories Aquatics; toilet paper Aquatics; cleaning supplies Aquatics; hand soap	09/16/2016	95.49 588.84 141.28
			Total for Check Number 34671:	825.61
34672	1126 849834012065071 849834012065071 849834012065071	Comcast Maint shop; internet service, 8/30-9/29/16 Maint shop; internet service, 8/30-9/29/16 Maint shop; internet service, 8/30-9/29/16	09/16/2016	37.84 37.84 50.46
			Total for Check Number 34672:	126.14

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
34673	2467 73152332	Department of Enterprise Services Councilmember Hollums; business cards	09/16/2016	41.26
Total for Check Number 34673:				41.26
34674	1981 S15003-03	Design Air, Ltd. Aquatics; maintenance/repairs	09/16/2016	1,225.42
Total for Check Number 34674:				1,225.42
34675	3198 EN057020	Engineering News-Record ENR digital subscription; 11/16-11/17	09/16/2016	49.00
Total for Check Number 34675:				49.00
34676	1875 150996	FirstChoice Coffee service	09/16/2016	84.64
Total for Check Number 34676:				84.64
34677	2078 36247	Girard Resources & Recycling, LLC Disposal fees	09/16/2016	30.00
Total for Check Number 34677:				30.00
34678	2553 Aug16 1123	Gordon Thomas Honeywell Governmental Governmental Affairs services; August	09/16/2016	2,300.00
Total for Check Number 34678:				2,300.00
34679	0354 9192492933 9192586007	Grainger Aquatics; surgical tape Aquatics; cold packs/bandages	09/16/2016	18.56 93.61
Total for Check Number 34679:				112.17
34680	0302 13599.00-21	Gray & Osborne Timberlane/Jenkins Park SW LID & Retro; 7/17	09/16/2016	630.15
Total for Check Number 34680:				630.15
34681	0867 0015128 0015128 0015128 0015128 0015128 0015128 4100174 5060258 7180542 7580264 8140551 9012409	Home Depot Credit Services Maint shop; febreze Maint shop; adjustable wrench Maint shop; adjustable wrench Maint shop; febreze Maint shop; febreze Maint shop; adjustable wrench Skate Park; return sealer Skate Park; sealer/coveralls Sprinkler for cooling station Skate Park; mural supplies Hand held sprayer Sponges	09/16/2016	3.18 16.28 21.71 3.18 4.24 16.28 -214.45 441.96 21.87 23.93 7.57 5.54
Total for Check Number 34681:				351.29
34682	1722 0550113268 0550113268 0550113270 0550113271	Honey Bucket CCP; portable toilet service, 8/15-9/11/16 City events; portable toilet rentals; 8/5-8/8/16 CiderFest; portable toilet/sink; 8/19-8/22/16 Mattson; portable toilet rentals, 8/15-9/11/16	09/16/2016	318.75 295.00 340.00 235.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	0550113272	Skate park; portable toilet rental, 8/15-9/11/16		184.50
	0550113273	Jenkins Creek Elem; portable toilet rental, 8/15-9/11/16		117.50
	0550113274	Kentwood; portable toilet rental, 8/15-9/11/16		117.50
	1140040011	KidsFest; portable toilets, 8/12-8/15/16		390.00
			Total for Check Number 34682:	1,998.25
34683	3038	IBS, Inc.	09/16/2016	
	624022-1	Maint shop; fuses/connectors/rings		62.07
	624022-1	Maint shop; fuses/connectors/rings		46.55
	624022-1	Maint shop; fuses/connectors/rings		46.56
			Total for Check Number 34683:	155.18
34684	2235	Integrity Structural Engineering, PLLC	09/16/2016	
	1600205	Bridge Consulting; 256th culvert repair, August		630.00
			Total for Check Number 34684:	630.00
34685	2115	Intoximeters, Inc.	09/16/2016	
	541920	Intoximeters		991.74
			Total for Check Number 34685:	991.74
34686	1803	Iron Mountain	09/16/2016	
	MYG2098	Document storage; September		180.00
			Total for Check Number 34686:	180.00
34687	3194	Kent Crusaders Rugby Football Club	09/16/2016	
	3194-9	Instructor payment; Rugby Camp		283.50
			Total for Check Number 34687:	283.50
34688	0385	Kent School #415	09/16/2016	
	1600002552	Room rental; Covington Quilt show, 7/19-7/24		1,750.88
	1600002552	Room rental; Video Game Design, 7/11-14, 7/18		137.31
			Total for Check Number 34688:	1,888.19
34689	2831	Kentwood Cross Country & Track Booster	09/16/2016	
	2831-9	Track camp; instructor payment		2,091.25
			Total for Check Number 34689:	2,091.25
34690	0204	King County Pet Licensing	09/16/2016	
	0204-9	Pet license remittance, August		620.00
			Total for Check Number 34690:	620.00
34691	0641	King County Sheriff's Office	09/16/2016	
	16-0686	Covington Days; police overtime		3,131.01
	16-0776	Sheriff's office; lease, August		-2,074.17
	16-0776	Police services, August		313,287.50
			Total for Check Number 34691:	314,344.34
34692	2490	Law Office of Theresa and Phillip Griffin	09/16/2016	
	2490-9	Public defender, video court, May & June		3,050.00
			Total for Check Number 34692:	3,050.00
34693	3199	Media Maze Studios	09/16/2016	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	1001.16	Photos at Covington Days		400.00
	1002.16	Photos at KidsFest		200.00
	1003.16	CiderFest photos		200.00
Total for Check Number 34693:				800.00
34694	2550 76237	Motorplex Pro-Tow #3390; alternator repair	09/16/2016	302.34
Total for Check Number 34694:				302.34
34695	3042 1461 1461R	Nordvind Sewer Service, LLC Ditch cleaning, re-grading, shouldering Ditch cleaning, re-grading, shouldering, retainag	09/16/2016	14,655.12 -732.76
Total for Check Number 34695:				13,922.36
34696	3017 3716224518 3716224518 3716224518 3716224706 3716224706 3716224706 3716225583 3716225583 3716225583 3716225583 3716225583 3716225956	O'Reilly Automotive Inc. Maint shop; power steering fluid Maint shop; power steering fluid Maint shop; power steering fluid Maint shop; mini lamp bulbs Maint shop; mini lamp bulbs Maint shop; mini lamp bulbs Maint shop; wrench Maint shop; wrench Maint shop; wrench #3495; oil/filter #3436; oil filter	09/16/2016	4.72 6.30 4.72 7.10 5.33 5.33 3.25 4.34 3.25 89.35 5.92
Total for Check Number 34696:				139.61
34697	2771 311046	Pacific Office Automation Copier usage; 5/12-8/12/16	09/16/2016	66.14
Total for Check Number 34697:				66.14
34698	1407 21-24137 21-24181	Parametrix, Inc. Development projects review; 5/29-7/30/16 City code updates; 7/3-7/30/16	09/16/2016	2,905.78 2,224.91
Total for Check Number 34698:				5,130.69
34699	2499 8028	Partner Construction Products Equipment rental; crack sealer, 8/17-8/31/16	09/16/2016	3,692.40
Total for Check Number 34699:				3,692.40
34700	2177 S2338128.001	Pirtek Kent MV slope mower; repairs	09/16/2016	530.23
Total for Check Number 34700:				530.23
34701	0164 3301333596	Pitney Bowes Postage meter; lease, 6/30-9/29/16	09/16/2016	716.76
Total for Check Number 34701:				716.76
34702	2860 451230	Protect Youth Sports Background checks	09/16/2016	264.00
Total for Check Number 34702:				264.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
34703	0161	Puget Sound Energy	09/16/2016	
	200005568858-9	Streets; electricity, 8/1-8/30/16		60.68
	200013103656-9	CCP; electricity, 8/1-8/30/16		45.60
	200013951476-9	Streets; electricity, 8/1-8/30/16		74.03
	200014568881-9	Maint shop; electricity, 8/1-8/30/16		49.09
	200014568881-9	Maint shop; electricity, 8/1-8/30/16		65.45
	200014568881-9	Maint shop; electricity, 8/1-8/30/16		49.09
Total for Check Number 34703:				343.94
34704	0292	Puget Sound Regional Council	09/16/2016	
	2017021	PSRC dues; 7/1/16-6/30/17		5,735.00
Total for Check Number 34704:				5,735.00
34705	3082	Rainier Connect	09/16/2016	
	5000174-9	Business hosting; September		29.90
Total for Check Number 34705:				29.90
34706	3191	Safegaard #233437	09/16/2016	
	0596649	CiderFest t shirts		1,472.65
Total for Check Number 34706:				1,472.65
34707	1905	Sharp Electronics Corporation	09/16/2016	
	C862454-701	Aquatics copiers; usage, 7/6-8/1/16		219.82
Total for Check Number 34707:				219.82
34708	2992	Shred-it	09/16/2016	
	9412091086	Document destruction; 8/24		9.00
Total for Check Number 34708:				9.00
34709	0736	Sound Security, Inc.	09/16/2016	
	820702	Maint shop; secure monitoring, September		32.10
	820702	Maint shop; secure monitoring, September		42.80
	820702	Maint shop; secure monitoring, September		32.10
	820702	Security monitoring, September		1,050.50
Total for Check Number 34709:				1,157.50
34710	3192	Leslie Spero	09/16/2016	
	3192-9	Skate Park; mural project supply reimbursement		269.95
Total for Check Number 34710:				269.95
34711	3119	Truck Performance Northwest	09/16/2016	
	32923	#3578; wire, adapters, hooks		191.05
Total for Check Number 34711:				191.05
34712	1626	Ultrablock, Inc.	09/16/2016	
	0041246-IN	Quarry stone		228.06
Total for Check Number 34712:				228.06
34713	2103	US Bancorp Equip Finance Inc.	09/16/2016	
	312465362	Copier lease		130.32
	312465362	Copier lease		86.88

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 34713:	217.20
34714	3011 4362968	US Bank Bond 2007A; administration fees, 7/1/16-6/30/17	09/16/2016	300.00
			Total for Check Number 34714:	300.00
34715	0046	Verizon Wireless	09/16/2016	
	9770700101	Cellular service, 8/21-9/20/16		26.44
	9770700101	Cellular service, 8/21-9/20/16		188.93
	9770700101	Cellular service/tablet data, 8/21-9/20/16		99.20
	9770700101	Incentive device credit; Goranson/Terwillegar		-120.00
	9770700101	Cellular service/tablet data, 8/21-9/20/16		275.03
	9770700101	Cellular service, 8/21-9/20/16		29.31
	9770700101	Cellular service, 8/21-9/20/16		30.13
	9770700101	Incentive device credit; Goranson/Terwillegar		-180.00
	9770700101	Cellular service/tablet data, 8/21-9/20/16		281.38
	9770700101	Cellular service, 8/21-9/20/16		47.77
	9770700101	Cellular service/tablet data, 8/21-9/20/16		98.62
			Total for Check Number 34715:	776.81
34716	2230	Wilbur-Ellis Company	09/16/2016	
	10327771 RI	Maint shop; pesticide		23.62
	10327771 RI	Maint shop; pesticide		23.62
	10327771 RI	Maint shop; pesticide		31.48
	10327771 RI	Pesticide/fertilizer		498.26
			Total for Check Number 34716:	576.98
34717	3193 1137688.002	Jessica Woolley Refund; swim lessons	09/16/2016	292.50
			Total for Check Number 34717:	292.50
			Total for 9/16/2016:	447,190.14
			Report Total (75 checks):	447,190.14

