



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

Tuesday, January 12, 2016
7:00 p.m.

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

Note: A Joint Study Session with Planning Commission is scheduled from 5:45 to 7:00 p.m.

CALL CITY COUNCIL REGULAR MEETING TO ORDER

ROLL CALL/PLEDGE OF ALLEGIANCE

SELECTION OF MAYOR

SELECTION OF MAYOR PRO TEM

RECEPTION FOR MAYOR HARTO, NEWLY ELECTED COUNCILMEMBERS, NEWLY ELECTED MAYOR AND MAYOR PRO TEM

APPROVAL OF AGENDA

PUBLIC COMMUNICATION - NONE

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: November 10, 2015 Regular Meeting; November 24, 2015 Special Meeting-Joint Study Session with Planning Commission; November 24, 2015 Regular Meeting; December 8, 2015 Special Meeting; and December 8, 2015 Regular Meeting (Scott)
- C-2. Vouchers (Hendrickson)
- C-3. Appointments to Council's Audit Committee (Hendrickson)
- C-4. Accept Jenkins Creek Park Pedestrian and ADA Improvement Project (CIP 1041) (Vondran)
- C-5. Award City-Wide Intersection and Safety Improvements Project Construction Contract (CIP 1029) (Vondran)
- C-6. Accept Transportation Improvement Board Grant for Arterial Preservation Funds on 180th Avenue SE & SE 256th Street (Vondran)
- C-7. Council Appointments to Regional Boards and Committees (Council)

CONTINUED BUSINESS

- 1. Consider Ordinance Annexing the Hawk Property Annexation Area (Hart/Mueller)

PUBLIC HEARING

2. Receive Public Testimony and Consider Ordinance Relating to Periodic Major Updates and Adoption of the Proposed 2015-2035 Comprehensive Plan (Mueller/Hart)

NEW BUSINESS

3. Consider Planning Commission 2016 Work Plan (Hart)
4. Parks, Recreation and Open Space Plan Draft Review (Bahl/Feser)
5. Consider Setbacks on Accessory Structures Code Amendments Ordinance (Bykonen/Hart)

COUNCIL/STAFF COMMENTS - Future Agenda Topics

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

EXECUTIVE SESSION

- To Discuss Potential Litigation Pursuant to RCW 42.30.110(1)(i).
- To Review the Performance of a Public Employee Pursuant to RCW 42.30.110(1)(g).

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: January 12, 2016

SUBJECT: APPROVAL OF MINUTES: NOVEMBER 10, 2015 CITY COUNCIL REGULAR MEETING MINUTES; NOVEMBER 24, 2015 CITY COUNCIL SPECIAL MEETING – JOINT STUDY SESSION WITH PLANNING COMMISSION MINUTES; NOVEMBER 24, 2015 CITY COUNCIL REGULAR MEETING MINUTES; DECEMBER 8, 2015 SPECIAL MEETING MINUTES; AND DECEMBER 8, 2015 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 November 10, 2015 City Council Regular Meeting Minutes; November 24, 2015 City Council Special Meeting – Joint Study Session with Planning Commission Minutes; November 24, 2015 City Council Regular Meeting Minutes; December 8, 2015 Special Meeting Minutes; and December 8, 2015 Regular Meeting Minutes.

**City of Covington
Regular City Council Meeting Minutes
Tuesday, November 10, 2015**

The Regular Meeting of the City Council of the City of Covington was called to order in the City Council Chambers, 16720 SE 271st Street, Suite 100, Covington, Washington, Tuesday, November 10, 2015, at 7:06 p.m., with Mayor Margaret Harto presiding.

COUNCILMEMBERS PRESENT:

Margaret Harto, Marlla Mhoon, Jim Scott, Sean Smith, and Jeff Wagner.

COUNCILMEMBERS ABSENT:

Joe Cimaomo and Mark Lanza.

Council Action: Councilmember Scott moved and Councilmember Smith seconded to excuse Councilmembers Lanza and Cimaomo. Vote: 5-0. Motion carried.

STAFF PRESENT:

Regan Bolli, City Manager; Don Vondran, Public Works Director; Noreen Beaufrere, Personnel Manager; Rob Hendrickson, Finance Director; Andrew McCurdy, Covington Police Chief; Pat Patterson, Interim Parks & Recreation Director; Sara Springer, City Attorney; Salina Lyons, Principal Planner; Bob Lindskov, City Engineer; Angie Feser, Parks Planner; Kelly Thompson, Permit Center Coordinator; Rachel Bahl, Aquatics Supervisor; and Sharon Scott, City Clerk/Executive Assistant.

Mayor Harto introduced Kyler Howard from Troop 407 who opened the meeting with the Pledge of Allegiance.

APPROVAL OF AGENDA:

Council Action: Mayor Pro Tem Wagner moved and Councilmember Mhoon seconded to approve the Agenda as amended to include the addition of an Executive Session. Vote: 5-0. Motion carried.

PUBLIC COMMENT:

Mayor Harto called for public comments.

Kyler Howard, 9th grade student at Kentwood High School, 16132 SE 264th Place, Covington, reported on his Eagle Scout project at Tahoma National Cemetery and his involvement as a member of the Order of the Arrow.

Leroy Stevenson, 26838 166th Place SE, Covington, expressed his frustration over landscaping workers blocking Kent-Kanglely recently. Mr. Stevenson suggested the landscaping be eliminated in the medians. Mr. Stevenson also spoke against Agenda Item No. 4 to implement a vehicle license fee and requested an exemption from the fee for veterans.

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

APPROVE CONSENT AGENDA:

C-1. Minutes: October 13, 2015 City Council Regular Meeting Minutes; October 27, 2015 City Council Joint Study Session with Arts Commission Minutes; and City Council October 27, 2015 Regular Meeting Minutes.

C-2. Vouchers: Vouchers #33236-33236 in the amount of \$4,689.02, dated October 22, 2015; Vouchers #33237-33297, including ACH payments and electronic fund transfers, in the amount of \$1,119,841.65, dated October 30, 2015; electronic fund transfer in the amount of \$96.76, dated November 2, 2015; and Paylocity Payroll Checks #1004435152-1004435166 inclusive, plus employee direct deposits in the amount of \$167,142.65, dated November 6, 2015.

C-3. Accept Recreation and Conservation Office Grant for SoCo Park Acquisition.

Council Action: Mayor Pro Tem Wagner moved and Councilmember Mhoon seconded to approve the Consent Agenda. Vote: 5-0. Motion carried.

PUBLIC HEARING:

1. Receive Public Testimony Regarding the Proposed Fiscal Year 2016 Budget.

City Manager Regan Bolli provided the staff report on this item.

Mayor Harto called for public comments for the Public Hearing.

There being no comments, Mayor Harto closed the public comment period for the Public Hearing.

NEW BUSINESS:

2. Parks, Recreation and Open Space Plan Update Presentation.

Parks Planner Angie Feser gave the staff report and presentation on this item.

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

3. Consider Resolution Amending Development, Building Permit, Administrative, and Transportation Impact Fees for 2016.

Permit Center Coordinator Kelly Thompson gave the staff report on this item.

Councilmembers asked questions, and Ms. Thompson and Ms. Lyons provided responses.

RESOLUTION NO. 15-12

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINGTON, WASHINGTON, AMENDING THE DEVELOPMENT AND PERMIT FEES, ADMINISTRATIVE FEES, AND TRANSPORTATION IMPACT FEES FOR 2016.

Council Action: Councilmember Scott moved and Mayor Pro Tem Jeff Wagner seconded to adopt Resolution No. 15-12 amending the development, building permit, administrative, and transportation impact fees for 2016, as proposed. Vote: 5-0. Motion carried.

4. Consider an Ordinance Implementing a Vehicle License Fee.

Finance Director Rob Hendrickson gave the staff report on this item.

Councilmembers discussed, provided comments, and asked questions. Mr. Hendrickson and Mr. Vondran provided responses.

ORDINANCE NO. 12-15

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, WASHINGTON, ESTABLISHING AN ANNUAL VEHICLE LICENSE FEE; ESTABLISHING SEVERABILITY AND AN EFFECTIVE DATE; AND PROVIDING FOR CORRECTIONS.

Council Action: Mayor Pro Tem Wagner moved and Councilmember Scott seconded to pass Ordinance No. 12-15 to implement at \$20 vehicle license fee. Vote: 5-0. Motion carried.

5. Consider an Ordinance Setting the Utility Tax Rate for Stormwater, Solid Waste and Cable Television.

Finance Director Rob Hendrickson gave the staff report on this item.

Councilmembers provided comment and discussed. Councilmembers asked questions, and Mr. Hendrickson and City Manager Regan Bolli provided responses.

ORDINANCE NO. 13-15

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON AMENDING COVINGTON MUNICIPAL CODE SECTION 3.70.040, OCCUPATIONS SUBJECT TO TAX, INCREASING THE TAX ON THE GROSS INCOME OF SOLID WASTE, CABLE TELEVISION, AND SURFACE WATER MANAGEMENT

PROVIDERS OPERATING WITHIN THE CITY; PROVIDING
FOR SEVERABILITY AND AN EFFECTIVE DATE; AND
PROVIDING FOR CORRECTIONS.

Council Action: Councilmember Scott moved and Councilmember Smith seconded to adopt Ordinance No. 13-15 as amended to set the utility tax rate at eight percent for the following utilities: stormwater, solid waste, and cable television and reflect an effective date as 30 days after publication. Vote: 5-0. Motion carried.

6. Consider Adopting 2016 Legislative Agenda.

City Manager Regan Bolli gave the staff report on this item.

Councilmembers asked questions, and Mr. Bolli provided responses.

Council Action: Mayor Pro Tem Wagner moved and Councilmember Scott seconded to adopt the 2016 Legislative Agenda as provided in the agenda packet. Vote: 5-0. Motion carried.

7. 2015 Third Quarter Financial Report.

Finance Director Rob Hendrickson gave the staff report on this item. City Manager Regan Bolli provided additional information.

Councilmembers provided comments, and asked questions. Mr. Hendrickson, Principal Planner Salina Lyons, Aquatics Supervisor Rachel Bahl, and City Attorney Sara Springer provided responses.

COUNCIL/STAFF COMMENTS:

Councilmembers and staff discussed Future Agenda Topics and made comments.

Councilmember Smith reported that he will be unable to attend the November 24 meeting.

PUBLIC COMMENTS:

Mayor Harto called for public comments.

Leroy Stevenson, 26838 166th Place SE, Covington, expressed concern over the way the utility tax is applied which he feels is a tax on a tax. Mr. Stevenson would prefer municipalities exclude taxes from gross revenues of the utility companies.

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

EXECUTIVE SESSION:

To Discuss Potential Litigation Pursuant to RCW 42.30.110(1)(i) From 9:23 to 9:33 p.m.

Mayor Harto announced the City Council would move into Executive Session for ten minutes after which no further action was anticipated.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 9:33 p.m.

Prepared by:

Submitted by:

Joan Michaud
Senior Deputy City Clerk

Sharon Scott
City Clerk

**City of Covington
City Council Special Meeting
Joint Study Session with Planning Commission Minutes
Tuesday, November 24, 2015**

The Special Meeting Joint Study Session with the Planning Commission was called to order in the City Council Chambers, 16720 SE 271st Street, Suite 100, Covington, Washington, Tuesday, November 24, 2015, at 6:03 p.m., with Mayor Harto presiding.

COUNCILMEMBERS PRESENT:

Margaret Harto, Joe Cimaomo, Marlla Mhoon, Jim Scott, and Jeff Wagner.

COUNCILMEMBERS ABSENT:

Mark Lanza and Sean Smith.

PLANNING COMMISSIONERS PRESENT:

Krista Bates, Jennifer Gilbert-Smith, Bill Judd, and Paul Max.

PLANNING COMMISSIONERS ABSENT:

Chele Dimmett, Jim Langehough, and Alex White.

STAFF PRESENT:

Regan Bolli, City Manager; Richard Hart, Community Development Director; Salina Lyons, Principal Planner; Ann Mueller, Senior Planner; Lisa Grueter, BERK Consultant; and Sharon Scott, City Clerk/Executive Assistant.

Mayor Margaret Harto called the special meeting joint study session to order.

APPROVAL OF AGENDA:

Council Action: There was Council consensus to approve the agenda.

ITEMS FOR DISCUSSION:

1. 2015 Comprehensive Plan Periodic Update.

Planning Commission Chair Bill Judd and Community Development Director Richard Hart gave the staff presentation on this item.

Planning Commissioners and Councilmembers asked questions and discussed this item. Mr. Hart, Principal Planner Salina Lyons, and Senior Planner Ann Mueller provided responses and further information.

This item was for discussion only and is scheduled for a public hearing at the January 12, 2016 City Council meeting.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:00 p.m.

Prepared by:

Submitted by:

Joan Michaud
Senior Deputy City Clerk

Sharon Scott
City Clerk

City of Covington
Regular City Council Meeting Minutes
Tuesday, November 24, 2015

The Regular Meeting of the City Council of the City of Covington was called to order in the City Council Chambers, 16720 SE 271st Street, Suite 100, Covington, Washington, Tuesday, November 24, 2015, at 7:10 p.m., with Mayor Harto presiding.

COUNCILMEMBERS PRESENT:

Margaret Harto, Joe Cimaomo, Marlla Mhoon, Jim Scott, and Jeff Wagner.

COUNCILMEMBERS ABSENT:

Mark Lanza and Sean Smith.

Council Action: Councilmember Scott moved and Councilmember Mhoon seconded to excuse Councilmembers Lanza and Smith. Vote: 5-0. Motion carried.

STAFF PRESENT:

Regan Bolli, City Manager; Don Vondran, Public Works Director; Noreen Beaufrere, Personnel Manager; Rob Hendrickson, Finance Director; Andrew McCurdy, Covington Police Chief; Richard Hart, Community Development Director; Karla Slate, Communications & Marketing Manager; Rachel Bahl, Interim Parks & Recreation Director; Sara Springer, City Attorney; Bob Lindskov, City Engineer; and Sharon Scott, City Clerk/Executive Assistant.

Mayor Harto opened the meeting with the Pledge of Allegiance.

APPROVAL OF AGENDA:

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

PUBLIC COMMENT:

Mayor Harto called for public comments.

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

APPROVE CONSENT AGENDA:

C-1. Minutes: October 31, 2015 City Council Special Meeting - Budget Workshop Minutes.

C-2. Vouchers: Electronic fund transfer in the amount of \$293.43, dated November 2, 2015; Vouchers #33298-33341, including ACH payments, in the amount of \$362,240.74, dated November 13, 2015; and Paylocity Payroll Checks #1004493971-1004493985 inclusive, plus employee direct deposits in the amount of \$170,496.23, dated November 20, 2015.

C-3. Approve 2016 Tri-City Interlocal Agreement for Building Administration Services.

Council Action: Councilmember Mhoon moved and Mayor Pro Tem Wagner seconded to approve the Consent Agenda. Vote: 5-0. Motion carried.

REPORTS OF COMMISSIONS:

Human Services Commission – Chair Fran McGregor reported on the October 8 meeting. The November 12 meeting was canceled due to the State of the City Address.

Parks & Recreation Commission – Vice Chair Bryan Higgins reported on the subcommittee meeting in October and the November 18 regular meeting.

Planning Commission – Planning Chair Bill Judd reported on the November 5 and November 19 meetings.

Arts Commission – Member Jennifer Harjehausen reported on the November 19 special meeting. The November 12 regular meeting was canceled due to the State of the City Address.

Parks & Recreation Priorities Advisory Committee – Chair Jennifer Harjehausen reported on the October 28 meeting. The next meeting is December 9.

Economic Development Council – No report. The next meeting is December 3. The November 26 meeting was canceled.

PUBLIC HEARING:

1. Receive Public Testimony Regarding Proposed Fiscal Year 2016 Budget.

Finance Director Rob Hendrickson gave the staff report on this item.

Mayor Harto called for public comments for the public hearing.

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

1a. Consider Resolution Making a Declaration of Substantial Need for Purposes of Setting the Limit Factor for the Property Tax Levy for 2015.

RESOLUTION NO. 15-13

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, MAKING A DECLARATION OF SUBSTANTIAL NEED FOR THE PURPOSE OF SETTING THE LIMIT FACTOR FOR THE PROPERTY TAX LEVY FOR 2015.

Council Action: Mayor Pro Tem Wagner moved and Councilmember Scott seconded to adopt Resolution No. 15-13, in substantial form as that included in the agenda packet,

making a declaration of substantial need for the purpose of setting the limit factor for the property tax levy at 101% for 2015. Vote: 5-0. Motion carried.

- 1b. Consider Ordinance Setting the 2015 Property Tax Levy for Collection in 2016.

ORDINANCE NO. 14-15

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, PASSING THE REGULAR PROPERTY TAX LEVY FOR 2015 FOR COLLECTION IN 2016.

Council Action: Mayor Pro Tem Wagner moved and Councilmember Scott seconded to pass Ordinance No. 14-15, in substantial form as that included in the agenda packet, setting the 2015 property tax levy for collection in 2016 at \$2,600,000. Vote: 4-1 (voting yes: Harto, Mhoon, Scott, and Wagner; voting no: Cimaomo). Motion carried.

- 1c. Consider Ordinance Authorizing a Property Tax increase in Terms of Both Dollars and Percentages.

ORDINANCE NO. 15-15

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, SPECIFICALLY AUTHORIZING A PROPERTY TAX INCREASE IN TERMS OF BOTH DOLLARS AND PERCENTAGES, TO BE COLLECTED IN THE 2016 TAX YEAR, AS PURSUANT TO RCW 84.55.120.

Council Action: Mayor Pro Tem Wagner moved and Councilmember Scott seconded to pass Ordinance No. 15-15, in substantial form as that included in the agenda packet, authorizing a property tax increase of four and one tenth percent (4.1%), or \$100,982, pursuant to RCW 84.55.120. Vote: 4-1 (voting yes: Harto, Mhoon, Scott, and Wagner; voting no: Cimaomo). Motion carried.

NEW BUSINESS:

2. Consider Ordinance Relating to Days and Hours of City Offices and Legal Holidays.

City Manager Regan Bolli gave the staff report on this item.

ORDINANCE NO. 16-15

AN ORDINANCE OF THE CITY OF COVINGTON, WASHINGTON, RELATING TO THE DAYS AND HOURS OF CITY OFFICES AND LEGAL HOLIDAYS; ESTABLISHING A

NEW CHAPTER 2.80 OF THE COVINGTON MUNICIPAL
CODE FOR THE SAME; PROVIDING FOR SEVERABILITY;
AND ESTABLISHING AN EFFECTIVE DATE.

Council Action: After discussion and an amendment, Councilmember Scott moved and Councilmember Cimaomo seconded to pass Ordinance No. 16-15, in substantial form as that included in the agenda packet, relating to the days and hours of city offices and legal holidays and establishing a new Chapter 2.80 of the Covington Municipal Code for the same, to include amending the ordinance by adding a half day on the Wednesday before Thanksgiving (Thanksgiving Eve). Vote: 5-0. Motion carried.

3. Discuss Policy Considerations Regarding Permanent Marijuana Regulations.

Community Development Director Richard Hart gave the staff report on this item and asked for Council direction.

Councilmembers provided comments and asked questions, and Mr. Hart and City Attorney Sara Springer provided responses.

Council Action: There was Council consensus to direct staff to draft permanent regulations based on continuing with the current zoning designations and allowing a reduction to 500 feet in the buffers through the conditional use permit process.

4. Budget Discussion.

City Manager Regan Bolli gave the staff report on this item.

Councilmember provided comments and asked questions, and Mr. Hendrickson provided responses.

Council Action: There was Council consensus to add a three percent (3%) convenience fee for the use of credit cards.

COUNCIL/STAFF COMMENTS:

Councilmembers and staff discussed Future Agenda Topics and made comments.

Mayor Harto asked for the Council consensus regarding two items.

Council Action: There was Council consensus for the Mayor to sign: 1) a letter regarding preserving affordable housing and building a quality, equitable community; and 2) the Tree City USA application for certification.

PUBLIC COMMENTS:

Mayor Harto called for public comments.

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

EXECUTIVE SESSION:

To discuss potential litigation pursuant to RCW 42.30.110(1)(i) from 8:30 to 8:50 p.m.

Mayor Harto announced the City Council would move into Executive Session for twenty minutes after which no further action was anticipated.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:50 p.m.

Prepared by:

Submitted by:

Joan Michaud
Senior Deputy City Clerk

Sharon Scott
City Clerk

**City of Covington
City Council Special Meeting Minutes
Tuesday, December 8, 2015**

The Special Meeting was called to order in the City Council Chambers, 16720 SE 271st Street, Suite 100, Covington, Washington, Tuesday, December 8, 2015, at 6:15 p.m., with Mayor Harto presiding.

COUNCILMEMBERS PRESENT:

Margaret Harto, Joe Cimaomo, Mark Lanza, Marlla Mhoon, Jim Scott, Sean Smith, and Jeff Wagner.

STAFF PRESENT:

Regan Bolli, City Manager; Richard Hart, Community Development Director; Sara Springer, City Attorney; and Sharon Scott, City Clerk/Executive Assistant.

Mayor Margaret Harto called the special meeting to order.

APPROVAL OF AGENDA:

Council Action: Mayor Pro Tem Wagner moved and Councilmember Cimaomo seconded to approve the agenda. Vote: 7-0. Motion carried.

EXECUTIVE SESSION:

To Discuss Potential Litigation Pursuant to (RCW 42.30.110(1)(i)) from 6:16 p.m. to 7:30 p.m.

Mayor Harto announced the City Council would immediately move into Executive Session.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:30 p.m.

Prepared by:

Submitted by:

Joan Michaud
Senior Deputy City Clerk

Sharon Scott
City Clerk

**City of Covington
Regular City Council Meeting Minutes
Tuesday, December 8, 2015**

The Regular Meeting of the City Council of the City of Covington was called to order in the City Council Chambers, 16720 SE 271st Street, Suite 100, Covington, Washington, Tuesday, December 8, 2015, at 7:35 p.m., with Mayor Margaret Harto presiding.

COUNCILMEMBERS PRESENT:

Margaret Harto, Joe Cimaomo, Mark Lanza, Marlla Mhoon, Jim Scott, Sean Smith, and Jeff Wagner.

STAFF PRESENT:

Regan Bolli, City Manager; Don Vondran, Public Works Director; Noreen Beaufrere, Personnel Manager; Rob Hendrickson, Finance Director; Andrew McCurdy, Covington Police Chief; Richard Hart, Community Development Director; Karla Slate, Communications & Marketing Manager; Rachel Bahl, Interim Parks & Recreation Director; Sara Springer, City Attorney; Bob Lindskov, City Engineer; Angie Feser, Parks Planner; Casey Parker, Senior Accountant; and Sharon Scott, City Clerk/Executive Assistant.

Mayor Harto opened the meeting with the Pledge of Allegiance with the assistance of a local boy scout from Covington LDS Church.

APPROVAL OF AGENDA:

Council Action: Mayor Pro Tem Wagner moved and Councilmember Scott seconded to approve the Agenda as amended to move Consent Item C-5 to New Business and to move the second Public Comment period to before Council/Staff Comments. Vote: 7-0. Motion carried.

PUBLIC COMMUNICATION:

- Arts Commission Chair Lesli Cohan and Vice Chair Ed White accepted the Seahorse Birthday Proclamation.

PUBLIC COMMENT:

Mayor Harto called for public comments.

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

APPROVE CONSENT AGENDA:

C-1. Vouchers: Vouchers #33342-33391, including ACH payments and electronic fund transfers in the amount of \$524,008.47, dated November 25, 2015; and Paylocity Payroll Checks #1004556078-1004556089 and Paylocity Payroll Checks #1004556295-1004556295 inclusive, plus employee direct deposits in the amount of \$162,700.60, dated December 4, 2015.

ORDINANCE NO. 17-15

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, WASHINGTON, AMENDING THE 2015 BUDGET BY AMENDING SECTION 2 AND 5 OF ORDINANCE NO. 17-14

- C-2. Pass Ordinance Adopting a 2015 Budget Amendment.
- C-3. Approve Abaco Pacific Real Estate Services Agreement.
- C-4. Approve Olympic Environmental Resources 2016 Recycling Collection Events Agreement.
- C-5. Moved to New Business 5.
- C-6. Approve Tri-City Public Works Operations and Cooperative Purchasing Interlocal Agreement Amendment.
- C-7. Approve Stalzer and Associates Comprehensive Plan Update Contract Amendment.

Council Action: Mayor Pro Tem Wagner moved and Councilmember Scott seconded to approve the Consent Agenda as amended. Vote: 5-0. Motion carried.

PUBLIC HEARING:

1. Receive Public Testimony and Adopt Ordinance Regarding Kent School District's Six Year Capital Facilities Plan.

Community Development Director Richard Hart provided the staff report on this item.

Mayor Harto called for public comments for the Public Hearing.

There being no comments, Mayor Harto closed the public comment period for the Public Hearing.

ORDINANCE NO. 18-15

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, ADOPTING THE KENT SCHOOL DISTRICT SIX-YEAR CAPITAL FACILITIES PLAN FOR 2015-2021 AMENDING THE CAPITAL FACILITIES ELEMENT OF THE COVINGTON COMPREHENSIVE PLAN TO INCLUDE THE SAME; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

Council Action: Mayor Pro Tem Wagner moved and Councilmember Mhoon seconded to pass Ordinance No. 18-15, in substantial form as that provided in the agenda packet, adopting the updated Kent School District Six-Year Capital Facilities Plan for 2015-2021 and amending the Capital Facilities Element of the City’s Comprehensive Plan to include the same. Vote 7-0. Motion carried.

NEW BUSINESS:

2. Covington Community Park Phase II Design.

Parks Planner Angie Feser introduced this item and introduced Consultant Connie Reckord from MacLeod Reckord. Ms. Reckord gave the presentation and provided recommendations to Council.

Councilmembers provided comments and asked questions, and Ms. Reckord and Ms. Feser provided responses.

3. Consider Ordinance Related to Donations of Money and Property.

Interim Parks & Recreation Director Rachel Bahl gave the staff report on this item.

Councilmembers provided comments and asked questions, and City Attorney Sara Springer provided responses.

ORDINANCE NO. 19-15

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON RELATING TO DONATIONS OF BOTH MONEY AND PROPERTY TO THE CITY OF COVINGTON; ADDING A NEW CHAPTER 3.85 TO THE COVINGTON MUNICIPAL CODE; PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE; AND PROVIDING FOR CORRECTIONS.

Council Action: Councilmember Lanza moved and Mayor Pro Tem Wagner seconded to pass Ordinance No. 19-15 to establish a procedure for accepting and receipting donations to the City of Covington. Vote: 7-0. Motion carried.

4. Consider Ordinance Adopting the CY2016 Operating and Capital Budget.

City Manager Regan Bolli gave the staff report on this item.

ORDINANCE NO. 20-15

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, WASHINGTON, ADOPTING THE CY2016 OPERATING AND CAPITAL BUDGET AND IMPLEMENTING

THE CY2016 COST OF LIVING ADJUSTMENT FOR CITY
EMPLOYEES.

Council Action: Mayor Pro Tem Wagner moved and Councilmember Scott seconded to pass Ordinance No. 20-15, in substantial form as that provided in the agenda packet, adopting the CY2016 Operating and Capital Budget. Vote: 6-1 (voting yes: Cimaomo, Harto, Mhoon, Scott, Smith, and Wagner; voting no: Lanza). Motion carried.

5. (Former C-5). Accept Easement Agreement for Clements/SE 263rd Place Drainage Project.

City Attorney Sara Springer gave the staff report on this item.

Council Action: After discussion and amendment Councilmember Lanza moved and Councilmember Scott seconded to authorize the city manager to execute easement agreements with the owners of parcels 262205-9117, 262205-9116, 262205-9157, 262205-9193, and 262205-9050 in association with the Clements/SE 263rd Place Drainage Project, in substantial form as that provided in the agenda packet, as amended to strike Provision No. 2. Vote: 7-0. Motion carried.

PUBLIC COMMENTS:

Mayor Harto called for public comments.

Mary Pritchard, Covington resident, spoke regarding the Covington Community Park Phase II presentation. Mrs. Pritchard requested that water be provided at all shelters, the education center, and concession stands at Covington Community Park.

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

COUNCIL/STAFF COMMENTS:

Councilmembers and staff discussed Future Agenda Topics and made comments.

Mayor Harto introduced her family and friends in the audience and invited the staff and audience members to celebrate the last meeting of the year with sparkling cider provided by the Council. Mayor Harto toasted staff members and councilmembers and offered her appreciation for their work. Mayor Harto expressed it was her privilege and honor for the last ten years to serve as mayor; however, it was time for a change and announced her retirement as Mayor.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 9:00 p.m.

Prepared by:

Submitted by:

Joan Michaud
Senior Deputy City Clerk

Sharon Scott
City Clerk

Consent Agenda Item C-2

Covington City Council Meeting

Date: January 12, 2016

SUBJECT: APPROVAL OF VOUCHERS

RECOMMENDED BY: Rob Hendrickson, Finance Director

ATTACHMENT(S): Vouchers: Vouchers #33392-33450, including ACH payments and electronic fund transfers in the amount of \$258,029.07, dated December 11, 2015; Vouchers #33451-33513, including ACH payments and electronic fund transfers in the amount of \$879,648.00, dated December 23, 2015; Paylocity Payroll Checks #1004627805-1004627815 inclusive, plus employee direct deposits in the amount of \$167,832.53, dated December 18, 2015; and Paylocity Payroll Checks #1004689427-1004689437 and Paylocity Payroll Checks #1004695934-1004695935 inclusive, plus employee direct deposits in the amount of \$167,967.88, dated December 31, 2015.

PREPARED BY: Joan Michaud, Senior Deputy City Clerk

EXPLANATION: Not applicable.

ALTERNATIVES: Not applicable.

FISCAL IMPACT: Not applicable.

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

Councilmember _____ moves, Councilmember _____ seconds, to approve for payment Vouchers #33392-33450, including ACH payments and electronic fund transfers in the amount of \$258,029.07, dated December 11, 2015; Vouchers #33451-33513, including ACH payments and electronic fund transfers in the amount of \$879,648.00, dated December 23, 2015; Paylocity Payroll Checks #1004627805-1004627815 inclusive, plus employee direct deposits in the amount of \$167,832.53, dated December 18, 2015; and Paylocity Payroll Checks #1004689427-1004689437 and Paylocity Payroll Checks #1004695934-1004695935 inclusive, plus employee direct deposits in the amount of \$167,967.88, dated December 31, 2015.

December 11, 2015

City of Covington

City of Covington

City of Covington
Voucher/Check Register

Check #33392 through Check #33450, including ACH payments and electronic fund transfers

In the Amount of \$258,029.07

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
City Councilmember

Marlla Mhoon
City Councilmember

Council Meeting Date Approved _____

Accounts Payable

Checks by Date - Detail by Check Date

User: scles
 Printed: 12/10/2015 3:14 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
47	1917 1917-112015 1917-112015	US Bank National Association Credit card fees for November transactions Credit card fees for November transactions	12/01/2015	245.63 29.96
			Total for Check Number 47:	275.59
48	1198 2008GO-122015 2008GO-122015	Cashmere Valley Bank Principal payment on 2008 GO bonds Interest payment on 2008 GO bonds	12/01/2015	10,010.09 3,731.63
			Total for Check Number 48:	13,741.72
			Total for 12/1/2015:	14,017.31
ACH	0771 366982	David Evans & Associates, Inc. Traffic Concurrence; BPA	12/11/2015	1,424.00
			Total for this ACH Check for Vendor 0771:	1,424.00
ACH	2262 869285460548	Voyager Fleet Systems Inc. Vehicle fuel	12/11/2015	961.61
			Total for this ACH Check for Vendor 2262:	961.61
ACH	2555 47087257	NuCO2 LLC Aquatics; CO2 lease	12/11/2015	80.17
			Total for this ACH Check for Vendor 2555:	80.17
33392	0476 INV32065	Accela, Inc. Annual maintenance; 1/1-12/31/16	12/11/2015	13,811.47
			Total for Check Number 33392:	13,811.47
33393	3025 12-3025	Penn Almoney Penn Almoney, Parks Director Interview	12/11/2015	671.57
			Total for Check Number 33393:	671.57
33394	1820 11680	America West Environmental Liquid anti-icer	12/11/2015	3,849.95
			Total for Check Number 33394:	3,849.95
33395	2033 9955	Aquatic Specialty Services Aquatics; vacuum repair	12/11/2015	179.20
			Total for Check Number 33395:	179.20
33396	2223	ARC Imaging Resources	12/11/2015	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	A19298	Plotter/Scanner, usage, 10/9-11-9-15		51.95
			Total for Check Number 33396:	51.95
33397	0499	Bank of America	12/11/2015	
	0332-12	Fealy; APWA conference, hotel		268.21
	0332-12	Fealy; APWA conference, hotel		268.22
	0332-12	Junkin; APWA conference, hotel		178.81
	0332-12	Junkin; APWA conference, hotel		178.81
	0405-12	Microphone cable for sound system		8.59
	0405-12	Upgraded survey services, 11/18-12/17/15		26.00
	0405-12	Microphone cable for sound system, use tax		-0.68
	0405-12	Bahl/Finazzo/Kiselyov; interviewers lunch		35.00
	0405-12	Spooky swim; activity supplies		26.00
	0405-12	Asus tablet power adapters		21.72
	0405-12	Asus tablet power adapters, use tax		-1.72
	0405-12	Aquatic merit award; Halbert/Wold/Sears/Cox/B		150.00
	2675-12	Firewall subscription		803.64
	2675-12	Computer cable signal splitter		22.81
	2675-12	Computer cables		26.97
	2675-12	Quantum storage bins, magnet strips, use tax		-5.69
	2675-12	Quantum storage bins, magnet strips		71.86
	2675-12	Computer cable signal splitter, use tax		-1.81
	2675-12	Firewall subscription, use tax		-63.64
	2923-12	Beaufre; recertification fees		150.00
	3331-12	Budget workshop; lunch, supplies		278.93
	3331-12	Budget workshop; lunch credit		-33.62
	3331-12	Michaud; Mastering Minutes webinar		19.00
	3331-12	State of City Dinner; appetizers, flowers, supplie		169.84
	3331-12	Scott; planner		60.82
	3331-12	Mhoon; SCA networking dinner		45.00
	3639-12	Basketball benches		213.56
	3639-12	Server replacement, use tax		-68.82
	3639-12	Basketball benches, use tax		-16.91
	3639-12	Computer drives, memory, mounting kit		421.35
	3639-12	Backup license maintenance, 10/20/15-10/19/16		520.75
	3639-12	Computer drives, memory, mounting kit, use tax		-33.37
	3639-12	Server replacement		869.07
	6093-12	Morrissey; ACCIS conference, hotel credit		-120.62
	6686-12	Aquatics 1 millionth customer celebration; suppl		118.71
	6686-12	Audio recorder		911.10
	6686-12	Audio recorder, use tax		-72.15
	6686-12	Audio recording SD card, cable		62.10
	7314-12	Lindskov; APWA conference, hotel		321.86
	7314-12	Wesley; APWA conference, hotel		519.75
	7314-12	Lindskov; APWA conference, hotel		214.57
	7768-12	Storage dump fees		26.77
	8754-12	Credit; craft supplies, use tax		1.03
	8754-12	Credit; craft supplies		-13.03
	8754-12	.GOV domain name; annual renewal		125.00
	8754-12	Slate; PRSA annual conference, parking		79.96
	8754-12	Tree lighting booth; craft supplies, use tax		-10.90
	8754-12	Tree lighting booth; craft supplies		137.69
	8754-12	Slate; PRSA annual meeting		50.00
	8754-12	City logo bracelets; tree lighting giveaways		107.51
	8754-12	City logo bracelets; tree lighting giveaways, use		-8.51
			Total for Check Number 33397:	7,059.54
33398	0176	Noreen Beaufre	12/11/2015	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	12-0176	Beaufriere, mileage, NHRMA Human Resources		39.09
			Total for Check Number 33398:	39.09
33399	3027 12-3027	Sam Bennett Sam Bennett, referee wages 2-28-15	12/11/2015	30.81
			Total for Check Number 33399:	30.81
33400	2471 651	Bitco Software, LLC 2016 PermitTrax/Citizen Connect/Escrow; annu	12/11/2015	7,927.80
			Total for Check Number 33400:	7,927.80
33401	2865 M11214 M11214	Bluebeam Software, Inc. Plan review editing software licence; 12/17/15-1 Plan review editing software licence, use tax	12/11/2015	106.43 -8.43
			Total for Check Number 33401:	98.00
33402	2516 0000147911	Bob's Heating & Air Conditioning, Inc. Minor Home Repair; #BAVE.01.15	12/11/2015	3,038.63
			Total for Check Number 33402:	3,038.63
33403	2849 1059-rev1	Bricks 4 Kidz Instructor payment; September-November 2015	12/11/2015	406.00
			Total for Check Number 33403:	406.00
33404	3029 3029-12	Brian Brogan Brogan, Parks Director interview reimbursement	12/11/2015	934.85
			Total for Check Number 33404:	934.85
33405	0026 2353 2354 2367	C&B Awards Aquatic staff badges Recreation staff shirts Name badges, new logo Name badges, new logo	12/11/2015	197.27 344.26 4.69 47.00 9.40 18.80 37.60 58.24 18.31 33.82 4.70 9.39 4.70 9.39 28.17 9.39 1.87 9.39 52.11
			Total for Check Number 33405:	898.50
33406	0219 INV02449	City of Maple Valley Building Inspector Services; - October	12/11/2015	2,756.25

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 33406:	2,756.25
33407	1170 NW2829750	Coastwide Laboratories Center Pull TWL 6-700'	12/11/2015	110.29
			Total for Check Number 33407:	110.29
33408	2179 526	Conservation Technix, Inc. Pros Plan Update; 11/1-11/30-15	12/11/2015	5,210.00
			Total for Check Number 33408:	5,210.00
33409	2487 2487-1	Costco Wholesale Corporation Traffic mitigation fee exemption; final payment	12/11/2015	84,225.65
			Total for Check Number 33409:	84,225.65
33410	0537 104587-12 105731-12 107666-12 108188-12 115324-12 122505-12 122505-12 122505-12 132669-12 132670-12	Covington Water District Crystal View Park; usage, 10/17-11/20/15 SR 516; usage, 10/17-11/20/15 CCP; usage, 9/19-11/20/15 Skate Park; usage, 9/19-11/20/15 Aquatic Center; usage, 9/19-11/20/15 Maintenance Shop; usage, 9/19-11/20/15 Maintenance Shop; usage, 9/19-11/20/15 Maintenance Shop; usage, 9/19-11/20/15 CCP; usage, 9/19-11/20/15 CCP; usage, 10/17-11/20/15	12/11/2015	30.65 58.60 43.00 61.25 1,367.60 36.23 36.23 18.12 61.25 108.45
			Total for Check Number 33410:	1,821.38
33411	3028 6015	Critical Informatics Security consulting assistance for PCI SAQ	12/11/2015	1,840.00
			Total for Check Number 33411:	1,840.00
33412	3024 12-3024	Melissa Cunningham Refund, canceled rental	12/11/2015	150.00
			Total for Check Number 33412:	150.00
33413	0130 601802997001	Department of Revenue Annual business licence renewal	12/11/2015	71.00
			Total for Check Number 33413:	71.00
33414	2922 12-2922 2922-12	Keith Drury Installation of council chamber microphones Installation of chamber ceiling speakers/microph	12/11/2015	400.00 600.00
			Total for Check Number 33414:	1,000.00
33415	2686 12-2686	Angela Feser Feser, mileage/parking, KC Parks Levy Citizen (12/11/2015	34.13
			Total for Check Number 33415:	34.13
33416	3026 12-3026	Larry Fetter Larry Fetter, Parks Director Interviews	12/11/2015	686.12
			Total for Check Number 33416:	686.12

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
33417	1875 126669	FirstChoice Coffee service	12/11/2015	114.63
Total for Check Number 33417:				114.63
33418	2078 30393 30393	Girard Resources & Recycling, LLC 2 x 4 quarry spalls Sod disposal	12/11/2015	60.82 25.00
Total for Check Number 33418:				85.82
33419	2553 Nov15 1123	Gordon Thomas Honeywell Governmental Governmental Affairs Services - November	12/11/2015	2,000.00
Total for Check Number 33419:				2,000.00
33420	2527 DEAN-02-14 FRED-02-14 GROO-01-14 NOMU-04-14 TAYL-01-14	Harkness Construction, LLC Minor Home Repair; #DEAN-02-14 Minor Home Repair; #FRED-02-14 Minor Home Repair; #GROO-01-14 Minor Home Repair; #NOMU-04-14 Minor Home Repair; #TAYL.01.14	12/11/2015	646.50 2,292.67 3,205.89 1,255.25 251.14
Total for Check Number 33420:				7,651.45
33421	2648 12-2648	Hart's Gymnastics Instructor payment; Gymnastics, November	12/11/2015	392.00
Total for Check Number 33421:				392.00
33422	1658 28351189-001 28359919-001	Hertz Equipment Rental Corp. Tree Lighting, 11/16/15 Tree Lighting, 11/17/15	12/11/2015	651.60 369.24
Total for Check Number 33422:				1,020.84
33423	0867 0012478 1064146 23411 23411 23411 3010018 3010018 3010018 3075212 4584597 5192017 570262 570262 570262 6191985 7594488 8010544 8011606 8011606 8011606 8112478 8112797 8112797 8112797	Home Depot Credit Services Fence picket Tree lighting, extension cord Maint; stud Maint; stud Maint; stud Maint; denatured alcohol, antifreeze Maint; denatured alcohol, antifreeze Maint; denatured alcohol, antifreeze Cable supplies Storage totes CCP; aerator rental, 11/4/15 Maint; garbage bags Maint; garbage bags Maint; garbage bags CCP; aerator rental deposit, 11/4/15 Aquatics; coupling Tree lighting; railing, paint Maint; scrub brushes Maint; scrub brushes Maint; scrub brushes CCP; electrical mounts Maint; sanding discs Maint; sanding discs Maint; sanding discs	12/11/2015	2.66 17.89 1.05 1.05 0.53 11.27 11.27 5.63 57.72 129.99 96.96 4.33 2.17 4.33 1.00 5.89 31.12 6.03 6.03 3.01 17.31 10.40 5.21 10.40

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	8594448	Tree lighting; electrical GFCIs		43.40
			Total for Check Number 33423:	486.65
33424	1722	Honey Bucket	12/11/2015	
	2-1332210	Jenkins Creek Elementary; portable toilet, 08/31		117.50
	2-1408160	Jenkins Creek Elementary; portable toilet, 10/26		117.50
	2-1443123	CCP - 11/20-12/17/15		255.00
			Total for Check Number 33424:	490.00
33425	0902	Institute of Transp Engineers	12/11/2015	
	1044146	Lindskov; 2016 ITE membership dues		299.28
			Total for Check Number 33425:	299.28
33426	1701	Johnsons Home & Garden	12/11/2015	
	399818	CCP, 1/4 x 1/4 swivel		14.10
	399840	Hex nut		11.50
	399840	5 tine manure fork		27.14
	400131	Maint; nuts/bolts		2.72
	400131	Maint; nuts/bolts		5.45
	400131	Maint; nuts/bolts		5.45
	400131	Maint; metric/standard thread checker		19.97
	400131	Maint; metric/standard thread checker		39.96
	400131	Maint; metric/standard thread checker		39.96
			Total for Check Number 33426:	166.25
33427	0143	King County Finance	12/11/2015	
	2063541	GIS Services; October		1,652.00
	275031	Animal Control Services; 7/1-12/31/15		22,943.00
			Total for Check Number 33427:	24,595.00
33428	0204	King County Pet Licensing	12/11/2015	
	12-0204	Pet License Remittance; November		155.00
			Total for Check Number 33428:	155.00
33429	1327	Ethan Newton	12/11/2015	
	12-1327	Ethan Newton, Parks Director Interview		585.57
	1327-12	Ethan Newton, relocation expenses		10,000.00
			Total for Check Number 33429:	10,585.57
33430	3017	O'Reilly Automotive Inc.	12/11/2015	
	3716-166285	Maint; oil filter/filter wrenches		18.99
	3716-166285	Maint; oil filter/filter wrenches		18.98
	3716-166285	Maint; oil filter/filter wrenches		9.49
	3716-167083	Brake line		2.73
	3716-167083	Brake line		2.73
	3716-167083	Brake line		1.37
			Total for Check Number 33430:	54.29
33431	0818	Pacific Office Automation	12/11/2015	
	48067023	Copier Lease; 11/15-12/14/15		122.47
			Total for Check Number 33431:	122.47
33432	1407	Parametrix, Inc.	12/11/2015	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	14-82394	Plan Review Services; 9/27/15-10/31/15		1,424.24
			Total for Check Number 33432:	1,424.24
33433	2860 396312	Protect Youth Sports Background checks	12/11/2015	60.00
			Total for Check Number 33433:	60.00
33434	1999 11822	Rainier Glass Co., Inc. Aquatic Center - Door closer repair	12/11/2015	570.15
			Total for Check Number 33434:	570.15
33435	2571	Reserve Account	12/11/2015	
	12-2571	Postage reimbursement		0.49
	12-2571	Postage reimbursement		20.12
	12-2571	Postage reimbursement		112.07
	12-2571	Postage reimbursement		100.96
	12-2571	Postage reimbursement		0.97
	12-2571	Postage reimbursement		160.35
	12-2571	Postage reimbursement		336.77
	12-2571	Postage reimbursement		516.91
	12-2571	Postage reimbursement		123.91
	12-2571	Postage reimbursement		6.20
	12-2571	Postage reimbursement		6.21
	12-2571	Postage reimbursement		30.37
	12-2571	Postage reimbursement		17.11
	12-2571	Postage reimbursement		1,140.87
	12-2571	Postage reimbursement		24.14
	12-2571	Postage reimbursement		6.00
	12-2571	Postage reimbursement		9.54
			Total for Check Number 33435:	2,612.99
33436	2991 2991-8	Michael Rossi Reissue Ck #33004 for CiderFest; entertainment	12/11/2015	200.00
			Total for Check Number 33436:	200.00
33437	2122 606330	Schneider Electric Buildings America, Inc. Installation of Vista 5.1	12/11/2015	5,413.75
			Total for Check Number 33437:	5,413.75
33438	2272 1541	Sellars Electric Inc. Minor Home Repair, #PEAR.01.14	12/11/2015	215.03
			Total for Check Number 33438:	215.03
33439	1905	Sharp Electronics Corporation	12/11/2015	
	C843303-701	Copier; usage, 10/15-11/15/2015		10.07
	C843304-701	Copier; usage, 10/16 -11/16/2015		23.03
	C843762-701	Copier; usage, 10/19-11/15/2015		23.91
	C843762-701	Copier; usage, 10/19-11/15/2015		35.87
			Total for Check Number 33439:	92.88
33440	2992 1527081315	Shred-it Reissue ck # 33008 Document destruction; 8/13/	12/11/2015	9.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 33440:	9.00
33441	2466 532	Springbrook National User Group Springbrook User Group; 2016 membership due:	12/11/2015	175.00
			Total for Check Number 33441:	175.00
33442	2504 3878 3878	Stalzer and Associates Comprehensive Plan Update; September-Octobe Comprehensive Plan Update; September-Octobe	12/11/2015	3,455.75 36,000.00
			Total for Check Number 33442:	39,455.75
33443	0281 12-0281 12-0281 12-0281 12-0281 12-0281 12-0281 12-0281 12-0281 12-0281 12-0281 12-0281 12-0281 12-0281 12-0281 12-0281	Standard Insurance Company Life Insurance Premiums, December Life Insurance Premiums, December	12/11/2015	44.13 116.20 105.69 81.91 87.89 285.00 175.21 516.04 311.17 600.59 181.55 97.19 7.91 583.51 361.80
			Total for Check Number 33443:	3,555.79
33444	1489 2015-024b	Terra Property Analytics, LLC Allmand property appraisal	12/11/2015	843.75
			Total for Check Number 33444:	843.75
33445	3030 3030-12	The Traveling Chocolate Company Instructor payment; Chocolate Camp, Fall 2015	12/11/2015	245.00
			Total for Check Number 33445:	245.00
33446	2103 292363785 292393477	US Bancorp Equip Finance Inc. Copier lease; police, December Copier lease; reception, December	12/11/2015	93.40 93.40
			Total for Check Number 33446:	186.80
33447	0357 0016276	Valley Communications 800 MHz access fee - November	12/11/2015	75.00
			Total for Check Number 33447:	75.00
33448	0046 9755934905 9755934905 9755934905 9755934905 9755934905 9755934905 9755934905	Verizon Wireless Cellular service, 11/21-12/20 Cellular service/tablet data, 11/21-12/20 Cellular service/tablet data, 11/21-12/20 Cellular service/tablet data, 11/21-12/20 Cellular service, 11/21-12/20 Cellular service, 11/21-12/20 Cellular service, 11/21-12/20 Cellular service, 11/21-12/20	12/11/2015	61.92 66.93 264.73 153.86 30.03 47.77 29.23

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	9755934905	Cellular service, 11/21-12/20		177.39
	9755934905	Cellular service/tablet data, 11/21-12/20		98.47
			Total for Check Number 33448:	930.33
33449	2652 5002645648	Wells Fargo Financial Leasing Plotter/scanner lease; 12/10/15-01/09/16	12/11/2015	227.09
			Total for Check Number 33449:	227.09
33450	2391	WSDA	12/11/2015	
	55465	Fealy; 2016 Pesticide license renewal		13.20
	55465	Fealy; 2016 Pesticide license renewal		19.80
	73200	Dalton; 2016 Pesticide license renewal		33.00
	85423	Gaudette; 2016 Pesticide license renewal		13.20
	85423	Gaudette; 2016 Pesticide license renewal		19.80
	88518	Allen; 2016 Pesticide license renewal		13.20
	88518	Allen; 2016 Pesticide license renewal		19.80
			Total for Check Number 33450:	132.00
			Total for 12/11/2015:	244,011.76
			Report Total (64 checks):	258,029.07

December 23, 2015

City of Covington

City of Covington

City of Covington
Voucher/Check Register

Check #33451 through Check #33513, including ACH payments and electronic fund transfers

In the Amount of \$879,648.00

We, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claims are just, due and unpaid obligations against the City of Covington, Washington, County of King, and that we are authorized to authenticate and certify said claims per the attached register.

Cassandra Parker
Senior Accountant

Mark Lanza
City Councilmember

Jeff Wagner
City Councilmember

Marlla Mhoon
City Councilmember

Council Meeting Date Approved _____

Accounts Payable

Checks by Date - Detail by Check Date

User: scles
 Printed: 12/23/2015 10:46 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	0345 12-0345	Sharon Scott Scott, Budget workshop refreshments 10/31/15	12/23/2015	142.38
Total for this ACH Check for Vendor 0345:				142.38
ACH	0546 12-0546	Victoria Throm Throm; NHRMA seminar, mileage	12/23/2015	46.64
Total for this ACH Check for Vendor 0546:				46.64
ACH	0706 4715 4715 4716 4716	Covington Retail Associates 1st floor; building lease, January 1st floor; operating expenses, January 2nd floor; building lease, January 2nd floor; operating expenses, January	12/23/2015	27,018.92 10,401.29 3,446.92 1,406.68
Total for this ACH Check for Vendor 0706:				42,273.81
ACH	0734 12-0734	Joan Michaud Michaud; public defense screening, mileage	12/23/2015	9.09
Total for this ACH Check for Vendor 0734:				9.09
ACH	0819 15-15	Don Vondran Vondran; 2015 flexible spending	12/23/2015	117.84
Total for this ACH Check for Vendor 0819:				117.84
ACH	0906 15-14	Staci Cles Cles; 2015 flexible spending	12/23/2015	480.00
Total for this ACH Check for Vendor 0906:				480.00
ACH	1091 1299115-0 1299115-0 1299115-0 1299115-1	Complete Office Solutions City hall; tissue Public Works; planners Public Works; planners Paper	12/23/2015	11.45 62.91 62.90 16.95
Total for this ACH Check for Vendor 1091:				154.21
ACH	1408 2137 2138 2138 2138 2143	Washington Workwear Stores Inc. Dalton; work jeans Gaudette; work jeans Gaudette; work jeans Gaudette; work jeans Parrish; steel toe work boots	12/23/2015	62.70 11.40 5.70 11.40 97.73
Total for this ACH Check for Vendor 1408:				188.93
ACH	1622	Law Offices of Thomas R Hargan, PLLC	12/23/2015	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	15-CV11	Prosecution services thru 11/30/2015		4,540.78
		Total for this ACH Check for Vendor 1622:		4,540.78
ACH	1688	Mountain Mist	12/23/2015	
	054257-12	Aquatics; bottled water, November		57.76
	054257-12	Maint shop; bottled water, November		12.79
	054257-12	City hall; bottled water, November		101.00
	054257-12	Maint shop; bottled water, November		12.79
	054257-12	Maint shop; bottled water, November		6.40
		Total for this ACH Check for Vendor 1688:		190.74
ACH	1828	Kathleen Kirshenbaum	12/23/2015	
	12-1828	Kirshenbaum; public defense screenings, mileag		25.63
	1828-12	Kirshenbaum; State of the City, placemats		6.52
		Total for this ACH Check for Vendor 1828:		32.15
ACH	1876	John Gaudette	12/23/2015	
	1876-12	Gaudette; Pest management training, per diem		3.84
	1876-12	Gaudette; Pest management training, mileage		8.74
	1876-12	Gaudette; Pest management training, mileage		17.48
	1876-12	Gaudette; Pest management training, mileage		17.48
	1876-12	Gaudette; Pest management training, per diem		7.68
	1876-12	Gaudette; Pest management training, per diem		7.68
		Total for this ACH Check for Vendor 1876:		62.90
ACH	1901	Modern Building Systems, Inc.	12/23/2015	
	0070862	Maint shop; building lease, 1/1-2/1/16		426.80
	0070862	Maint shop; building lease, 1/1-2/1/16		569.06
	0070862	Maint shop; building lease, 1/1-2/1/16		426.80
		Total for this ACH Check for Vendor 1901:		1,422.66
ACH	2250	SBS Legal Services	12/23/2015	
	C062	Legal services; 11/24-12/22/15		12,090.00
		Total for this ACH Check for Vendor 2250:		12,090.00
ACH	2555	NuCO2 LLC	12/23/2015	
	47329030	Aquatics; CO2 lease		137.13
		Total for this ACH Check for Vendor 2555:		137.13
33451	0206	AFLAC	12/23/2015	
	089682	Insurance premium, December		565.97
		Total for Check Number 33451:		565.97
33452	0955	American Red Cross	12/23/2015	
	10416693	Lifeguarding classes, 11/21/2015		54.00
		Total for Check Number 33452:		54.00
33453	2033	Aquatic Specialty Services	12/23/2015	
	10065	Aquatics; pool chemicals		1,481.54
	9727	Aquatics; October service agreement		179.20
	9931	Aquatics; November service agreement		179.20
		Total for Check Number 33453:		1,839.94

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
33454	3031 1000239.003	Lilia Arredondo Refund; community room rental deposit, 12/5/15	12/23/2015	250.00
Total for Check Number 33454:				250.00
33455	0852 1043173656 1043173656	ASCE Vondran; 2016 ASCE membership dues Vondran; 2016 ASCE membership dues	12/23/2015	130.00 130.00
Total for Check Number 33455:				260.00
33456	0077 39140 39142 39146	Association of WA Cities Bolli; AWC City Action Days, registration Harto; AWC City Action Days, registration Wagner; AWC City Action Days, registration	12/23/2015	150.00 150.00 150.00
Total for Check Number 33456:				450.00
33457	2773 897-277297 897-277297	Batteries Plus Bulbs #898 #2745; battery #3390; batteries	12/23/2015	97.91 366.18
Total for Check Number 33457:				464.09
33458	2273 LU09-0012/2118	Berkshire Design LLC Apex Center; reimbursement for additional Righ	12/23/2015	66,132.00
Total for Check Number 33458:				66,132.00
33459	2368 142765	Best Parking Lot Cleaning Inc. MV; street cleaning, November	12/23/2015	7,498.83
Total for Check Number 33459:				7,498.83
33460	1868 5101896725 5101896725	The Brickman Group Ltd, LLC Landscaping maintenance, December Landscaping maint, retainage, December	12/23/2015	5,400.68 -270.03
Total for Check Number 33460:				5,130.65
33461	0657 121815C	Brothers Carpet Cleaning City Hall carpet cleaning	12/23/2015	1,700.00
Total for Check Number 33461:				1,700.00
33462	1997 002167	Capital One Commercial Jenkins Creek; ribbon cutting, refreshments	12/23/2015	15.98
Total for Check Number 33462:				15.98
33463	2366 1359697290	CenturyLink Business Services Aquatics; internet/loop; November	12/23/2015	360.00
Total for Check Number 33463:				360.00
33464	0366 0366-12	City of Covington SWM Utility Tax; November	12/23/2015	29,199.28
Total for Check Number 33464:				29,199.28
33465	2809 2809-10 2809-9	Sean Conway Reissue Conway; WRPA Business Institute, mile Reissue Flag football; field paint	12/23/2015	9.43 10.84

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 33465:	20.27
33466	0184 181	Cordi & Bejarano Public defender services; 11/3-11/24/15	12/23/2015	1,540.00
			Total for Check Number 33466:	1,540.00
33467	0879 001-82878	Cummins Northwest, Inc. #1892; Complete Service and Inspection	12/23/2015	1,431.78
			Total for Check Number 33467:	1,431.78
33468	2615 837	David A. Clark Architects, PLLC Aquatic Center; pool addition services; November	12/23/2015	10,930.00
			Total for Check Number 33468:	10,930.00
33469	0913 02479CN	Dept. of Transportation Lindskov; Performance Management of Traffic S	12/23/2015	75.00
			Total for Check Number 33469:	75.00
33470	1213 076276	Everson's Econo-Vac, Inc. Vactor Truck Service; 11/12	12/23/2015	1,150.08
			Total for Check Number 33470:	1,150.08
33471	1996 0146650151215 0146650151215 0146650151215	Facility Maintenance Contractors Maint shop; janitorial service Maint shop; janitorial service Maint shop; janitorial service	12/23/2015	113.60 56.80 113.60
			Total for Check Number 33471:	284.00
33472	0886 2921	John E. Galt LU15-0003; planning services, 10/19	12/23/2015	936.25
			Total for Check Number 33472:	936.25
33473	0302 15563.00-000005	Gray & Osborne CIP 1086; engineering, 11/8-12/5/15	12/23/2015	6,754.50
			Total for Check Number 33473:	6,754.50
33474	1722 2-1463914 2-1470609 2-1470609	Honey Bucket Tree Lighting; Portable Toilet Skate park; portable toilet, 1/1-1/6/16 Skate park; portable toilet, 12/10-12/31/15	12/23/2015	240.00 43.49 159.46
			Total for Check Number 33474:	442.95
33475	0083 669535	ICMA Bolli; ICMA membership dues, 1/1-12/31/16	12/23/2015	1,319.52
			Total for Check Number 33475:	1,319.52
33476	3033 20154	iCoachNow Volunteer youth coach program; Jan & Feb	12/23/2015	200.00
			Total for Check Number 33476:	200.00
33477	2695	IDAX	12/23/2015	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	15409	Traffic count service		10,300.00
			Total for Check Number 33477:	10,300.00
33478	0902 42120	Institute of Transp Engineers Vondran; 2016 ITE membership dues	12/23/2015	299.28
			Total for Check Number 33478:	299.28
33479	1342	Integra Telecom	12/23/2015	
	13506474	City hall; telephone, 1/1-1/7/16		342.18
	13506474	Maint shop; telephone, 12/8-12/31/15		140.55
	13506474	City hall; telephone, 12/8-12/31/15		1,173.17
	13506474	Maint shop; telephone, 1/1-1/7/16		30.75
	13506474	Maint shop; telephone, 1/1-1/7/16		30.74
	13506474	Maint shop; telephone, 1/1-1/7/16		40.99
	13506474	Maint shop; telephone, 12/8-12/31/15		140.55
	13506474	Maint shop; telephone, 12/8-12/31/15		70.28
	13506474	Aquatics; telephone, 12/8-12/31/15		69.84
	13506474	Aquatics; telephone, 1/1-1/7/16		20.38
			Total for Check Number 33479:	2,059.43
33480	1803 MAP1235	Iron Mountain Document Storage 12/01-12/31/2015	12/23/2015	157.00
			Total for Check Number 33480:	157.00
33481	0385 1600001931	Kent School #415 Cedar Heights, volleyball, 11/14, 11/21	12/23/2015	405.00
			Total for Check Number 33481:	405.00
33482	0143	King County Finance	12/23/2015	
	62588B	SWM billing service, 7/1-12/31/15		3,925.57
	65507-65507	Banners; Covington Days/Kids Fest		1,901.64
	67313-67313	Banners; Kids Fest		1,091.23
	68631-68631	Banners; Purple Light Nights		1,967.28
	69436	SWM debt services; 7/1-12/31/15		1,631.92
	69491-69491	Soos Creek; street services		1,261.18
	69520-69527	Street services		5,513.54
	69716-69716	Rainier Vista; street services, October		529.05
	70547-70547	Credit; Purple Lights banner		-454.21
	70547-70547	Credit; KidsFest/Covington Days banners		-1,056.60
			Total for Check Number 33482:	16,310.60
33483	1258 12-024L GIS	King County Finance - GIS GIS services; comp plan update maps, July	12/23/2015	1,487.00
			Total for Check Number 33483:	1,487.00
33484	0641	King County Sheriff's Office	12/23/2015	
	15-1061	Police services, November		288,886.50
	15-1061	Sheriffs office; lease, November		-1,879.17
	15-1077	Sheriffs office; lease, December		-1,879.17
	15-1077	Police services, December		288,886.54
			Total for Check Number 33484:	574,014.70
33485	3032 12-3032	Ginny Kortesoja Kortesoja, refund of damage deposit	12/23/2015	250.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 33485:	250.00
33486	1131 S1279888	Lincoln Equipment, Inc. Aquatics; CJ Head immobilizer, replacement net	12/23/2015	190.81
			Total for Check Number 33486:	190.81
33487	1431 12-1431	Valerie Lyon Lyon; parks director interview refreshments	12/23/2015	10.20
			Total for Check Number 33487:	10.20
33488	1878 7263	MacLeod Reckord CCP Phase 2, engineering, 11/1-11/30/2015	12/23/2015	13,306.75
			Total for Check Number 33488:	13,306.75
33489	1768 12-1768	McGraw Hill Construction Meyers; Engineering News Record - 1 year subs	12/23/2015	79.95
			Total for Check Number 33489:	79.95
33490	2486 854910	McLendon Hardware, Inc. Tree Lights	12/23/2015	186.04
			Total for Check Number 33490:	186.04
33491	2550 75089	Motorplex Pro-Tow #3390, service	12/23/2015	227.03
			Total for Check Number 33491:	227.03
33492	2545 52462	Norstar Industries, Inc. #3497; 50 series Viton O-ring	12/23/2015	30.88
			Total for Check Number 33492:	30.88
33493	2796 14092	NW Envirotech, LLC Asphalt Patch	12/23/2015	1,616.19
			Total for Check Number 33493:	1,616.19
33494	0004 1866424152 1872292902 806416613001 807513495001 807513734001 807513734001 808913005001 810737803001 810737803001 810737803001 810737803001	Office Depot Morrissey; tape labeler Aquatics; tape labeler, tape Office supplies Label dividers Binders Office supplies Office supplies Office supplies Special paper Public Works; calendars, monthly deskpads Public Works; calendars, monthly deskpads	12/23/2015	14.60 88.59 494.78 84.10 27.11 98.07 249.55 32.07 47.37 56.44 56.43
			Total for Check Number 33494:	1,249.11
33495	1249 19125	Orca Pacific Inc. Aquatics; pool chemicals	12/23/2015	338.83
			Total for Check Number 33495:	338.83

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
33496	0057	Petty Cash	12/23/2015	
	12-0057	Parrish; parking for stormwater work group		10.00
	12-0057	Feser; ink cartridges/office supplies		10.46
Total for Check Number 33496:				20.46
33497	0164	Pitney Bowes	12/23/2015	
	2004515-DC15	Postage meter lease; 9/30-12/30/15		716.76
Total for Check Number 33497:				716.76
33498	2696	Precision Concrete Cutting	12/23/2015	
	W15239	Concrete cutting		6,380.59
Total for Check Number 33498:				6,380.59
33499	0161	Puget Sound Energy	12/23/2015	
	200003986730-12	Streets; Electricity 11/3-12/3/2015		90.58
	200003987282-12	Streets; Electricity 11/4-12/4/2015		66.12
	200003987464-12	Streets; Electricity 11/4-12/4/2015		11.78
	200004045635-12	Streets; Electricity 11/3-12/3/2015		92.15
	200004045866-12	Streets; Electricity 11/4-12/4/2015		75.74
	200005568858-12	Streets; Electricity 10/30-12/1/2015		99.43
	200013103656-12	CCP; Electricity 10/30-12/1/2015		30.67
	200013951476-12	Streets; Electricity 10/30-12/1/2015		107.72
	200014568881-12	Maint shop; electricity,10/30-12/1/2015		95.14
	200014568881-12	Maint shop; electricity,10/30-12/1/2015		95.14
	200014568881-12	Maint shop; electricity,10/30-12/1/2015		47.56
	200022909309-12	Streets; Electricity 11/3-12/3/2015		93.30
	200022909689-12	Skate Park; Electricity 11/4-12/4/2015		13.76
	300000001770-12	Streets; Electricity 11/3-12/3/2015		10.84
	300000001770-12	City Tree; Electricity 11/3-12/3/2015		10.84
	300000001788-12	Streets; Electricity 10/31-12/2/2015		8,508.14
	300000001788-12	Streets; Electricity 10/31-12/2/2015		95.20
	300000001804-12	Streets; Electricity 10/30-12/1/2015		46.89
	300000001804-12	Streets; Electricity 10/30-12/1/2015		68.41
	300000007934-12	City hall; natural gas, 11/3-12/3/2015		251.63
	300000007934-12	City hall; electricity, 11/3-12/3/2015		1,899.36
	300000011266-12	SR 516; Electricity 11/3-12/3/2015		245.06
	300000011266-12	Crystal View; Electricity 10/30-12/1/15		10.84
Total for Check Number 33499:				12,066.30
33500	2196	Revize, LLC	12/23/2015	
	4248	Website redesign deposit; December		1,000.00
Total for Check Number 33500:				1,000.00
33501	2680	Safeguard Business Systems	12/23/2015	
	0555379	Safety, sweet idea lollipops		204.98
Total for Check Number 33501:				204.98
33502	2474	SCORE	12/23/2015	
	1649	Jail costs; November		17,072.00
Total for Check Number 33502:				17,072.00
33503	2964	Seattle Signs & Printing	12/23/2015	
	537590	Tree Lighting banner, use tax		-103.20
	537590	Tree Lighting banner		1,303.20