September 23, 2016

City of Covington

Payroll Approval

- Request Council approval for payment of Payroll dated 09/23/16 consisting of:

PAYLOCITY CHECK # 1005812083 through PAYLOCITY CHECK # 1005812098 inclusive,  
plus employee direct deposits

IN THE AMOUNT OF \$185,510.16

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: \_\_\_\_\_

## 09/23/16 Payroll Voucher

## Payroll Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount
113304	Regular	9/23/2016	503	Bolli, Regan H	4,931.50
113305	Regular	9/23/2016	572	Bykonen, Emily M	150.53
113306	Regular	9/23/2016	246	Kirshenbaum, Kathleen	469.35
113307	Regular	9/23/2016	243	Lyon, Valerie	1,509.36
113308	Regular	9/23/2016	234	Mhooon, Darren S	1,492.31
113309	Regular	9/23/2016	162	Michaud, Joan M	2,221.79
113310	Regular	9/23/2016	123	Scott, Sharon G	2,579.56
113311	Regular	9/23/2016	313	Slate, Karla J	2,545.73
113312	Regular	9/23/2016	275	Hart, Richard	3,008.48
113313	Regular	9/23/2016	368	Mueller, Ann M	1,600.11
113314	Regular	9/23/2016	487	Bykonen, Tyler B	112.62
113315	Regular	9/23/2016	180	Cles, Staci M	1,972.88
113316	Regular	9/23/2016	146	Hagen, Lindsay K	1,642.23
113317	Regular	9/23/2016	235	Hendrickson, Robert	3,857.18
113318	Regular	9/23/2016	105	Parker, Cassandra	2,650.23
113319	Regular	9/23/2016	433	Cimaomo, Joseph T	390.11
113320	Regular	9/23/2016	323	Harto, Margaret	578.24
113321	Regular	9/23/2016	324	Lanza, Mark	382.11
113322	Regular	9/23/2016	570	McGregor Hollums, Helen F	396.24
113323	Regular	9/23/2016	326	Mhooon, Marlla	341.34
113324	Regular	9/23/2016	502	Smith, Sean D	539.85
113325	Regular	9/23/2016	329	Wagner, Jeffrey	766.94
113326	Regular	9/23/2016	568	Burton, Da'Ris V	852.99
113327	Regular	9/23/2016	353	Dalton, Jesse J	2,065.05
113328	Regular	9/23/2016	524	Denning, Jerald J	959.41
113329	Regular	9/23/2016	373	Fealy, William J	1,943.29
113330	Regular	9/23/2016	301	Gaudette, John J	2,015.49
113331	Regular	9/23/2016	511	Goranson, Gage W	1,424.85
113332	Regular	9/23/2016	186	Junkin, Ross D	2,983.36
113333	Regular	9/23/2016	559	Parker, Bryce R	774.20
113334	Regular	9/23/2016	457	Smith, Nathan H	1,018.03
113335	Regular	9/23/2016	408	Terwillegar, Jeremy A	1,742.16
113336	Regular	9/23/2016	377	Bates, Krista	1,447.03
113337	Regular	9/23/2016	268	Bykonen, Brian D	2,307.89
113338	Regular	9/23/2016	279	Christenson, Gregg R	3,034.43
113339	Regular	9/23/2016	270	Lyons, Salina K	2,370.50
113340	Regular	9/23/2016	269	Meyers, Robert L	3,468.53
113341	Regular	9/23/2016	284	Ogren, Nelson W	2,752.70
113342	Regular	9/23/2016	266	Thompson, Kelly	2,278.03
113343	Regular	9/23/2016	307	Morrissey, Mayson	3,099.26
113344	Regular	9/23/2016	199	Bahl, Rachel A	2,194.40
113345	Regular	9/23/2016	557	Bahl, Sally A	45.42
113346	Regular	9/23/2016	397	Ball, Jaquelyn I	1,588.62
113347	Regular	9/23/2016	451	Conway, Sean	1,569.76
113348	Regular	9/23/2016	448	Finazzo, Dominic V	1,623.94
113349	Regular	9/23/2016	305	Kiselyov, Tatyana	1,662.88
113350	Regular	9/23/2016	194	Newton, Ethan A	3,363.80
113351	Regular	9/23/2016	195	Patterson, Clifford	2,521.74
113352	Regular	9/23/2016	106	Bates, Shellie L	2,215.20
113353	Regular	9/23/2016	349	Buck, Shawn M	1,851.60
113354	Regular	9/23/2016	436	Lindskov, Robert T	3,170.93
113355	Regular	9/23/2016	257	Parrish, Benjamin A	2,078.59
113356	Regular	9/23/2016	173	Vondran, Donald M	3,898.27

113357 Regular	9/23/2016	252 Wesley, Daniel A	2,260.05
113358 Regular	9/23/2016	378 Bell, Colin Q	690.54
113359 Regular	9/23/2016	481 Binder, Jordan M	246.88
113360 Regular	9/23/2016	534 Blakely, Gavin D	407.30
113361 Regular	9/23/2016	513 Bryant, Colin A	101.81
113362 Regular	9/23/2016	517 Burke, Austin W	120.74
113363 Regular	9/23/2016	549 Callen, Ian A	555.76
113364 Regular	9/23/2016	514 Collins, Ashtyn E	302.89
113365 Regular	9/23/2016	258 Cox, Melissa	964.14
113366 Regular	9/23/2016	566 Duven, Bridget N	144.38
113367 Regular	9/23/2016	562 Grobbelaar, Jan G	426.30
113368 Regular	9/23/2016	508 Halbert, Olivia M	144.38
113369 Regular	9/23/2016	430 Hanson, Sean C	863.88
113370 Regular	9/23/2016	571 Landon, Kcee L	34.66
113371 Regular	9/23/2016	410 Lanz, Avalon A.	246.18
113372 Regular	9/23/2016	416 Lipinski, Matthew	49.46
113373 Regular	9/23/2016	539 Losacco, Alessandra G	456.54
113374 Regular	9/23/2016	558 Maine, Connor	36.31
113375 Regular	9/23/2016	435 Martin, Iain-Josiah	253.02
113376 Regular	9/23/2016	525 Mastroianni, Anthony J	172.46
113377 Regular	9/23/2016	484 May, Alexander E	262.51
113378 Regular	9/23/2016	483 Medel, Erick	551.72
113379 Regular	9/23/2016	516 Montero, Ivan P	161.36
113380 Regular	9/23/2016	550 Moriarty, Dylan M	151.31
113381 Regular	9/23/2016	312 Perko, Roxanne H	682.50
113382 Regular	9/23/2016	319 Praggastis, Alexander	42.59
113383 Regular	9/23/2016	387 Praggastis, Elena C	463.65
113384 Regular	9/23/2016	493 Sears, Andrew J	72.62
113385 Regular	9/23/2016	492 Spencer, Ethan R	492.23
113386 Regular	9/23/2016	392 Wardrip, Spencer A	323.18
113387 Regular	9/23/2016	432 Wilton, Sara J	310.33
113388 Regular	9/23/2016	480 Woods, Dylan J	547.59
113389 Regular	9/23/2016	533 Wruth, Hunter T	164.30
113390 Regular	9/23/2016	542 Bolton, Max	33.74
113391 Regular	9/23/2016	536 Harjehausen, Jack	77.13
113392 Regular	9/23/2016	528 Hopp, Tyler A	121.26
113393 Regular	9/23/2016	467 Lam, Brandon A	146.42
113394 Regular	9/23/2016	468 Lam, Matthew T	56.23
113395 Regular	9/23/2016	495 Tashiro-Townley, Joshua C	318.16
113396 Regular	9/23/2016	554 Underwood, Brady M	81.95
113397 Regular	9/23/2016	500 White, Preston A	14.46
113398 Regular	9/23/2016	116 Beaufre, Noreen	2,990.41
113399 Regular	9/23/2016	137 Throm, Victoria J	2,031.14
1005812083 Regular	9/23/2016	364 Newell, Nancy J	74.81
1005812084 Regular	9/23/2016	471 Shank, Maia M	294.86
1005812085 Regular	9/23/2016	527 Ainsworth, Nicholas D	387.30
1005812086 Regular	9/23/2016	509 Brannon, David J	120.22
1005812087 Regular	9/23/2016	555 Casey, Noah	57.75
1005812088 Regular	9/23/2016	274 Goldfoos, Rhyan	107.41
1005812089 Regular	9/23/2016	564 Jackson-Kinney, Kyrsten S	299.18
1005812090 Regular	9/23/2016	567 Praggastis, Christina B	216.18
1005812091 Regular	9/23/2016	489 Wold, Jared K	386.52
1005812092 Regular	9/23/2016	551 Bellmore, Alexander J	106.77
1005812093 Regular	9/23/2016	556 Bethune, Lauchlin A	417.83
1005812094 Regular	9/23/2016	470 Cekarmis, Dusan	253.15
1005812095 Regular	9/23/2016	519 Lopez, Joseph C	14.46
1005812096 Regular	9/23/2016	547 Miskar, Isaac O	38.56
1005812097 Regular	9/23/2016	474 Shank, Elijah J	67.49

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<b>Totals for Payroll Checks</b>	<b>111 Items</b>	<b>119,878.00</b>
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Third Party Checks for Account Paylocity Account

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Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount
113400	AGENCY	9/23/2016	401SS	ICMA Retirement Trust	18,998.25
113401	AGENCY	9/23/2016	457Ex	Vantagepoint Transfer Agent-	375.80
113402	AGENCY	9/23/2016	CICOV	City of Covington	3,155.45
113403	AGENCY	9/23/2016		Emp City of Covington Employee	112.00
113404	AGENCY	9/23/2016	IC401	ICMA Retirement Trust	4,887.62
113405	AGENCY	9/23/2016	IC457	ICMA Retirement Trust	2,371.18
113406	AGENCY	9/23/2016	ROTH	ICMA Retirement Trust	100.00
113407	AGENCY	9/23/2016	VEBA	HRA VEBA Trust Contributions	1,785.00
1005812098	AGENCY	9/23/2016	JG1	WASH CHILD SUPPORT	110.41

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<b>Totals for Third Party Checks</b>	<b>9 Items</b>	<b>31,895.71</b>
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ICMA Forfeiture Account	11,108.20
Tax Liabilities	21,857.72
Paylocity Fees	770.53

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<b>Grand Total</b>	<b>185,510.16</b>
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## Consent Agenda Item C-3

Covington City Council Meeting

Date: September 27, 2016

**SUBJECT:** CONSIDER AWARDING THE CONSTRUCTION CONTRACT FOR THE SE 263<sup>RD</sup> PLACE DRAINAGE IMPROVEMENT PROJECT (CIP 203) TO R. L. ALIA COMPANY AND AUTHORIZING THE EXECUTION OF A TASK ORDER FOR CONSTRUCTION MANAGEMENT SUPPORT.

**RECOMMENDED BY:** Don Vondran, Public Works Director

**ATTACHMENT(S):**

1. Gray & Osborne's bid evaluation and award recommendation
2. Gray & Osborne's task order for Construction Management Services

**PREPARED BY:** Robert Lindskov, City Engineer

**EXPLANATION:**

On August 26, 2016, the city advertised a call for bids for the SE 263<sup>rd</sup> Place Drainage Improvement Project. Bid opening for the Project occurred on September 15, 2016.

The SE 263<sup>rd</sup> Place Drainage Improvement Project was identified as a project to be completed in 2015 as a part of the Surface Water Management (SWM) rate study. This project will replace an undersized and failing conveyance system that connects several stormwater outfalls north of SE 263<sup>rd</sup> Place to the system on 159<sup>th</sup> Avenue SE. The new conveyance system will be installed in appropriate easements and provide increased capacity.

The city received 11 bids that ranged from \$275,800.56 to \$404,361.24. After evaluating the 11 bids, staff found no apparent issues in the discrepancy between the lowest bid and the ten higher bids. The low bid is approximately 88% of the Engineer's Estimate (\$313,039.50). The low bid falls within the city's estimate and R. L. Alia Company meets the criteria for a responsive and responsible bidder.

<b>Bidder</b>	<b>Contract Bid</b>
<b>Engineer's Estimate</b>	<b>\$313,039.50</b>
1. R. L. Alia Company (Renton, WA)	\$275,800.56
2. Reed Trucking & Excavating, Inc. (Puyallup, WA)	\$283,989.00
3. Kar-Vel Construction (Renton, WA)	\$288,832.56
4. Welwest Construction, Inc. (Monroe, WA)	\$296,315.10
5. DPK, Inc. (Kent, WA)	\$336,777.29
6. Hoffman Construction, Inc. (Enumclaw, WA)	\$340,770.51
7. Rodarte Construction, Inc. (Auburn, WA)	\$346,336.26
8. Sound Pacific Construction, LLC (Gig Harbor, WA)	\$364,928.58
9. Northwest Cascade, Inc. (Puyallup, WA)	\$378,465.57

10. R.W. Scott Construction, Inc. (Auburn, WA)	\$385,291.08
11. Nova Contracting, Inc. (Olympian, WA)	\$404,361.24

As the bids are in line with the engineer’s estimate, we recommend awarding the project to R. L. Alia Company as the lowest responsive and responsible bidder.

**ALTERNATIVES:**

Reject all bids and re-advertise, which would delay the project.

**FISCAL IMPACT:**

This project is funded as part of the City’s Stormwater Management program in combination with \$176,000 in funds from the King County Flood Control District. The following breakdown will show how the completion of the project will most likely occur.

**SE 263<sup>rd</sup> Place Drainage Improvement Project**

<b>2016 Budget:</b>	<b>Construction (\$176,000 Grant, \$124,000 SWM)</b>	<b>\$300,000</b>
	<b>Construction Administration (SWM)</b>	<b>\$30,000</b>
	<b>Total Budgeted</b>	<b>\$330,000</b>
<b>Expenditures:</b>	<b>Construction Bid</b>	<b>\$275,801</b>
	<b>Contingency (10%)</b>	<b>\$27,000</b>
	<b>G&amp;O Task Order for CM</b>	<b>\$11,380</b>
	<b>Total Expenditures</b>	<b>\$314,181</b>

Funds are budgeted in 2016 to more than cover the costs of the SE 263<sup>rd</sup> Place Drainage Improvement construction. A 10% contingency cost has been included to cover unforeseen issues/costs associated with the project.

**CITY COUNCIL ACTION:**     Ordinance     Resolution     Motion     Other

**Council member \_\_\_\_\_ moves, Council member \_\_\_\_\_ seconds, to award the bid of the SE 263<sup>rd</sup> Place Drainage Improvement Project (CIP 203) to R. L. Alia Company, and authorizes the City Manager to execute a contract with R. L. Alia Company in the amount of \$275,800.56.**

**Council member \_\_\_\_\_ moves, Council member \_\_\_\_\_ seconds, to authorize the City Manager to execute a task order with the city’s on-call consultant, Gray & Osborne, for Construction Management Services for the SE 263<sup>rd</sup> Place Drainage Improvement Project not to exceed \$11,380.**

**REVIEWED BY:** City Manager, Finance Director, City Attorney

September 16, 2016

Mr. Ben Parrish  
City of Covington  
16720 SE 271st Street, Suite 100  
Covington, Washington 98042

SUBJECT: REVIEW OF BIDS, CLEMENTS/SE 263<sup>RD</sup> PL. DRAINAGE  
IMPROVEMENTS PROJECT  
CITY OF COVINGTON, KING COUNTY, WASHINGTON  
G&O #15447

Dear Mr. Parrish:

On September 15, 2016, the City of Covington received 11 bids for the Clements/SE 263<sup>rd</sup> Place Drainage Improvements Project. The bids ranged from \$275,800.56 to \$404,361.24. The Engineer's Estimate was \$313,039.50. Each proposal was checked for correctness of extensions of the prices per unit, and the total price. One correction was made; however, this correction did not change the position of the low bidder. We have provided a bid summary with this letter. The bidders and their respective bid amounts, including sales tax where applicable, are as follows:

1.	R. L. Alia Company (Renton, WA) .....	\$275,800.56
2.	Reed Trucking & Excavating, Inc. (Puyallup, WA) .....	\$283,989.00
3.	Kar-Vel Construction (Renton, WA) .....	\$288,832.56
4.	Welwest Construction, Inc. (Monroe, WA) .....	\$296,315.10
	<b>Engineer's Estimate .....</b>	<b>\$313,039.50</b>
5.	DPK, Inc. (Kent, WA) .....	\$336,777.29
6.	Hoffman Construction, Inc. (Enumclaw, WA) .....	\$340,770.51
7.	Rodarte Construction, Inc. (Auburn, WA).....	\$346,336.26
8.	Sound Pacific Construction, LLC (Gig Harbor, WA).....	\$364,928.58
9.	Northwest Cascade, Inc. (Puyallup, WA) .....	\$378,465.57
10.	R.W. Scott Construction, Inc. (Auburn, WA).....	\$385,291.08
11.	Nova Contracting, Inc. (Olympia, WA).....	\$404,361.24



Mr. Ben Parrish  
September 16, 2016  
Page 2

The low responsive bidder, R. L. Alia Company of Renton, WA, is currently a Washington State registered and licensed contractor and appears to have the relevant qualifications and experience to successfully perform the work the project will require. To our knowledge, the low bidder has not claimed bid error, and no formal bidding protests have been recorded. In accordance with RCW 39.04, we have verified the low bidder, R. L. Alia Company of Renton, WA, has met the responsibility criteria.

Based on our evaluation, we recommend that the project be awarded to the lowest responsive, responsible bidder, R. L. Alia Company, 107 Williams Avenue South, Renton, WA 98057.

Please contact us if you have any questions and/or require additional information.

Sincerely,

GRAY & OSBORNE, INC.

A handwritten signature in black ink, appearing to read "Leigh K. Nelson".

Leigh K. Nelson, P.E.

LKN/bl  
Encl.