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 33503:	1,200.00
33504	1905 C844327-701 C844489-701	Sharp Electronics Corporation Copy room copier, usage, 10/30-11/29/15 Aquatics copiers, usage, 11/9-12/1/15	12/23/2015	1,813.03 45.08
			Total for Check Number 33504:	1,858.11
33505	2992 1527120315	Shred-it Secure destruction services; 12/3/2015	12/23/2015	9.00
			Total for Check Number 33505:	9.00
33506	3012 INV00125120	Smarsh Inc. Mobile text archiving; 11/1-11/30/2015	12/23/2015	49.50
			Total for Check Number 33506:	49.50
33507	0993 0700-906800-12 0700-927900-12 0700-927900-12 0700-927900-12	Soos Creek Water & Sewer Dist. Aquatics; sewer, 10/1-11/30/15 Maint shop; sewer, 10/1-11/30/15 Maint shop; sewer, 10/1-11/30/15 Maint shop; sewer, 10/1-11/30/15	12/23/2015	1,621.61 23.82 47.62 47.62
			Total for Check Number 33507:	1,740.67
33508	1903 7644280 7644280	Sound Publishing, Inc. Weekly bulletins; 11/6, 11/13, 11/20 Monthly full page ad	12/23/2015	1,318.79 752.25
			Total for Check Number 33508:	2,071.04
33509	0736 788395 788395 788395 788395	Sound Security, Inc. Maint shop; secure monitoring,12/1-12/31/15 Maint shop; secure monitoring,12/1-12/31/15 Maint shop; secure monitoring,12/1-12/31/15 Security monitoring; 12/1-12/31/15	12/23/2015	42.80 42.80 21.40 1,050.50
			Total for Check Number 33509:	1,157.50
33510	1523 1523-12 1523-12	Kelly Thompson Thompson; Emotional Intelligence, mileage Thompson; Emotional Intelligence, mileage	12/23/2015	18.77 3.31
			Total for Check Number 33510:	22.08
33511	2556 114-3540948	United Site Services Gardner property, fence rental, 11/28-12/25/15	12/23/2015	355.77
			Total for Check Number 33511:	355.77
33512	2103 293135836 293135836	US Bancorp Equip Finance Inc. Copier lease Copier lease	12/23/2015	130.32 86.88
			Total for Check Number 33512:	217.20
33513	1299 12-1299	Wal-Mart Refund; community room deposit, 12/8	12/23/2015	234.00
			Total for Check Number 33513:	234.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for 12/23/2015:	869,789.11
49	2783	WA State Dept of Revenue	12/29/2015	
	2783-112015	Sales Tax November 2015		551.36
	2783-112015	Sales Tax November 2015		15.44
	2783-112015	B&O Tax November 2015		504.86
	2783-112015	B&O Tax November 2015		7,299.82
	2783-112015	Sales Tax November 2015		931.00
	2783-112015	Use Tax November 2015		193.93
	2783-112015	Use Tax November 2015		362.48
			Total for Check Number 49:	9,858.89
			Total for 12/29/2015:	9,858.89
			Report Total (79 checks):	879,648.00

December 18, 2015

City of Covington

Payroll Approval

- Request Council approval for payment of Payroll dated 12/18/15 consisting of:

PAYLOCITY CHECK # 1004627805 through PAYLOCITY CHECK # 1004627815 inclusive,
plus employee direct deposits

IN THE AMOUNT OF \$167,832.53

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
City Councilmember

Marlla Mhoon
City Councilmember

Council Meeting Date Approved: _____

12/18/15 Payroll Voucher

Payroll Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount
111174	Regular	12/18/2015	503	Bolli, Regan H	4,697.32
111175	Regular	12/18/2015	246	Kirshenbaum, Kathleen	499.86
111176	Regular	12/18/2015	243	Lyon, Valerie	1,483.99
111177	Regular	12/18/2015	234	Mhoon, Darren S	1,469.26
111178	Regular	12/18/2015	162	Michaud, Joan M	2,187.70
111179	Regular	12/18/2015	123	Scott, Sharon G	2,540.17
111180	Regular	12/18/2015	313	Slate, Karla J	2,507.57
111181	Regular	12/18/2015	444	Ziolkowski, Diana	169.00
111182	Regular	12/18/2015	275	Hart, Richard	3,199.83
111183	Regular	12/18/2015	368	Mueller, Ann M	1,631.59
111184	Regular	12/18/2015	180	Cles, Staci M	1,867.87
111185	Regular	12/18/2015	146	Hagen, Lindsay K	1,616.04
111186	Regular	12/18/2015	235	Hendrickson, Robert	3,813.07
111187	Regular	12/18/2015	105	Parker, Cassandra	2,607.63
111188	Regular	12/18/2015	454	Salazar-Delatorre, Viviana J	319.88
111189	Regular	12/18/2015	374	Allen, Joshua C	2,304.02
111190	Regular	12/18/2015	353	Dalton, Jesse J	2,139.11
111191	Regular	12/18/2015	524	Denning, Jerald J	168.83
111192	Regular	12/18/2015	373	Fealy, William J	2,268.46
111193	Regular	12/18/2015	301	Gaudette, John J	2,532.43
111194	Regular	12/18/2015	511	Goranson, Gage W	1,169.01
111195	Regular	12/18/2015	186	Junkin, Ross D	2,854.63
111196	Regular	12/18/2015	268	Bykonen, Brian D	2,209.04
111197	Regular	12/18/2015	279	Christenson, Gregg R	2,948.10
111198	Regular	12/18/2015	270	Lyons, Salina K	2,332.26
111199	Regular	12/18/2015	269	Meyers, Robert L	3,416.65
111200	Regular	12/18/2015	284	Ogren, Nelson W	2,810.12
111201	Regular	12/18/2015	266	Thompson, Kelly	2,186.86
111202	Regular	12/18/2015	518	Islam, Shahinur	464.80
111203	Regular	12/18/2015	307	Morrissey, Mayson	2,964.53
111204	Regular	12/18/2015	199	Bahl, Rachel A	2,805.73
111205	Regular	12/18/2015	397	Ball, Jaquelyn I	549.88
111206	Regular	12/18/2015	451	Conway, Sean	1,792.91
111207	Regular	12/18/2015	428	Feser, Angela M	2,280.80
111208	Regular	12/18/2015	448	Finazzo, Dominic V	1,555.67
111209	Regular	12/18/2015	305	Kiselyov, Tatyana	1,594.14
111210	Regular	12/18/2015	453	Leung, Rachael M	1,295.62
111211	Regular	12/18/2015	195	Patterson, Clifford	2,484.06
111212	Regular	12/18/2015	540	Unruh, Gordon B	1,638.97
111213	Regular	12/18/2015	106	Bates, Shellie L	2,113.67

111214 Regular	12/18/2015	349 Buck, Shawn M	1,776.30
111215 Regular	12/18/2015	273 French, Fred	101.66
111216 Regular	12/18/2015	436 Lindskov, Robert T	3,030.28
111217 Regular	12/18/2015	257 Parrish, Benjamin A	2,018.42
111218 Regular	12/18/2015	173 Vondran, Donald M	3,816.98
111219 Regular	12/18/2015	252 Wesley, Daniel A	2,222.97
111220 Regular	12/18/2015	388 Andrews, Kaitlyn E	585.02
111221 Regular	12/18/2015	434 Bailey, Brooke	276.71
111222 Regular	12/18/2015	481 Binder, Jordan M	109.84
111223 Regular	12/18/2015	534 Blakely, Gavin D	34.11
111224 Regular	12/18/2015	513 Bryant, Colin A	88.45
111225 Regular	12/18/2015	517 Burke, Austin W	65.40
111226 Regular	12/18/2015	514 Collins, Ashtyn E	455.71
111227 Regular	12/18/2015	258 Cox, Melissa	726.96
111228 Regular	12/18/2015	385 Cranstoun, Alexander M	142.76
111229 Regular	12/18/2015	526 Duval-Dreblow, Shailynn R	438.82
111230 Regular	12/18/2015	505 Gormley, Hannah E	39.98
111231 Regular	12/18/2015	508 Halbert, Olivia M	124.72
111232 Regular	12/18/2015	512 Hauer, Colton A	121.21
111233 Regular	12/18/2015	426 Knox, Patrick L	177.57
111234 Regular	12/18/2015	539 Losacco, Alessandra G	85.29
111235 Regular	12/18/2015	435 Martin, Iain-Josiah	621.07
111236 Regular	12/18/2015	438 Mashika, Myroslav	32.82
111237 Regular	12/18/2015	525 Mastroianni, Anthony J	177.88
111238 Regular	12/18/2015	483 Medel, Erick	293.46
111239 Regular	12/18/2015	340 Middleton, Jordan	187.40
111240 Regular	12/18/2015	516 Montero, Ivan P	217.58
111241 Regular	12/18/2015	445 Portin, Andrew	11.37
111242 Regular	12/18/2015	319 Praggastis, Alexander	447.54
111243 Regular	12/18/2015	387 Praggastis, Elena C	169.68
111244 Regular	12/18/2015	484 Roth, Alexander E	38.06
111245 Regular	12/18/2015	493 Sears, Andrew J	166.12
111246 Regular	12/18/2015	492 Spencer, Ethan R	336.29
111247 Regular	12/18/2015	392 Wardrip, Spencer A	435.05
111248 Regular	12/18/2015	432 Wilton, Sara J	167.69
111249 Regular	12/18/2015	533 Wruth, Hunter T	118.67
111250 Regular	12/18/2015	487 Bykonen, Tyler B	50.76
111251 Regular	12/18/2015	488 Cles, Erin L	53.43
111252 Regular	12/18/2015	482 Cruz, Garrett M	150.45
111253 Regular	12/18/2015	491 Ford, LaDrea D	28.34
111254 Regular	12/18/2015	532 Green, Katherine B	59.28
111255 Regular	12/18/2015	116 Beaufrere, Noreen	2,840.95
111256 Regular	12/18/2015	137 Throm, Victoria J	1,945.46
1004627805 Regular	12/18/2015	364 Newell, Nancy J	41.56
1004627806 Regular	12/18/2015	527 Ainsworth, Nicholas D	90.58

1004627807 Regular	12/18/2015	509 Brannon, David J	209.78
1004627808 Regular	12/18/2015	489 Wold, Jared K	175.68
1004627809 Regular	12/18/2015	480 Woods, Dylan J	208.68
1004627810 Regular	12/18/2015	521 Ellsworth, Joseph G	85.36
1004627811 Regular	12/18/2015	537 Farish, Sarah A	42.68
1004627812 Regular	12/18/2015	490 Kallaher, Jay S	39.67
1004627813 Regular	12/18/2015	474 Shank, Elijah J	54.53
1004627814 Regular	12/18/2015	535 VanBrunt, Elizabeth	52.17
Totals for Payroll Checks	93 Items		107,480.28

Third Party Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount
111257	AGENCY	12/18/2015	401SS	ICMA Retirement Trust	17,171.18
111258	AGENCY	12/18/2015	457Ex	Vantagepoint Transfer Agent-	359.09
111259	AGENCY	12/18/2015	CICOV	City of Covington	2,818.77
111260	AGENCY	12/18/2015		Emp City of Covington Employee	86.00
111261	AGENCY	12/18/2015	IC401	ICMA Retirement Trust	15,274.00
111262	AGENCY	12/18/2015	IC457	ICMA Retirement Trust	1,966.98
111263	AGENCY	12/18/2015		ROTH ICMA Retirement Trust	150.00
111264	AGENCY	12/18/2015		VEBA HRA VEBA Trust	1,711.75
1004627815	AGENCY	12/18/2015	JG1	WASH CHILD SUPPORT	110.41
Totals for Third Party	9 Items				39,648.18

Tax Liabilities 20,469.53

Paylocity Fees 234.54

Grand Total \$ 167,832.53

December 31, 2015

City of Covington

Payroll Approval

- Request Council approval for payment of Payroll dated 12/31/15 consisting of:

PAYLOCITY CHECK # 1004689427 through PAYLOCITY CHECK # 1004689437 and PAYLOCITY CHECK # 1004695934 through PAYLOCITY CHECK # 1004695935 inclusive, plus employee direct deposits

IN THE AMOUNT OF \$167,967.88

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
City Councilmember

Marlla Mhoon
City Councilmember

Council Meeting Date Approved: _____

12/31/15 Payroll Voucher

Payroll Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount
111270	Regular	12/31/2015	503	Bolli, Regan H	5,154.20
111271	Regular	12/31/2015	246	Kirshenbaum, Kathleen	1,108.15
111272	Regular	12/31/2015	243	Lyon, Valerie	1,739.90
111273	Regular	12/31/2015	234	Mhoon, Darren S	1,635.64
111274	Regular	12/31/2015	162	Michaud, Joan M	2,433.36
111275	Regular	12/31/2015	123	Scott, Sharon G	2,867.58
111276	Regular	12/31/2015	313	Slate, Karla J	2,794.70
111277	Regular	12/31/2015	444	Ziolkowski, Diana	85.74
111278	Regular	12/31/2015	275	Hart, Richard	4,219.05
111279	Regular	12/31/2015	368	Mueller, Ann M	1,915.08
111280	Regular	12/31/2015	180	Cles, Staci M	2,282.21
111281	Regular	12/31/2015	146	Hagen, Lindsay K	1,897.68
111282	Regular	12/31/2015	235	Hendrickson, Robert	4,176.75
111283	Regular	12/31/2015	105	Parker, Cassandra	3,032.71
111284	Regular	12/31/2015	454	Salazar-Delatorre, Viviana J	228.17
111285	Regular	12/31/2015	433	Cimaomo, Joseph T	415.64
111286	Regular	12/31/2015	323	Harto, Margaret	488.75
111287	Regular	12/31/2015	324	Lanza, Mark	407.64
111288	Regular	12/31/2015	326	Mhoon, Marlla	417.64
111289	Regular	12/31/2015	327	Scott, James A	441.47
111290	Regular	12/31/2015	502	Smith, Sean D	443.47
111291	Regular	12/31/2015	329	Wagner, Jeffrey	443.47
111292	Regular	12/31/2015	374	Allen, Joshua C	2,299.50
111293	Regular	12/31/2015	353	Dalton, Jesse J	2,231.32
111294	Regular	12/31/2015	373	Fealy, William J	2,107.52
111295	Regular	12/31/2015	301	Gaudette, John J	2,658.02
111296	Regular	12/31/2015	511	Goranson, Gage W	554.58
111297	Regular	12/31/2015	186	Junkin, Ross D	3,329.88
111298	Regular	12/31/2015	268	Bykonen, Brian D	2,454.51
111299	Regular	12/31/2015	279	Christenson, Gregg R	3,317.42
111300	Regular	12/31/2015	270	Lyons, Salina K	2,832.28
111301	Regular	12/31/2015	269	Meyers, Robert L	3,837.51
111302	Regular	12/31/2015	284	Ogren, Nelson W	3,153.34
111303	Regular	12/31/2015	266	Thompson, Kelly	2,581.63
111304	Regular	12/31/2015	518	Islam, Shahinur	494.43
111305	Regular	12/31/2015	307	Morrissey, Mayson	3,393.48
111306	Regular	12/31/2015	199	Bahl, Rachel A	3,100.61
111307	Regular	12/31/2015	397	Ball, Jaquelyn I	471.47
111308	Regular	12/31/2015	451	Conway, Sean	1,763.20
111309	Regular	12/31/2015	428	Feser, Angela M	2,515.98
111310	Regular	12/31/2015	448	Finazzo, Dominic V	1,724.77
111311	Regular	12/31/2015	305	Kiselyov, Tatyana	1,763.20
111312	Regular	12/31/2015	453	Leung, Rachael M	1,491.42
111313	Regular	12/31/2015	195	Patterson, Clifford	2,756.23
111314	Regular	12/31/2015	540	Unruh, Gordon B	1,809.42
111315	Regular	12/31/2015	106	Bates, Shellie L	2,549.83
111316	Regular	12/31/2015	349	Buck, Shawn M	1,965.60
111317	Regular	12/31/2015	273	French, Fred	256.50
111318	Regular	12/31/2015	436	Lindskov, Robert T	3,449.10
111319	Regular	12/31/2015	257	Parrish, Benjamin A	2,323.36
111320	Regular	12/31/2015	173	Vondran, Donald M	4,297.61
111321	Regular	12/31/2015	252	Wesley, Daniel A	2,546.87
111322	Regular	12/31/2015	388	Andrews, Kaitlyn E	296.04
111323	Regular	12/31/2015	434	Bailey, Brooke	144.60
111324	Regular	12/31/2015	481	Binder, Jordan M	210.27
111325	Regular	12/31/2015	393	Blakely, Coleman P.	86.90
111326	Regular	12/31/2015	534	Blakely, Gavin D	147.83

111327 Regular	12/31/2015	513 Bryant, Colin A	29.49
111328 Regular	12/31/2015	517 Burke, Austin W	164.64
111329 Regular	12/31/2015	379 Carrillo, Anthony G	99.54
111330 Regular	12/31/2015	258 Cox, Melissa	697.13
111331 Regular	12/31/2015	385 Cranstoun, Alexander M	155.17
111332 Regular	12/31/2015	526 Duval-Dreblow, Shailynn R	271.72
111333 Regular	12/31/2015	505 Gormley, Hannah E	79.78
111334 Regular	12/31/2015	508 Halbert, Olivia M	79.60
111335 Regular	12/31/2015	512 Hauer, Colton A	192.73
111336 Regular	12/31/2015	425 Knox, John Q	155.08
111337 Regular	12/31/2015	426 Knox, Patrick L	152.48
111338 Regular	12/31/2015	410 Lanz, Avalon A.	738.91
111339 Regular	12/31/2015	539 Losacco, Alessandra G	85.29
111340 Regular	12/31/2015	435 Martin, Iain-Josiah	520.37
111341 Regular	12/31/2015	525 Mastroianni, Anthony J	202.19
111342 Regular	12/31/2015	483 Medel, Erick	467.04
111343 Regular	12/31/2015	340 Middleton, Jordan	215.31
111344 Regular	12/31/2015	516 Montero, Ivan P	209.69
111345 Regular	12/31/2015	516 Montero, Ivan P	68.23
111346 Regular	12/31/2015	439 Newman, Ashley M	81.97
111347 Regular	12/31/2015	312 Perko, Roxanne H	228.76
111348 Regular	12/31/2015	319 Praggastis, Alexander	984.16
111349 Regular	12/31/2015	387 Praggastis, Elena C	209.14
111350 Regular	12/31/2015	484 Roth, Alexander E	30.79
111351 Regular	12/31/2015	492 Spencer, Ethan R	480.78
111352 Regular	12/31/2015	392 Wardrip, Spencer A	301.18
111353 Regular	12/31/2015	432 Wilton, Sara J	98.31
111354 Regular	12/31/2015	533 Wruth, Hunter T	128.89
111355 Regular	12/31/2015	487 Bykonen, Tyler B	32.06
111356 Regular	12/31/2015	488 Cles, Erin L	26.71
111357 Regular	12/31/2015	541 Cox, Christopher S	251.71
111358 Regular	12/31/2015	482 Cruz, Garrett M	66.78
111359 Regular	12/31/2015	532 Green, Katherine B	33.20
111360 Regular	12/31/2015	495 Tashiro-Townley, Joshua C	75.88
111361 Regular	12/31/2015	116 Beaufriere, Noreen	3,216.90
111362 Regular	12/31/2015	137 Throm, Victoria J	2,311.35
111371 Rev	12/31/2015	503 Bolli, Regan H	-5,154.20
111372 Regular	12/31/2015	503 Bolli, Regan H	4,722.57
111373 Rev	12/31/2015	246 Kirshenbaum, Kathleen	-1,108.15
111374 Regular	12/31/2015	246 Kirshenbaum, Kathleen	1,009.27
111375 Rev	12/31/2015	243 Lyon, Valerie	-1,739.90
111376 Regular	12/31/2015	243 Lyon, Valerie	1,570.30
111377 Rev	12/31/2015	234 Mhoon, Darren S	-1,635.64
111378 Regular	12/31/2015	234 Mhoon, Darren S	1,487.97
111379 Rev	12/31/2015	162 Michaud, Joan M	-2,433.36
111380 Regular	12/31/2015	162 Michaud, Joan M	2,206.40
111381 Rev	12/31/2015	123 Scott, Sharon G	-2,867.58
111382 Regular	12/31/2015	123 Scott, Sharon G	2,609.58
111383 Rev	12/31/2015	313 Slate, Karla J	-2,794.70
111384 Regular	12/31/2015	313 Slate, Karla J	2,549.23
111385 Rev	12/31/2015	444 Ziolkowski, Diana	-85.74
111386 Regular	12/31/2015	444 Ziolkowski, Diana	80.35
111387 Rev	12/31/2015	275 Hart, Richard	-4,219.05
111388 Regular	12/31/2015	275 Hart, Richard	3,838.88
111389 Rev	12/31/2015	368 Mueller, Ann M	-1,915.08
111390 Regular	12/31/2015	368 Mueller, Ann M	1,751.10
111391 Rev	12/31/2015	180 Cles, Staci M	-2,282.21
111392 Regular	12/31/2015	180 Cles, Staci M	2,074.32
111393 Rev	12/31/2015	146 Hagen, Lindsay K	-1,897.68
111394 Regular	12/31/2015	146 Hagen, Lindsay K	1,722.49
111395 Rev	12/31/2015	235 Hendrickson, Robert	-4,176.75

111396 Regular	12/31/2015	235 Hendrickson, Robert	3,796.58
111397 Rev	12/31/2015	105 Parker, Cassandra	-3,032.71
111398 Regular	12/31/2015	105 Parker, Cassandra	2,754.52
111399 Rev	12/31/2015	454 Salazar-Delatorre, Viviana J	-228.17
111400 Regular	12/31/2015	454 Salazar-Delatorre, Viviana J	206.99
111401 Rev	12/31/2015	433 Cimaomo, Joseph T	-415.64
111402 Regular	12/31/2015	433 Cimaomo, Joseph T	392.53
111403 Rev	12/31/2015	323 Harto, Margaret	-488.75
111404 Regular	12/31/2015	323 Harto, Margaret	461.75
111405 Rev	12/31/2015	324 Lanza, Mark	-407.64
111406 Regular	12/31/2015	324 Lanza, Mark	392.53
111407 Rev	12/31/2015	326 Mhoon, Marlla	-417.64
111408 Regular	12/31/2015	326 Mhoon, Marlla	392.53
111409 Rev	12/31/2015	327 Scott, James A	-441.47
111410 Regular	12/31/2015	327 Scott, James A	415.57
111411 Rev	12/31/2015	502 Smith, Sean D	-443.47
111412 Regular	12/31/2015	502 Smith, Sean D	415.57
111413 Rev	12/31/2015	329 Wagner, Jeffrey	-443.47
111414 Regular	12/31/2015	329 Wagner, Jeffrey	415.57
111415 Rev	12/31/2015	374 Allen, Joshua C	-2,299.50
111416 Regular	12/31/2015	374 Allen, Joshua C	2,094.55
111417 Rev	12/31/2015	353 Dalton, Jesse J	-2,231.32
111418 Regular	12/31/2015	353 Dalton, Jesse J	2,042.55
111419 Rev	12/31/2015	373 Fealy, William J	-2,107.52
111420 Regular	12/31/2015	373 Fealy, William J	1,918.75
111421 Rev	12/31/2015	301 Gaudette, John J	-2,658.02
111422 Regular	12/31/2015	301 Gaudette, John J	2,408.59
111423 Rev	12/31/2015	511 Goranson, Gage W	-554.58
111424 Regular	12/31/2015	511 Goranson, Gage W	521.25
111425 Rev	12/31/2015	186 Junkin, Ross D	-3,329.88
111426 Regular	12/31/2015	186 Junkin, Ross D	3,035.32
111427 Rev	12/31/2015	268 Bykonen, Brian D	-2,454.51
111428 Regular	12/31/2015	268 Bykonen, Brian D	2,227.75
111429 Rev	12/31/2015	279 Christenson, Gregg R	-3,317.42
111430 Regular	12/31/2015	279 Christenson, Gregg R	3,013.94
111431 Rev	12/31/2015	270 Lyons, Salina K	-2,832.28
111432 Regular	12/31/2015	270 Lyons, Salina K	2,579.45
111433 Rev	12/31/2015	269 Meyers, Robert L	-3,837.51
111434 Regular	12/31/2015	269 Meyers, Robert L	3,509.02
111435 Rev	12/31/2015	284 Ogren, Nelson W	-3,153.34
111436 Regular	12/31/2015	284 Ogren, Nelson W	2,877.53
111437 Rev	12/31/2015	266 Thompson, Kelly	-2,581.63
111438 Regular	12/31/2015	266 Thompson, Kelly	2,356.80
111439 Rev	12/31/2015	518 Islam, Shahinur	-494.43
111440 Regular	12/31/2015	518 Islam, Shahinur	464.80
111441 Rev	12/31/2015	307 Morrissey, Mayson	-3,393.48
111442 Regular	12/31/2015	307 Morrissey, Mayson	3,100.21
111443 Rev	12/31/2015	199 Bahl, Rachel A	-3,100.61
111444 Regular	12/31/2015	199 Bahl, Rachel A	2,825.51
111445 Rev	12/31/2015	397 Ball, Jaquelyn I	-471.47
111446 Regular	12/31/2015	397 Ball, Jaquelyn I	428.90
111447 Rev	12/31/2015	451 Conway, Sean	-1,763.20
111448 Regular	12/31/2015	451 Conway, Sean	1,613.93
111449 Rev	12/31/2015	428 Feser, Angela M	-2,515.98
111450 Regular	12/31/2015	428 Feser, Angela M	2,297.52
111451 Rev	12/31/2015	448 Finazzo, Dominic V	-1,724.77
111452 Regular	12/31/2015	448 Finazzo, Dominic V	1,575.51
111453 Rev	12/31/2015	305 Kiselyov, Tatyana	-1,763.20
111454 Regular	12/31/2015	305 Kiselyov, Tatyana	1,613.93
111455 Rev	12/31/2015	453 Leung, Rachael M	-1,491.42
111456 Regular	12/31/2015	453 Leung, Rachael M	1,362.33

111457 Rev	12/31/2015	195 Patterson, Clifford	-2,756.23	
111458 Regular	12/31/2015	195 Patterson, Clifford	2,510.76	
111459 Rev	12/31/2015	540 Unruh, Gordon B	-1,809.42	
111460 Regular	12/31/2015	540 Unruh, Gordon B	1,655.68	
111461 Rev	12/31/2015	106 Bates, Shellie L	-2,549.83	
111462 Regular	12/31/2015	106 Bates, Shellie L	2,311.62	
111463 Rev	12/31/2015	349 Buck, Shawn M	-1,965.60	
111464 Regular	12/31/2015	349 Buck, Shawn M	1,793.00	
111465 Rev	12/31/2015	273 French, Fred	-256.50	
111466 Regular	12/31/2015	273 French, Fred	240.88	
111467 Rev	12/31/2015	436 Lindskov, Robert T	-3,449.10	
111468 Regular	12/31/2015	436 Lindskov, Robert T	3,158.42	
111469 Rev	12/31/2015	257 Parrish, Benjamin A	-2,323.36	
111470 Regular	12/31/2015	257 Parrish, Benjamin A	2,123.56	
111471 Rev	12/31/2015	173 Vondran, Donald M	-4,297.61	
111472 Regular	12/31/2015	173 Vondran, Donald M	3,939.27	
111473 Rev	12/31/2015	252 Wesley, Daniel A	-2,546.87	
111474 Regular	12/31/2015	252 Wesley, Daniel A	2,299.28	
111475 Rev	12/31/2015	116 Beaufreere, Noreen	-3,216.90	
111476 Regular	12/31/2015	116 Beaufreere, Noreen	2,963.10	
111477 Rev	12/31/2015	137 Throm, Victoria J	-2,311.35	
111478 Regular	12/31/2015	137 Throm, Victoria J	2,105.26	
1004689427 Regular	12/31/2015	364 Newell, Nancy J	17.74	
1004689427 Rev	12/31/2015	364 Newell, Nancy J	-17.74	
1004689428 Regular	12/31/2015	499 Goodman, Ryan A	76.87	
1004689428 Rev	12/31/2015	499 Goodman, Ryan A	-76.87	
1004689429 Regular	12/31/2015	527 Ainsworth, Nicholas D	28.44	
1004689430 Regular	12/31/2015	509 Brannon, David J	148.18	
1004689431 Regular	12/31/2015	489 Wold, Jared K	170.88	
1004689432 Regular	12/31/2015	480 Woods, Dylan J	158.64	
1004689433 Regular	12/31/2015	521 Ellsworth, Joseph G	59.28	
1004689434 Regular	12/31/2015	537 Farish, Sarah A	26.08	
1004689435 Regular	12/31/2015	490 Kallaher, Jay S	39.67	
1004689436 Regular	12/31/2015	474 Shank, Elijah J	21.34	
1004689437 Regular	12/31/2015	535 VanBrunt, Elizabeth	23.72	
1004695934 Regular	12/31/2015	364 Newell, Nancy J	16.62	
1004695935 Regular	12/31/2015	499 Goodman, Ryan A	69.46	
Totals for Payroll Checks	216 Items		113,498.23	
Third Party Checks for Account Paylocity Account				
Check/Voucher	Check Type	Check Date	Employee Id Employee Name	Net Amount
111363	AGENCY	12/31/2015	401SS ICMA Retirement Trust	1,287.64
111364	AGENCY	12/31/2015	Emp City of Covington Employee Fund	18.00
111365	AGENCY	12/31/2015	IC401 ICMA Retirement Trust	1,113.88
111479	AGENCY	12/31/2015	401SS ICMA Retirement Trust	15,949.25
111480	AGENCY	12/31/2015	457Ex Vantagepoint Transfer Agent-457	359.09
111481	AGENCY	12/31/2015	IC401 ICMA Retirement Trust	14,086.13
Totals for Third Party Checks	6 Items			32,813.99
			Tax Liabilities	21,001.02
			Paylocity Fees	654.64
			Grand Total	\$ 167,967.88

Consent Agenda Item C-3

Covington City Council Meeting

Date: January 12, 2016

SUBJECT: A MOTION APPOINTING THE AUDIT COMMITTEE

RECOMMENDED BY: Rob Hendrickson, Finance Director

ATTACHMENT(S): None

PREPARED BY: Rob Hendrickson, Finance Director

EXPLANATION:

As part of the council process, audit committee members are appointed at the first meeting in January following an election year. At the January 10, 2012 Council meeting, Ordinance 02-12 was adopted which simplified the manner by which council members are appointed to the audit committee by enabling appointments through a motion of the council rather than a resolution.

The existing members have stated that they wish to be reappointed.

ALTERNATIVES:

The BARS (Budgeting Accounting and Reporting System) Manual issued by the State Auditor states in part:

“The certification by the auditing officer in no manner relieves members of the governing body from the responsibility and liability for each voucher approved. It is the governing body’s responsibility to ensure that the system of auditing and certifying vouchers is operating in a manner to provide the greatest possible protection for the governing body members and the municipality.”

The council could appoint random council members to review accounts payable and payroll vouchers, however utilization of an audit committee makes the process work efficiently.

FISCAL IMPACT:

There is no dollar impact to appointing audit committee members.

CITY COUNCIL ACTION: Ordinance Resolution Motion Other

Council member _____ moves, Council member _____ seconds, to appoint Councilmembers Mark Lanza, Marlla Mhoon, and Jeff Wagner, to the Council’s Audit Committee.

REVIEWED BY: City Manager; City Attorney.

SUBJECT: ACCEPTANCE OF JENKINS CREEK PARK PEDESTRIAN AND ADA IMPROVEMENTS PROJECT (CIP 1014).

RECOMMENDED BY: Don Vondran, Public Works Director

ATTACHMENT(S):

1. Final Contract Voucher Certificate
2. Notice of Completion of Public Works Contract

PREPARED BY: Robert Lindskov, City Engineer

EXPLANATION:

The Covington City Council awarded the Jenkins Creek Park Pedestrian and ADA Improvements project to WHH Nisqually Federal Services on June 9, 2015. Significant improvements were constructed during this project, some of which are listed as follows:

- Restored and enhanced the trail system within Jenkins Creek Park.
- Re-opened the pedestrian connections to Jenkins Creek Elementary School, the Home Depot commercial area, and downtown.
- Removed architectural barriers, allowing access for seniors, handicapped, and students to access and use the park.
- Constructed approximately 1,225 feet of widened ADA compliant asphalt path and crushed rock surface trail.
- Constructed two new bridges.
- Established maintenance access.
- Wetlands were mitigated, enhanced, and landscaped.
- Replaced failed portions of 36” diameter pipe and armored its outflow.
- Spring Pond outlet was modified with the removal of three failed log weirs and replaced with new control structure and downstream channel substrate.

The project combined two schedules of work into one contract. One schedule was the trail and bridge portion and the other was a surface water management (SWM) portion. The SWM portion was titled the “Timberlane Drainage Site LID #5” that had been designed with Department of Ecology (DOE) grant funds. Combining the two projects into one construction contract was an overall benefit to both due to the economy of scale. Council authorized the awarding of the project in the amount of \$602,007 to WHH Nisqually Federal Services on June 9, 2015. Council also authorized the approval of a task order with Gray & Osborne for construction management support for this project in the amount of \$32,730.

During construction, there was an opportunity that arose, due to the excessively dry summer, to correct the Spring Pond outfall control structure and downstream channel substrate. On September 22, 2015, Council authorized a change order and design amendment for the Spring Pond outfall in the amount of \$35,675.50. Also, there was approval for additional CM budget to

address increased survey needs primarily associated with vandals removing surveyed markers that informed the contractor where to construct the bridge. This was an increase of \$14,966.

During construction we were also able to apply King County Flood Control District sub-regional opportunity funds in the amount of \$26,316 in offsetting revenue towards the SWM portion of the project.