NO.	ITEM	QUANTITY	ENGINEER'S ESTIMATE		R.L. ALIA COMPANY		REED TRUCKING & EXCAVATING, INC.		KAR-VEL CONSTRUCTION		WELWEST CONSTRUCTION, INC.		DPK, INC.		
			UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	
	BIDDER														
	BIDDER ADDRESS				107 Williams Avenue South	2207 Inter Avenue, Suite A	P.O. Box 58275	P.O. Box 1491	7829 South 206th Street						
	WASHINGTON STATE WORKMAN'S COMP. ACCT. NO.				343, 041-00	983, 104-00	489, 386-01	238, 109-00	391, 944-00						
	WASHINGTON STATE CONTRACTOR'S REG. NUMBER				RLALJC*104PT	REEDTE10161W	KARVEL1113D3	WELWEC1884LM	DPK**I*222K6						
	BID BOND OR OTHER GOOD FAITH TOKEN				5% BID BOND	5% BID BOND	5% BID BOND	5% BID BOND	5% BID BOND						
NO.	ITEM	QUANTITY	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	
1	Unexpected Site Changes	1	CALC	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	
2	Survey	1	LS	\$6,000.00	\$6,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$2,000.00	\$2,000.00	\$6,000.00	\$6,000.00	\$7,700.00	\$7,700.00	
3	Mobilization, Cleanup and Demobilization	1	LS	\$35,000.00	\$35,000.00	\$14,000.00	\$14,000.00	\$45,000.00	\$27,000.00	\$27,000.00	\$10,000.00	\$10,000.00	\$6,000.00	\$6,000.00	
4	Project Temporary Traffic Control	1	LS	\$500.00	\$500.00	\$1,000.00	\$1,000.00	\$7,500.00	\$800.00	\$800.00	\$5,000.00	\$5,000.00	\$8,000.00	\$8,000.00	
5	Clearing and Grubbing	1	LS	\$5,000.00	\$5,000.00	\$10,000.00	\$10,000.00	\$12,500.00	\$38,500.00	\$38,500.00	\$25,000.00	\$25,000.00	\$31,000.00	\$31,000.00	
6	Removal of Structure and Obstruction	1	LS	\$3,000.00	\$3,000.00	\$2,000.00	\$2,000.00	\$15,000.00	\$4,000.00	\$4,000.00	\$8,000.00	\$8,000.00	\$4,000.00	\$4,000.00	
7	Locate Existing Utilities	1	LS	\$4,000.00	\$4,000.00	\$1,000.00	\$1,000.00	\$3,000.00	\$1,500.00	\$1,500.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	
8	Crushed Surfacing Top Course	100	TN	\$30.00	\$3,000.00	\$34.00	\$3,400.00	\$25.00	\$2,500.00	\$2,500.00	\$26.00	\$2,600.00	\$28.00	\$3,500.00	
9	Crushed Surfacing Base Course	10	TN	\$40.00	\$400.00	\$50.00	\$500.00	\$50.00	\$500.00	\$400.00	\$40.00	\$400.00	\$40.00	\$340.00	
10	CPEP Storm Sewer Pipe, 24 In. Diam. (Incl. Bedding)	1,420	LF	\$85.00	\$120,700.00	\$90.00	\$127,800.00	\$65.00	\$92,300.00	\$64.00	\$90,880.00	\$73.00	\$103,660.00	\$102.00	\$144,840.00
11	CPEP Storm Sewer Pipe, 18 In. Diam. (Incl. Bedding)	170	LF	\$70.00	\$11,900.00	\$85.00	\$14,450.00	\$50.00	\$8,500.00	\$59.00	\$10,030.00	\$57.00	\$9,690.00	\$90.00	\$15,300.00
12	CPEP Storm Sewer Pipe, 12 In. Diam. (Incl. Bedding)	320	LF	\$50.00	\$16,000.00	\$60.00	\$19,200.00	\$30.00	\$9,600.00	\$42.00	\$13,440.00	\$50.00	\$16,000.00	\$50.00	\$16,000.00
13	Catch Basin, Type 1	4	EA	\$1,500.00	\$6,000.00	\$2,000.00	\$8,000.00	\$1,200.00	\$4,800.00	\$1,900.00	\$7,600.00	\$1,500.00	\$6,000.00	\$1,200.00	\$4,800.00
14	Catch Basin, Type 2, 48 In. (Basic to 8 Ft.)	3	EA	\$3,000.00	\$9,000.00	\$3,500.00	\$10,500.00	\$3,000.00	\$9,000.00	\$3,300.00	\$9,900.00	\$4,000.00	\$12,000.00	\$2,500.00	\$7,500.00
15	Catch Basin, Type 2, 54 In.	4	EA	\$3,500.00	\$14,000.00	\$4,000.00	\$16,000.00	\$4,000.00	\$16,000.00	\$4,000.00	\$16,000.00	\$5,000.00	\$20,000.00	\$3,500.00	\$14,000.00
16	Abandon Existing Type 2 Catch Basin	3	EA	\$1,000.00	\$3,000.00	\$500.00	\$1,500.00	\$500.00	\$1,500.00	\$900.00	\$2,700.00	\$1,000.00	\$3,000.00	\$400.00	\$1,200.00
17	Plugging Existing Pipe	8	EA	\$1,000.00	\$8,000.00	\$300.00	\$2,400.00	\$250.00	\$2,000.00	\$250.00	\$2,000.00	\$500.00	\$4,000.00	\$300.00	\$2,400.00
18	Trench Excavation Safety Systems	1	LS	\$4,000.00	\$4,000.00	\$1,000.00	\$1,000.00	\$1,500.00	\$1,500.00	\$3,000.00	\$3,000.00	\$6,000.00	\$6,000.00	\$1,000.00	\$1,000.00
19	Erosion/Water Pollution Control	1	LS	\$5,000.00	\$5,000.00	\$2,000.00	\$2,000.00	\$1,000.00	\$1,000.00	\$2,000.00	\$2,000.00	\$5,000.00	\$5,000.00	\$6,600.00	\$6,600.00
20	Seeding, Fertilizing and Mulching	3,800	SY	\$3.00	\$11,400.00	\$1.00	\$3,800.00	\$2.00	\$7,600.00	\$0.80	\$3,040.00	\$2.00	\$7,600.00	\$3.00	\$11,400.00
21	Bank Run Gravel for Trench Backfill	110	CY	\$25.00	\$2,750.00	\$1.00	\$110.00	\$30.00	\$3,300.00	\$62.00	\$6,820.00	\$40.00	\$4,400.00	\$45.00	\$4,950.00
22	Gravity Block Retaining Wall	210	SF	\$60.00	\$12,600.00	\$30.00	\$6,300.00	\$40.00	\$8,400.00	\$75.00	\$15,750.00	\$30.00	\$6,300.00	\$40.00	\$8,400.00
23	Project Documentation	1	LS	\$2,000.00	\$2,000.00	\$1,000.00	\$1,000.00	\$2,000.00	\$2,000.00	\$1,000.00	\$1,000.00	\$2,000.00	\$2,000.00	\$1,178.00	\$1,178.00
	Subtotal:				\$288,250.00		\$253,960.00		\$261,500.00		\$265,960.00		\$272,850.00		\$310,108.00
	Sales Tax @ 8.6%				\$24,789.50		\$21,840.56		\$22,489.00		\$22,872.56		\$23,465.10		\$26,669.29
	<b>TOTAL CONSTRUCTION COST</b>				\$313,039.50		\$275,800.56		\$283,989.00		\$288,832.56		\$296,315.10		\$336,777.29

DATE: 9/2016  
DRAWN: SC  
CHECKED: LN  
APPROVED: LN



# Formal Task Assignment Document

Attachment 2

Task Number 012

The general provisions and clauses of Agreement 1159-13 shall be in full force and effect for this Task Assignment

Location of Project: Stormwater Conveyance between SE 263rd St/162nd Ave and 159th Ave SE at approx. SE 165th

Project Title: Clements Drainage Improvement Project

Maximum Amount Payable Per Task Assignment: \$11,380.00

Completion Date: December 31, 2016

### Description of Work:

(Note attachments and give brief description)

This Task Order is for construction management assistance for the Clements/SE 263rd Place Drainage Improvements Project.

See attached Scope of Work.

Agency Project Manager Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Oral Authorization Date: \_\_\_\_\_ See Letter Dated: \_\_\_\_\_

Consultant Signature:  Date: 9/22/14

Agency Approving Authority: \_\_\_\_\_ Date: \_\_\_\_\_

## **EXHIBIT “A”**

### **SCOPE OF WORK**

#### **CITY OF COVINGTON ENGINEERING SERVICES PROPOSAL CLEMENTS/SE 263<sup>RD</sup> PLACE DRAINAGE IMPROVEMENTS CONSTRUCTION MANAGEMENT ASSISTANCE**

#### **BACKGROUND**

Gray & Osborne, Inc. and the City of Covington entered into contract for design of drainage improvements in the vicinity of SE 263<sup>rd</sup> Place. The City now requests a scope and fee for contract award and construction management assistance for the project.

Gray & Osborne’s scope of work will include the following tasks:

#### **SCOPE ITEMS**

##### **Task 1 – Project Management and Oversight**

Provide overall project management and oversight of the project work by the Principal-in-Charge and senior staff members to include:

- Procure sufficient staff resources to dedicate to the project.
- Manage and control project budget and schedule.
- Manage and provide monthly progress reports and invoices.

##### **Task 2 – Construction Management/Submittal Review**

###### Review Shop Drawing Submittals

Review shop drawing submittals from the Contractor for compliance with design intent and general conformity to the contract drawings and specifications.

###### Review “Or Equal” Products

Review proposals from the Contractor to substitute an “or equal” product for a specified product based on design intent and general conformity to the contract drawings and specifications. Document, record, and provide justification for any substitution changes to the contract drawings and specifications.

### Clarify Design Intent and Respond to Requests for Information (RFI)

Respond to the Contractor's questions provided through an RFI and provide interpretation of the contract drawings and specifications, which address and clarify design intent. Prepare supplementary sketches to clarify conditions.

### Evaluate Change Orders

Estimate the added or reduced cost of changes during construction to be used in negotiation of contract change orders. Provide engineering design for change orders as directed by the Owner. Evaluate the impact of change orders on the construction schedule and recommend eligible time extensions, if necessary.

### **Task 3 - Assistance with Inspections**

Assist the Owner's inspector with conducting substantial completion inspections, issuing punch lists, reviewing compliance with contract documents, and recommending acceptance of the project by the Owner.

Make up to four visits to the Site at intervals appropriate to the various stages of construction, as Engineer deems necessary, to observe as an experienced and qualified design professional the progress of Contractor's executed Work. Such visits and observations by Engineer, and the Resident Project Representative, if any, are not intended to be exhaustive or to extend to every aspect of Contractor's Work in progress or to involve detailed inspections of Contractor's Work in progress beyond the responsibilities specifically assigned to Engineer in this Agreement and the Contract Documents, but rather are to be limited to spot checking, selective sampling, and similar methods of general observation of the Work based on Engineer's exercise of professional judgment, as assisted by the Resident Project Representative, if any. Based on information obtained during such visits and observations, Engineer will determine in general if the Work is proceeding in accordance with the Contract Documents, and Engineer shall keep Owner informed of the progress of the Work.

### **Task 4 – Prepare Record Drawings**

Prepare reproducible record drawings from marked up sets of drawings maintained by the Contractor and/or the Owner's Inspector. Furnish the Owner with one set of permanent reproducible drawings and electronic file of the record drawings.

**EXHIBIT "B"**

**ENGINEERING SERVICES  
SCOPE AND ESTIMATED COST**

*City of Covington Clements/SE 263rd Drainage Improvements Construction Management Assistance*

Tasks	Principal Hours	Project Manager Hours	Project Engineer Hours	Civil Eng. Hours	Field Inspector Hours	AutoCAD/ GIS Tech./ Eng. Intern Hours
Project Management and Oversight	4	4				
Construction Management/Submittal Review		4	12	20		
Assistance with Inspections		4			24	
Prepare Record Drawings		2	4			24
Hour Estimate:	4	14	16	20	24	24
Fully Burdened Billing Rate Range:*	\$112 to \$176	\$115 to \$176	\$110 to \$142	\$75 to \$118	\$82 to \$130	\$45 to \$90
Estimated Fully Burdened Billing Rate:*	\$160	\$130	\$120	\$100	\$100	\$85
Fully Burdened Labor Cost:	\$640	\$1,820	\$1,920	\$2,000	\$2,400	\$2,040

Total Fully Burdened Labor Cost: \$ 10,820  
 Direct Non-Salary Cost:  
 Mileage & Expenses (Mileage @ current IRS rate) \$ 360  
 Printing \$ 200

**TOTAL ESTIMATED COST: \$ 11,380**

\* Actual labor cost will be based on each employee's actual rate. Estimated rates are for determining total estimated cost only. Fully burdened billing rates include direct salary cost, overhead, and profit.

## Consent Agenda Item C-4

Covington City Council Meeting

Date: September 27, 2016

SUBJECT: CONSIDER A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A LAND USE AGREEMENT WITH BONNEVILLE POWER ADMINISTRATION AND APPROVE A BUDGET FOR THE PURPOSE OF INSTALLING A FENCE AT COVINGTON COMMUNITY PARK

RECOMMENDED BY: Ethan Newton, Parks & Recreation Director

ATTACHMENT(S):

1. Proposed Resolution
2. Land Use Agreement

PREPARED BY: Ethan Newton, Parks and Recreation Director

EXPLANATION:

A requirement of a 2002 purchase and sale agreement by which the city acquired King County parcel #2422059182 to form part of what now is Covington Community Park, requires the city to install a chain-link fence along the western boundary of this parcel. This boundary and location of the proposed fence is within a Bonneville Power Administration (BPA) easement area.

The proposed land use agreement with BPA allows the city to install the fence within the BPA easement area. Proposed chain-link fence sections totaling approximately 481' in length shall be 6' in height and comprised of black vinyl covered chain-link fencing. To accommodate BPA requirements, 144' of non-conductive fencing similar in performance to chain-link fencing is proposed for areas within 50' of the BPA tower legs.

FISCAL IMPACT:

There is no cost to execute the land use agreement.

The estimated cost to install the fence is \$37,463. The estimate assumes \$27.50/ft for chain-link sections and \$168.30/ft for non-conductive fence sections. This project was not specifically included in the 2016 budget, but it is anticipated that General Fund revenues above 2016 budget projections will be able to offset this amount.

CITY COUNCIL ACTION: \_\_\_ Ordinance \_\_\_  Resolution \_\_\_ Motion \_\_\_ Other

**Council member \_\_\_\_\_ moves, Council member \_\_\_\_\_ seconds, to pass a resolution, in substantial form as presented, to authorize the City Manager to execute a land use agreement with Bonneville Power Administration and approve the use of \$37,463 from the General Fund to install a fence at Covington Community Park.**

REVIEWED BY: Finance Director, City Attorney, City Manager

# ATTACHMENT 1

## RESOLUTION NO. 2016-17

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, AUTHORIZING THE CITY MANAGER TO EXECUTE A LAND USE AGREEMENT WITH BONNEVILLE POWER ADMINISTRATION AND APPROVE A BUDGET OF \$37,463 TO INSTALL A FENCE AT COVINGTON COMMUNITY PARK.**

**WHEREAS**, pursuant to the terms of a 2002 purchase and sale agreement by which the City of Covington (the “City”) acquired King County parcel # 2422059182 (the “parcel”), to form part of what now is Covington Community Park; and the City is required to construct a fence along the western boundary of the Parcel; and

**WHEREAS**, the City granted an easement upon the Parcel to the Bonneville Power Administration (“BPA”), which easement includes the western boundary of the Parcel; and

**WHEREAS**, BPA requires the City to execute a land use agreement to allow the City to construct the fence within their easement;

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of Covington, King County, Washington, that the city manager is authorized to execute a land use agreement with Bonneville Power Administration and approve a budget of \$37,463 to install a fence at Covington Community Park.

**ADOPTED** in open and regular session on this 27<sup>th</sup> day of September, 2016, and signed in authentication thereof.

\_\_\_\_\_  
Mayor Jeff Wagner

ATTESTED:

\_\_\_\_\_  
Sharon Scott, City Clerk

APPROVED AS TO FORM ONLY:

\_\_\_\_\_  
Sara Springer, City Attorney



## ATTACHMENT 2

Department of Energy  
Bonneville Power Administration  
28401 Covington Way SE  
Kent, WA 98042

September 8, 2016

In reply to: TERR-COVINGTON  
BPA Case No. 20160398

Tract No. SU-C-162-A-214  
Line Name: Chief Joseph-Covington No. 1  
(operated as Covington-Maple Valley No. 2)  
Structure # 3/5

Mr. Ethan Newton  
City of Covington  
16720 SE 271st Street  
Suite 100  
Covington, WA 98042

### LAND USE AGREEMENT

Bonneville Power Administration (BPA) hereby agrees to your use of BPA's easement area for construction/installation, use, and maintenance of a fence at Covington Community Park.

The location of your use is partially within the NE1/4NE1/4 of Section 24, Township 22 North, Range 5 East, Willamette Meridian, King County, State of Washington, as shown on the attached segment of BPA Drawing No. 86442, marked as Exhibit A and applicant drawing, marked as Exhibit B.

**You shall not make any changes or additions to your use of the right-of-way without BPA's review and written approval. Any other uses and utilities on the right-of-way must be applied for separately.**

Please note that BPA is not the owner of this property. If you are not the owner, you must obtain the owner(s) permission to use this property. There may also be other uses of the property that might be located within the same area as your project. This agreement is subject to those other rights.

This agreement is entered into with the express understanding that it is not assignable or transferable to other parties without the prior written consent of BPA. This agreement is revocable at will by BPA and does not modify, change, or otherwise alter the rights BPA acquired by Deed. BPA may terminate this agreement upon 30 days written notice.

The subject use of this easement area has been determined not to be a hazard to, or an interference with, BPA's present use of this easement for electric transmission line purposes. Accordingly, there is no present objection to such use. However, if BPA should determine at any time, that your use has become a hazard to the presently installed electrical facilities of BPA, or any facilities added or constructed in the future, or if such use should interfere with the inspection, maintenance, or repair of the same, or with the access along such easement, you will be required to stop your use or remove such hazard or interference from the right-of-way at no expense to BPA.

**BY ACCEPTING THIS LAND USE AGREEMENT YOU ARE AGREEING TO  
THE FOLLOWING CONDITIONS**

1. 6 foot tall black vinyl covered chain link fence along the western property boundary of Covington Community Park.
2. Black vinyl covered chain link fence shall maintain a minimum distance of at least **50** feet from where the tower leg enters the earth.
3. Amico medium security (ANC .50-2.25) non-conductive removable fence sections 6 feet in height will be installed for locations that are within 50 feet of the tower.
4. Maintain a minimum distance of at least **20** feet between your facilities and the transmission line conductors (wires).
5. No storage of flammable materials or refueling of vehicles or equipment on BPA property.
6. No vegetation shall be located on either side of the fence.
7. Access to BPA transmission line system by BPA and/or its contractors shall not be obstructed at any time.

**IN ADDITION, THE FOLLOWING IS BROUGHT TO YOUR ATTENTION**

You agree to assume risk of loss, damage, or injury which may result from your use of the easement area, except for such loss, damage, or injury for which BPA may be responsible under the provisions of the Federal Tort Claims Act, 62 Stat. 982, as amended. It is understood that any damage to BPA's property caused by or resulting

from your use of the easement area may be repaired by BPA, and the actual cost of such repair shall be charged against and be paid by you.

Construction/installation, use, and maintenance of the fence shall be at no cost to BPA.

BPA seeks your help maintaining the integrity of the electrical transmission system. Please report any Vandalism or Theft to the BPA Crime Witness program at 1-800-437-2744. Cash rewards of up to \$25,000 will be paid should information lead to the arrest and conviction of persons committing a crime.

BPA shall not be liable for damage to your property, facilities, or injury to persons that might occur during maintenance, reconstruction, or future construction of BPA facilities as a result of your facilities being within the right-of-way.

If you have any questions or concerns, please notify this BPA Realty Office. You may direct any communication to Bonneville Power Administration, Real Estate Field Services (TERR/Covington) 28401 Covington Way, Kent, WA 98042, or telephone Charlene R. Belt 503-230-5518, or by email at crbelt@bpa.gov.

**A copy of this agreement shall be provided to the fence contractor and physically located at the project during construction activities.**

**THIS LAND USE AGREEMENT BECOMES EFFECTIVE UPON THE SIGNATURE OF ALL PARTIES.**

**I HAVE READ, UNDERSTAND, AND CONCUR WITH THE TERMS OF THIS AGREEMENT:**

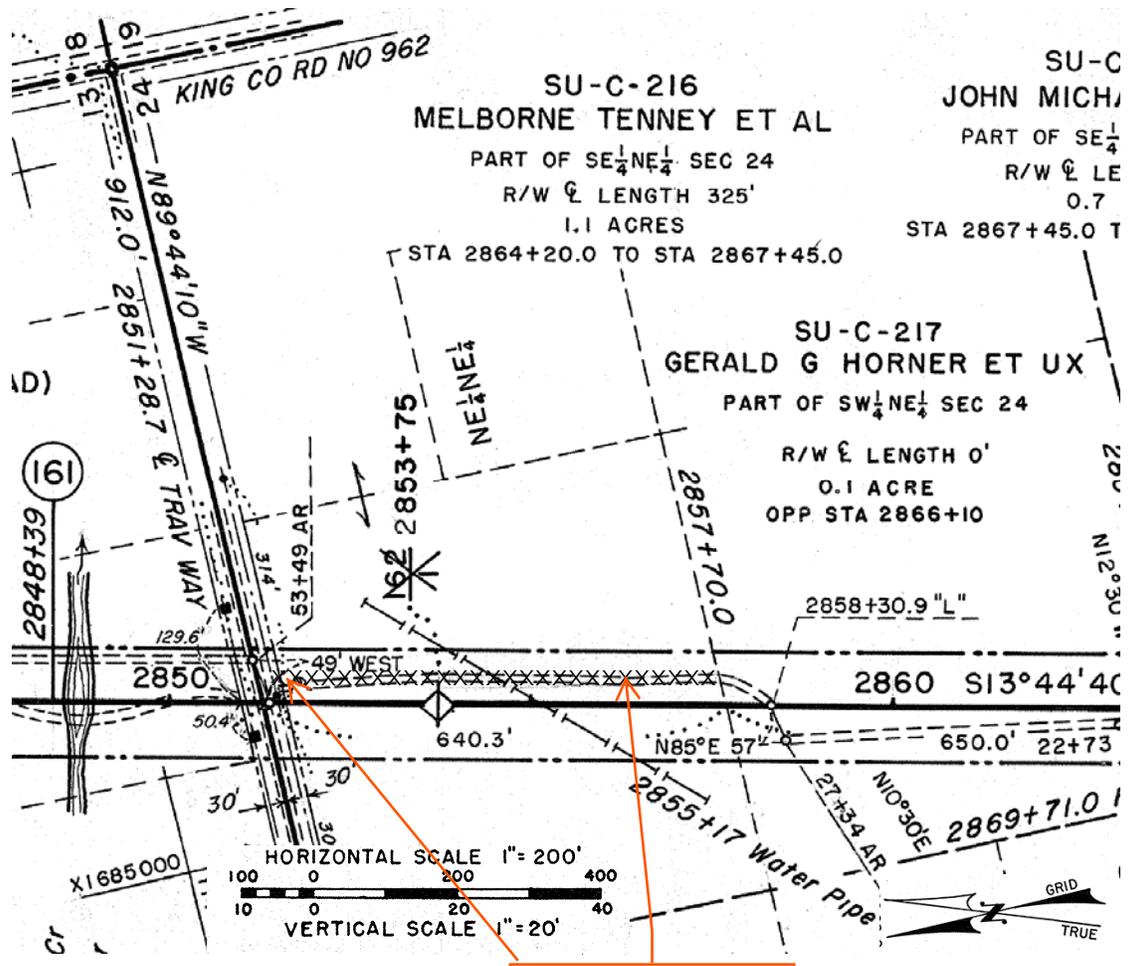
\_\_\_\_\_  
Ethan Newton  
Parks & Recreation Director  
City of Covington

\_\_\_\_\_  
Date

**THIS AGREEMENT IS HEREBY AUTHORIZED BY BONNEVILLE POWER ADMINISTRATION:**

\_\_\_\_\_  
Charlene Belt  
Realty Specialist

\_\_\_\_\_  
Date



Approximate location of fence.