FISCAL IMPACT:

The project was completed under budget. The breakdown of the Revenue and Expenditures are as follows:

Revenue:

- CDBG Construction Funds \$314,145
- SWM Funds Allocated for Schedule A + B \$319,863
- SWM Funds Allocated for Consultant CM \$16,365
- Spring Pond Outfall Change Order and Design Amendment \$35,676
- Additional Survey CM \$14,966
- 2015 King County Flood Control District Opportunity \$26,316

Total Revenue **\$727,331**

Expenditures/Budget:

- Construction Contract Costs Schedule A + B \$595,577
- Spring Pond Outfall Change Order - Construction \$25,653
- Spring Pond Outfall Design Amendment \$9,424
- Construction Management Consultant Costs (incl. Survey) \$47,696

Total Costs **\$678,350**

Under Budget **\$48,981**

The final construction cost for the originally advertised project was \$595,577. This was delivered \$6,430 under the original bid. In addition, the Spring Pond Outfall change order came in under the original estimate by \$598. With the unused contingency (\$15,636 in the original project award budget) and the additional Flood Control District funds allocated, the project came in under budget by \$48,981.

CITY COUNCIL ACTION: Ordinance Resolution Motion Other

Council member _____ moves, Council member _____ seconds, to authorize acceptance of the Jenkins Creek Park Pedestrian and ADA Improvements Project as completed pending the receipt of the necessary final closeout paperwork.

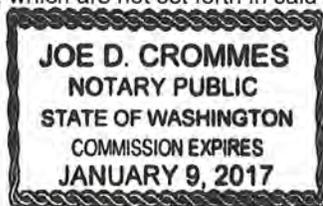
REVIEWED BY: City Manager, City Attorney, Finance Director

Final Contract Voucher Certificate

Contractor WHH Nisqually Federal Services, LLC			
Street Address 12820 Yelm Highway SE			
City Olympia	State WA	Zip 98513	Date 12/7/2015
Project Number (Owner) KC CDBG C13249			
Job Description (Title) Jenkins Creek Park Pedestrian and ADA Improvements			
Date Work Physically Completed November 19, 2015		Final Amount \$621,230.39	

Contractor's Certification

I, The undersigned, having first been duly sworn, certify that I am authorized to sign for the claimant; that in connection with the work performed and to the best of my knowledge no loan, gratuity or gift in any form whatsoever has been extended to any employee of the City of Covington (Owner) nor have I rented or purchased any equipment or materials from any employee of the City of Covington (Owner); I further certify that the attached final estimate is a true and correct statement showing all the monies due me from the City of Covington (Owner) for work performed and material furnished under this Contract; that I have carefully examined said final estimate and understand the same; have paid all labor, material, and other costs for this project; and that I hereby release the City of Covington (Owner) from any and all claims of whatsoever nature which I may have, arising out of the performance of said contract, which are not set forth in said estimate.



X 
Contractor Authorized Signature Required

KARL UESLUND
Type Signature Name

Subscribed and sworn to before me this 7TH day of DECEMBER 20 15

X 
JOE D. CROMMES Notary Public in and for the State of WASHINGTON
Residing at PIERCE COUNTY

City of Covington (Owner) Certification

I, certify the attached final estimate to be based upon actual measurements, and to be true and correct. Approved Date 12/22/15

X 
Project Engineer

X 
(Owner)

This Final Contract Voucher Certification is to be prepared by the Engineer and the original forwarded to the City of Covington (Owner) for acceptance and payment.

Contractors Claims, if any, must be included and the Contractors Certification must be labeled indicating a claim attached.

FINAL PROGRESS ESTIMATE NO. 5
NOVEMBER 25, 2015

CITY OF COVINGTON
 KING COUNTY
 WASHINGTON

PROGRESS ESTIMATE PERIOD
 OCTOBER 31, 2015 TO NOVEMBER 19, 2015

PROJECT:
 CITY OF COVINGTON
 JENKINS CREEK PARK PEDESTRIAN AND ADA IMPROVEMENTS
 G&O JOB NUMBER #14528

CONTRACTOR:
 WHH NISQUALLY FEDERAL SERVICES, LLC
 950 PACIFIC AVENUE, SUITE 620
 TACOMA, WA 98402

BID ITEMS				QUANTITIES		PROJECT COSTS		PERCENT OF CONTRACT QUANTITY
NO.	DESCRIPTION	QUANTITY UNIT	UNIT PRICE	TOTAL THIS PERIOD	TOTAL TO DATE	AMOUNT THIS PERIOD	AMOUNT TO DATE	
SCHEDULE A: PARK TRAIL								
1	SPCC Plan	1 LS	\$5,000.00	0.00%	100.00%	\$0.00	\$5,000.00	100%
2	Minor Changes	1 CALC	\$10,000.00	0.0000%	2.7219%	\$0.00	\$272.19	3%
3	Mobilization, Cleanup and Demobilization	1 LS	\$51,000.00	16.00%	100.00%	\$8,160.00	\$51,000.00	100%
4	Project Temporary Traffic Control	1 LS	\$1,000.00	19.00%	100.00%	\$190.00	\$1,000.00	100%
5	Clearing and Grubbing	1 LS	\$25,500.00	10.00%	100.00%	\$2,550.00	\$25,500.00	100%
6	Removal of Structure and Obstruction	1 LS	\$20,000.00	10.00%	100.00%	\$2,000.00	\$20,000.00	100%
7	Excavation, Backfill, Compaction and Grading for Trail, Incl. Haul	525 CY	\$50.00	47	525	\$2,350.00	\$26,250.00	100%
8	Locate Existing Utilities	1 LS	\$700.00	0.00%	100.00%	\$0.00	\$700.00	100%
9	Gravel Backfill for Walls	145 TN	\$25.00	144.77	144.77	\$3,619.25	\$3,619.25	100%
10	Crushed Surfacing Base Course	535 TN	\$62.00	3.6	610.0	\$223.20	\$37,820.00	114%
11	Commercial HMA	137 TN	\$190.00	17.00	135.19	\$3,230.00	\$25,686.10	99%
12	Compaction Price Adjustment	1 CALC	\$0.00	0.00%	0.00%	\$0.00	\$0.00	0%
13	Conc. Class 4000	37 CY	\$1,000.00	0.00	38.07	\$0.00	\$38,070.00	103%
14	St. Reinf. Bar	2,400 LB	\$2.30	0	2,816	\$0.00	\$6,476.80	117%
15	Jenkins Creek Bridge, 62.5' x 12', Incl. Installation	1 EA	\$134,000.00	0.05	1.00	\$6,700.00	\$134,000.00	100%
16	Spring Pond Bridge, 28.5' x 8', Incl. Installation	1 EA	\$54,000.00	0.05	1.00	\$2,700.00	\$54,000.00	100%
17	CPEP Underdrain Pipe, 6 In. Diam. (Incl. Bedding)	60 LF	\$25.00	0	55	\$0.00	\$1,375.00	92%
18	CPEP Storm Pipe, 12 In. Diam. (Incl. Bedding)	20 LF	\$55.00	0.0	9.5	\$0.00	\$522.50	48%
19	Concrete Inlet	1 EA	\$1,200.00	0.0	1.0	\$0.00	\$1,200.00	100%
20	Adjust Manhole	1 EA	\$1,000.00	0	1	\$0.00	\$1,000.00	100%
21	Erosion/Water Pollution Control	1 LS	\$5,000.00	19.00%	100.00%	\$950.00	\$5,000.00	100%
22	Topsoil, Type A	245 CY	\$59.00	0	210	\$0.00	\$12,390.00	86%
23	Tilling	9 HR	\$235.00	0	0	\$0.00	\$0.00	0%
24	Wood Strand Mulch	165 CY	\$59.00	60	170	\$3,540.00	\$10,030.00	103%
25	Soil Amendments	110 CY	\$37.00	0	75	\$0.00	\$2,775.00	68%
26	PSIPE Plantings	1 LS	\$16,500.00	25.00%	100.00%	\$4,125.00	\$16,500.00	100%
27	Placement of On-Site Woody Debris	10 EA	\$800.00	0	10	\$0.00	\$8,000.00	100%
28	Chain Link Fence Mod Type 6, w/Vinyl Coating	120 LF	\$17.00	117	117	\$1,989.00	\$1,989.00	98%
29	Remove and Relocate Fence	30 LF	\$43.00	0	0	\$0.00	\$0.00	0%
30	Steel Bollard, Type 1	2 EA	\$750.00	2	2	\$1,500.00	\$1,500.00	100%
31	Quarry Spalls	10 TN	\$120.00	0	0	\$0.00	\$0.00	0%
32	Permanent Signing	1 LS	\$500.00	100.00%	100.00%	\$500.00	\$500.00	100%
33	Rock Wall	50 SF	\$52.00	122.55	162.00	\$6,372.60	\$8,424.00	324%
34	Project Sign	1 EA	\$800.00	0	1	\$0.00	\$800.00	100%
Change Order No. 1								
35	Excavation, Grading in Channel, Incl. Haul	90 CY	\$64.76	0	90	\$0.00	\$5,828.40	100%
36	Streambed Sediment	18 TN	\$59.81	0.00	17.45	\$0.00	\$1,043.68	97%
37	Streambed Cobbles, 4 Inch	100 TN	\$59.81	0.00	104.69	\$0.00	\$6,261.51	105%
38	Streambed Cobbles, 12 Inch	50 TN	\$59.81	0.00	52.35	\$0.00	\$3,131.05	105%
39	Spill Control Footer Rock	33 EA	\$129.07	0	24	\$0.00	\$3,097.68	73%
40	Remove and Dispose of Wooden Weir	2 EA	\$1,265.53	0	2	\$0.00	\$2,531.06	100%
41	Silt Fence	135 LF	\$5.00	0	135	\$0.00	\$675.00	100%

FINAL PROGRESS ESTIMATE NO. 5
NOVEMBER 25, 2015

CITY OF COVINGTON
 KING COUNTY
 WASHINGTON

PROGRESS ESTIMATE PERIOD
 OCTOBER 31, 2015 TO NOVEMBER 19, 2015

PROJECT:
 CITY OF COVINGTON
 JENKINS CREEK PARK PEDESTRIAN AND ADA IMPROVEMENTS
 G&O JOB NUMBER #14528

CONTRACTOR:
 WHH NISQUALLY FEDERAL SERVICES, LLC
 950 PACIFIC AVENUE, SUITE 620
 TACOMA, WA 98402

BID ITEMS				QUANTITIES		PROJECT COSTS		PERCENT OF CONTRACT QUANTITY
NO.	DESCRIPTION	QUANTITY UNIT	UNIT PRICE	TOTAL THIS PERIOD	TOTAL TO DATE	AMOUNT THIS PERIOD	AMOUNT TO DATE	
42	Sand Bag Dam	1 LS	\$1,950.55	0.00%	100.00%	\$0.00	\$1,950.55	100%
43	Geotextile Fabric for Separation	115 SY	\$8.34	0	136	\$0.00	\$1,134.24	118%
Subtotal, Schedule A						\$50,699.05	\$527,053.01	
SCHEDULE B: STORM IMPROVEMENTS								
100	Excavation, Backfill, Compaction and Grading for Trail, Incl. Haul	80 CY	\$35.00	0	80	\$0.00	\$2,800.00	100%
101	Storm Sewer Pipe, 36 In. Diam. (Incl. Bedding)	395 LF	\$157.00	0	395	\$0.00	\$62,015.00	100%
102	Catch Basin, Type 2, 36 In. Diam.	1 EA	\$6,100.00	0	1	\$0.00	\$6,100.00	100%
103	Catch Basin, Type 2, 60 In. Diam. w/Overflow	1 EA	\$6,400.00	0.0	1.0	\$0.00	\$6,400.00	100%
104	Abandon Existing Manhole/Type 2 Catch Basin	1 EA	\$700.00	0	1	\$0.00	\$700.00	100%
105	Trench Excavation Safety Systems	1 LS	\$6,000.00	0.00%	100.00%	\$0.00	\$6,000.00	100%
106	Bank Run Gravel for Trench Backfill	25 TN	\$14.00	0	0	\$0.00	\$0.00	0%
107	Erosion/Water Pollution Control	1 LS	\$500.00	19.00%	100.00%	\$95.00	\$500.00	100%
108	Quarry Spalls	25 TN	\$70.00	0.00	24.35	\$0.00	\$1,704.50	97%
109	Project Documentation	1 LS	\$500.00	19.00%	100.00%	\$95.00	\$500.00	100%
Subtotal, Schedule B						\$190.00	\$86,719.50	

**FINAL PROGRESS ESTIMATE NO. 5
NOVEMBER 25, 2015**

CITY OF COVINGTON
KING COUNTY
WASHINGTON

PROGRESS ESTIMATE PERIOD
OCTOBER 31, 2015 TO NOVEMBER 19, 2015

PROJECT:
CITY OF COVINGTON
JENKINS CREEK PARK PEDESTRIAN AND ADA IMPROVEMENTS
G&O JOB NUMBER #14528

CONTRACTOR:
WHH NISQUALLY FEDERAL SERVICES, LLC
950 PACIFIC AVENUE, SUITE 620
TACOMA, WA 98402

	PROJECT COSTS	
	AMOUNT THIS PERIOD	AMOUNT TO DATE
SUBTOTAL EARNED TO DATE	\$50,889.05	\$613,772.51
SALES TAX (SCHEDULE B ONLY)	8.60% \$16.34	\$7,457.88
MATERIALS ON HAND	\$0.00	\$0.00
TOTAL	\$50,905.39	\$621,230.39
CONTRACTOR HAS RETAINAGE BOND	\$0.00	\$0.00
TOTAL EARNED TO DATE LESS RETAINAGE		\$621,230.39
LESS AMOUNTS PREVIOUSLY PAID		
PROGRESS ESTIMATE NO. 1		\$47,188.87
PROGRESS ESTIMATE NO. 2		\$123,529.62
PROGRESS ESTIMATE NO. 3		\$135,042.22
PROGRESS ESTIMATE NO. 4		\$264,564.29

TOTAL PAYMENT NOW DUE: \$50,905.39 \$50,905.39

ORIGINAL CONTRACT AMOUNT (W/O TAX) \$594,515.00
CONTRACT AMOUNT WITH CHANGE ORDER 1 (W/O TAX) \$620,766.50
CONTRACT PERCENTAGE TO DATE 99%

I HEREBY CERTIFY THE ABOVE ESTIMATE IS A TRUE AND CORRECT STATEMENT OF THE WORK PERFORMED UNDER THIS CONTRACT.

I HEREBY ACKNOWLEDGE THAT THE CITY OF COVINGTON CONCURS WITH THIS ESTIMATE

I HEREBY CERTIFY THAT THE WAGES HAVE BEEN PAID IN ACCORDANCE WITH RCW 39.12 (PREVAILING WAGES) AND THE FEDERAL DAVIS-BACON AND RELATED ACTS (DBRA).

GRAY & OSBORNE, INC.

CITY OF COVINGTON

WHH NISQUALLY FEDERAL SERVICES, LLC


TANI STAFFORD, P.E.


CITY'S REPRESENTATIVE


CONTRACTOR'S REPRESENTATIVE

SUMMARY AND DISTRIBUTION OF PAYMENTS

PAY EST NO.	PROGRESS ESTIMATE PERIOD DATES	TOTAL EARNED PER PERIOD	SALES TAX RATE (SCH. B ONLY)	SALES TAX AMOUNT	MATERIALS ON HAND	TOTAL PAYMENT
1	JULY 24, 2015 TO JULY 31, 2015	\$47,185.00	8.60%	\$3.87	\$0.00	\$47,188.87
2	AUGUST 1, 2015 TO AUGUST 28, 2015	\$116,845.70	8.60%	\$6,683.92	\$0.00	\$123,529.62
3	AUGUST 29, 2015 TO SEPTEMBER 25, 2015	\$134,631.66	8.60%	\$410.56	\$0.00	\$135,042.22
4	SEPTEMBER 26, 2015 TO OCTOBER 30, 2015	\$264,221.10	8.60%	\$343.19	\$0.00	\$264,564.29
5	OCTOBER 31, 2015 TO NOVEMBER 19, 2015	\$50,889.05	8.60%	\$16.34	\$0.00	\$50,905.39
TOTAL:		\$613,772.51		\$7,457.88	\$0.00	\$621,230.39



Original
 Revised # _____

NOTICE OF COMPLETION OF PUBLIC WORKS CONTRACT

Date: _____ Contractor's UBI Number: _____

Name & Mailing Address of Public Agency
UBI Number: _____

Department Use Only
Assigned to: _____
Date Assigned: _____

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

Project Name	Contract Number	Job Order Contracting <input type="checkbox"/> Yes <input type="checkbox"/> No
Description of Work Done/Include Jobsite Address(es)		
Federally funded transportation project? HUD <input type="checkbox"/> Yes <input type="checkbox"/> No (if yes, provide Contract Bond Statement below)		
Contractor's Name	E-mail Address	Affidavit ID*
Contractor Address		Telephone #
If Retainage is not withheld, please select one of the following and List Surety's Name & Bond Number. <input type="checkbox"/> Retainage Bond <input type="checkbox"/> Contract/Payment bond (valid for federally funded transportation projects)		
Name:		Bond Number:
Date Contract Awarded	Date Work Commenced	Date Work Completed
		Date Work Accepted
Were Subcontractors used on this project? If so, please complete Addendum A. <input type="checkbox"/> Yes <input type="checkbox"/> No		
Affidavit ID* - No L&I release will be granted until all affidavits are listed.		

Contract Amount	\$ _____	Liquidated Damages \$	_____
Additions (+)	\$ _____	Amount Disbursed \$	_____
Reductions (-)	\$ _____	Amount Retained \$	_____
Sub-Total	\$ _____		
Amount of Sales Tax _____	\$ _____		
(If various rates apply, please send a breakdown)	\$ _____		
TOTAL	\$ _____	TOTAL \$	_____

NOTE: These two totals must be equal

Comments:

Note: The Disbursing Officer must submit this completed notice immediately after acceptance of the work done under this contract.
 NO PAYMENT SHALL BE MADE FROM RETAINED FUNDS until receipt of all release certificates.
Submitting Form: Please submit the completed form by email to all three agencies below.

Contact Name: _____ Title: _____
 Email Address: _____ Phone Number: _____



Consent Agenda Item C-5

Covington City Council Meeting

Date: January 12, 2016

SUBJECT: CONSIDER AWARDING THE CONSTRUCTION CONTRACT FOR THE CITY-WIDE INTERSECTION AND SAFETY IMPROVEMENTS PROJECT (CIP 1029) AND AUTHORIZING THE EXECUTION OF A TASK ORDER FOR CONSTRUCTION MANAGEMENT SUPPORT.

RECOMMENDED BY: Don Vondran, Public Works Director

ATTACHMENT(S):

1. Bid Summary
2. Local Agency Agreement Supplement #2
3. Independent Consultant Estimate for CIP 1029 Construction Management
4. Task No 008 - Gray & Osborne (Construction Management Services)

PREPARED BY: Robert Lindskov, City Engineer

EXPLANATION:

On October 23, 2015, the city re-advertised a call for bids for the City-Wide Intersection and Safety Improvements Project (CIP 1029). The first time this project was advertised in the spring, there was only one bidder with a bid of \$266,021.50. With a high bid and small response, the City decided to re-advertise when construction demand waned into its seasonal rotation.

The bid opening for the project was November 18, 2015. Three bids were received. The lowest bidder did not meet the Federal Disadvantage Business Enterprise (DBE) goal requirements. WSDOT deemed their bid as non-responsive. R.W. Scott Construction was deemed the lowest responsive bidder with a bid of \$211,258. WSDOT Local Programs and the city's engineering consultant, Gay & Osborne (G&O) agree. While the bid from R.W. Scott Construction exceeds the engineer's estimate (Attachment 3), we believe the bids are good and not likely to get better if re-advertised. We also believe the higher unit bids received may be due to the piecemeal nature of the nine separate locations. Staff recommends that council authorize award of the contract to the lowest most responsive bidder, R.W. Scott Construction.

The project includes the construction of safety improvements to nine (9) locations throughout the city. These improvements vary at each location, but may include rechannelization and pavement markings; improving sight distance and crosswalks; and upgrading signs, sidewalks and ADA access points. The intersections included are:

- 1) SE 272nd Street / 168th Place SE
- 2) 168th Place SE / 169th Place SE
- 3) SE 270th Place / 174th Avenue SE
- 4) SE 256th Street / 180th Avenue SE
- 5) SE 267th Street / 192nd Avenue SE
- 6) SE 261st Street / 180th Avenue SE
- 7) SE 268th Street / 164th Avenue SE
- 8) SE Wax Road / 180th Avenue SE
- 9) SE 256th Street / 170th Avenue SE

In addition, we are requesting authorization for the City Manager to execute a task order with our on-call engineering consultant, Gray & Osborne, for construction management for this project, not to exceed \$10,170 (Attachment 4). City staff will do a significant portion of the construction management for the project but will need some assistance with paperwork because it is a federally-funded project.

ALTERNATIVES:

1. Reject all bids and re-advertise. There is no guarantee that the bids would come in lower, especially with this being a small federally funded project with DBE goals. It would also be the third advertising for this project.

FISCAL IMPACT:

This project is funded as part of a federal legislative appropriation through the Highway Safety Improvement Program (MAP-21). The city was awarded a \$250,000 grant. Of this, \$38,327 was allocated to design and the remaining \$211,673 was programmed for construction. The following breakdown indicates the anticipated project costs.

Revenue:

• Remaining MAP-21 Grant Funds	<u>\$211,673</u>
Total Revenue	\$211,673

Expenditures:

• Construction Contract Costs	\$211,258
• Construction Management Consultant Costs	\$10,170
• WSDOT Administration Costs	\$1,000
• 5% Contingency	<u>\$10,563</u>
Total Costs	\$232,991

Map-21 grant funds will nearly cover all construction contract costs and the WSDOT administrative costs. The construction management costs and contingency (if needed) is recommended to be covered by the fund balance of the city's Capital Investment Program (CIP) Fund. If necessary, funds can also be transferred from the Engineering Services line item of the Street Fund into the CIP fund to help cover costs.

CITY COUNCIL ACTION: _____Ordinance _____Resolution X Motion _____Other

**PLEASE NOTE THAT STAFF IS REQUESTING THE COUNCIL
TO CONSIDER ALL MOTIONS.**

**Council member _____ moves, Council member _____
seconds, to award the bid of the City-Wide Intersection and Safety
Improvements Project (CIP 1029) to R.W. Scott Construction Co. in the
amount of \$211,258.00.**

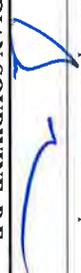
AND

Council member _____ moves, Council member _____ seconds, to authorize the city manager to execute a task order with the city's on-call engineering consultant, Gray & Osborne, for Construction Management for the City-Wide Intersection and Safety Improvement Project (CIP 1029) not to exceed \$10,170.

AND

Council member _____ moves, Council member _____ seconds, to authorize the city manager or his designee, to execute the WSDOT Local Agency Agreement Supplement to reallocate funds into contract construction to fund the City-Wide Intersection and Safety Improvement Project (CIP 1029).

REVIEWED BY: City Manager, Finance Director, City Attorney

	BIDDER			ENGINEER'S ESTIMATE	GLOBAL CONTRACTORS, LLC	R.W. SCOTT CONSTRUCTION CO.	WESTWATER CONSTRUCTION CO.	
30	Plastic Crosswalk Line	812 SF	\$10.00	\$8,120.00	\$9.00	\$7,308.00	\$5.00	\$4,060.00
31	Painted Bicycle Lane Symbol	2 EA	\$100.00	\$200.00	\$150.00	\$300.00	\$100.00	\$200.00
32	Tubular Markers	5 EA	\$60.00	\$300.00	\$125.00	\$625.00	\$90.00	\$500.00
33	Raised Pavement Marker	0.2 HD	\$500.00	\$100.00	\$1,350.00	\$270.00	\$500.00	\$200.00
	Subtotal:			\$175,450.00		\$193,404.00		\$302,370.00
	Sales Tax @ 0% (Per W.S. Revenue Rule No. 171)			\$0.00		\$0.00		\$0.00
	TOTAL CONSTRUCTION COST			\$175,450.00		\$193,404.00		\$302,370.00
	Sealed bids were opened at the City of Covington, 16720 SE 271st Street, Suite 100, Covington, Washington 98042 on Wednesday, November 18, 2015, at 11:00 a.m. (local time).							
	I hereby certify that, to the best of my knowledge, the above tabulations are true and correct transcriptions of the unit prices and total amounts bid.							
								
	BRIAN SOURWINE, P.E.							



Local Agency Agreement Supplement

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

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

Project Description

Name _____ Length _____
 Termini _____
Description of Work No Change

Reason for Supplement

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

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

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

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

Agency Official

Washington State Department of Transportation

By
Title

By
Director, Local Program
Date Executed

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

VI. Payment and Partial Reimbursement

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

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

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

VII. Audit of Federal Consultant Contracts

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

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

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

IX. Payment of Billing

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

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

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

VIII. Single Audit Act

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

XVII. Assurances

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



Direct Salary Cost (Composite) :			
Breakdown Of Work	Manhours	Average Rate Of Pay	Estimated Cost
Project Manager	24.0	50.00	1,200.00
Civil Engineer	23.0	36.00	828.00
Survey Technician	12.0	30.00	360.00
Survey Crew	24.0	75.00	1,800.00
Totals	83.0	191.00	4,188.00

Overhead Cost (including payroll additives) 192.26 % \$ 8,051.85

Fixed Fee 23.5 % \$ 984.18

Reimbursable

A. Travel and Per Diem \$ 200.00

B. Reproduction Expenses \$ 250.00

C. Computer Expense \$ _____

D. Communication \$ _____

E. Sampling and Testing \$ _____

F. Outside Consultants \$ _____

G. Other (Specify) \$ _____

Total \$ 450.00

Sub-total \$ 13,674.03

Contingencies _____ % *Contingencies \$ 0.00

Grand Total \$ 13,674.03

* Use only on cost plus net fee type of payment

Agency City of Covington	File No. LA 7879	Project No. HSIP-000S(338)
Project Title Covington Citywide Safety Project		
Estimate Prepared By: (signature) 		Date June 5, 2014

Formal Task Assignment Document

Task Number 008

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

Location of Project: Nine Intersections (See Description)

Project Title: Covington Citywide Safety Project

Maximum Amount Payable Per Task Assignment: \$10,170.00

Completion Date: December 31, 2016

Description of Work:

(Note attachments and give brief description)

This task order is for construction management assistance for the Covington Citywide Safety Project that is focused on intersection safety. The project will do safety improvements to nine locations throughout the City. These improvements include rechannelization, pavement markings; improving sight distance and crosswalks; upgrading signs, sidewalks and ADA access points. The intersections are SE 272nd Street/168th Place SE, 168th Place SE/169th Place SE, SE Wax Road/180th Avenue SE, SE 270th Place/174th Avenue SE, SE 256th Street/180th Avenue SE, SE 267th Street/192nd Avenue SE, SE 261st Street/180th Avenue SE, SE 268th Street/164th Avenue SE, and SE 256th Street/170th Avenue SE.

See attached Scope of Work.

Agency Project Manager Signature: _____ Date: _____

Oral Authorization Date: _____ See Letter Dated: _____

Consultant Signature: Thomas M. Zuel Date: 12/15/15

Agency Approving Authority: _____ Date: _____

EXHIBIT A-2

SCOPE OF WORK

CITY OF COVINGTON CITY WIDE SAFETY PROJECT (FEDERALLY FUNDED)

SCOPE OF WORK

Assist the City with construction management services for the federally funded City Wide Safety Project. The additional scope of work to be performed by Gray & Osborne, Inc. is as follows:

1. Assist City with tracking, reviewing and evaluating Request for Information from Contractor. Coordinate responses as required. Manage responses to RFIs.
2. Assist City with evaluating Contractor's Schedule of Values for lump sum items and verify allocations are made in accordance with the requirements of the Contract Documents.
3. Provide miscellaneous office support to include review of submittals, request to sublet, certified payrolls, DBE tracking, ROM updates, prepare preconstruction meeting agenda and minutes, statement of intent to pay prevailing wages, and other miscellaneous items to support Contractor inquiries, field activities, contract requirements, and City requests.
4. Assist City with preparation of monthly progress estimates and review with Contractor and City.
5. Represent the City's interest in negotiation of change order with the Contractor as may be required. Prepare change orders for execution by the City and Contractor subject to approval of the City and WSDOT.
6. Assist City with project closeout paperwork to include punchlist walk through; Notice to Completion of Public Works Contract; final closeout; and final review with WSDOT.

Assumptions

1. Assume that the City will provide field inspection, prepare field note records, prepare inspector daily reports, prepare weekly working day reports, prepare weekly quantity reports, wage interviews, DBE on-site reviews, provide material testing services, daily report for force account worked, prepare PSRC quarterly reports, and leads weekly meetings.

EXHIBIT E-2

CONSULTANT FEE DETERMINATION - SUMMARY SHEET (COST PLUS FIXED FEE)

Project: City of Covington - City Wide Safety Project (Federal Funded) (Task 008)

Additional Engineering Costs

Direct Salary Cost (DSC):

Discipline Required	Estimated Hours	Estimated Rate	Estimated Amount
Principal-in-Charge	2	\$32 to \$58	\$112
Project Manager/Engineer	42	\$32 to \$55	\$1,932
Civil Engineers	36	\$24 to \$36	\$1,296
Survey Technician/CADD Technician	0	\$15 to \$31	\$0
Professional Land Surveyor (P.L.S.)	0	\$33 to \$42	\$0
Survey Crew	0	\$43 to \$96	\$0

Subtotal Direct Labor Costs (DLC): \$ 3,340

Indirect Labor Costs (Overhead) @ 176% x DLC: \$ 5,878

Fee @ 24% x DLC: \$ 802

Direct Non-Salary Cost:

Mileage (at current IRS rate), Printing, Misc. Expenses \$ 150

TOTAL COST: \$ 10,170

Consent Agenda Item C-6

Covington City Council Meeting

Date: January 12, 2016

SUBJECT: AUTHORIZE THE CITY MANAGER TO EXECUTE A GRANT AGREEMENT WITH THE WASHINGTON STATE TRANSPORTATION IMPROVEMENT BOARD (TIB) FOR ARTERIAL PRESERVATION FUNDS ON 180TH AVENUE SE AND SE 256TH STREET.

RECOMMENDED BY: Don Vondran, Public Works Director

ATTACHMENT(S):

1. TIB Arterial Preservation Award Letter
2. TIB Arterial Preservation Project Fuel Tax Agreement
3. TIB Project Funding Status Form

PREPARED BY: Robert Lindskov, City Engineer

EXPLANATION:

On August 19, 2015 the Public Works Department submitted an application to the Washington State Transportation Improvement Board for a grant to preserve arterials in two locations:

- 1) 180th Avenue SE between SE 261st Street and SE Wax Road
- 2) SE 256th Street between 180th Avenue SE and 175th Way SE

The Arterial Preservation Grant Program provides grant funds to eligible applicants for the purpose of preserving roads. The city intends to overlay the two previously mentioned roads with new asphalt. Overlaying the roads prevents them from deteriorating to the point where they would need to be completely replaced.

On November 20, 2015 we were informed that we received the grant for the two arterials listed above (Attachment 1). In an effort to minimize costs, the city plans to participate in King County's 2016 Overlay program. Once the grant agreement (Attachment 2) is approved we may move forward with the process.

ALTERNATIVES:

Decline the Arterial Preservation funds and find other funds to overlay the subject projects or choose to not overlay the projects at this time and risk the roadways deteriorating beyond the need of just an overlay.

FISCAL IMPACT:

The total grant amount is \$764,660 for both arterials. There is a required match of 15% of the total project cost of \$899,600 which equates to \$134,940 (city portion). Staff recommends utilizing a portion of the Capital Improvement Program (CIP) fund balance to cover the city's required match. There is currently \$152,876 in the CIP fund that could be used for projects such as this.

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

**Council member _____ moves, Council member _____
seconds, to authorize the City Manager to execute the grant agreement with
the Washington State Transportation Improvement Board for the FY 2017
Arterial Preservation Project, in substantial form as that attached hereto.**

REVIEWED BY: City Manager, City Attorney, Finance Director



Washington State Transportation Improvement Board

TIB Members

Councilmember Bob Olson, Chair
City of Kennewick

Commissioner Richard Stevens,
Vice Chair
Grant County

Jim Albert
Office of Financial Management

Pasco Bakotich, P.E.
WSDOT

Wendy Clark-Getzin, P.E.
Clallam Transit

Gary Ekstedt, P.E.
Yakima County

Mayor James Irish
City of La Center

John Klekotka, P.E.
Port of Everett

Commissioner Robert Koch
Franklin County

Colleen Kuhn
Human Services Council

Mayor Patty Lent
City of Bremerton

Mick Matheson, P.E.
City of Sultan

E. Susan Meyer
Spokane Transit Authority

Laura Philpot, P.E.
City of Sammamish

David Ramsay
Feet First

Amy Scarton
WSDOT

Heidi Stamm
HS Public Affairs

John Vodopich
City of Bonney Lake

Jay Weber
County Road Administration Board

Clay White
Snohomish County

Stevan E. Gorcester
Executive Director

P.O. Box 40901
Olympia, WA 98504-0901
Phone: 360-586-1140
Fax: 360-586-1165
www.tib.wa.gov

November 20, 2015

Mr. Don Vondran, P.E.
Public Works Director
City of Covington
16720 SE 271st Suite 100
Covington, WA 98042

Dear Mr. Vondran:

Congratulations! We are pleased to announce the selection of your project, FY 2017 Arterial Preservation Project, Multiple Locations, TIB project number 3-P-204(003)-1.

Total TIB funds for this project are \$764,660. Arterial Preservation Program (APP) funding is appropriated by the Legislature for the biennium. APP Projects proceeding to construction after June 30, 2017 may lose funding.