**EXHIBIT A**  
 City of Covington – Covington Community Park  
 FENCING AND GATES  
 CASE NO. 20160398  
 TRACT SU-C-162-A-214  
 PORTION OF NE1/4NE1/4 OF S24 T22N R5E WM  
 KING COUNTY, WASHINGTON

UNITED STATES DEPARTMENT OF THE INTERIOR BONNEVILLE POWER ADMINISTRATION HEADQUARTERS, PORTLAND, OREGON			
<b>CHIEF JOSEPH-COVINGTON NO 1</b>			
SULTAN - COVINGTON SECTION 345 KV SINGLE CIRCUIT TRANSMISSION LINE *REVISED MILE 162 FROM CHIEF JOSEPH			
Designed: FWF	Sub: <i>[Signature]</i>	Approved: <i>[Signature]</i>	Design Engineer
Drawn: FWM	Checked: <i>[Signature]</i>	Date: 1-20-56	SHEET 42A OF 44
Traced: MEH	Rec: <i>[Signature]</i>	Ser: 86442A	Dwg: 108-24D
Checked: MSH	Section Chief		



The proposed project is to install a 6' fence along the western property boundary of King County parcel #2422059182, which is part of Covington Community Park (owned by the City of Covington). Proposed chain-link fence sections shall be 6' in height and comprise of black vinyl covered chain-link fencing. Proposed Amico medium security (ANC .50-2.25) non-conductive fence sections shall be 6' in height and constructed so no conductive material continues the length of the fence.

**EXHIBIT B**  
**City of Covington – Covington Community Park**  
**FENCING AND GATES**  
**CASE NO. 20160398**  
**TRACT SU-C-162-A-214**  
**PORTION OF NE1/4NE1/4 OF S24 T22N R5E WM**  
**KING COUNTY, WASHINGTON**

**Agenda Item 1**  
Covington City Council Meeting  
Date: September 27, 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 on September 13 for one opening on the Planning Commission. At the September 13 regular City Council meeting, three councilmembers voted to appoint Jennifer Harjehausen and three councilmembers voted to appoint Jonathan Ingram. There was Council consensus to bring this item back to the September 27 meeting. On September 19 Jennifer Harjehausen withdrew her application for the 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 (withdrew application 9/19)

**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

**SUBJECT: COUNCIL DISCUSSION AND DIRECTION ON ANIMAL CONTROL ENFORCEMENT ACTION FOR CODE VIOLATIONS.**

**RECOMMENDED BY: Richard Hart, Community Development Director**

**ATTACHMENT(S):**

1. Administrative Order and Notice to Correct Civil Violation (ANOV).

**PREPARED BY: Richard Hart, Community Development Director**

**EXPLANATION:**

City staff has been involved in a specific animal control violation for several years involving the keeping of excessive fowl (ducks and chickens) in a residential neighborhood zoned R-8. The violation was evaluated by the city based on 6 citizen action request forms received over the past 2 years by neighboring property owners. The 12,920 sq. ft. residential property contains an estimated total of 50 fowl. The complaints received by the city are related to odor, excessive noise from the fowl, including roosters, and the number of fowl that are kept on the property.

Covington's city code, CMC 18.20.531, defines "fowl" to include both galliformes (chickens, turkeys, pheasants, and similar animals) and anseriformes (ducks, geese, swans, and similar animals). CMC 18.80.015 allows up to five (5) fowl on lots less than 16,000 sq. ft. One additional fowl is allowed for each additional 4,000 square feet of lot size. Given the size of the property, the owner would be permitted to keep 5 fowl.

City code enforcement staff has spent considerable time over the past several years attempting to work with the property owner to rectify the code violation. Most recently, this includes the issuance of an Administrative Order and Notice to Correct Civil Violation (ANOV) in accordance with our Code Enforcement Chapter, CMC 1.30 (Attachment 1). The property owner attempted to appeal the ANOV, but the appeal was dismissed by the city's Hearing Examiner on July 18, 2016.

City staff has made numerous inspections and have found the code violations to be continuous and unreasonable. The city's observations include unsanitary conditions in the enclosures and surroundings, with the accumulation of large amounts of manure, urine or other animal waste. Fowl feathers and egg shells have gone beyond the property lines onto adjacent property and into the public right-of-way. The noise generated from the fowl is creating a general nuisance to neighboring properties.

The property owner has had opportunity to take corrective action by reducing the number of fowl kept to five (5) or fewer, and eliminating all unreasonable animal waste products, unsanitary conditions, and odors detectable at all property lines of the premises produced by the keeping of fowl and other animals. No known action by the property owner has been taken.

Given the code requirement and limited action by the property owner, it is now the prerogative of the city whether to take further abatement action to correct the violation by removing the excessive fowl from the property. The abatement action will require a court order to grant the city permission to enter the premises and have the fowl removed. Such court order will require substantial city staff and attorney time and financial resources to accomplish.

City staff seeks direction from the city council regarding whether staff should move forward with the abatement action to remedy the violation on the subject residential property. We feel there is a significant enough impact to the neighborhood to move forward with the abatement of the fowl. Regional Animal Services of King County (RASKC) would remove the fowl from the property if the city were to obtain a warrant and order of abatement from the court.

**FISCAL IMPACT:**

Staff time and resources of the city attorney would have to be expended to seek court action to correct the long-standing code violation and remove the animals from the residential property. Total estimated costs could amount to \$5,000-\$10,000.

**CITY COUNCIL ACTION:**    \_\_\_ Ordinance    \_\_\_ Resolution    \_\_\_ Motion     X  Other

**REVIEWED BY:** City Manager; City Attorney.



City of Covington  
 16720 SE 271<sup>st</sup> St. Suite 100  
 Covington, WA 98042

City Hall – 253.480.2400  
 www.covingtonwa.gov

# ATTACHMENT 1

## ADMINISTRATIVE NOTICE AND ORDER TO CORRECT CIVIL VIOLATION

This Notice and Order is issued pursuant to Covington Municipal Code 1.30.110

**Code Violation No:** CV16-0008

**Date Issued:** June 14, 2016

**Location of Violation:** 17605 SE 266<sup>th</sup> Place  
 (“Premises”) Covington, WA 98042  
**Legal Description:** King County Parcel # 127400-0410  
**Owner:** Dustine Wilde  
**Address:** 17605 SE 266<sup>th</sup> Place  
 Covington, WA 98042

### I. VIOLATIONS

The following violations of the Covington Municipal Code (CMC) have been found to exist on the above Premises:

- 1. Number of Fowl Kept on Premises Exceeds Allowed Maximum:** There are approximately 45-55 fowl (ducks and chickens) located on the premises, which exceeds the maximum number allowed of five (5). The size of the premises is 12,960 square feet per the King County Department of Assessments and is located in the R-8 zoning district.

**Factual Support of Violation:** On June 14, 2016, I inspected the premises from the public right-of-way and from adjacent properties and counted approximately 45-55 fowl located on the premises. The photos attached hereto as Exhibit 1 are an accurate depiction of the number of fowl I witnessed on the premises during my inspection. (See Exhibit 1)

**Applicable code provisions:**

<b>CMC 18.20.531 Fowl</b>	“Fowl” means domesticated Anseriformes (such as ducks, geese, swans, and similar) and Galliformes (such as chickens, turkeys, pheasants, and similar) which are legally held in captivity.
<b>CMC 18.80.15 General Requirements</b>	The keeping of domestic animals, livestock, fowl, and bees is permitted outright as an accessory use to any primary use, in each case subject to all of the following requirements.  ... (3) Fowl are permitted in all zoning districts, except the town center district, with no required minimum lot size, subject to the following: (a) Five fowl are allowed on lots less than 16,000 square feet. One additional fowl is allowed for every additional 4,000 square feet of lot size.

- 2. Unreasonable and Continuous Odor Emanating from the Premises:** There is an unreasonable and continuous odor caused by the keeping of fowl and other animals on the premises that can be detected from adjacent properties and public ROW.



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**Factual Support of Violation:** On June 14, 2016, I inspected the premises from the public right-of-way and an adjacent private property and experienced a noxious odor coming from the premises and caused by the keeping of fowl and other animals. Based upon complaints received by neighbors to the premises, the city finds that the odor experienced on June 14, 2016, is unreasonable and continuous. (See Exhibits 1 and 2)

**Applicable code provisions:**

<b>CMC 18.80.017          Other          Requirements,          Nuisances, and          Enforcement</b>	(2) The following domestic animal, livestock, fowl, or bee uses under this chapter shall also be considered nuisances: ... (c) Causes unreasonable and continuous odor at the adjacent property line.
<b>CMC 8.30.030          Nuisances Declared</b>	The following specific acts, omissions, places and conditions are declared to be public nuisances: ... (3) Keeping, using or maintaining any pen, stable, lot, place or premises in which any animal may be confined or kept, in such a manner to be noxious, foul or offensive to individuals or the public.

3. **Unsanitary Conditions on the Premises:** The improper disposal of animal waste is causing unsanitary conditions on the premises and adjacent properties.

**Factual Support of Violation:** On June 14, 2016, I inspected the premises from the public right-of-way and an adjacent property and viewed an accumulation of manure and animal waste on the premises and that has spilled onto an adjacent private property caused by the keeping of fowl and other animals. (See Exhibits 1 and 2)

**Applicable code provisions:**

<b>CMC 18.80.017          Other          Requirements,          Nuisances, and          Enforcement</b>	(2) The following domestic animal, livestock, fowl, or bee uses under this chapter shall also be considered nuisances: ... (d) Causes unsanitary conditions in enclosures or surroundings; provided, however, that this subsection is not violated if the alleged nuisance occurs by the accumulation of expected amounts of manure, urine, or other animal waste products and the manure is not allowed to stockpile, but is either composted, tilled into the ground or hauled away from the premises.
<b>CMC 8.30.030          Nuisances Declared</b>	The following specific acts, omissions, places and conditions are declared to be public nuisances: ... (6) Placing, depositing, keeping, having or leaving in or upon any private lot, building, structure or premises or in or upon any street, avenue, park, sidewalk, waterway, parkway or public or private place in the City any one or more of the following conditions, places or things. ... (d) Refuse or feces which constitute a health hazard. ... (f) Animal manure in any quantity which is not securely protected from flies and/or the elements, or which is kept or handled in violation of any ordinances of the city.



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4. **Excessive Noise Emanating from the Premises:** The keeping of the current number of fowl on the premises is causing excessive, continuous, and untimely noises.

**Factual Support of Violation:** On June 14, 2016, I inspected the premises from the public right-of-way and adjacent properties and heard excessive noise coming from the premises and caused by the keeping of fowl. Based upon complaints received by neighbors to the premises, the city finds that the noise experienced on June 14, 2016, is unreasonable and continuous.