Before any work is allowed on this project, you must:

- Verify the information on the Project Funding Status Form, revise if necessary, and sign;
- Sign both copies of the Fuel Tax Grant Distribution Agreement; and
- Return the above items to TIB.

You may only incur reimbursable expenses after you receive approval from TIB.

In accordance with RCW 47.26.084, you must certify full funding by November 20, 2016 or the grant may be terminated. Grants may also be rescinded due to unreasonable project delay as described in WAC 479-05-211.

If you have questions, please contact Greg Armstrong, TIB Project Engineer, at (360) 586-1142 or e-mail GregA@tib.wa.gov.

Sincerely,

Stevan Gorcester
Executive Director

Enclosures



City of Covington
3-P-204(003)-1
FY 2017 Arterial Preservation Project
Multiple Locations

STATE OF WASHINGTON
TRANSPORTATION IMPROVEMENT BOARD
AND
City of Covington
AGREEMENT

THIS GRANT AGREEMENT (hereinafter "Agreement") for the FY 2017 Arterial Preservation Project, Multiple Locations (hereinafter "Project") is entered into by the WASHINGTON STATE TRANSPORTATION IMPROVEMENT BOARD (hereinafter "TIB") and City of Covington, a political subdivision of the State of Washington (hereinafter "RECIPIENT").

1.0 PURPOSE

TIB hereby grants funds in the amount of \$764,660 for the project specified above, pursuant to terms contained in the RECIPIENT'S Grant Application, supporting documentation, chapter 47.26 RCW, title 479 WAC, and the terms and conditions listed below.

2.0 SCOPE AND BUDGET

The Project Scope and Budget are initially described in RECIPIENT'S Grant Application and incorporated by reference into this Agreement. Scope and Budget will be further developed and refined, but not substantially altered during the Design, Bid Authorization and Construction Phases. Any material alterations to the original Project Scope or Budget as initially described in the Grant Application must be authorized by TIB in advance by written amendment.

3.0 PROJECT DOCUMENTATION

TIB requires RECIPIENT to make reasonable progress and submit timely Project documentation as applicable throughout the Project. Upon RECIPIENT'S submission of each Project document to TIB, the terms contained in the document will be incorporated by reference into the Agreement. Required documents include, but are not limited to the following:

- a) Project Funding Status Form
- b) Bid Authorization Form with plans and engineers estimate
- c) Award Updated Cost Estimate
- d) Bid Tabulations
- e) Contract Completion Updated Cost Estimate with final summary of quantities
- f) Project Accounting History

4.0 BILLING AND PAYMENT

The local agency shall submit progress billings as project costs are incurred to enable TIB to maintain accurate budgeting and fund management. Payment requests may be submitted as often as the RECIPIENT deems necessary, but shall be submitted at least quarterly if billable



amounts are greater than \$50,000. If progress billings are not submitted, large payments may be delayed or scheduled in a payment plan.

5.0 TERM OF AGREEMENT

This Agreement shall be effective upon execution by TIB and shall continue through closeout of the grant or until terminated as provided herein, but shall not exceed 10 years unless amended by the Parties.

6.0 AMENDMENTS

This Agreement may be amended by mutual agreement of the Parties. Such amendments shall not be binding unless they are in writing and signed by persons authorized to bind each of the Parties.

7.0 ASSIGNMENT

The RECIPIENT shall not assign or transfer its rights, benefits, or obligations under this Agreement without the prior written consent of TIB. The RECIPIENT is deemed to consent to assignment of this Agreement by TIB to a successor entity. Such consent shall not constitute a waiver of the RECIPIENT's other rights under this Agreement.

8.0 GOVERNANCE & VENUE

This Agreement shall be construed and interpreted in accordance with the laws of the state of Washington and venue of any action brought hereunder shall be in the Superior Court for Thurston County.

9.0 DEFAULT AND TERMINATION

9.1 NON-COMPLIANCE

- a) In the event TIB determines, in its sole discretion, the RECIPIENT has failed to comply with the terms and conditions of this Agreement, TIB shall notify the RECIPIENT, in writing, of the non-compliance.
- b) In response to the notice, RECIPIENT shall provide a written response within 10 business days of receipt of TIB's notice of non-compliance, which should include either a detailed plan to correct the non-compliance, a request to amend the Project, or a denial accompanied by supporting details.
- c) TIB will provide 30 days for RECIPIENT to make reasonable progress toward compliance pursuant to its plan to correct or implement its amendment to the Project.
- d) Should RECIPIENT dispute non-compliance, TIB will investigate the dispute and may withhold further payments or prohibit the RECIPIENT from incurring additional reimbursable costs during the investigation.

9.2 DEFAULT

RECIPIENT may be considered in default if TIB determines, in its sole discretion, that:



- a) RECIPIENT is not making reasonable progress toward correction and compliance.
- b) TIB denies the RECIPIENT's request to amend the Project.
- c) After investigation TIB confirms RECIPIENT'S non-compliance.

TIB reserves the right to order RECIPIENT to immediately stop work on the Project and TIB may stop Project payments until the requested corrections have been made or the Agreement has been terminated.

9.3 TERMINATION

- a) In the event of default by the RECIPIENT as determined pursuant to Section 9.2, TIB shall serve RECIPIENT with a written notice of termination of this Agreement, which shall be served in person, by email or by certified letter. Upon service of notice of termination, the RECIPIENT shall immediately stop work and/or take such action as may be directed by TIB.
- b) In the event of default and/or termination by either PARTY, the RECIPIENT may be liable for damages as authorized by law including, but not limited to, repayment of grant funds.
- c) The rights and remedies of TIB provided in the AGREEMENT are not exclusive and are in addition to any other rights and remedies provided by law.

9.4 TERMINATION FOR NECESSITY

TIB may, with ten (10) days written notice, terminate this Agreement, in whole or in part, because funds are no longer available for the purpose of meeting TIB's obligations. If this Agreement is so terminated, TIB shall be liable only for payment required under this Agreement for performance rendered or costs incurred prior to the effective date of termination.

10.0 USE OF TIB GRANT FUNDS

TIB grant funds come from Motor Vehicle Fuel Tax revenue. Any use of these funds for anything other than highway or roadway system improvements is prohibited and shall subject the RECIPIENT to the terms, conditions and remedies set forth in Section 9. If Right of Way is purchased using TIB funds, and some or all of the Right of Way is subsequently sold, proceeds from the sale must be deposited into the RECIPIENT's motor vehicle fund and used for a motor vehicle purpose.

11.0 INCREASE OR DECREASE IN TIB GRANT FUNDS

At Bid Award and Contract Completion, RECIPIENT may request an increase in the TIB funds for the specific project. Requests must be made in writing and will be considered by TIB and awarded at the sole discretion of TIB. All increase requests must be made pursuant to WAC 479-05-202 and/or WAC 479-01-060. If an increase is denied, the recipient shall be liable for costs incurred in excess of the grant amount. In the event that final costs related to the specific project are less than the initial grant award, TIB funds will be decreased and/or refunded to TIB in a manner that maintains the original ratio between TIB funds and total project costs.



12.0 INDEPENDENT CAPACITY

The RECIPIENT shall be deemed an independent contractor for all purposes and the employees of the RECIPIENT or any of its contractors, subcontractors, and employees thereof shall not in any manner be deemed employees of TIB.

13.0 INDEMNIFICATION AND HOLD HARMLESS

The PARTIES agree to the following:

Each of the PARTIES, shall protect, defend, indemnify, and save harmless the other PARTY, its officers, officials, employees, and agents, while acting within the scope of their employment as such, from any and all costs, claims, judgment, and/or awards of damages, arising out of, or in any way resulting from, that PARTY's own negligent acts or omissions which may arise in connection with its performance under this Agreement. No PARTY will be required to indemnify, defend, or save harmless the other PARTY if the claim, suit, or action for injuries, death, or damages is caused by the sole negligence of the other PARTY. Where such claims, suits, or actions result from the concurrent negligence of the PARTIES, the indemnity provisions provided herein shall be valid and enforceable only to the extent of a PARTY's own negligence. Each of the PARTIES agrees that its obligations under this subparagraph extend to any claim, demand and/or cause of action brought by, or on behalf of, any of its employees or agents. For this purpose, each of the PARTIES, by mutual negotiation, hereby waives, with respect to the other PARTY only, any immunity that would otherwise be available to it against such claims under the Industrial Insurance provision of Title 51 RCW. In any action to enforce the provisions of the Section, the prevailing PARTY shall be entitled to recover its reasonable attorney's fees and costs incurred from the other PARTY. The obligations of this Section shall survive termination of this Agreement.

14.0 DISPUTE RESOLUTION

- a) The PARTIES shall make good faith efforts to quickly and collaboratively resolve any dispute arising under or in connection with this AGREEMENT. The dispute resolution process outlined in this Section applies to disputes arising under or in connection with the terms of this AGREEMENT.
- b) Informal Resolution. The PARTIES shall use their best efforts to resolve disputes promptly and at the lowest organizational level.
- c) In the event that the PARTIES are unable to resolve the dispute, the PARTIES shall submit the matter to non-binding mediation facilitated by a mutually agreed upon mediator. The PARTIES shall share equally in the cost of the mediator.
- d) Each PARTY agrees to compromise to the fullest extent possible in resolving the dispute in order to avoid delays or additional incurred cost to the Project.
- e) The PARTIES agree that they shall have no right to seek relief in a court of law until and unless the Dispute Resolution process has been exhausted.



15.0 ENTIRE AGREEMENT

This Agreement, together with the RECIPIENT'S Grant Application, the provisions of chapter 47.26 Revised Code of Washington, the provisions of title 479 Washington Administrative Code, and TIB Policies, constitutes the entire agreement between the PARTIES and supersedes all previous written or oral agreements between the PARTIES.

16.0 RECORDS MAINTENANCE

The RECIPIENT shall maintain books, records, documents, data and other evidence relating to this Agreement and performance of the services described herein, including but not limited to accounting procedures and practices which sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this Agreement. RECIPIENT shall retain such records for a period of six years following the date of final payment. At no additional cost, these records, including materials generated under the Agreement shall be subject at all reasonable times to inspection, review or audit by TIB personnel duly authorized by TIB, the Office of the State Auditor, and federal and state officials so authorized by law, regulation or agreement.

If any litigation, claim or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

Approved as to Form
Attorney General

By:

Signature on file

Guy Bowman
Assistant Attorney General

Lead Agency

Transportation Improvement Board

Chief Executive Officer Date

Executive Director Date

Print Name

Print Name



Transportation Improvement Board Project Funding Status Form

Agency: **COVINGTON**
 Project Name: **FY 2017 Arterial Preservation Project
 Multiple Locations**

TIB Project Number: **3-P-204(003)-1**

Verify the information below and revise if necessary.

Return to:
 Transportation Improvement Board
 PO Box 40901
 Olympia, WA 98504-0901

PROJECT SCHEDULE

	Target Dates
Construction Approval Date	
Contract Bid Award	
Contract Completion	

PROJECT FUNDING PARTNERS

List additional funding partners and amount.

Funding Partners	Amount	Revised Funding
COVINGTON	134,940	
WSDOT	0	
Federal Funds	0	
TOTAL LOCAL FUNDS	134,940	

Signatures are required from two different agency officials. Return the originally signed form to the TIB office.

Mayor or Public Works Director

Signature

Date

Printed or Typed Name

Title

Financial Officer

Signature

Date

Printed or Typed Name

Title

Consent Agenda Item C-7

Covington City Council Meeting

Date: January 12, 2016

SUBJECT: 2016 APPOINTMENTS TO REGIONAL FORUMS:

- South County Area Transportation Board (SCATBd)
- Sound Cities Association's Public Issues Committee (PIC)
- Metropolitan Solid Waste Advisory Committee (MSWAC)
- Water Resource Inventory Area 9 Forum (WRIA 9)
- Kent Fire Department Regional Fire Authority (RFA)

RECOMMENDED BY: City Council

ATTACHMENT(S):

1. Table of Regional Forums Requiring Council Appointment

PREPARED BY: Sharon Scott, City Clerk/Executive Assistant

EXPLANATION:

In January of each year, the City Council appoints primary and alternate representatives to represent the City of Covington at the above regional forums. Councilmembers and staff have been contacted and current recruitment results are noted in the attached table.

ALTERNATIVES:

1. Discontinue participation in some of the forums.
2. Select different primary representatives and alternates than those proposed in the attached table.

FISCAL IMPACT: None.

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

Councilmember _____ moves, Councilmember _____ seconds, to approve the appointments as proposed in the attachment.

REVIEWED BY: City Manager

REGIONAL FORUMS REQUIRING COUNCIL APPOINTMENT – 2016

Group	Notes	Meeting Information	Number of Positions	2015 Alternate	2015 Member	2016 Alternate	2016 Member
Metropolitan Solid Waste Advisory Committee (MSWAC)	Diane Yates 206-296-4406, diane.yates@kingcounty.gov . The committee advises the Executive, the solid waste interlocal forum and the King County Council in all matters relating to solid waste management and participates in the development of the solid waste management system plan. Parking & lunch included.	2 nd Friday, 11:15 am – 1:15 pm @ Seattle King Street Center	1 primary & 1 alternate	Don Vondran	Joe Cimaomo	Shellie Bates	Don Vondran
South County Area Transportation Board (SCATBd)	Contact: Sally Marks 206-263-4710 or sally.marks@kingcounty.gov http://www.kingcounty.gov/transportation/kcdot/PlanningAndPolicy/RegionalTransportationPlanning/Transportation%20Boards/South County Area Transportation Board.aspx	3 rd Tuesday, 9:00 am @ SeaTac City Hall Council Chambers	1 primary & 1 alternate	a)Don Vondran b)Bob Lindskov	Joe Cimaomo	Bob Lindskov	Jim Scott
Sound Cities Association (SCA) - Public Issues Committee (PIC)*	Contact: Kristy Burwell 206-433-7168 or Kristy@SuburbanCities.org , http://www.suburbancities.org/public_issues/index.shtml	2 nd Wednesday, 7:00 pm @ Renton City Hall; see website to confirm	1 primary & 1 alternate	a)Margaret Harto b) Jeff Wagner	Marlla Mhoon Chair	a)Margaret Harto b)Jeff Wagner	Marlla Mhoon Chair
WRIA 9 Forum	http://www.ecy.wa.gov/apps/watersheds/wriapages/index.html	Varies – See Website for information	1 primary & 1 alternate	Don Vondran	Marlla Mhoon Co-Chair	Don Vondran	Marlla Mhoon Co-Chair
Kent Regional Fire Authority (RFA)	Governing board consists of 3 Kent councilmembers, 3 Kent fire district commissioners and one non-voting Covington councilmember.	1 st and 3 rd Wednesday of each month	1 primary	NA	Margaret Harto	NA	Margaret Harto

SUBJECT: CONSIDER ORDINANCE ANNEXING TO THE CITY OF COVINGTON 75
ACRES KNOWN AS THE HAWK PROPERTY ANNEXATION

RECOMMENDED BY: Richard Hart, Community Development Director
Ann Mueller, Senior Planner

ATTACHMENT(S):

1. Proposed Hawk Property Annexation Ordinance.

PREPARED BY: Ann Mueller, Senior Planner

EXPLANATION:

The Hawk Property Annexation Area consists of two parcels (APN 2022069152 and 2022069012) totaling approximately 75 acres, and which are contiguous to the city's boundary and in the city's Urban Growth Area (the "Annexation Area").

On November 14, 2014, the city received a Notice of Intent to Petition for Annexation, signed by property owners within the Annexation Area, consistent with Revised Code of Washington (RCW) 35A.14.120, whose representation exceeded the 10 percent (10%) representation of assessed valuation required to initiate a Notice of Intent. On January 13, 2015, the City Council accepted the Hawk Property Notice of Intention to Petition for Annexation.

On May 11, 2015, owners of 100% of the assessed value of the Annexation Area submitted to the city a Petition for Notice of Intent to Annex. This representation exceeded the amount required to validate a Petition for Annexation under RCW 35A.14.120. On May 13, 2015, the King County Assessor's Office certified the owner petition for Annexation as sufficient.

Pursuant to RCW sections 35A.14.130 and .140 on October 27, 2015, the City Council held a properly noticed public hearing on the proposed annexation, inviting interested persons to appear and voice their approval or disapproval of the proposed annexation. At the public hearing the City Council approved the annexation petition and passed Resolution 15-11 stating their intent to annex the entire 75 acres of the Annexation Area and forward the annexation request to the Washington State Boundary Review Board (BRB) for King County for review. On November 16, 2015, staff submitted the Hawk Property Annexation to the BRB for review under RCW 36.93.090. The BRB's process requires their review and a 45-day waiting period, after which the annexation would be deemed approved. That waiting period expired on January 6, 2016.

The Hawk Property Annexation will be designated in the city's subsequently adopted Comprehensive Plan's Future Land Use Map as part of the Lakepointe Urban Village Subarea (formerly called the Hawk Property Subarea). The Annexation Area will be zoned R-6, consistent with the Hawk Property Subarea Plan approved under Ordinance 01-14.

This annexation will be complete with adoption of an annexation ordinance (Attachment 1), which will establish an effective annexation date – the date this area will actually become part of Covington –January 20, 2016 (five days after publication of the Ordinance in the Covington Reporter). This is the date upon which service obligation ensues and the City begins to accrue revenues from the newly-annexed area.

ALTERNATIVES:

1. Recommend amendments to the proposed ordinance.
2. Return the issue to city staff for further study and analysis.

FISCAL IMPACT:

The two parcels proposed for annexation currently have the following appraised valuations:

APN 2022069152: \$1,653,500

APN 2022069012: \$1,641,300

In 2016, City revenues for the Annexation Area are expected to be approximately \$4,305.29 annually from property taxes and estimated to be \$38,700 in surface water charges. In 2016, City expenditures in the Annexation Area are expected to be zero except for permit services that will be covered by fees that will be paid by the applicant for land use and development permits.

CITY COUNCIL ACTION: Ordinance Resolution Motion Other

Council member _____ moves, Council member _____ seconds, to pass an Ordinance annexing the Hawk Property Annexation Area to the City of Covington corporate limits, in substantial form as that attached hereto with an effective date of January 20, 2016.

REVIEWED BY: City Manager, Finance Director; City Attorney.

ORDINANCE NO. 01-2016

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, ANNEXING CERTAIN REAL PROPERTY KNOWN AS THE HAWK PROPERTY ANNEXATION AREA PURSUANT TO THE REQUIREMENTS OF RCW 35A.14; ESTABLISHING A COMPREHENSIVE PLAN AND ZONING CLASSIFICATION; REQUIRING SAID PROPERTY TO BE ASSESSED AND TAXED AT THE SAME RATE AND BASIS; FIXING THE EFFECTIVE DATE OF THE ANNEXATION; AND PROVIDING FOR SEVERABILITY AND CORRECTIONS.

WHEREAS, Pursuant to RCW 35A.14.120, on November 14, 2014, the City of Covington (the “City”) received a Notice of Intent to Annex, signed by the owners of not less than ten percent (10%) in value, according to the assessed valuation for general taxation, of certain real property commonly referred to as the Hawk Property Annexation Area (the “Annexation Area”), more particularly described in Section 2 below; and

WHEREAS, on January 13, 2015, the City Council accepted the Notice of Intent to Annex and determined that the City would entertain an annexation petition, would require an assumption of a proportionate share of the City’s existing indebtedness, and would authorize the initiating party to circulate an annexation petition seeking the signatures of the owners of 60% of the assessed valuation of property within the proposed Annexation Area; and

WHEREAS, on May 11, 2015, the City of Covington received a 60% Petition for Notice of Intent of Annexation pursuant to RCW 35A.14.120, signed by all property owners within the proposed Annexation Area, constituting 100% of the assessed value (the “Annexation Petition”); and

WHEREAS, on May 13, 2015, the King County Department of Assessments certified the Annexation Petition, issued a determination of sufficiency per RCW 35A01.040, and so notified the City of Covington of that determination in writing; and

WHEREAS, on October 1, 2015, upon due and legal notice pursuant to RCW 35A.14.130, the City of Covington Planning Commission held a public hearing on the Annexation Petition and voted to forward a recommendation to the City Council to approve the Annexation Petition and to designate the Annexation Area as part of the Hawk Property Subarea in the city’s Comprehensive Plan’s Future Land Use Map, and further designating the Annexation Area as R-6 on the City’s zoning map; and

WHEREAS, on October 27, 2015, upon due and legal notice pursuant to RCW 35A.14.130, the City Council held a public hearing on the Annexation Petition, considered all matters in connection thereto, and determined that all legal requirements and procedures applicable to the petition method for annexation under RCW 35A.14.120 had been met and

subsequently adopted Resolution No. 15-11, accepting the Annexation Petition, requiring property within the Annexation Area to be assessed and taxed at the same rate and basis as other property within the City; designating the Annexation Area as part of the Hawk Property Subarea in the City's Comprehensive Plan consistent with the Hawk Property Subarea Plan and the Planned Action for the Hawk Property Subarea pursuant to Ordinances 01-14, 02-14, 03-14, and 04-14; and designating the Annexation Area zoning as R6—Single Family Urban Residential upon annexation, pursuant to Chapter 18.15 of the Covington Municipal Code; and

WHEREAS, the above proposed zoning regulation is consistent with the City's Comprehensive Plan, the Hawk Property Subarea Plan, the Covington Municipal Code, and RCW 35A.14.330, and would be in the interest of the public health, safety, morals, and the general welfare; and

WHEREAS, the City duly filed a Notice of Intent to Annex with the Washington State Boundary Review Board for King County (the "King County BRB") for the Annexation Area and the King County BRB reviewed the same at their regular meeting on December 10, 2015, and jurisdiction was not invoked during the 45-day review period and thereby approved the same on January 6, 2016; and

WHEREAS, all statutory requirements have been complied with, including RCW 35A.14 and RCW 36.93, inclusive.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Findings. The findings, recitals, and determinations herein are hereby adopted and found to be true and correct in all respects.

Section 2. Annexation. The real property legally described in Exhibit "A" and depicted on Exhibit "B" attached hereto and incorporated herein by this reference as if fully set forth, referred to herein as the "Hawk Property Annexation Area," is hereby annexed to the City of Covington, Washington, as of the Effective Date established in Section 5 herein.

Section 3. Comprehensive Plan Designation and Zoning. Pursuant to Resolution No. 15-11, the Hawk Property Annexation Area shall be included in the City's Comprehensive Plan as part of the Hawk Property Subarea and shall be referred to as the Lakeside Urban Village Subarea and included as such in the Future Land Use Map. The Hawk Property Annexation Area's zoning classification shall be R-6, Urban Residential—Medium Density. The official zoning map of the City shall be updated in accordance with the zoning established by this section and the City's zoning map shall be updated accordingly.

Section 4. Taxation and Indebtedness. The owners of the real property within the Hawk Property Annexation Area shall be assessed and taxed at the same rate and on the same basis as other property within the City of Covington, including assessments for taxes and payment of any bonds issued or debts contracted prior to or existing as of the date of annexation.

Section 5. Effective Date of Annexation. The effective date of the annexation of the Hawk Property Annexation Area shall be effective on January 20, 2016.

Section 6. Filings and Recordings. The City Clerk is hereby directed to file a certified copy of this ordinance with the King County Division of Records and the King County Council, and in addition, file in triplicate within thirty (30) days of the effective date of this annexation a Certificate of Annexation with the State Office of Financial Management as directed by RCW 35A.14.700.

Section 7. Severability. If any section, subsection, paragraph, sentence, clause, or phrase of this ordinance or its application to any person or situation should be held to be invalid or unconstitutional for any reason by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of the remaining portions of this ordinance or its application to any other person or situation.

Section 8. Corrections. Upon approval of the City Attorney, the City Clerk is authorized to make necessary technical corrections to this ordinance, including, without limitation, the correction of clerical errors, references to other local, state, or federal laws, codes, rules, or regulations, or section/subsection numbering.

Section 9. Effective Date of Ordinance. This ordinance shall take effect and be in force five (5) days from and after its passage, approval, and publication, as required by law. A summary of this ordinance, consisting of the title, may be published in lieu of publishing the ordinance in its entirety.

PASSED by the City Council of the City of Covington in open session on the 12th day of January, 2016, and signed in authentication of its passage this 12th day of January, 2016.

Mayor

PUBLISHED: January 15, 2015
EFFECTIVE: January 20, 2015

ATTESTED:

Sharon Scott
City Clerk

APPROVED AS TO FORM ONLY:

Sara Springer
City Attorney

EXHIBIT A

**CORE DESIGN, INC.
BELLEVUE WA 98007**

Core Project No: 14028
5/8/15

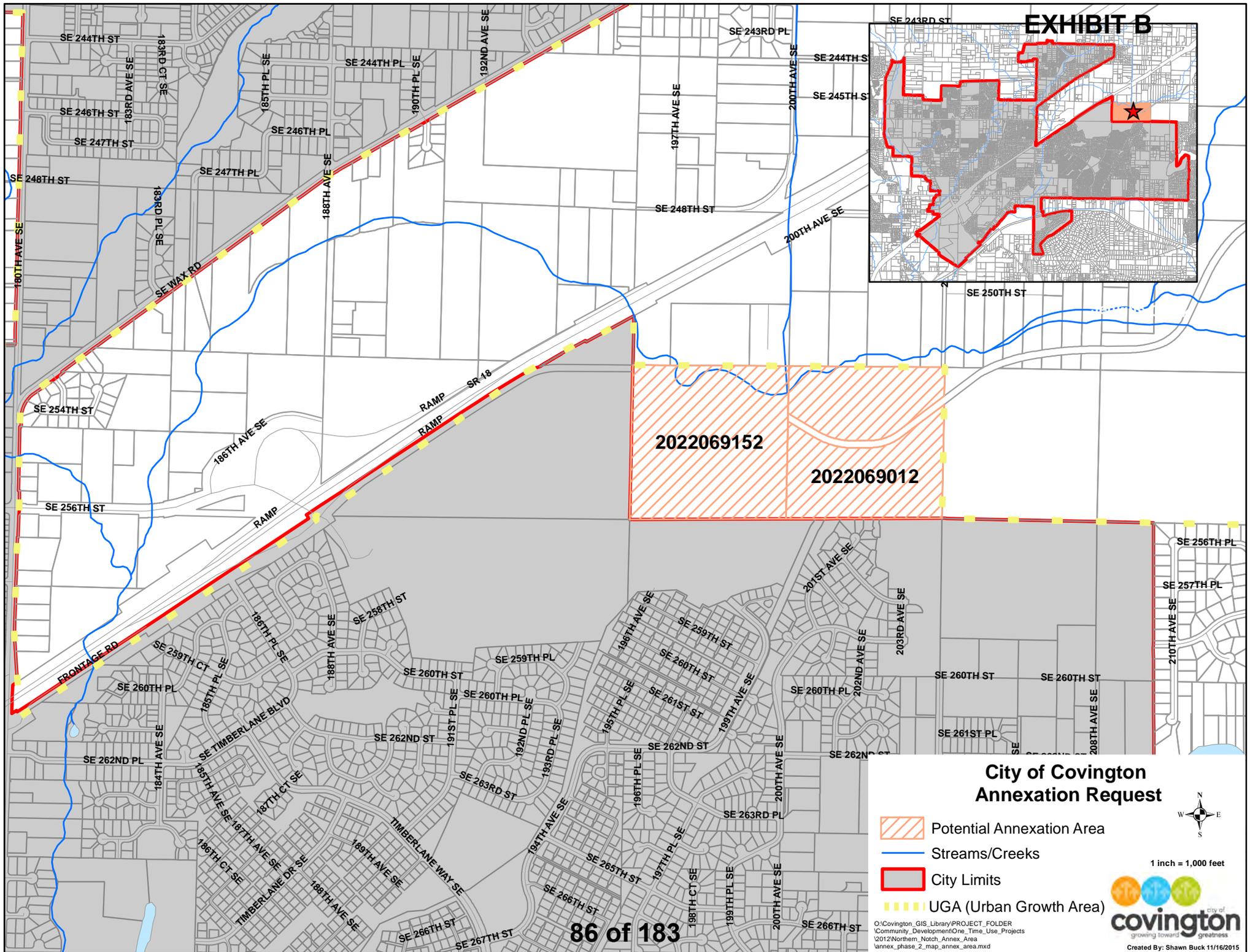
LEGAL DESCRIPTION- Zone R-6 (HAWK PROPERTY)

THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 20,
TOWNSHIP 22 NORTH, RANGE 6 EAST, WILLAMETTE MERIDIAN, IN KING COUNTY,
WASHINGTON; TOGETHER WITH;

THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 20, ALL
IN TOWNSHIP 22 NORTH, RANGE 6 EAST, WILLAMETTE MERIDIAN, IN KING
COUNTY, WASHINGTON;



EXHIBIT B



City of Covington Annexation Request

-  Potential Annexation Area
-  Streams/Creeks
-  City Limits
-  UGA (Urban Growth Area)



1 inch = 1,000 feet



SUBJECT: PUBLIC HEARING AND CONSIDERATION OF AN ORDINANCE
REGARDING THE PERIODIC UPDATE TO THE CITY’S COMPREHENSIVE
PLAN, AND ADOPTION OF THE PROPOSED 2015-2035 COVINGTON
COMPREHENSIVE PLAN.

RECOMMENDED BY: Richard Hart, Community Development Director
Ann Mueller, Senior Planner

ATTACHMENT(S):

1. Planning Commission Staff Report for the November 19, 2015 Public Hearing, including SEPA Determination and Addendum
2. Additional Documentation for the SEPA Record
3. Planning Commission’s November 19, 2015, Meeting Minutes
4. Staff Response to Public Testimony at Planning Commission November 19, 2015 Public Hearing
5. Written Public Comments Received
6. Written Agency Comments Received
 - a. Washington Department of Commerce Letter Dated December 14, 2015
 - b. Puget Sound Regional Council (PSRC) Letter on Draft 2015 Comprehensive Plan Dated December 1, 2015, with City Response
 - c. PSRC Letter on Growth Assumptions Dated December 1, 2015, with City Response
 - d. PSRC Follow-up Letter dated December 18, 2015, with City Response
7. Proposed Ordinance Adopting the new 2015 - 2035 Covington Comprehensive Plan, with Exhibit A 2015 Covington Comprehensive Plan (*Note: Exhibit A-The 2015 Comprehensive Plan, and supporting background documents, were provided to the Council in a separate binder*).

PREPARED BY: Ann Mueller, Senior Planner

EXPLANATION:

A. BACKGROUND

As required under the Washington State Growth Management Act (RCW 36.70A) (the “GMA”), Covington’s Comprehensive Plan is a principal planning and policy document that looks forward the next twenty years (2015 - 2035) and is used to guide the orderly physical development of the city and city decisions and services on a wide range of topics, including subarea plans, functional plans, provision of public facilities and services, review of proposed incorporations and annexations, development regulations, and land use decisions.

This periodic update process commenced in 2014 and involved a complete review and update to the city’s comprehensive plan, resulting in the proposed new 2015 - 2035 Covington Comprehensive Plan (or “2015 – 2035 Plan”). The 2015 - 2035 Plan’s overall priorities remain unchanged. However, the 2015 - 2035 Plan is intended to be a more concise and user friendly

document, building on the existing comprehensive plan document and other planning documents that have been prepared to plan for growth in the city including, but not limited to, the Hazard Mitigation Plan, Hawk Property Subarea Plan, Hawk Property Planned Action EIS, Downtown Plan, and the Northern Gateway Study and Market Analysis. Accordingly, the individual elements have been reorganized and the policies regrouped and edited for greater clarity. The 2015 - 2035 Plan also incorporates current demographic data, inventories, analyses, market studies, and forecasts of growth in development and employment. Furthermore, the proposed 2015 - 2035 Plan addresses state requirements relating to environmentally critical areas. Applicable policies, guidance, and/or language from Puget Sound Regional Council (PSRC) Vision 2040 and from King County's Countywide Planning Policies (2012) have also been incorporated and/or addressed.

B. PERIODIC UPDATE PROCESS

1. Community Participation

City staff and contracted consultants began working with the Planning Commission and the Covington community in 2014 on the required periodic update of Covington's Comprehensive Plan. Throughout 2014 and 2015, the city embarked on a community outreach campaign to provide numerous opportunities for community involvement and public input into the development and review of the proposed 2015 - 2035 Plan and the new and revised goals and policies directly reflect the input received from the community.

City staff and consultants held a community workshop on June 23, 2014, to kick-off outreach to the Covington community. Over four days in July 2014, city staff and consultants operated a "Storefront Studio" at Covington Square to allow the public to drop-in, ask questions, and provide comment. During the summer of 2014 city staff and consultants also held two evening public workshops and conducted a series of stakeholder interviews. Additionally, the city established a project webpage (www.covingtonwa.gov/update2015) and regularly posted information and draft documents.

2. Planning Commission Review and Recommendation

The Planning Commission reviewed drafts of the proposed new policies and draft elements at their public meetings throughout 2014 and 2015, and, on occasion, those meetings included an open house to allow interactive dialogue with the community, commission, and city staff. A Planning Commission public hearing to consider the proposed 2015 - 2035 Plan was held on November 19, 2015. (Attachment 1) The Planning Commission's recommendation that the City Council adopt the 2015 - 2035 Plan was also discussed at a joint study session with the City Council on November 24, 2015.

C. OVERVIEW OF NEW 2015 COMPREHENSIVE PLAN

1. Foundation for Review

This periodic update included preparing an Existing Conditions Report and a Review of Best Available Science Report as a foundation for examining the existing Comprehensive Plan and updating it to take into account the growth and changes to the Covington community since the

last major update and to make certain the goals and policies in the plan continue to guide decision makers to ensure that Covington’s quality of life is preserved and improved.

2. Condensed Elements

As part of the periodic update, the twelve elements of the existing Comprehensive Plan have been consolidated into eight elements: Land Use; Housing; Transportation; Economic Development; Natural Environment; Capital Facilities and Utilities; Parks, Recreation, and Open Space; and Shoreline Elements; along with a Plan Foundation chapter. The consolidation of elements was undertaken to eliminate redundancies and provide a more consistent and comprehensive assessment and policy guide for the city. This included combining the separate Capital Facility and Utilities Element into one element, eliminating the separate Downtown Element, and incorporating updated data and the goals and policies into other elements as appropriate, including the Land Use Element, Economic Development Element, and the Capital Facilities and Utilities Elements.

3. Highlights of the 2015 – 2035 Covington Comprehensive Plan

Highlights of the new components in the proposed 2015 – 2035 Plan include:

- 14 Framework Goals in the Plan Foundation (Chapter 1) that describe how Covington’s vision for an unmatched quality of life and mission to collaborate can be realized across a number of components. These goals are a bridge to the element specific goals and polices of the 2015 – 2035 Plan and cut across all disciplines.
- Updated the Existing Land Use Map & Future Land Use Map (FLUM) to correct errors and consolidate Land Use categories and designations. The new maps throughout the 2015 – 2035 Plan also include the Hawk Property annexation area that is scheduled on this same council meeting agenda to be accepted into the city (in an ordinance to be passed prior to the adoption of the 2015 – 2035 Plan).
- GMA directs that a comprehensive plan includes population densities, intensity of commercial development, and estimates of future population growth. The city received housing and job growth targets in the King County Buildable Lands Report from 2012-2031. Since comprehensive plans are required to address a 20-year period from 2015-2035, the target was extended in a straight line method following guidance from an interjurisdictional team of planning directors (Interjurisdictional Staff Team, 2013).
- Covington is a community of 18,520 persons in 2015, estimated to grow to 27,645 persons by 2035. In 2013, Covington had an estimated 4,753 jobs; based on a market analysis (BERK 2012), the city could add over 1.6 million square feet of commercial space by 2035. This would support over 3,700 additional jobs. That would mean a total of 8,459 jobs by 2035.
- If the city were to plan for its remaining growth target, it may “under plan” for the infrastructure and services needed to support the community’s desired levels of service. If the city were to plan for its growth capacity it may “over plan,” and service providers and

the city may invest scarce resources in infrastructure and services that are not yet needed. Thus, the city is basing this 2015 - 2035 Plan on the market demand study that not only accounts for the city's growth targets but also the likely level of growth based on the demand, in order to plan for capital facilities, utilities, and services that will help maintain Covington's quality of life.

- GMA requires inventories of existing transportation facilities and “[f]orecasts for at least ten years based on the adopted land use plan to provide information on the location, timing, and capacity needs of future growth.” The 2015 - 2035 Plan updates the inventories with current information. The city is planning for multiple modes of travel consistent with King County and PSRC's plans. New multimodal Level of Service (LOS) policies have been included that will help prioritize investments in pedestrian, bicycle, and transit facilities. The updated Transportation Element and existing conditions report include forecasts of volume, capacity, and desired levels-of-service related to the new growth estimates. The Transportation Element also contains updated revenue and expenditure figures to show that the transportation infrastructure necessary to serve the new growth can be funded. Supplemental inventory information is also provided in the Capital Facilities Appendix.
- As required by GMA, the 2015 - 2035 Plan reflects that public facilities and services are planning for and can accommodate the new growth estimates. The Capital Facilities and Utilities Element and Capital Facilities Appendix are designed to establish LOS for projected growth.
- The Capital Facilities Appendix provides information on capital facilities that serve the city including those owned and operated by Covington and other service providers such as Kent Regional Fire Authority, Kent School District, the Covington Water District, the Soos Creek Water and Sewer District, and King County Water District 111. The appendix provides a summary of each providers' facilities, LOS demand, and planned facilities.

At the January 12, 2016 City Council meeting, staff will provide a brief presentation on the 2015-2035 Comprehensive Plan prior to the public hearing.

D. REQUIRED REVIEW AND COMMENTS

1. State Environmental Policy Act (SEPA)

On November 13, 2015, the City of Covington issued a Determination of Significance and Adoption of Existing Environmental Documents and an Addendum. (Included in Attachment 1) The city requested comments on the environmental review from citizens, tribes, and all interested parties from November 13-27, 2015, with a subsequent appeal period that ended on December 11, 2015. No appeal of the determination was received. Attachment 2 is an Addendum errata that updates some of the information in the Addendum related to transportation data updates and minor corrections related to growth capacity based on the number of permits issued in 2006-2012. Neither change affects the city's overall SEPA analysis or determination.

2. Public and Agency Comments Received

At the Planning Commission's public hearing on November 19, 2015, public testimony regarding the proposed 2015 - 2035 Plan was received from Cliff Page, resident of Covington and Nicholas Skok, resident of unincorporated King County. (See Attachment 3 for meeting minutes from the November 19, 2015 Planning Commission public hearing; Attachment 4 is staff's response to that public testimony as was discussed at the November 24, 2015 City Council and Planning Commission joint study session.) Written comments on the proposed 2015 - 2035 Plan were received from Grazyna Prouty, resident of Kent, and Nicholas Skok, residing of unincorporated King County. (Attachment 5)

City staff also provided notice and, upon request, draft copies of the proposed 2015 – 2035 Plan and supporting documents to federal, state, and local jurisdictions and agencies for their review and comment. Written comments were received back from staff of the Washington State Department of Commerce and the Puget Sound Regional Council. (Attachment 6) Attachment 6 includes three letters from PSRC with city staff's response.

All of the received comments, noted above, were reviewed by city staff and applicable and relevant input and information was considered. Accordingly, city staff made some adjustments to the text, goals, and policies in the final draft of the proposed 2015 - 2035 Plan.

ALTERNATIVES:

1. Recommend amendments to the proposed ordinance and/or proposed 2015 – 2035 Covington Comprehensive Plan.
2. Return the issue to city staff for further study and analysis.

FISCAL IMPACT:

None directly associated with the adoption of the new 2015 – 2035 Plan. Printing costs will be required to print new copies of the plan, which will be accomplished within an existing line item budget of the city.

New policies and implementation strategies contained in the 2015 - 2035 Plan will guide how city decision makers prioritize and spend city funds in the future.

CITY COUNCIL ACTION: Ordinance Resolution Motion Other

Council member _____ moves, Council member _____ seconds, to pass an ordinance, in substantial form as that attached hereto, to approve and adopt the new 2015 - 2035 Covington Comprehensive Plan and repeal the 2001 Covington Comprehensive Plan and all amendments thereafter.

REVIEWED BY: City Manager, Community Development Director, Finance Director, City Attorney.



ATTACHMENT 1 Memo

To: Planning Commission
From: Richard Hart, Community Development Director
Ann Mueller, Senior Planner
CC: Salina Lyons, Principal Planner
Date: November 13, 2015
Re: Planning Commission Public Hearing on the 2015 Comprehensive Plan Periodic Update

Attachments:

- 1) SEPA Determination of Significance with Adoption of Existing Environmental Documents and an Addendum – Issued 11-13-2015
- 2) November 2015 Planning Commission Public Hearing Draft of the 2015 Comprehensive Plan Periodic Update.

The November 19, 2015 Covington Planning Commission public hearing on the 2015 Comprehensive Plan Periodic Update has been duly noticed, as required by law, in the Covington Reporter (May 30, 2014), posted on the city’s website and at city hall. A SEPA Determination of Significance with Adoption of Existing Environmental Documents and an Addendum was issued on November 13, 2015 (**Attachment 1**) and a 60-day notice of the city’s Comprehensive Plan Periodic Update was sent to the Washington Department of Commerce on October 29, 2015 as required by the Growth Management Act.

The Planning Commission has previously discussed the periodic update to the Comprehensive Plan starting in 2014 and in meetings throughout 2015. At the Planning Commission’s November 5, 2015 regular meeting, a public open house was held to review and discuss the public draft of the 2015 Comprehensive Plan Periodic Update. The Planning Commission received copies of the Introduction chapter and all eight of the draft elements. Those elements and the Existing Conditions Report and Capital Facility Appendix were posted on the project website for the commission and public to review. Staff provided an overview of the draft at the Open House and addressed questions from the public.

Revisions and updates to the prior Public Draft of the 2015 Comprehensive Plan Periodic Update have been made and are attached (**Attachment 2**). Updated versions of the Draft 2015 Comprehensive Plan Periodic Update as well as the [Capital Facilities Appendix](#) and [Existing Conditions Report](#) are uploaded on the project’s webpage at www.covingtonwa.gov/update2015. At tonight’s public hearing the Planning Commission will listen to any public testimony and after deliberating make a recommendation to the city council on the proposed 2015 Comprehensive Plan Periodic Update, or direct staff to make further modifications and bring those back at a future meeting. A joint Planning Commission and City Council study session is scheduled for November 24, 2015 at 6 p.m., where the Council will hear the

growing toward greatness.

Commission's recommendation and discuss the draft Comprehensive Plan Periodic Update. The City Council is currently scheduled to hold a public hearing on the 2015 Comprehensive Plan Periodic Update and take action on January 12, 2016.

Decision Criteria for Review of Comprehensive Plan & Development Regulation Amendments

Following is the criteria (in italics) that the Planning Commission must use to determine if they will recommend the proposed comprehensive plan to the City Council for their final review and decision.

Comprehensive Plan Amendment Review Criteria (CMC 14.25.060)

(1) Proposed amendments that meet one of the following criteria may be included in the final docket:

(a) If the proposed amendment is site specific, the subject property is suitable for development in general conformance with adjacent land use and the surrounding development pattern, and with zoning standards under the potential zoning classifications.

Staff Findings: N/A. The proposed amendments are not site-specific.

(b) State law requires or a decision of a court or administrative agency has directed such a change.

Staff Findings: The 2015 Comprehensive Plan Periodic Update is a requirement of GMA.

(c) There exists an obvious technical error in the pertinent comprehensive plan provision.

Staff Findings: N/A. The proposed amendments are not the result of a technical error.

(2) Proposed amendments that do not meet one of the criteria in subsection (1) of this section shall meet all of the following criteria:

(a) The amendment represents a matter appropriately addressed through the comprehensive plan, and the proposed amendment demonstrates a public benefit and enhances the public health, safety and welfare of the City.

Staff Findings:

Yes, this required periodic update of the Comprehensive Plan is a public benefit and the changes enhance the public health, safety and welfare of the city. The city is updating the Comprehensive Plan to address the 2015-2035 planning period and demonstrate compatibility with state goals and regional plans. This 2015 Comprehensive Plan Periodic Update satisfies the requirements for periodic updates of comprehensive plans for those cities planning under the GMA, including consistency with King County Countywide planning policies, the Puget Sound Regional Council's VISION 2040, and the multi-county planning policies.

(b) The amendment is in compliance with the three-year limitation rules as specified in CMC 14.25.040(3).

Staff Findings:

N/A. This is a required periodic update to the City's Comprehensive Plan as required by GMA.

(c) The amendment does not raise policy or land use issues that are more appropriately addressed by an ongoing work program approved by the City Council.

Staff Findings:

N/A. The required periodic update is a comprehensive review of policies including land use issues for the city.

(d) The proposed amendment addresses significantly changed conditions since the last time the pertinent comprehensive plan map or text was amended. "Significantly changed conditions" are

those resulting from unanticipated consequences of an adopted policy, or changed conditions on the subject property or its surrounding area, or changes related to the pertinent comprehensive plan map or text, where such change has implications of a magnitude that need to be addressed for the comprehensive plan to function as an integrated whole.

Staff Findings:

The Comprehensive Plan contained out-of-date and redundant information. In the intervening years since the last major update (2003), conditions have changed which is reflected in the updated data, revised text, new tables and figures being included as part of this update. An Existing Conditions Report was prepared for this update, it included an inventory of existing condition for each element required by GMA. The Existing Conditions Report provides the base information to support the changes and updates to the city's comprehensive plan.

This 2015 Comprehensive Plan Periodic Update is designed to assess existing conditions, plan for anticipated growth the next 20 years. The city must plan in coordination with King County and neighboring cities through Countywide Planning Policies for King County and through VISION 2040. The updated Comprehensive Plan includes an Introduction Chapter with Framework Goals, and the following elements, Land Use, Housing, Transportation, Economic Development, Natural Environment, Capital Facilities and Utilities, Parks Recreation and Open Space, and Shoreline. These eight elements are a consolidation of the 12 elements in Covington's 2003 Comprehensive Plan as amended; this consolidation was undertaken to eliminate redundancies and provide a more consistent and comprehensive assessment and policy guide for the city.

(e) The proposed amendment is consistent with the comprehensive plan and other goals and policies of the City, the Countywide planning policies, the Growth Management Act, other State or Federal law, and the Washington Administrative Code and other applicable law.

Staff Findings:

The proposed 2015 Comprehensive Plan Periodic Update is consistent with the Countywide Planning Policies, the Growth Management Act, State Environmental Policy Act and the Washington Administrative Code (WAC). The update is intended to ensure the orderly planning and development within the city's UGA and guide development in a predictable manner for the benefit of the city and its residents. The 2015 Comprehensive Plan Periodic Update presents eight separate but interrelated topic elements as well as appendices and background documents providing additional detail about Covington and fulfilling other planning requirements.

Recommendation

Recommended motion: Move to recommend to the City Council that the draft 2015 Comprehensive Plan Periodic Update be approved.

Commissioner _____ moves, Commissioner _____ seconds, to recommend approval of the draft 2015 Comprehensive Plan Periodic Update to the City Council, in substantial form.

Alternative motion: Move to continue the Planning Commission's discussion and final recommendation to a future meeting date to allow staff to make recommended modifications for Planning Commission review.



City of Covington
16720 SE 271st St. Suite 100
Covington, WA 98042

City Hall – 253.480.2400
www.covingtonwa.gov

City of Covington 2015 Comprehensive Plan Periodic Update Environmental Review Determination of Significance with Adoption of Existing Environmental Documents

Proponent

City of Covington

Description of current proposal

The City of Covington is conducting its eight-year review and evaluation of its Comprehensive Plan pursuant to the Washington State Growth Management Act. The update is expected to be adopted in January 2016.

Covington's Comprehensive Plan Update addresses its 20-year population and employment growth targets. Each plan element's goals, policies and action plan are being reviewed and amended to address recent trends, consistency with state and regional goals. The city must plan in coordination with King County and neighboring cities through Countywide Planning Policies for King County and through VISION 2040, a regional plan adopted through the Puget Sound Regional Council. The updated Comprehensive Plan includes an Introduction Chapter with Framework Goals, and the following elements, Land Use, Housing, Transportation, Economic Development, Natural Environment, Capital Facilities and Utilities, Parks Recreation and Open Space, and Shoreline. These eight elements are a consolidation of the 12 elements in Covington's 2003 Comprehensive Plan as amended; this consolidation was undertaken to eliminate redundancies and provide a more consistent and comprehensive assessment and policy guide for the city. An Existing Conditions Report has been prepared to provide a base of information to support the preparation of the Comprehensive Plan and SEPA determination. The Capital Facility Appendix provides information on capital facilities that serve the city including those owned and operated by Covington and other service providers such as Kent Regional Fire Authority, Kent School District, the Covington Water District, the Soos Creek Water and Sewer District and King County Water District 111. A Best Available Science Report (BAS) was prepared to guide the development and revisions of policy in the Comprehensive Plan update.

Location of current proposal

Covington City Limits and Urban Growth Area

Adoption of Documents: Titles, Agencies, Dates, and Descriptions

The City of Covington adopts the following documents for the 2015 Comprehensive Plan Periodic Update:

City of Covington, Hawk Property Planned Action Environmental Impact Statement (Final EIS), November 14, 2013: addresses the Hawk Property Subarea (aka Lakepointe Urban Village) Plan and associated amendments to the comprehensive plan, zoning and development regulations that will allow for future mixed use urban village in an area encompassing approximately 212 acres. The analysis addressed citywide traffic modeling and mitigation at similar growth levels as the proposed Comprehensive Plan.

Puget Sound Regional Council, VISION 2040, Environmental Impact Statement (Final EIS), April 2008. Addresses growth and impacts across the region.

City of Covington Downtown Plan, Final Environmental Impact Statement, July 6, 2005: document addresses environmental issues associated with the Covington Downtown Plan that evaluated a 565-acre study area within the southern portion of the city and subsequent amendments to the Comprehensive Plan and Title 18 of the Covington Municipal Code (CMC).

City of Covington, 2003 Comprehensive Plan Amendment Docket, Addendum to Mitigated Determination of Nonsignificance, 2003.

City of Covington, 2002 Comprehensive Plan Amendments, Addendum to the 2001 Comprehensive Plan Mitigated Determination of Nonsignificance, 2002.

City of Covington, 2001 Comprehensive Plan, Mitigated Determination of Nonsignificance (MDNS), July 5, 2001. The City's plan was based on the King County Comprehensive Plan that was in effect when the City incorporated. An EIS was prepared for the County Plan which was released in 1994. The City's 2001 Comprehensive Plan for the most part did not change from that adopted by King County.

Determination and Addendum

The lead agency has determined this proposal is likely to have a significant adverse impact on the environment. To meet the requirements of RCW 43.21C.030(2)(c), the lead agency is adopting the documents described above. Under WAC 197-11-630, there will be no scoping process for this EIS.

We have identified and adopted these documents as being appropriate for this proposal after independent review. These documents meet our environmental review needs for the current proposal and will accompany the proposal to the decision maker.

An addendum to the adopted EISs in the form of a programmatic environmental review has been prepared regarding the Comprehensive Plan Periodic Update. This document includes a review of environmental factors and mitigation in the form of policies and development regulations. The addendum is available for review at Covington City Hall and at the project website: www.covingtonwa.gov/update2015.

Name of agency adopting documents

City of Covington

Comment and Review

The City of Covington is requesting comments on the environmental review from citizens, tribes and all interested parties from November 13 -27, 2015. All written comments should be directed to Ann Mueller, City of Covington Department of Community Development, 16720 SE 271st St. #100, Covington, WA 98042.

Agency contact person, if other than responsible official

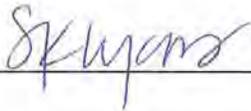
Ann Mueller, AICP, Senior Planner

City of Covington Department of Community Development, 16720 SE 271st St. #100, Covington, WA 98042
253-480-2444

amueller@covingtonwa.gov

Responsible official

Salina Lyons, AICP, Principal Planner (Acting Director of the Community Development Department and SEPA Responsible Official), City of Covington Department of Community Development, 16720 SE 271st St. #100, Covington, WA 98042
253-480-2442

Date of Issuance: 11-09-2015 Signature: 

Appeal

You may appeal this determination of significance by following the procedures in CMC 16.10.210. Any appeal must be filed in writing at Covington City Hall within 14 days after the end of the comment period (by 5pm on December 11, 2015). You must make specific factual objections, identify errors, identify harm suffered, or identify anticipated relief sought and raise specific issues in the statement of appeal. Contact the Community Development Department at Covington City Hall to ask about procedures for SEPA appeals.



City of Covington
16720 SE 271st St. Suite 100
Covington, WA 98042
City Hall – 253.480.2400
www.covingtonwa.gov

ADDENDUM

City of Covington 2015 Comprehensive Plan Periodic Update

1 Proposal

The City of Covington is conducting its eight-year review and evaluation of its Comprehensive Plan pursuant to the Washington State Growth Management Act. The update is expected to be adopted in January 2016.

Covington’s Comprehensive Plan Update addresses its 20-year population and employment growth targets. Each plan element’s goals, policies, and action plan are being reviewed and amended to address recent trends, consistency with state and regional goals. The city must plan in coordination with King County and neighboring cities through Countywide Planning Policies for King County and through VISION 2040, a regional plan adopted through the Puget Sound Regional Council. The updated Comprehensive Plan includes an Introduction Chapter with Framework Goals, and the following elements, Land Use, Housing, Transportation, Economic Development, Natural Environment, Capital Facilities and Utilities, Parks Recreation and Open Space, and Shoreline. These eight elements are a consolidation of the 12 elements in Covington’s 2003 Comprehensive Plan as amended; this consolidation was undertaken to eliminate redundancies and provide a more consistent and comprehensive assessment and policy guide for the city. An Existing Conditions Report has been prepared to provide a base of information to support the preparation of the Comprehensive Plan and SEPA determination. The Capital Facility Appendix provides information on capital facilities that serve the city including those owned and operated by Covington and other service providers such as Kent Regional Fire Authority, Kent School District, the Covington Water District, the Soos Creek Water and Sewer District and King County Water District 111. A Best Available Science Report (BAS) was prepared to guide the development and revisions of policy in the Comprehensive Plan update.

2 Purpose of Addendum

The City of Covington has prepared this Addendum in order to evaluate and disclose potential environmental impacts and mitigating measures associated with the Proposal.

This Addendum builds on the analysis contained in the prior SEPA determinations, but does not significantly change the analysis, or identify new or significantly different impacts. The Addendum analysis indicates that the Proposal will result in similar impacts as prior EISs and SEPA determinations. Because the Proposal contains goals, policies and action plans designed to assure compliance with the Covington Municipal Code to reduce potential impacts to the natural and built environment, no new impacts beyond those studied previously are anticipated.

3 Documents Added

This addendum provides supplemental information to the City of Covington Hawk Property Planned Action Environmental Impact Statement (Final EIS), November 14, 2013 and City of Covington Downtown Plan, Final EIS, July 6, 200 and related SEPA documents described in Section 4.

The Hawk Property EIS addressed the City's second major center of mixed-use growth in eastern Covington, and studied the proposal in the context of citywide growth and transportation effects. The Downtown EIS studied the City's primary mixed-use center. These two EISs studied a range of growth levels and established the more substantive changes to the City's Comprehensive Plan since incorporation. The Comprehensive Plan Update is based on the results of the City's cumulative efforts to plan for these two centers, as well as the continued predominance of single family residential uses, parks, and other public properties.

4 Documents Adopted

An agency may use previously prepared environmental documents to evaluate proposed actions, alternatives or environmental impacts. The proposal may be the same as or different than those analyzed in the existing documents (WAC 197-11-600[2]). Pursuant to the Determination of Significance and Adoption of Existing Environmental Documents dated November 13, 2015, the City of Covington adopts the following documents as relevant to the 2015 Comprehensive Plan Periodic Update:

City of Covington, Hawk Property Planned Action Environmental Impact Statement (Final EIS), November 14, 2013: addresses the Hawk Property Subarea (aka Lakepointe Urban Village) Plan and associated amendments to the comprehensive plan, zoning and development regulations that will allow for future mixed-use urban village in an area encompassing approximately 212 acres. The analysis addressed citywide traffic modeling and mitigation at similar growth levels as the proposed Comprehensive Plan.

Puget Sound Regional Council, VISION 2040, Environmental Impact Statement (Final EIS), April 2008. Addresses growth and impacts across the region.

City of Covington Downtown Plan, Final Environmental Impact Statement, July 6, 2005: document addresses environmental issues associated with the Covington Downtown Plan that evaluated a 565-acre study area within the southern portion of the city and subsequent amendments to the Comprehensive Plan and Title 18 of the Covington Municipal Code (CMC).

City of Covington, 2003 Comprehensive Plan Amendment Docket, Addendum to Mitigated Determination of Nonsignificance, 2003.

City of Covington, 2002 Comprehensive Plan Amendments, Addendum to the 2001 Comprehensive Plan Mitigated Determination of Nonsignificance, 2002.

City of Covington, 2001 Comprehensive Plan, Mitigated Determination of Nonsignificance (MDNS), July 5, 2001. The City's plan was based on the King County Comprehensive Plan that was in effect when the City incorporated. An EIS was prepared for the County Plan which was released in 1994. The City's 2001 Comprehensive Plan for the most part did not change from that adopted by King County.

5 Phased Environmental Review

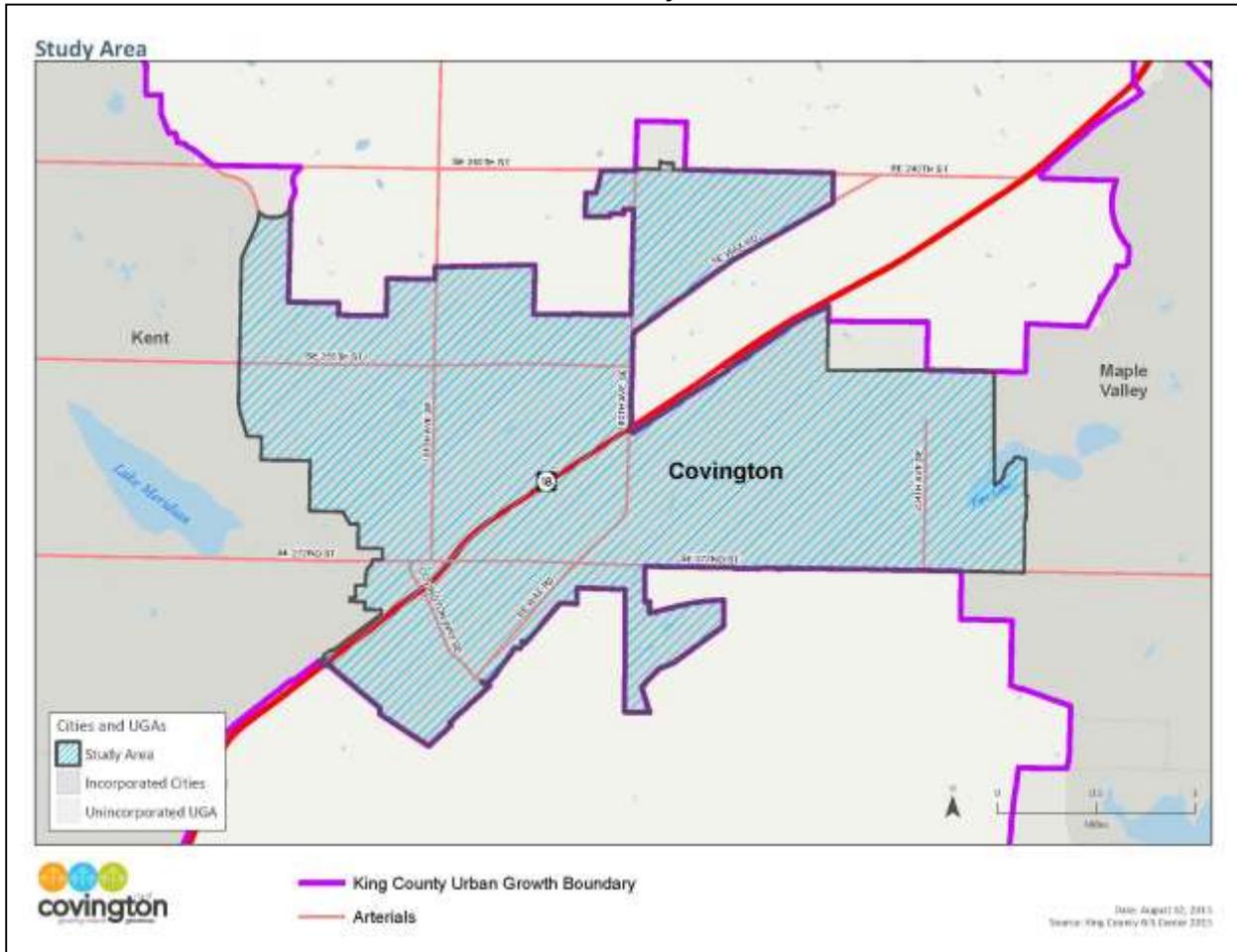
SEPA allows phased review where the sequence of a proposal is from a programmatic document, such as an EIS or SEIS addressing a comprehensive plan, to other documents that are narrower in scope, such as those prepared for site-specific, project-level analysis (WAC 197-11-060(5)). Additional environmental review will occur as other project or non-project actions are proposed to the City of Covington in the future. Phased environmental review may consider proposals that implement the Comprehensive Plan, such as land use regulations, specific development proposals, or other similar actions. Future environmental review could occur in the form of Supplemental EISs, SEPA addenda, or determinations of non-significance.

Programmatic Review of Comprehensive Plan Update

5.1 Study Area

The study area includes the Covington City Limits and Covington Urban Growth Area (UGA). See Exhibit 1. The city limits contain 6.55 square miles or 4,190 gross acres. The Covington UGA includes two Potential Annexation Areas: Tahoma High School parcel on 36.8 acres and a 75.6-acre portion of the Lakepointe Urban Village (Hawk Property Subarea).

Exhibit 1. Study Area



Source: King County Assessor 2015

6 Environmental Review

The Comprehensive Plan Update is a nonproject action, however future development and code amendments that occur after adoption of the Comprehensive Plan update may have the following impacts.

A. HOW WOULD THE PROPOSAL BE LIKELY TO INCREASE DISCHARGE TO WATER; EMISSIONS TO AIR; PRODUCTION, STORAGE, OR RELEASE OF TOXIC OR HAZARDOUS SUBSTANCES; OR PRODUCTION OF NOISE?

When site development occurs there may be fill and grade proposals, and vegetation may be removed, which may result in altered surface water flows, increased stormwater flow, localized flooding impacts, and generation of non-point source pollution to local surface waters. With greater impervious surfaces there would be less infiltration of groundwater. Groundwater impacts could include changes in groundwater availability and reduced subsequent discharge to streams and springs. Impacts to groundwater quality may result from infiltration of untreated stormwater, transportation related spills, and on-site spills of hazardous materials.

Emissions to air would most likely be associated with increased vehicle traffic. The proposal includes policy and action plan items to reduce reliance on vehicular use to curb growth in vehicular emissions, promotes transit use by focusing mixed-use residential and employment growth in the downtown and Lakepointe Urban Village.

Short-term air emissions including construction equipment exhaust and fugitive dust. During construction, dust from excavation and grading could cause temporary, localized increases in the ambient concentrations of fugitive dust and suspended particulate matter. All construction projects will be consistent with the City's erosion control development standards.

The intent of the Comprehensive Plan Periodic Update is to encourage a mixture of residential and commercial uses to reduce the need for daily-needs vehicle trips and create opportunities for living and working in close proximity. Mixed use development has been shown to reduce vehicle miles travelled which can reduce greenhouse gas emissions (US EPA March 2010¹). Further, the plan envisions pedestrian and bicycle improvements to encourage walking; a new multi-modal level of service (LOS) would help guide implementation of non-motorized improvements.

Land development that may occur following adoption of the plan and associated development regulations could create short-term noise impacts to land uses in the vicinity. Increases in traffic volumes generated within the study are likely the primary source of future noise.

Some commercial or industrial uses may handle hazardous materials though the Uniform Fire Code and state and federal laws would apply.

¹ As quoted in the US EPA 2011 paper Smart Growth: A Guide to Development and Implementing Greenhouse Reduction Programs, "[c]ompact development reduces the need to drive by putting destinations closer together and making walking, biking, and using mass transit easier. Any given increment of compact development could reduce VMT [vehicle miles traveled] up to 20 to 40 percent compared to dispersed development on the outer fringe of an urban area."

PROPOSED MEASURES TO AVOID OR REDUCE SUCH INCREASES ARE:

The City has adopted a Hazard Mitigation Plan (Tetra Tech 2014), which guides “planning efforts, policy changes, programs, projects, and other activities to mitigate hazard impacts on the City of Covington.”

At the time of building permit application, the International Building Code (IBC) includes conditions under which preparation of a geotechnical report would be required. Future development would also comply with City critical areas regulations to reduce health and safety risks related to geologic hazards, wetlands, and streams.

Development is subject to applicable federal (EPA), regional (Puget Sound Clean Air Agency), and State (Ecology) air quality regulations. Ecology air quality regulations applicable to the study area are found at Chapter 173-400 WAC.

Future development would comply with the City’s stormwater requirements in place at the time of application.

Maximum environmental noise levels are regulated by the State of Washington (Chapters 173-58 through 62 WAC).

Chapter 8.20 of the Covington Municipal Code (CMC) establishes regulations to minimize the exposure of citizens to excessive noise. The CMC clearly states the hours during which certain noisy activities are prohibited but does not specify numerical limits for permissible noise levels. The CMC prohibits sounds originating from construction activity between the hours of 8:00 p.m. and 7:00 a.m. on weekdays and 6:00 p.m. and 9:00 a.m. on Saturdays, Sundays, or Federal holidays.

New development of specific parcels will be subject to City zoning for allowable uses and activities, and City IBC and Fire codes for handling hazardous materials as well as State and Federal hazardous materials regulations.

Specific mitigation is also found in the Hawk Property Planned Action Ordinance regarding earth, surface water, groundwater, and noise.

B. HOW WOULD THE PROPOSAL BE LIKELY TO AFFECT PLANTS, ANIMALS, FISH, OR MARINE LIFE?

Covington features several creeks, including Big Soos Creek, Little Soos Creek, Jenkins Creek, Cranmar Creek, and North Jenkins Creek tributary. Pipe Lake is the only lake within Covington; however, smaller open water areas occur elsewhere in the City, such as Spring Pond in Jenkins Creek Park. Wetlands are generally associated with creeks and Pipe Lake as well as groundwater seeps.

In a 2012 analysis done as part of the Urban Forestry Strategic Plan, tree cover was approximately 37 percent.

Many animals can be found in Covington, including deer, elk, beaver, bald eagle, and great blue heron. The City includes habitat types that are known to be used or could potentially be used by species listed as endangered, threatened, or sensitive by state or federal government, including Chinook salmon and steelhead. Continuous wildlife corridors are found along riparian areas.

Future development allowed by the Comprehensive Plan and development regulations could affect plants and animals through land clearing for construction of housing and infrastructure, storm water runoff, and human disturbance associated with future growth. Environmental resources subject to risk of direct and indirect impacts include numerous species of plants, animals, and fisheries (including threatened or endangered species and their habitat).