**Applicable code provisions:**

<b>CMC 18.80.017          Other          Requirements,          Nuisances, and          Enforcement</b>	(2) The following domestic animal, livestock, fowl, or bee uses under this chapter shall also be considered nuisances: ... (e) Barks, whines, howls or other disturbing noises are made in an excessive, continuous, or untimely fashion.
<b>CMC 8.30.030          Nuisances Declared</b>	The following specific acts, omissions, places and conditions are declared to be public nuisances: ... (3) Keeping, using or maintaining any pen, stable, lot, place or premises in which any animal may be confined or kept, in such a manner to be noxious, foul or offensive to individuals or the public.
<b>King County Code          11.04.230          Nuisances Defined          (Adopted by          reference by CMC          6.05 Animal          Control)</b>	For purposes of this chapter, nuisances are violations of this chapter and shall be defined as follows: ... J. Any animal that howls, yelps, whines, barks or makes other oral noises to an unreasonable degree, in such a manner as to disturb a person or neighborhood.

**II. CORRECTIVE ACTION**

The following corrective actions are required by the dates listed:

1. **Number of Fowl Kept on Premises Exceeds Allowed Maximum:**

<b>Corrective Action</b>	Reduce the number of fowl kept on the premises to five (5) or fewer.
<b>Required          Completion Date</b>	<b>Required to be completed by: Saturday, July 30, 2016 by 5:00 p.m. PST</b>

2. **Unreasonable and Continuous Odor Emanating from the Premises:**

<b>Corrective Action</b>	Eliminate all unreasonable and continuous odors detectable at all property lines of the premises that are produced from the keeping of fowl and other animals.
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<b>Required Completion Date</b>	<b>Required to be completed by: Wednesday, June 22, 2016 by 5:00 p.m. PST</b>
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**3. Unsanitary Conditions on the Property:**

<b>Corrective Action</b>	Keep fowl and all other animals in a manner that eliminates unsanitary conditions on the premises and adjacent properties, which will include the proper and timely removal/disposal of manure and animal wastes generated on the premises.
<b>Required Completion Date</b>	<b>Required to be completed by: Wednesday, June 22, 2016 by 5:00 p.m. PST</b>

**4. Excessive Noise Emanating from the Premises:**

<b>Corrective Action</b>	Keep fowl in a manner that eliminates excessive, continuous, and untimely noises that are produced on the premises that are audible at property lines.
<b>Required Completion Date</b>	<b>Required to be completed by: Wednesday, June 22, 2016 by 5:00 p.m. PST</b>

**III. PENALTIES / APPEAL PROVISIONS**

In accordance with CMC 1.30.110(6), as of the date of this notice and order, the city will begin to assess a **DAILY MONETARY PENALTY OF \$100.00 PER VIOLATION**. Beginning June 29, 2016, **THE DAILY MONETARY PENALTY WILL INCREASE TO \$250.00 FOR EACH VIOLATION THAT REMAINS UNCORRECTED**. Beginning July 13, 2016, **THE DAILY MONETARY PENALTY WILL INCREASE TO \$500.00 FOR EACH VIOLATION THAT REMAINS UNCORRECTED**.

The City **MAY** choose to waive the assessment of the above daily monetary penalties for violations that are corrected by the required completion date as set forth in this notice and order. For any and all violations that are not corrected by the required completion date, and if this notice and order is not appealed, the determinations in this notice and order are final and the above noted monetary penalties shall be assessed against the property owner of the premises. Additionally, if any of the required corrective actions herein are not commenced or completed by the required completion date, the City may proceed to abate the violation, cause work to be done, and assess the costs and expenses incurred by the City for such abatement against the person responsible for the violation(s), in addition to all other legal action available to the City.

***IMPORTANT: PAYMENT OF A MONETARY PENALTY DOES NOT RELIEVE THE VIOLATOR OF THE DUTY TO CORRECT THE VIOLATION.***

**THIS ORDER SHALL BECOME FINAL UNLESS, NO LATER THAN FOURTEEN (14) CALENDAR DAYS AFTER THE DATE OF THIS NOTICE, ANY PERSON AGGRIEVED BY THE ORDER REQUESTS, IN WRITING, AN APPEAL BEFORE THE CITY OF COVINGTON HEARING EXAMINER BY FILING SUCH APPEAL WITH THE CITY CLERK PURSUANT TO CMC 1.30.120. FAILURE TO APPEAL THIS ADMINISTRATIVE NOTICE AND ORDER SHALL CONSTITUTE A WAIVER OF ALL RIGHTS TO ANY ADDITIONAL ADMINISTRATIVE HEARINGS. THIS NOTICE SHALL BECOME THE FINAL ORDER OF**



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**THE CITY AND SHALL BE ENFORCED IN A SUBSEQUENT LEGAL ACTION BROUGHT BY THE CITY ATTORNEY.**

Issuing party: Brian Bykonen  
City of Covington  
Associate Planner/Code Enforcement Officer

Signature: 

Date: 06/14/16

**METHOD OF NOTICE TO OCCUPANT AND OWNER [check all that apply]:**

OCCUPANT

- Certified Mail
- Posted at Property Site
- Personal Service

OWNER

- Certified Mail
- Posted at Property Site
- Personal Service

Exhibit 1

ADMINISTRATIVE NOTICE AND ORDER TO CORRECT CIVIL VIOLATION - CV16-0008

Photos taken 06/14/16 from public right-of-way at west side of premises:

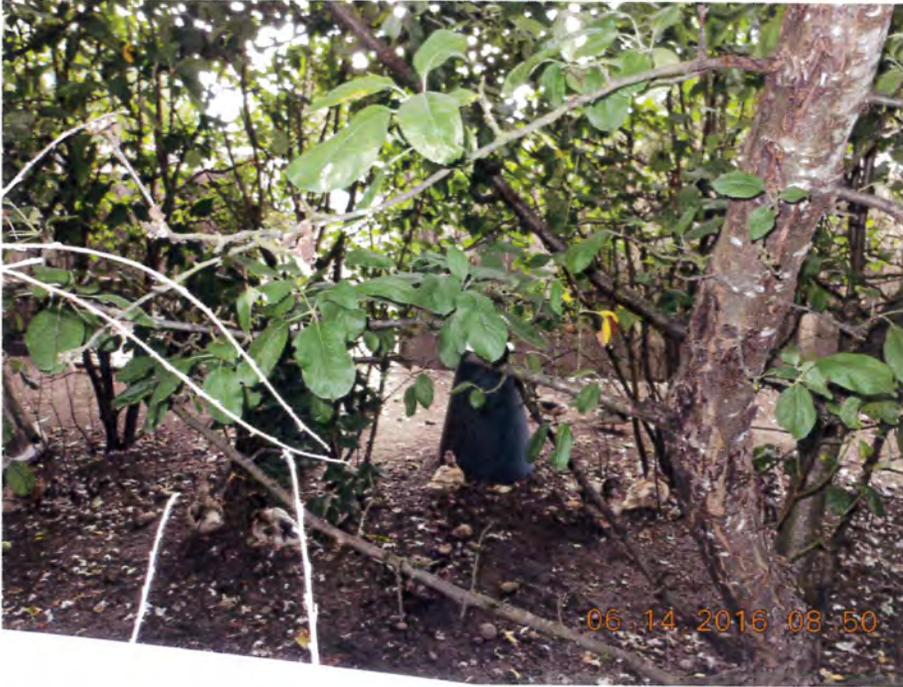


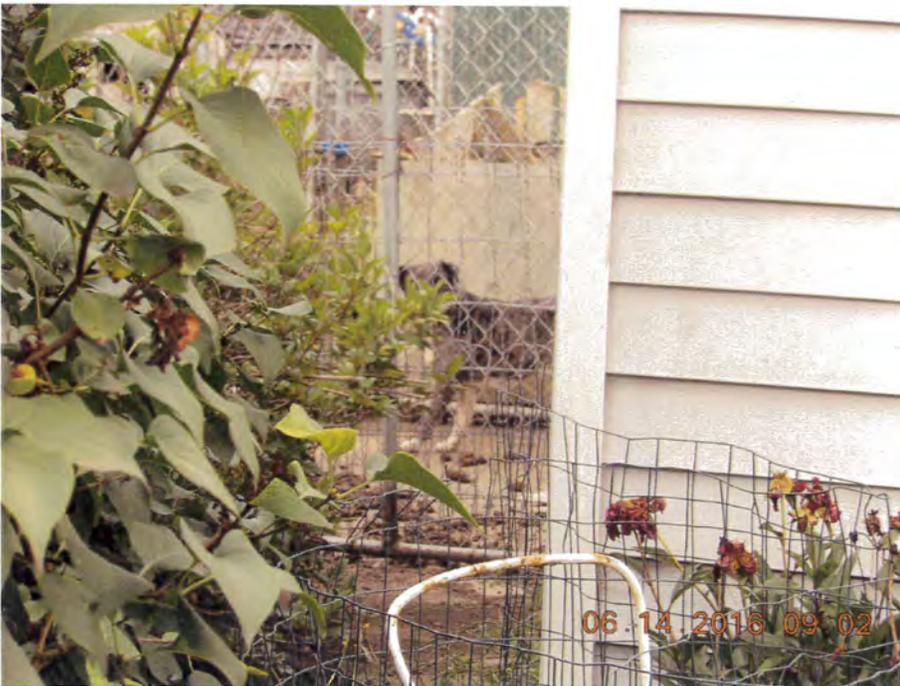
Exhibit 1

Photos taken 06/14/16 from adjacent private property at east side of premises:



Exhibit 2

Photos taken 06/14/16 from adjacent private property of dog kennel on premises:



**Agenda Item 3**  
Covington City Council Meeting  
Date: September 27, 2016

**SUBJECT:** DISCUSS THE PARKS AND RECREATION PRIORITIES ADVISORY COMMITTEE'S REPORT

**RECOMMENDED BY:** Ethan Newton, Parks & Recreation Director

**ATTACHMENT(S):**

1. PRePAC Report

**PREPARED BY:** Ethan Newton, Parks and Recreation Director

**EXPLANATION:**

The Parks and Recreation Priorities Advisory Committee (PRePAC) presented their report to the City Council on August 9, 2016 following a yearlong effort in determining recommendations in response to the two overarching questions assigned to the committee in their charter:

1. How should Covington parks and recreation grow to meet the community's adopted goals?
2. How should Covington pay for it?

With the report completed and recommendations made by PRePAC, council may discuss and consider next steps, including how this information may inform the city's future strategic plan.

**ALTERNATIVES:**

None.

**FISCAL IMPACT:**

None.