Ongoing development could result in incremental habitat losses in the city and planning area. However, the protection of shorelines, critical areas, and associated buffers limits impacts associated with directly adjacent disturbance.

PROPOSED MEASURES TO PROTECT OR CONSERVE PLANTS, ANIMALS, FISH, OR MARINE LIFE ARE:

The City has adopted an Urban Forest Strategic Plan (City of Covington, April 2013).

The City is proposing updated Natural Environment policies following a Best Available Science Review (The Watershed Company, fall 2015).

The City's Critical Areas Regulations (CMC 18.65) and Shoreline Master Program apply citywide where critical areas and shoreline jurisdiction are found. The City proposes to update the regulations based on a code audit (Parametrix 2015).

The City's surface and stormwater management regulations and guidelines would apply and rely on the most current manuals (as they may be amended over time per CMC 13.25.020):

- Department of Ecology Stormwater Management Manual for Western Washington (SWMMWW);
- Puget Sound Partnership Low Impact Development Technical Guidance Manual for Puget Sound (LID Manual) by Washington State University and Puget Sound Partnership;
- Washington State Department of Transportation Hydraulics Manual; and
- Appendix 1 of the NPDES Phase II Permit, except that erosivity waiver is not adopted.

C. HOW WOULD THE PROPOSAL BE LIKELY TO DEplete ENERGY OR NATURAL RESOURCES?

The Study Area is served by electricity, natural gas, and potentially solar energy. Service providers include Puget Sound Energy and Bonneville Power Administration. Energy is primarily used for heating. Mixed-use developments envisioned for the downtown and Lakepointe Urban Village can conserve energy and resources, relative to what would be expended by low-density suburban residential and single-use commercial development patterns.

PROPOSED MEASURES TO PROTECT OR CONSERVE ENERGY AND NATURAL RESOURCES ARE:

The City has adopted the International Energy Conservation Code as amended and published by the Washington State Building Code, Chapter 51-11R and 51-11C WAC.

The City is also considering sustainability policies as part of the Comprehensive Plan Update.

Air quality mitigation in the Hawk Property Planned Action Ordinance includes energy conservation measures.

D. HOW WOULD THE PROPOSAL BE LIKELY TO USE OR AFFECT ENVIRONMENTALLY SENSITIVE AREAS OR AREAS DESIGNATED (OR ELIGIBLE OR UNDER STUDY) FOR GOVERNMENTAL PROTECTION; SUCH AS PARKS, WILDERNESS, WILD AND SCENIC RIVERS, THREATENED OR ENDANGERED SPECIES HABITAT, HISTORIC OR CULTURAL SITES, WETLANDS, FLOOD PLAINS, OR PRIME FARMLANDS?

Greater population and employment growth would mean greater demand for parks and recreation facilities and services.

Regarding habitat, floodplains, and wetlands, critical areas protections would apply – see Section B above. Covington does not contain lands of long-term commercial significance for farming.

Prior to European settlement, the Stkamish, Smulkamis, and Skopamish people inhabited the Covington area. Eventually these tribes, together with other tribes along the White and Green Rivers, were resettled on the Muckleshoot Reservation, named for the prairie on which the reservation was established. (Kershner, 2013; Muckleshoot Indian Tribe, 2015)

Covington was originally known for lumber mills on Jenkins and Soos Creeks, and a place where irrigated berry farms and dairies were successful. As with other places in King County, following World War II, the community grew from a rural farming community into a suburb. (Kershner, 2013)

Some properties have been evaluated as potential historic resources, though there are no sites listed on the Washington State historic register. There is a heritage barn on 156th Ave SE. (Washington Department of Archaeology and Historic Preservation 2015)

PROPOSED MEASURES TO PROTECT SUCH RESOURCES OR TO AVOID OR REDUCE IMPACTS ARE:

The City’s Parks, Recreation, and Open Space (PROS) Plan allows the City to plan ahead for growth. The proposed Parks Element includes goals from the current PROS plan. The PROS plan is being updated and is expected to be adopted in 2016.

Future projects will comply with all State and federal laws including those summarized below.

- Washington State has a number of laws that oversee the protection and proper excavation of archaeological sites (RCW 27.53, WAC 25-48), human remains (RCW 27.44), and historic cemeteries or graves (RCW 68.60). Under RCW 27.53, Department Archaeology and Historic Preservation regulates the treatment of archaeological sites on both public and private lands and has the authority to require specific treatment of archaeological resources. All precontact resources or sites are protected, regardless of their significance or eligibility for local, state, or national registers. Historic archaeological resources or sites are protected unless DAHP has made a determination of “not-eligible” for listing on the WHR and the NRHP.
- In the event that human remains, burials, funerary items, sacred objects, or objects of cultural patrimony are found during project implementation, all provisions of RCW 68.50.645 apply including notification of appropriate authorities.
- In the event that prehistoric artifacts or historic-period artifacts or features are found during project implementation, all work must cease within 200 feet of the find, Washington State Department Archaeology and Historic Preservation must be contacted, and all provisions of RCW 27.53.060 would be adhered to.

E. HOW WOULD THE PROPOSAL BE LIKELY TO AFFECT LAND AND SHORELINE USE, INCLUDING WHETHER IT WOULD ALLOW OR ENCOURAGE LAND OR SHORELINE USES INCOMPATIBLE WITH EXISTING PLANS?

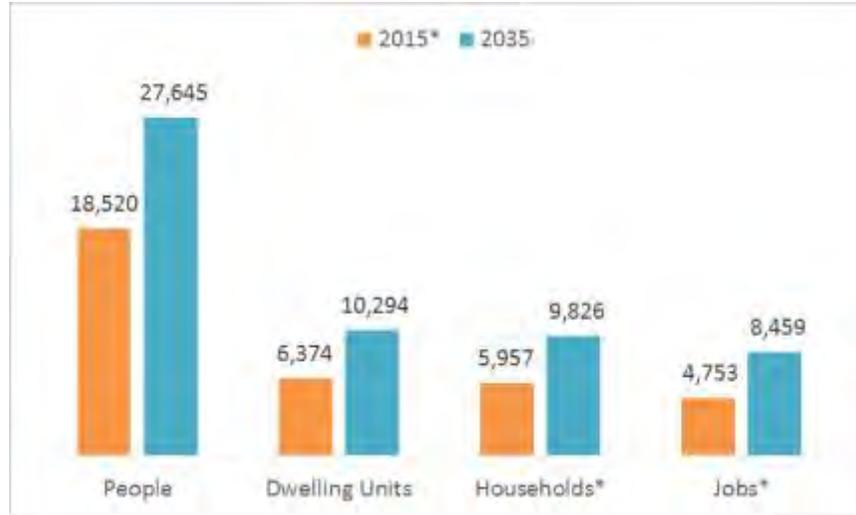
Population and Employment Growth

Covington’s 2015 Comprehensive Plan Periodic Update is designed to plan for the growth in the City’s planning area expected over a 20-year period – 2015 to 2035. The City’s land use plan must accommodate the expected growth consistent with the community’s vision. In turn the growth must be supported by the transportation, parks, open space and recreation element, and capital facilities plan. The City received housing and job growth targets in the King County Buildable Lands Report from

2012-2031. Since Comprehensive Plans are required to address a 20-year period from 2015-2035 the target was extended in a straight line method following guidance from an Interjurisdictional Team of planning directors (Interjurisdictional Staff Team, 2013).

Covington is a community of 18,520 persons in 2015, estimated to growth to 27,645 persons by 2035. In 2013, Covington had an estimated 4,753 jobs, based on a market analysis (BERK 2012), the city could add over 1.6 million square feet of commercial space by 2035. This would support over 3,700 additional jobs. That would mean a total of 8,459 jobs by 2035.

Exhibit 2. Estimated Population, Housing, and Jobs: 2015 and 2035



Note: * Households and Jobs are 2013 estimates.

Source: OFM 2015, ACS 2013, ESD 2013, BERK Consulting 2015

The City is required to accommodate its fair share of growth in its Comprehensive Plan. The City has grown continuously even through the Great Recession and has already made significant progress towards its growth targets, especially jobs.

Exhibit 3. Targets and Capacity: 2012-2035

Targets and Capacity		Housing	Jobs
Housing Growth Target (2006-2031)		1,470	1,320
Permits 2006-2012 (issued/finaled)	-	163	1,148
Remaining Target 2012-2031	=	1,307	172
Extended Target 2031-2035	+	235	211
Remaining Target 2012-2035	=	1,542	383
Pending Development 2012, updated 2015	+	785	514
Hawk Property Capacity	+	1,500	1,889
Parcel Capacity 2012, updated 2015	+	2,164	2,093
Total Capacity	=	4,449	4,496
Capacity Surplus (Deficit) versus Target		2,907	4,113

Source: City of Covington; BERK Consulting 2015

The City’s land use plan would have more than sufficient land use capacity to meet its growth targets adopted by King County.

If the City were to plan for its remaining growth target, it may “under plan” for the infrastructure and services needed to support the community’s desired levels of service. If the City were to plan for its growth capacity it may “over plan” and service providers and the City may invest scarce resources in infrastructure and services that are not yet needed. The City is basing its Comprehensive Plan Update on the market demand study that not only accounts for the City’s growth targets but also the likely level of growth in order to plan for capital facilities, utilities, and services that will help maintain Covington’s quality of life.

Exhibit 4. Growth Targets, Market Demand, Land Capacity



Source: BERK Consulting 2015

Land Use Compatibility

The City of Covington adopted its first Comprehensive Plan shortly after incorporation using portions of the King County Comprehensive Plan. The City’s Comprehensive Plan was approved in 2001 and amended in 2002, 2003, 2005, 2008, 2009, 2011, 2012, 2013, and 2014. The updated Comprehensive Plan includes an Introduction Chapter with Framework Goals, and the following eight elements, Land Use, Housing, Transportation, Economic Development, Natural Environment, Capital Facilities and Utilities, Parks Recreation and Open Space, and Shoreline.

The predominant land use within Covington’s city limits is single family residential. While single family residential use will remain Covington’s predominant land use, there is limited vacant land left to develop for single family residential uses. Covington’s population has more senior citizens and households with lower or moderate incomes; greater housing variety such as townhomes and mixed-use residential would help meet changing needs in the community.

The City is actively planning for well-designed, high quality mixed-use development focused in the Town Center zone and within portions of the Lakepointe Subarea. By focusing most growth in these two areas, the City can maintain the quality and character of existing residential neighborhoods while meeting the community’s changing needs for housing variety and offering more pedestrian amenities, public gathering spaces, and gridded streets.

Shoreline Compatibility

Segments of Big Soos Creek, Jenkins Creek, and Pipe Lake are shorelines of the state in Covington. Predominant uses along Covington shorelines include low density residential, utility, and other lands. The stream corridors contain floodplains and wetlands; minimal critical areas are located along Pipe Lake. Planned land uses match present uses – residential, industrial (utility), and public. There are some adjacent public access locations just outside the Soos Creek and Jenkins Creek shoreline jurisdiction boundaries.

PROPOSED MEASURES TO AVOID OR REDUCE SHORELINE AND LAND USE IMPACTS ARE:

The City’s zoning code (Title 18) provides specific zoning regulations guiding land use, bulk, height, landscaping, parking, as well as critical areas regulations. Design guidelines apply to the downtown and Lakepointe properties. Future development would be subject to these standards.

The City’s Shoreline Master Program (SMP) has been prepared consistent with the SMA and provides goals, policies, and regulations of each shoreline.

F. HOW WOULD THE PROPOSAL BE LIKELY TO INCREASE DEMANDS ON TRANSPORTATION OR PUBLIC SERVICES AND UTILITIES?

Future growth would add multimodal trips to the City’s transportation network, and increase demand for public facilities and services.

Transportation

Vehicular Traffic Operations

Vehicle operations on city streets are measured according to LOS at major intersections during the weekday PM peak hour, which is the period in which the highest traffic volumes typically occur. Level of service is a qualitative measure used to characterize traffic operating conditions based upon average delay experienced by vehicles. Six letter designations, “A” through “F,” are used to define LOS. LOS A and B represent conditions with the lowest amounts of delay, and LOS C and D represent intermediate traffic flow with some delay. LOS E indicates that traffic conditions are at or approaching congested conditions and LOS F indicates that traffic volumes are at a high level of congestion with unstable traffic flow.

Level of service for intersections is defined in terms of average delay per vehicle in seconds. Exhibit 5 shows the LOS criteria for signalized and unsignalized intersections, as defined in the Highway Capacity Manual (Transportation Research Board, 2010).

Exhibit 5. Level of Service Criteria for Vehicle Operations

Level of Service (LOS)	Average Delay Per Vehicle	
	Signalized	Unsignalized
A	≤ 10.0 seconds	≤ 10.0 seconds
B	10.1 – 20.0 seconds	10.1 – 15.0 seconds
C	20.1 – 35.0 seconds	15.1 – 25.0 seconds
D	35.1 – 55.0 seconds	25.1 – 35.0 seconds
E	55.1 – 80.0 seconds	35.1 – 50.0 seconds

Level of Service (LOS)	Average Delay Per Vehicle	
	Signalized	Unsignalized
F	> 80.0 seconds	> 50.0 seconds

Source: Transportation Research Board, 2010.

Under GMA, concurrency is the requirement that adequate infrastructure be planned and financed to support the City's adopted future land use plan. Level of service standards are used to evaluate the transportation impacts of long-term growth and concurrency. In order to monitor concurrency, the jurisdictions adopt acceptable operating conditions on their streets that are then used to measure existing or projected traffic conditions and identify deficiencies.

Exhibit 6 summarizes the LOS standard established by the City for city streets in the proposed Comprehensive Plan; it is similar to the City's current LOS measures but accounts for the ultimate capacity design of SE 272nd.

Exhibit 6. Level of Service Standard for City Streets

Street Intersection	Standard ¹
Signalized, roundabout-controlled and all-way stop controlled intersections of all Arterial and Collector streets, except SE 272 nd Street (SR 516)	LOS D or better.
Signalized intersections along SE 272 nd Street (SR 516)	LOS D or better, until an ultimate capacity of five lanes (two travel lanes in each direction plus a center left-turn lane) plus sidewalks on both sides is reached for SE 272 nd Street. Once ultimate capacity is reached, vehicle operation worse than LOS D is acceptable.

1. Level of service for the weekday PM peak hour, based upon methods set forth in the current version of the Highway Capacity Manual, unless otherwise authorized by the Director of Public Works.

Sources: City of Covington and Heffron Transportation 2015

Exhibit 7 summarizes existing LOS at the concurrency intersections. As shown, all intersections currently meet the LOS standards for city streets and no existing deficiencies are identified.

Exhibit 7. Existing (2012) Level of Service at City Concurrency Intersections – PM Peak Hour

ID	Intersection	Standard	LOS ¹	Delay ²
Signalized				
4	SE 251 st St/164 th Ave SE	D	A	6.9
7	SE 256 th St/156 th Ave SE	D	A	7.6
9	SE 256 th St/168 th PI SE	D	A	8.7
11	SE 256 th St/180 th Ave SE	D	C	37.0
14	SE 262 nd St/180 th Ave SE	D	B	12.4
21	SE 272 nd St (SR 516)/Covington Way	UC ³	E	56.6
22	SE 272 nd St (SR 516)/164 th Ave SE	UC ³	D	37.5

ID	Intersection	Standard	LOS ¹	Delay ²
23	SE 272 nd St (SR 516)/Westbound SR 18 Ramps	UC ³	C	28.1
24	SE 272 nd St (SR 516)/Eastbound SR 18 Ramps	UC ³	D	36.9
26	SE 272 nd St (SR 516)/168 th Ave SE	UC ³	C	25.1
29	SE 272 nd St (SR 516)/172 nd Ave SE	UC ³	C	32.7
32	SE 272 nd St (SR 516)/SE Wax Rd	UC ³	D	43.2
34	SE 272 nd St (SR 516)/192 nd Ave SE	D	B	14.8
40	Covington Way/SE Wax Rd	D	C	21.0
43	SE 270 th Pl/SE Wax Rd	D	B	16.6
57	SE 272 nd St (SR 516)/185 th Ave SE	D	C	25.7
59	165 th Pl SE/Covington Way	D	B	18.4
233	Kenmore High School Dwy/164 th Ave SE	D	A ⁴	<10.0 ⁴
	Roundabout			
8	SE 256 th St/164 th Ave SE	D	B	10.9
17	SE 267 th Place/SE Wax Rd/180 th Ave SE	D	A	7.4
44	SE 270 th Place/172 nd Ave SE	D	A	5.8
	All-Way Stop-Control			
2	SE 240 th St/196 th Ave SE	D	B	12.7
5	SE Wax Rd/ 180 th Ave SE	D	B	13.2
15	SE Timberlane Boulevard/Timberlane Way SE	D	B	10.3
19	SE 267 th St/Timberlane Way SE	D	B	10.6

1. LOS = Level of Service

2. Delay = Average delay for all vehicles through the intersection in seconds per vehicle

3. UC = Ultimate Capacity provided on SE 272nd Street (SR 516); operation worse than LOS D acceptable.

4. Existing data is not available for this intersection, but existing level of service (LOS) is estimated based upon future conditions analysis completed at this intersection, which projects LOS A operation through 2035.

Sources: David Evans and Associates and Heffron Transportation 2015

Exhibit 8 summarizes capacity improvements that have been identified to meet roadway concurrency through 2035, in addition to continued implementation of the SE 272nd Street widening and other projects included in the current TIP. All of these locations are operating within the LOS D standard under existing conditions, and will be monitored to determine the point at which land use growth triggers a need for improvement.

Exhibit 8. Street Improvement Projects to Meet Concurrency

ID	Intersection	Improvement	LOS Standard	Unmitigated		With Mitigation		
				LOS ¹	Delay ²	LOS ¹	Delay ²	
Stop-Controlled								
2	SE 240 th St/ 196 th Ave SE	Add eastbound left-turn lane	D	E	38.8	D	34.1	
5	SE Wax Rd/ 180 th Ave SE	Add northbound right-turn lane or signalize	D	E	37.0	C	21.1	
Signalized								
11	SE 256 th St/ 180 th Ave SE	Address through design of Capital Improvement Program (CIP) project #1056/1149	D	E	59.6	(1)	(1)	
40	Covington SE Wax Rd	Way/ Add southbound left-turn lane	D	E	71.8	C	25.2	

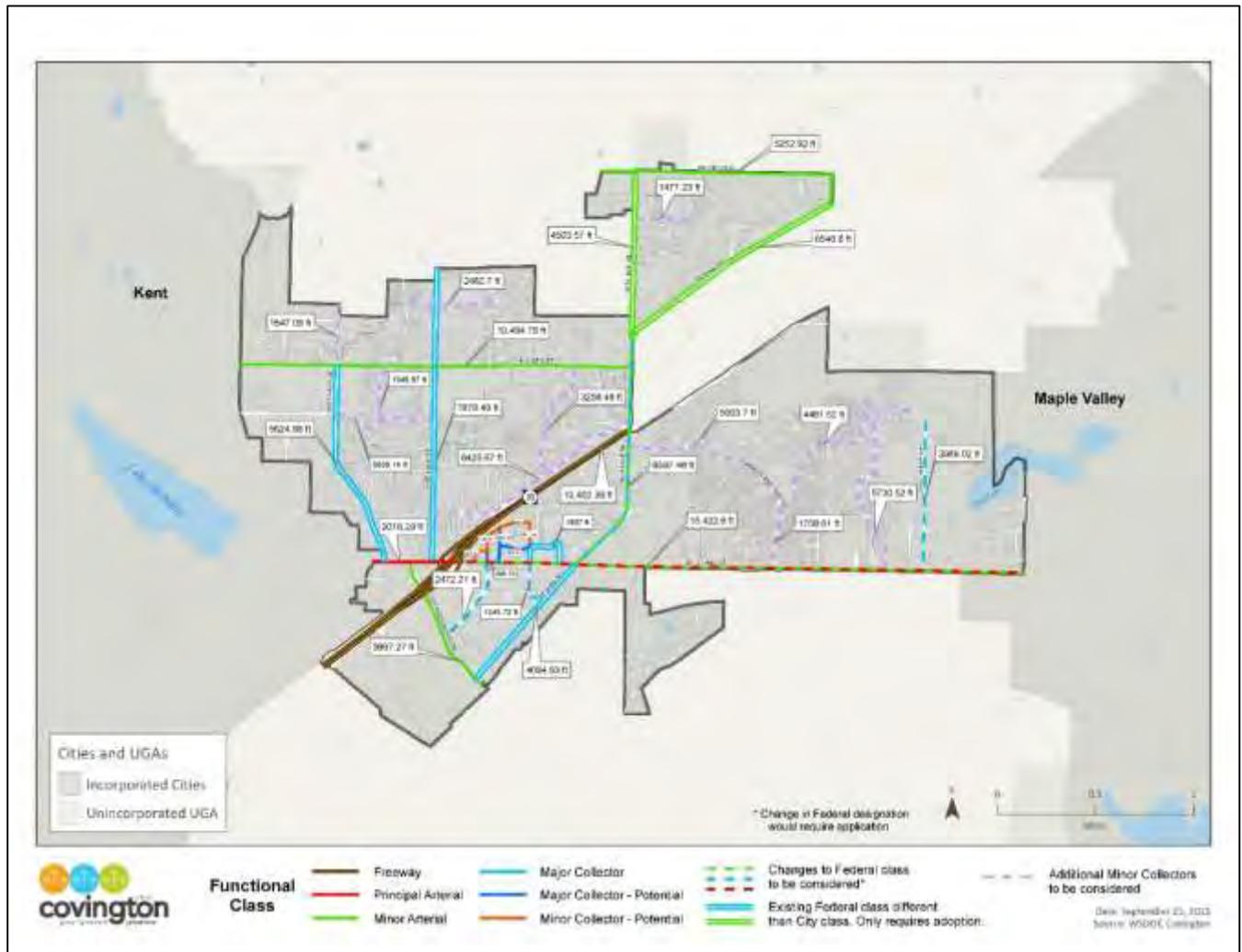
1. Determined through design of Capital Improvement Program (CIP) project # 1056/1149
Sources: David Evans and Associates and Heffron Transportation 2015

Functional Classifications

The functional classifications of city streets are an important component of long range transportation planning because they reflect the mix of property access and traveler mobility that each street is intended to serve, and help determine the appropriate mix of facilities (e.g. vehicle lanes, walkway, bikeways, and/or buffer areas) that should be included on each street, based on the available space. Additionally, designating a street with the appropriate functional classification is critical when seeking federal or state grant funding for potential improvements.

Over time, shifts in land use and traffic patterns may cause the function of a street to change. Thus, it is important to periodically review the functions city streets serve, and evaluate whether any changes in classification are warranted. Guidelines set forth by the Federal Highway Administration (FHWA) and WSDOT were applied to identify appropriate updates to the federal functional classifications of city streets; considerations include existing and projected future traffic volumes, characteristics of surrounding land uses and the balance between mobility and access the street provides, overall spacing of arterials and collectors within the city, and the proportions of each classification within the street system. Recommended updates to street classifications are proposed with the Comprehensive Plan Update. Exhibit 9 shows the city street system, with recommended updates to the roadway functional classifications.

Exhibit 9. Covington Street Functional Classification Map with Recommended Updates



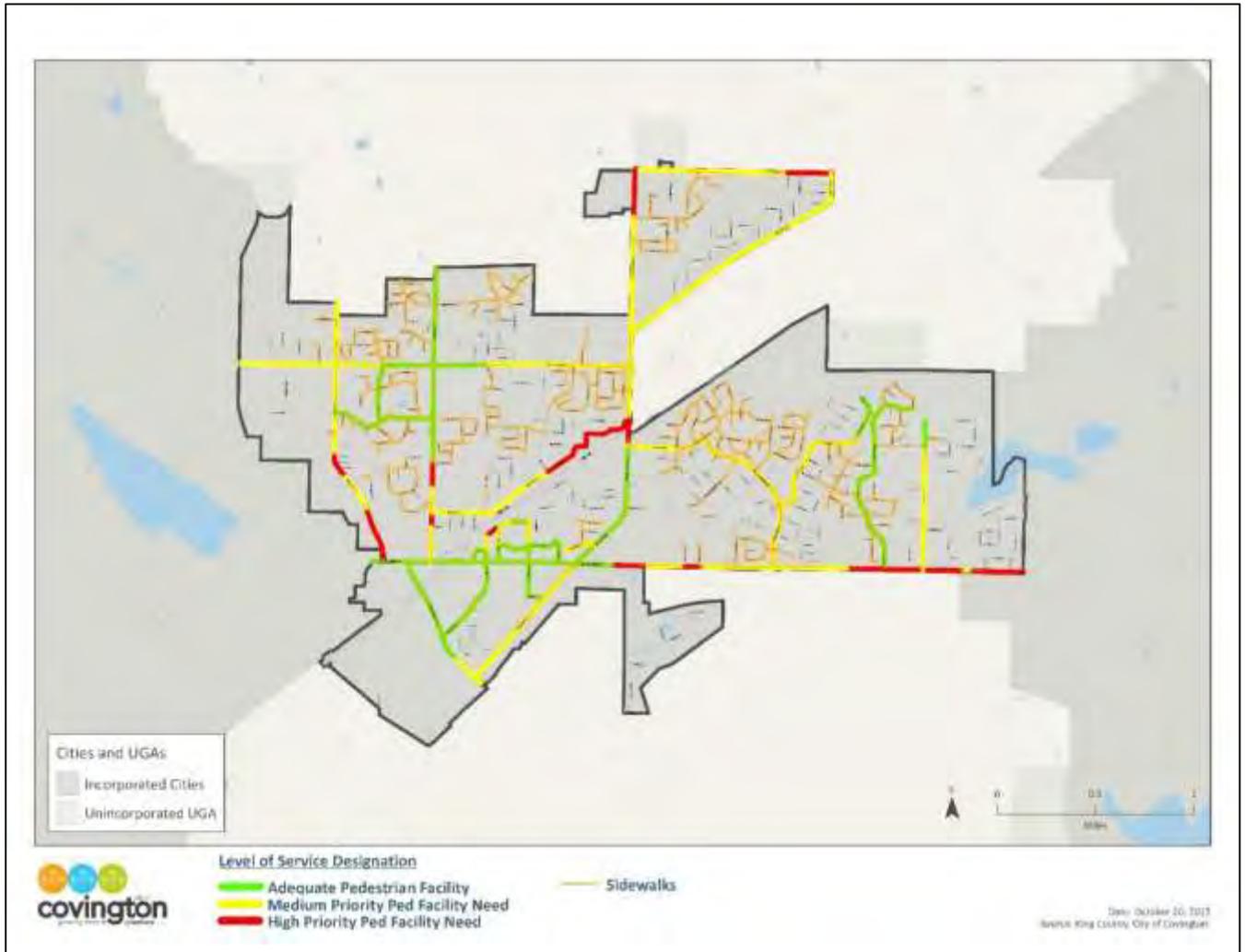
Source: City of Covington 2015

Non-motorized Improvements

The City is proposing a layered network approach that focuses on how the City’s transportation network can function as a system to meet the needs of all users. Unlike roadway standards that are capacity-based, the City’s proposed LOS standards for pedestrian and bicycle facilities recognize the primary objective of providing a complete non-motorized network that allows people to safely walk or bike between destinations in Covington, providing separation from vehicle traffic where needed. This can be achieved by providing separate vehicle and non-motorized facilities along a street where space allows, but it may also be achieved by identifying alternate routes for pedestrians or bicyclists that are parallel to corridors with high vehicle volumes. The proposed approach also recognizes that on many low-volume and low-speed local access streets, vehicular and non-motorized traffic may safely share the roadway.

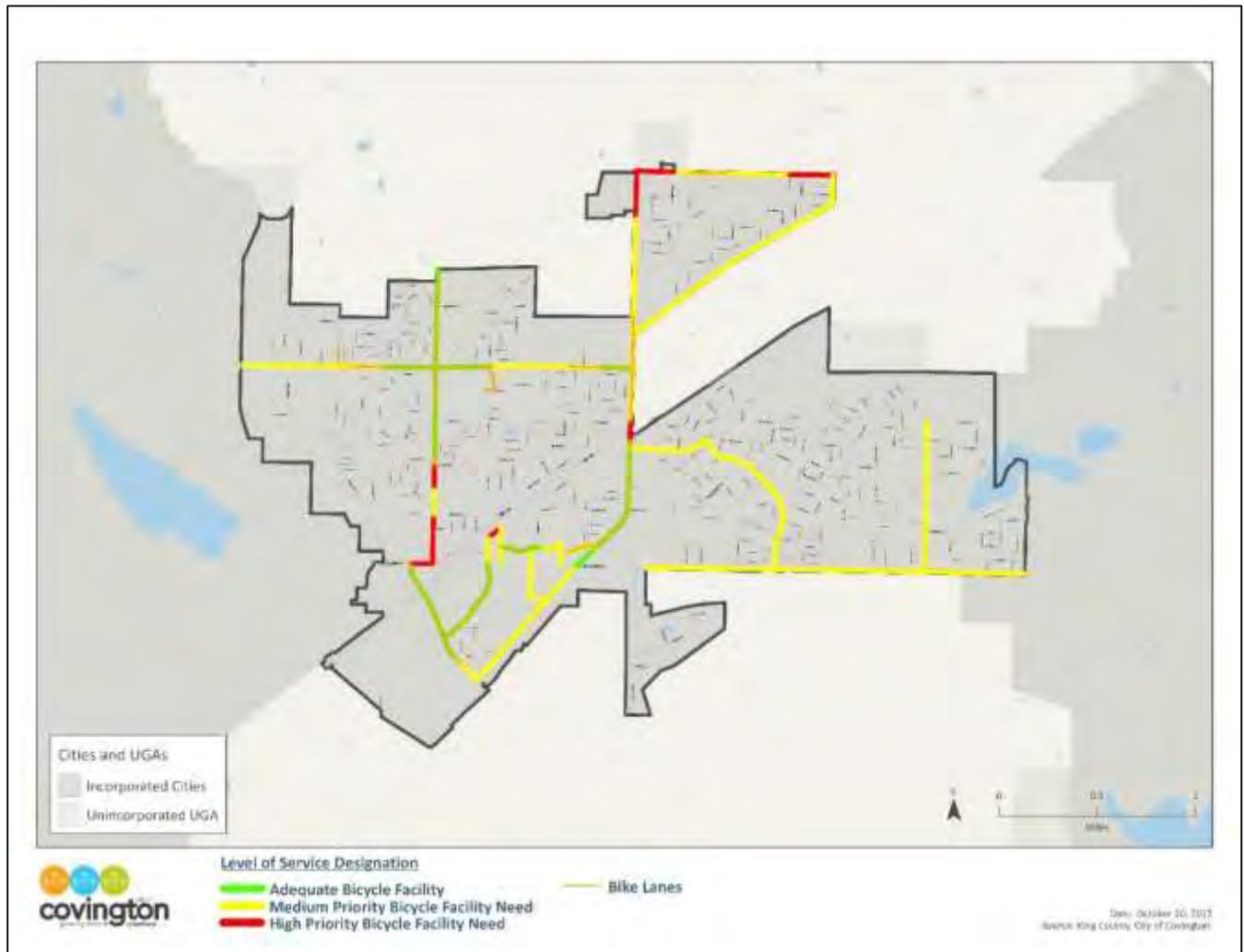
Exhibit 10 shows the medium and high priority walkway needs, and Exhibit 11 shows the medium and high priority bike facility needs, based upon the City’s proposed walkway and bike facility LOS standards in the draft Transportation Element.

Exhibit 10. Covington Sidewalk Inventory and Pedestrian Level of Service Map



Source: City of Covington 2015

Exhibit 11. Covington Bicycle Inventory and Level of Service Map



Source: City of Covington 2015

The City implements walkway and bike facility improvements to address medium (yellow) and high (red) priority needs identified the maps above as follows:

- Medium and high priority pedestrian and bicycle facility needs are addressed as required frontage or connector improvements for new development, or as part of larger multimodal corridor improvements. Corridors with medium or high priority non-motorized needs receive first consideration for potential multimodal improvement projects.
- Stand-alone pedestrian or bike facility improvements are considered in corridors where needs have been identified as funds become available, with first consideration going to locations of high priority need, and second consideration going to locations of medium priority need.

Transit

Bus service in Covington is provided by King County Metro (Metro) Routes 159 and 168. As a relatively small community that is not designated by PSRC as an urban or regional center, Covington has not

been a regional priority for improved transit service. While the City enjoys proximity to the Auburn and Kent Sounder Stations, direct transit connections are limited to the two routes described above between Covington and Kent Station. Extending rail transit service into Covington is also unlikely in the near term, as the City is not a part of the Central Puget Sound Regional Transit Authority (Sound Transit).

Recent efforts related to the Town Center element of the Downtown Plan, Hawk Property Subarea Plan and the Downtown Design Standards and Guidelines plan for development patterns that would support additional transit service. The concentration of uses in the downtown and pedestrian connectivity of the Town Center create a place where transit options, such as bus, Bus Rapid Transit (BRT), and potentially a rail connector to the regional transit system, could succeed in providing more frequent service and transportation choices to the community for both local and regional travel. Planned new development in the Lakepointe Urban Village Subarea will consist of higher density mixed residential and commercial uses, and the site is being designed to accommodate a park-and-ride lot.

Although transit service is not under Covington's control, the City has established transit LOS standards in the 2015 Comprehensive Plan, summarized in **Error! Reference source not found.** The transit LOS standards provide a means for identifying corridors where the City intends to focus on increased land use densities and amenities to support future transit, and to help facilitate communication with Metro regarding corridors where future transit improvements should be considered.

Exhibit 12 shows the existing bus routes within Covington, and identifies where a need for future transit improvements are anticipated.