**CITY COUNCIL ACTION:**    \_\_\_ Ordinance    \_\_\_ Resolution    \_\_\_ Motion     X  Other

**NO ACTION NECESSARY – DISCUSSION ITEM ONLY**

**REVIEWED BY:** City Manager



# PrePAC Report

We, the members of PrePAC, the Parks & Recreation Priorities Advisory Committee, provide the following report as our recommendation to Covington City Council.

Since September 2015, the members of the PrePAC have met on a monthly basis tasked with making recommendations to the city council in response to: “How should Covington’s parks & recreation system grow to meet the community’s adopted goals” and “How should we pay for it?”

In addition to the many presentations by city staff, PrePAC considered the city’s vision for an “Unmatched Quality of Life,” as well as content from the PROS Plan and the following goals:

## PROS Plan Goals

- **Community Engagement & Communication**
- **Recreation Programming**
- **Parks, Recreation Open Space & Trail System**
- **Natural Areas & Greenspaces**
- **Trails & Pathways**
- **Park Planning**

## City Council Goals

- **Economic Development**
- **Town Center**
- **Youth & Families**
- **Neighborhoods**
- **Municipal Services**
- **Customer Service**

Taking into consideration the small, but statistically valid, survey administered recently to Covington residents, we have come to an agreement that not all parks and recreational needs can possibly be funded at the current level of interest and within the city’s ability to fund. Therefore, in order to guide the city in our community’s expectations of realistic growth in Parks & Recreation, we make the following recommendations as to priorities in Covington.

### Priorities

In the short-term, we identify the need for funding **maintenance** of current parks and trails to ensure their safe condition, to prevent costly deterioration, to prevent possible closures, and to safeguard the city's liability risks. (Maintenance funding needs to be addressed in the short term, but is also considered a long-term priority.)

Citizens express the interest, and we as a committee support, continuous commitment to the maintenance and further availability of the Aquatics program. Therefore, the committee strongly recommends an immediate inspection and **assessment of the pool** and building's actual condition to include, but not limited to, an analysis of its life expectancy, the cost of improvements, and identification of and cost of maintenance to continue its operation as long as possible with strong regard to financial consideration. In short, exactly how long and for how much money can we expect to have a pool?

As members of the community, we support the residents' interest in seeing **dog parks and more multi-use paved trails**, including but not limited to, bike trails, walking trails, and hiking trails. Though we were advised that paved sidewalks do not fall under Parks & Recreation, the committee would like to note the needs for expansion of paved sidewalks connecting neighborhoods, schools, and areas within our city.

The availability of larger plots of land within city limits is becoming scarce. **Land acquisition** should remain on the forefront of all decision making and opportunity building as a guidepost to our future park development.

The committee suggests that the city consider annexation of more land, including, but not limited to, the nearby unincorporated area of King County and possibly any Department of Natural Resources land in the area. Additionally, whenever possible, sharing park space with hospitals, the school district, etc., should be explored. (Land acquisition needs to be addressed in the short term, but is also considered a long-term priority by the committee.)

Based on community input, the committee recommends that the city maintains its current level of youth programming and athletics as well as community events. The city shall continue to be responsive to the growth and changing needs of our community.

### Actions Toward Funding Solutions

In the short-term, the committee recommends:

- Grant opportunities, from organizations such as the Washington State Recreation and Conservation Office, King County Youth Sports, Federal Land & Water Conservation
- Private Donations
- Expanding the new park impact fees into commercial development as it draws customer base and new residents and therefore brings in more users of our parks and recreational areas/facilities
- User Fees
- Partnerships

The committee recommends communications start now and with thoughtful planning, with as much data and input to include a composite of the economic spectrum, and be inclusive of age, gender, race, and ethnic background. The committee recommends a high priority on **community education and engagement**.

The committee recommends forming a 501(c)3 parks and recreation **foundation** immediately. This would open the door to the availability of more grant opportunities and would allow a more convenient method of the collection of private donations. Additionally, as a non-profit, there would be an increase in the potential partnerships with other non-profit groups. A foundation increases the visibility of Parks & Recreation, and identifies members of the community that can act as advocates. In addition, a foundation would be responsible for cultivating regional relationships, and importantly, the foundation should be composed of passionate people who would interact and take on the education aspect crucial to funding our vision. It is important that the foundation work closely with the city and specifically, the Parks & Recreation Commission.

Once the foundation is well underway, the committee recommends that the city run a **maintenance levy** before Phase 2 of Covington Community Park is complete. It is important that the levy appear on a ballot during the park's visible construction. These funds would be used to correct the deficiencies in our existing parks, such as Jenkins Creek Park, as well as accommodate the needs of new trails, parks, and facilities.

The committee recommends that another PRePAC be formed and running within two years to ensure recommended actions are moving forward and to make updates as appropriate and necessary.

To support the city's goals in promoting community arts and encouraging the development and strategic placement of public art features throughout the city, PRePAC supports the Arts Commission's recommendation of a \$1 per capita allotment from the general fund, assigned specifically and solely to the Arts.

## Priorities – Mid-Term (3-5 Years)

### Priorities

In both existing parks, and already funded future parks, the committee recommends more **picnic shelters and playgrounds** available for younger children and families to use in a safe and clean environment. These are gathering places for youth to have games, toddlers to experience their first swing, and memorable picnics and events.

As the population of our city ages and in agreement with the survey results, the committee recommends inclusion and expansion of **recreational programming for adults and senior citizens**. The committee recommends identifying partnerships with healthcare and senior living communities.

### Actions Toward Funding Solutions

The committee recommends exploring the same funding solutions identified above such as grants, private donations, and partnerships with other organizations. The next PRePAC should investigate additional funding options.

## Priorities – Long-Term (5-10 Years)

### Priorities

To address the community's need for indoor space for recreational programming, and to explore the construction of a facility to include a pool, the committee recommends support of a **regional recreation center**. This would spread the cost among neighboring communities, resolve the impending need of a new pool, and guarantee a recreation center within or close to our city.

### Actions Toward Funding Solutions

The committee recommends establishing a **Metropolitan Parks District** with neighboring communities (such as, but not limited to, Maple Valley, Black Diamond, and unincorporated areas of King County) to fund a regional recreation center in 5-10 years after a successful maintenance levy and after its successful levy renewal 4 years later. If each resident paid \$3-\$4 per month, annual revenues from Covington residents only would be about \$500,000, not nearly enough to fund a recreation center. Therefore, it is imperative that we support a regional recreation center. It is important that the foundation work with neighboring communities years in advance. For funding through a Metropolitan Parks District to be successful, all residents in the region must be educated, not just Covington.

## **In Conclusion**

The committee encourages that the city be mindful of the economic strain placed solely on its residents when identifying funding solutions. A few dollars' increase in property taxes each month is a burden to some households. All opportunities to share the expense with neighboring communities should be explored, as many residents from other cities and unincorporated areas enjoy many of the services offered by the City of Covington. Additionally, when educating the public during any campaign for funding, impacts to our lowest income citizens should be evaluated and addressed in the formal campaign information.

Members of the Parks & Recreation Priorities Advisory Committee expect to be involved in the future of Covington Parks & Recreation. Many of us plan to continue to support our recommendations herein by being active advocates throughout planning and implementation.

Thank you for the opportunity to serve our community. We appreciate the knowledge and experience gained.

# ADDENDUM

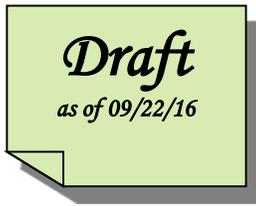
## Notes Regarding Engagement and Education Messaging to Our Residents

- Parks & Recreation enhances communities by increasing property values, benefiting the health of its members, promoting public safety, building strong family and community ties, and by driving commercial and economic development. It entices individuals to want to be a part of our community!
- We recommend that the city (and future foundation) remove the word “tax” and use the word “investment” when communicating, and to be very clear and specific regarding financial impact (“do you want to pay \$5 per month for this?”).
- It is important to highlight that the city was savvy in securing grants to pay for the majority of Covington Community Park, but that we need to fund maintenance of both our major parks. We must educate the community that grant money cannot be used for maintenance.
- Examples of educational outreach include going to HOA meetings, scouting group meetings, high schools, etc., to talk about the needs and the funding required.
- The education component over the years must take into account the potential for our demographics to change in the next 5-10 years.
- Grants are wonderful, and partnering with service clubs, businesses, and non-profits are all great ideas, but they are not going to build that rock solid foundation. What it takes going forward is a long stream of more education on parks and their value. Instead of having a discussion about funding, we need to have discussions on investments. Is it the citizens’ desire to have great parks and recreation? When they say, “yes” to a survey, does that survey really mean that they wish to invest in that for great returns? The word “tax” somewhere along the way has taken on the image of something bad. A levy or capital improvement bond has to be framed as an investment and clearly spelled out what each person will get for that investment. It must, if passed, closely follow exactly what we said it would do. Parks are a junior taxing source so the lid could be small or even unable to be placed on the ballot. A long educational process and many more town hall meetings need to be part of the ongoing long term plan. But, it is imperative that the conversation is: are you willing to invest \$4.00 per month for X?” Are we going to invest in our vision and secure and preserve it for future generations? That is “**the ask.**”

**DISCUSSION OF  
FUTURE AGENDA TOPICS:**

**7:00 p.m. Tuesday, October 11, 2016 Regular Meeting**

**(Draft Agenda Attached)**



**CITY OF COVINGTON**  
**CITY COUNCIL REGULAR MEETING AGENDA**  
[www.covingtonwa.gov](http://www.covingtonwa.gov)

**Tuesday, October 11, 2016**  
**7:00 p.m.**

**City Council Chambers**  
**16720 SE 271<sup>st</sup> Street, Suite 100, Covington**

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**CALL CITY COUNCIL REGULAR MEETING TO ORDER**

**ROLL CALL/PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

**PUBLIC COMMUNICATION**

- Safe Schools Week Proclamation – Week of October 16-22, 2016 (\_\_\_\_\_)
- Fire Prevention Week Proclamation – Week of October 9-15-, 2016 (Jon Napier, Fire Marshal)

**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: September 13, 2016 Special & Regular Meeting Minutes and September 27, 2016 Regular Meeting Minutes (Scott)
- C-2. Vouchers (Hendrickson)
- C-3. Revised Covington Community Park Phase 2 Design and Construction Grant Funding Project Agreement (Newton)

**CONTINUED BUSINESS**

- 1. Consider Resolution Establishing Youth Council (Bolli)

**NEW BUSINESS**

- 2. Consider Resolution Supporting Kent School District Bond (Bolli)
- 3. Discussion and Direction on Puget Sound Regional Council Conditional Certification of Covington Comprehensive Plan (Hart)
- 4. Developer Agreement for Lakepointe Urban Village (Hart)
- 5. Discuss Proposed Interim Sign Code Regulations (Hart)
- 6. City Manager Presents 2017 Budget Message (Bolli)

**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).**