As shown on Exhibit 12 the City has identified the following future potential improvements to transit:

High Priority

A new transit route is desired to support planned development in the Town Center area, as documented in the Downtown Plan, which includes mixed residential and commercial uses and pedestrian-oriented streets. The proposed additional transit route would connect the downtown area to other destinations in Covington and beyond Covington Way SE and SE Wax Road.

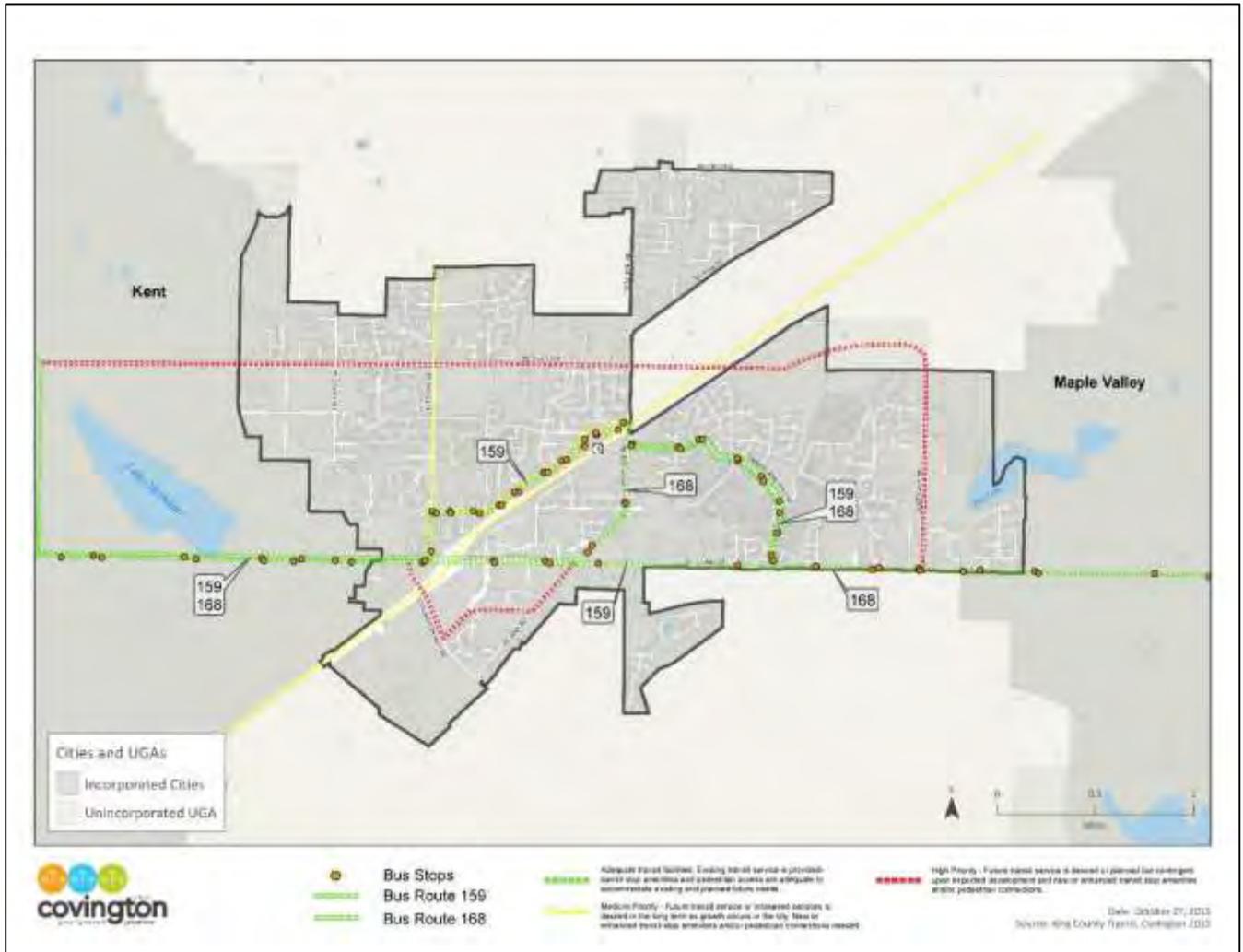
A new transit route is desired to support planned redevelopment at the Lakepointe Urban Village site, located in the northwest area of Covington. The proposed additional transit route would connect the property to other destinations in Covington and beyond via 204th Avenue SE and SE 256th Street. To meet this objective, the City strongly supports a potential future local bus route along SE 256th Street that has been identified by Metro (King County Metro, 2015).

Medium Priority

Increased bus frequencies, transit stop amenities, and pedestrian connections along the existing Route 159 to support existing and planned future land uses and multimodal choices in the downtown vicinity and Lakepointe Urban Village.

Other potential future bus routes identified by Metro (King County Metro, 2015), including an express bus route on SR 18, and an additional local routes on 164th Avenue SE.

Exhibit 12. Covington Transit Corridor and Level of Service Map



Source: City of Covington 2015

Public Services and Capital Facilities

The City of Covington provides capital facilities for municipal buildings, streets, parks and recreation, and stormwater. Other capital facilities are provided by non-city service providers as shown Exhibit 13.

Exhibit 13. Public Service Providers

Public Service	Provider	Relevant Plans and Documents
Municipal Buildings	City of Covington	Public Works Maintenance Facility Study 2013 New City Hall Feasibility Study 2012
Police	King County Sheriff (contracted service)	City Council Police LOS 2007 Resolution (RES 07-42)
Fire and Emergency Services	Kent Regional Fire Authority, Maple Valley Fire District (Mutual Aid)	Kent Fire RFA: Kent Regional Fire Authority Capital Facilities and Equipment Plan, 2014-33
Schools	Kent School District	Kent School District: Kent School District, Capital Facilities Plan, 2015-16
Parks and Recreation	City of Covington	Covington Parks and Recreation, and Open Space (PROS) Plan, 2010
Stormwater	City of Covington	Stormwater: City of Covington 2010 Comprehensive Stormwater Plan and 2015 Stormwater Management Plan
Streets	City of Covington	
Water	Covington Water District, King Co. Water District 111, Ham Water Co.	Covington Water District District: Covington Water System Plan Update, 2007
Sewer	Soos Creek Water and Sewer District	Soos Creek: 2014 Soos Creek Water and Sewer District Sewer Comprehensive Plan; King County Wastewater: King County Regional Wastewater Services Plan, 2013 Comprehensive Review

The proposed Capital Facilities Plan (CFP) Appendix provides a summary of each providers' facilities, LOS demand and planned facilities. Highlights of the analysis show:

Municipal Buildings: If the City wishes to maintain its adopted levels of service for administrative space currently and in the future, additional space will be needed. In the 20-year life of the Comprehensive Plan, it is anticipated that the City would build a City Hall. In the interim, it is likely that the City would lower its LOS until such a plan can be accomplished. The City recently added maintenance space; recommended space needs for City maintenance facilities indicates the City may be able to lower their existing LOS standard.

Police Services: The City meets its adopted service levels for officers as of 2015. In order to maintain current staffing standards, by 2021 the City of Covington Police Department will need to hire additional officers. The City could lower the LOS standard or add officers over time. The space needs for officers would likely be addressed in concert with the evaluation of city hall space needs above.

Fire Protection: Even though the response time standards have improved in the City of Covington, the Kent Fire Department RFA is still not meeting the suburban LOS Standard 90% of the time. Therefore, the Kent Fire Department is currently pursuing fire impact fees in Covington to ensure as growth occurs appropriate facilities are available. The Kent Fire Department's CFP includes building an additional fire station in Covington, which would be better able to serve the southern part of the City. Additionally, Station 75 will be moved further west, and there will be an extension of SE 256th from SR 18 out to 204th Avenue, which should improve response times in eastern Covington.

Schools: Using present student generation rates approximately 780 additional school age students could be added by 2021, and approximately 2,600 school-age students could be added by 2035. The Kent School District has identified capital projects serving Covington area residents and students; some of the improvements would be funded by impact fees.

Parks: The City has a deficit for all facility types based on its present levels of service. As the population is expected to grow by 50% the estimated deficits are anticipated to grow. The City is updating its Parks, Recreation, and Open Space (PROS) Plan to consider appropriate levels of service and capital needs for six and 20-years.

Stormwater: Levels of service for stormwater activities are regulated by the city code and engineering design standards. New development is conditioned to meet water quality, runoff control, and erosion control requirements. The City prepared a stormwater plan in 2010, and established a stormwater utility in 2012 and uses a portion of the customer rate charges to fund capital facilities. A Stormwater Management Plan was completed on March 31, 2015 as part of the City's National Pollutant Discharge Elimination System (NPDES) Phase II permit. These plans have identified facilities, programs, and regulations to help manage stormwater quantity and water quality.

Water: The Covington Water District the District has the capacity to serve its designated service area in the City and UGA. The District has acquired additional water rights in recent years and expects that water consumption rates per residential unit will continue to decline based a greater share of multi-family units being built in the future. The District is in the process of updating their master plan, which was last completed in 2007.

Wastewater: The Soos Creek Water and Sewer District develops and analyzes their own growth projections to ensure the District can accommodate future urban growth within their service area. The District indicates that new growth is partially offset by increases as residences become more efficient. The 2014 Soos Creek Water and Sewer District Sewer Comprehensive Plan identifies numerous capital projects, some of which are located within the City of Covington. All recommended projects belong to one of two categories, pipe replacements/upgrades or lift station replacement/upgrades.

Transportation: This capital facility is addressed in the Transportation Element. A six-year and 20-year capital improvement program is included in the CFP Appendix along with revenue projections; the improvements are designed to meet the City's adopted levels of service.

PROPOSED MEASURES TO REDUCE OR RESPOND TO SUCH DEMAND(S) ARE:

The proposed Comprehensive Plan Update includes a Transportation Element with updated multimodal levels of service and identified projects designed to reduce congestion and improve connectivity and travel by non-motorized and transit modes.

The proposed Comprehensive Plan Update includes a Capital Facilities and Utilities Element and CFP Appendix. The City is establishing levels of service, funding and revenue options, and a land use reassessment policy should levels of service or funding be inadequate.

G. IDENTIFY, IF POSSIBLE, WHETHER THE PROPOSAL MAY CONFLICT WITH LOCAL, STATE, OR FEDERAL LAWS OR REQUIREMENTS FOR THE PROTECTION OF THE ENVIRONMENT.

The Comprehensive Plan Update is designed to meet GMA requirements for a periodic update. See Exhibit 14.

Exhibit 14. GMA Goal Consistency

GMA Goal	Discussion
1) Urban growth. Encourage development in urban areas where adequate public facilities and services exist or can be provided in an efficient manner.	The City's Comprehensive Plan Update focuses growth in the city limits and assigned UGA. The Capital Facilities and Utilities Element and CFP Appendix are designed to establish levels of service (LOS) for projected growth.
2) Reduce sprawl. Reduce the inappropriate conversion of undeveloped land into sprawling, low-density development.	The City's Comprehensive Plan makes efficient use of land in centers (downtown and Lakepointe) while protecting residential neighborhood character in established neighborhoods.
3) Transportation. Encourage efficient multimodal transportation systems that are based on regional priorities and coordinated with county and city comprehensive plans.	The City is planning for multiple modes of travel consistent with the county and Puget Sound Regional Council's plans. New multimodal LOS policies would help prioritize investments in pedestrian, bicycle, and transit facilities.
4) Housing. Encourage the availability of affordable housing to all economic segments of the population of this state, promote a variety of residential densities and housing types, and encourage preservation of existing housing stock.	The City can meet its housing targets. Housing variety is promoted downtown and in Lakepointe. The City is updating its Housing Element goals and policies based on an updated assessment in the Existing Conditions Report.
5) Economic development. Encourage economic development throughout the state that is consistent with adopted comprehensive plans, promote economic opportunity for all citizens of this state, especially for unemployed and for disadvantaged persons, promote the retention and expansion of existing businesses and recruitment of new businesses, recognize regional differences impacting economic development opportunities, and encourage growth in areas experiencing insufficient economic growth, all within the capacities of the state's natural resources, public services, and public facilities.	The City has can meet its employment targets. The City is focusing employment growth downtown and in Lakepointe. An updated Economic Development Element is part of the Comprehensive Plan Update.
6) Property rights. Private property shall not be taken for public use without just compensation having been made. The property rights of landowners shall be protected from arbitrary and discriminatory actions.	All properties are given a reasonable use of land, with at least a single family residence allowed.
7) Permits. Applications for both state and local government permits should be processed in a timely and fair manner to ensure predictability.	The City's goal is to streamline the plan and make targeted changes to regulations. The City will continue to implement its permit procedures consistent with RCW 36.70B.
8) Natural resource industries. Maintain and enhance natural resource-based industries, including productive timber, agricultural, and fisheries industries. Encourage the conservation of productive forest lands and productive agricultural lands, and discourage incompatible uses.	The City does not have lands of long-term commercial significance for resources. The mining operation at Lakepointe is ceasing operations consistent with a reclamation plan. The change of the mining use was considered with the Hawk Property Planned Action EIS.
9) Open space and recreation. Retain open space, enhance recreational opportunities, conserve fish and wildlife habitat, increase access to natural resource lands and water, and develop parks and recreation facilities.	The City will implement its PROS plan, and intends to update it over time.

GMA Goal	Discussion
10) Environment. Protect the environment and enhance the state's high quality of life, including air and water quality, and the availability of water.	The City is amending its Natural Environment Element policies and making targeted regulatory changes following a Best Available Science review and a code audit (respectively The Watershed Company fall 2015, and Parametrix 2015).
11) Citizen participation and coordination. Encourage the involvement of citizens in the planning process and ensure coordination between communities and jurisdictions to reconcile conflicts.	The City has published a schedule of public engagement activities and has had regular meetings with its Planning Commission and City Council.
12) Public facilities and services. Ensure that those public facilities and services necessary to support development shall be adequate to serve the development at the time the development is available for occupancy and use without decreasing current service levels below locally established minimum standards.	The Capital Facilities and Utilities Element and CFP Appendix are designed to establish levels of service (LOS) for projected growth.
13) Historic preservation. Identify and encourage the preservation of lands, sites, and structures that have historical or archaeological significance.	The City is updating land use element policies including one that indicates that new development should be sited and designed to protect cultural resources.

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CITY OF COVINGTON ATTACHMENT 2

2015-2035 COMPREHENSIVE PLAN PERIODIC UPDATE

Corrections to Addendum | January 5, 2016

INTRODUCTION

On November 13, 2015, the City of Covington published a Determination of Significance with Adoption of Existing Environmental Documents including an Addendum under the State Environmental Policy Act (SEPA), in accordance with State Environmental Policy Act (SEPA) rules (WAC 197-11-600 and WAC 197-11-630). The Addendum analysis indicates that the Comprehensive Plan Update proposal addressing the 2015-2035 planning period will result in similar impacts as prior Environmental Impact Statements and SEPA determinations. Based on refinements to data included in the Comprehensive Plan Update elements, this document provides minor corrections to the Addendum information that does not change the conclusions of the Addendum.

CORRECTIONS AND CLARIFICATIONS

Amend Exhibit 3 to remove a double count of permits from the pending development 2012 information. The City continues to have a capacity surplus.

Exhibit 3. Targets and Capacity: 2012-2035

Targets and Capacity		Housing	Jobs
Housing Growth Target (2006-2031)		1,470	1,320
Permits 2006-2012 (issued/finaled)	-	163	1,148
Remaining Target 2012-2031	=	1,307	172
Extended Target 2031-2035	+	235	211
Remaining Target 2012-2035	=	1,542	383
Pending Development 2012, updated 2015	+	622	514
Lakepointe Urban Village Capacity	+	1,500	1,889
Parcel Capacity 2012, updated 2015	+	2,164	2,093
Total Capacity	=	4,286	4,496
Capacity Surplus (Deficit) versus Target		2,744	4,113

Source: City of Covington; BERK Consulting 2015

Amend Exhibit 4 to correct the residential capacity to match Exhibit 3. The relationship of targets, market analysis and capacity remain similar.

Exhibit 4. Growth Targets, Market Demand, Land Capacity



Source: BERK Consulting 2015

Amend Exhibit 7 regarding 2012 levels of service for concurrency intersections to correct a name and add other existing roundabouts. There are no changes in overall conclusions regarding level of service compliance.

Exhibit 7. Existing (2012) Level of Service at City Concurrency Intersections – PM Peak Hour

ID	Intersection	Standard	LOS ¹	Delay ²
Signalized				
4	SE 251 st St/164 th Ave SE	D	A	6.9
7	SE 256 th St/156 th Ave SE	D	A	7.6
9	SE 256 th St/168 th PI SE	D	A	8.7
11	SE 256 th St/180 th Ave SE	D	C	37.0
14	SE 262 nd St/180 th Ave SE	D	B	12.4
21	SE 272 nd St (SR 516)/Covington Way	UC ³	E	56.6
22	SE 272 nd St (SR 516)/164 th Ave SE	UC ³	D	37.5
23	SE 272 nd St (SR 516)/Westbound SR 18 Ramps	UC ³	C	28.1
24	SE 272 nd St (SR 516)/Eastbound SR 18 Ramps	UC ³	D	36.9
26	SE 272 nd St (SR 516)/168 th Ave SE	UC ³	C	25.1
29	SE 272 nd St (SR 516)/172 nd Ave SE	UC ³	C	32.7
32	SE 272 nd St (SR 516)/SE Wax Rd	UC ³	D	43.2
34	SE 272 nd St (SR 516)/192 nd Ave SE	D	B	14.8
40	Covington Way/SE Wax Rd	D	C	21.0

ID	Intersection	Standard	LOS ¹	Delay ²
43	SE 270 th Pl/SE Wax Rd	D	B	16.6
57	SE 272 nd St (SR 516)/185 th Ave SE	D	C	25.7
59	165 th Pl SE/Covington Way	D	B	18.4
233	Kentwood High School Hwy/164 th Ave SE Roundabout	D	A ⁴	<10.0 ⁴
8	SE 256 th St/164 th Ave SE	D	B	10.9
17	SE 267 th Place/SE Wax Rd/180 th Ave SE	D	A	7.4
44	SE 270 th Place/172 nd Ave SE	D	A	5.8
83	Fred Meyer/Covington Square/168 th Ave SE	D	A	7.2
128	Costco/SE 276 th St/168 th Ave SE	D	A	6.2
	All-Way Stop-Control			
2	SE 240 th St/196 th Ave SE	D	B	12.7
5	SE Wax Rd/ 180 th Ave SE	D	B	13.2
15	SE Timberlane Boulevard/Timberlane Way SE	D	B	10.3
19	SE 267 th St/Timberlane Way SE	D	B	10.6

1. LOS = Level of Service
 2. Delay = Average delay for all vehicles through the intersection in seconds per vehicle
 3. UC = Ultimate Capacity provided on SE 272nd Street (SR 516); operation worse than LOS D acceptable.
 4. Existing data is not available for this intersection, but existing level of service (LOS) is estimated based upon future conditions analysis completed at this intersection, which projects LOS A operation through 2035.
- Sources: David Evans and Associates and Heffron Transportation 2015

Amend Exhibit 8 to show slightly lower delay for an intersection, with similar resulting conclusions:

Exhibit 8. Street Improvement Projects to Meet Concurrency

ID	Intersection	Improvement	LOS Standard	Unmitigated		With Mitigation	
				LOS ¹	Delay ²	LOS ¹	Delay ²
Stop-Controlled							
2	SE 240 th St/ 196 th Ave SE	Add eastbound left-turn lane	D	E	38.8	D	34.1
5	SE Wax Rd/ 180 th Ave SE	Add northbound right-turn lane or signalize	D	E	37.0	C	21.1
Signalized							
11	SE 256 th St/ 180 th Ave SE	Address through design of Capital Improvement Program (CIP) project #1056/1149	D	E	57.9	(1)	(1)
40	Covington Way/ SE Wax Rd	Add southbound left-turn lane	D	E	71.8	C	25.2

1. Determined through design of Capital Improvement Program (CIP) project # 1056/1149
- Sources: David Evans and Associates and Heffron Transportation 2015

**CITY OF COVINGTON
Planning Commission Minutes**

November 19, 2015

City Hall Council Chambers

CALL TO ORDER

Chair Judd called the regular meeting of the Planning Commission to order at 6:32 p.m.

MEMBERS PRESENT

Bill Judd, Jim Langehough, Paul Max, Krista Bates and Alex White

MEMBERS ABSENT Jennifer Gilbert-Smith and Chele Dimmett

STAFF PRESENT

Richard Hart, Community Development Director
Salina Lyons, Principal Planner
Ann Mueller, Senior Planner
Kelly Thompson, Planning Commission Secretary

APPROVAL OF CONSENT AGENDA

- **1. Commissioner White moved and Commissioner Bates seconded to approve the November 5, 2015 minutes and consent agenda. Motion carried 5-0.**

CITIZEN COMMENTS-None

UNFINISHED BUSINESS

PUBLIC HEARING

2. Public Hearing, Discussion and Action on the 2015 Comprehensive Plan

Chair Judd opened the Public Hearing.

Community Development Director Richard Hart gave a brief overview of the public outreach efforts and background information of the Comprehensive Plan. He noted public comments received from two individuals had been distributed to the Planning Commission. The City Council will also hold a Public Hearing on January 12, 2016.

Cliff Page – 17230 SE 267th Place – He shared his concern that there are contaminants in the storm water runoff in the Burwood area into Soos Creek. He would like to see efforts to contain this.

Nicholas Skok – lives outside city limits. He would like to address light rail in the transportation element of the Comprehensive Plan. He also emailed comments that have been distributed to the Planning Commission. He feels that the needs of this area are underserved by mass transit and would like sound transit to have an open house in the community.

- **Commissioner White moved and Vice-Chair Max seconded to recommend approval of the draft 2015 Comprehensive Plan Periodic Update to the City Council, insubstantial form. The motion carried 5-0.**

Senior Planner Ann Mueller addressed Mr. Skok's concerns regarding light rail. She explained that the City is not a part of the regional transit authority. The City Council passed by resolution to not be a part of the regional transit authority. Councilmember Mhoon sits on a regional transportation board. Mr. Hart shared the fact that the city recognizes the need, but Sound Transit will not hold an open house for us because we are not part of their organization. Covington works with Metro bus service. We are discussing bus rapid transit with other local cities. We have tried to expand and modify existing services to serve the community.

Vice Chair Max would like to see transit to Green River Community College.

The right-turn lane from SE 272nd onto Covington Way is in the 6 year Capital Improvement Program (CIP). The cost is \$13,000,000 partly due to major environmental work. The City Council recognizes that turn lanes would move traffic better through the community. When projects are multi-million dollars, a city of this size cannot afford them. It is costing \$12,000,000 to finish SE 272nd from Jenkins Creek to 184th. Mr. Hart explained how money can be raised for roadway improvements. The Transportation Benefit District (TBD) has been defeated by the voters twice. The City Council issued bonds to make major improvements to arterial roadways. We are paying off those bonds with sales tax revenue. When a project comes in and creates additional impact, fees are collected to mitigate the impact.

NEW BUSINESS - None

ATTENDANCE VOTE

- **Commissioner Langehough moved and Commissioner White seconded to excuse the absence of Commissioner Gilbert-Smith and Commissioner Dimmett. Motion carried 5-0.**

PUBLIC COMMENTS - None

COMMENTS AND COMMUNICATIONS FROM STAFF

Ms. Mueller shared that there is a study session on the Comprehensive Plan with the City Council next Tuesday, November 24, 2015 at 6:00 p.m. Annexation documents for the Hawk Subarea Plan have been submitted to county.

Mr. Hart mentioned the 184 page document that was submitted to the Planning Commission as public comment on the Comprehensive Plan Update and summarized the two points regarding environmental concerns and transparent public process. We have exceeded the minimum legal requirements trying to reach as many businesses as we could.

Chair Judd asked for a copy of the City's Mission and Vision Statement.

ADJOURN

The November 19, 2015 Planning Commission Meeting adjourned at 7:15 p.m.

Respectfully submitted,

Kelly Thompson, Planning Commission Secretary

**Responses to Comments on Comprehensive Plan Update
Public Hearing, November 19, 2015**

Response to comment about the need for a right-turn lane from 272nd to Covington Sawyer:
The City's 6-year Transportation Improvement Program (TIP) includes a project to improve this intersection within the next six years. While the water district has deeded the land necessary to allow for a right-turn lane to the city, construction funds are not yet available. The Transportation Element of the draft Comprehensive Plan acknowledges the traffic deficiencies on 272nd, the need to improve traffic operations, and the funding challenges (Draft Comprehensive Plan, pages T-17 and T-26). Policy TR-4 specifically identifies adopting a 6 year TIP that addresses concurrency needs as a city policy.

Response to comment about expansion of the regional light rail network to Covington:
Planning and implementation of the light rail network is the responsibility of the Central Puget Sound Regional Transit Authority (RTA). The City Council has chosen not to increase their taxes to become a member of the RTA. Consequently, Sound Transit does not include the City of Covington in its planning for light rail service. Further, in two different elections during the past three years, the citizens of Covington have chosen not to increase their taxes to pay for street and ROW improvements. However, the city continues to work with King County Metro to improve bus service for Covington and in particular, access to Sounder service in Kent and future light rail stations in locations outside the city limits. The City also was part of a Tri-city feasibility study about two years ago to provide Diesel Motorized Units (DMU's) between Maple Valley, Black Diamond and Covington and the Sounder Station in Auburn. That study found the density of development, ridership, and costs of such service were not feasible. The draft Comprehensive Plan contains the commitment to coordinate with Metro for additional transit routes and facilities (draft Comprehensive Plan, page T-25) as well as Goal TR-V and Policy TR-26.

Response to comment on the need for improved storm water drainage in the Burwood Subdivision:

Small storm water drainage upgrades from existing open ditch drainage systems along the ROW of streets are handled through the annual public works budget for street improvements, based upon availability of funds. This area of the Burwood Subdivision has not been identified as a high priority in relation to other street ROW improvements, and limited funds are available for such improvements city-wide. The draft Comprehensive Plan does contain a commitment to improve storm water drainage in residential neighborhoods depending upon resource availability.

Response to comment on Agenda 21, lack of public notice, and lack of concern for environment and sustainability:

Agenda 21 is an international 700 page global plan of action aimed at improving the environment & economies for all peoples of the planet through sustainability, which resulted from a UN Conference on the Environment & Development called the Earth Summit in 1992 in Brazil. While the issue of sustainability does relate to Covington's Comprehensive Plan and our draft 2016 Plan does have policies and action programs for sustainability, the major components of Agenda 21 relate to actions at the federal and international level. The public notice and outreach efforts taken during our entire Comprehensive Plan process have always met and exceeded the legal requirements. Every time there has been a public meeting or forum on the Comprehensive Plan, the City has gone beyond minimal legal requirements and used other public involvement and notice methods to encourage broad participation from all types of stakeholders and interest groups.

ATTACHMENT 5

On November 18, 2015- Grazyna Prouty, a resident of Kent (12609 SE 212th Pl., Kent, WA 98031) submitted a 184 page document as written comment on the Comprehensive Plan and SEPA determination. This document was provided electronically to the Planning Commission and City Council and is available for public review upon request at city hall.

Ann Mueller

From: nicholas skok <nskok2005@yahoo.com>
Sent: Friday, December 11, 2015 12:21 PM
To: Ann Mueller
Cc: Richard Hart; Salina Lyons; Kelly Thompson
Subject: Re: Comprehensive Plan/ Open House

To Planning Commission,

I was disappointed at the result of the most recent comprehensive planning meeting in regards to my topic of gaining better transportation options for the city. Instead of using the time to direct questions towards myself and form a discussion that could better equip members with potentially new information or answer concerns, I was given a response on the basis of multiple disputable points. Without having the chance to respond to Richard's response or given more time to elaborate - that was readily available for discussion as only a handful of citizen participants were present and I was the last volunteer speaker- I'll expand on those points briefly.

Covington Voted Against Sound Transit Inclusion

I believe the vote occurred in the late nineties per Richard's response. The increase in population, traffic, and commercial businesses since that time is or should be well known. The climate for pro-transit measures is higher than ever as seen by multiple examples including Sound Transit announcing this week they're considering 15, 20, and 25yr funding packages for Rail and Rapid Bus expansion. Using a vote that took place years before our current conditions to justify decisions that will affect the city for the next 20yrs is counterintuitive.

Covington Has Bus Route That Serves Kent Station

Contrary to Richard's response, Kent Station doesn't have nor will it have Link Light Rail. A station is being planned on the outskirts of Kent near I5. Adjusting or addressing the need for bus routes to this station haven't been brought up as far as I know. We've seen Seattle Metro and Sound Transit recently reshape their routes to better serve new stations in Capitol Hill and the University District that will open in March. The "Move Seattle" legislation was also heavily approved last month that reflects improved transit access and the pro-transportation climate for voters.

Covington Would Pay Back-Taxes to Join Sound Transit

I don't specifically know the details about the arrangement but I fail to see how a deal couldn't be addressed one way or the other. Per Richard's response, "we have a lobbyist" whom I suspect is great at negotiating favorable outcomes. As legislation and funding is being discussed right now for ST3, it would be wrong to assume options aren't on the table.

Covington Planners Already Worked Hard on the Plan

While I appreciated the effort explained to me about the previous work put into gaining social awareness and feedback from local citizens towards the formulation of the long term plan, it should also be appreciated that another voice was heard from the population and gave critical analysis while also presenting options to consider implementing in the plan.

Right-Hand Turn Lane is State's Responsibility

While 272nd may indeed fall under specific State funding obligation's, it's also counterproductive to make that the focal point for not expanding efforts to either fund or properly address a solution. The response given didn't address any lobbyist efforts if they exist or a timetable for further project analysis if needed due to the newly developed lift station, though a price tag of \$13 million was given. What options have been discussed or are moving forward? Off the top of my head, funding the project locally and getting State reimbursements seems plausible. Could a lane be added on the opposite side, across the street, while converting the already existing lane near the lift station into the right-hand-turn-lane?

Tax Revenue in Covington is Limited

With the new additions of the retirement and low income housing communities adding people to the city, commercial and sales tax revenue will increase. Designs for the city center expansion as I read it, would also add \$16 million dollars of additional annual revenue. With transportation and traffic as both the immediate concerns of the city officials and its populous, these funds should be planned to adequately update the city's traffic infrastructure as they've lagged for one reason or another, during a period of added commercial and citizenship growth. Would you agree with the assessment that planning or more specifically the development in the transportation sector in Covington has not kept up with growth?

Transportation/Right Hand Turn Lane is Expensive Expenditure

People have to stop looking at upgrading transportation infrastructure as expenditures and acknowledge them as an investment. How are you quantifying the amount of time and subsequently money lost in traffic from, among other points, higher gas bills versus the amount to improve driving conditions?

Covington Voters Don't Want New Taxes

While this was included in the response from Richard and concluded that this point could be argued for various reasons and shouldn't be addressed further, I'd have to respectfully disagree. Constant debate helps shape conditions most pressing to the public. As stated above: a vote for transportation upgrades from multiple revenue sources including but not limited to new taxes reflects the current voter climate while exclusion from Sound Transit specifically is outdated and should be readdressed on the condition of attractive returns from such involvement.

Beyond that, to my knowledge no temporary tax option was offered to voters, though I'm not familiar with every single past Covington vote. Distrust for temporary taxes that have traditionally been extended or continued for indefinite terms throughout this state which in turn has left little trust with citizens. Guaranteeing tax breaks after upgrades are completed could freshen the outlook on skeptics.

Direct Bus Route to GRCC

I did appreciate the gentleman's proposal to incorporate a direct bus route to GRCC at the meeting. I remember when I attended GRCC, the frustration with parking and the lack of additional options readily available, outside of somehow parking in a commercial lot in town, hopping on a bus, then transferring busses to arrive to class. It would be fair to expand on this proposal further to address all faucets of potential riders including students at both high school campuses Kentlake and Kentwood, and students of college age who don't attend high school. Giving the numerous domestic and foreign exchange students who live on campus at GRCC, improving their options to shop locally at Costco or other stores within city limits only increases the value to this proposal.

No government, government agency, or person is perfect. The long-term plan that has been put forth isn't perfect either, though comprehensive in detail. The road upgrades on 272nd planned to continue up to the Home

Depot area, along with the “Covington Connector” are the byproducts of local state legislatures that helped form a statewide transportation package who happen to reside in and/or represent the area. The project’s themselves could’ve served the community ten years ago and don’t solve the issues today or twenty years down the line, which is what the comprehensive plan is supposed to address.

It’s time to stop playing catch-up and get ahead of the curve. If you have a lobbyist, get him to lobby for more favorable action to occur now; if he can’t, find someone who can. Start or continue dialogue with appropriate parties, including officials from neighboring towns like Maple Valley City Council member Dana Parnello- a pro-transportation member, or Dow Constantine, Joe Fain, Pat Sullivan, Joe McDermott, Lynn Peterson, Larry Phillips and Dave Upthegrove. And if you think any part of this sounds too wishful or too hard or if you want to disregard this email as nothing more than banter, you should consider another job or hobby for your spare time.

We all read the newspapers, check the sites and see what’s going on in our state. Every other major city the region is standing up and demanding their dollar go further, their commute get shorter, and asking for a seat at the table so their constituents and citizens can get a piece of the pie. Today that pie represents the Link; it represents logical upgrades to improve our commute times, and it represents more options on the road and less time in our car away from our family, and our jobs that provide for our loved ones. I urge you to do the same- and if you can’t, if you really can’t, then make plan B so good that we can forget about getting left off of ST3 for the next 25yrs and ease our frustrations about Costco shoppers and/or citizens commuting from Kent to Maple Valley and Auburn, that come to our town and continually impact our roads.

Candidly,

Nicholas Skok

On Nov 16, 2015, at 9:34 AM, Ann Mueller <amueller@covingtonwa.gov> wrote:

Dear Mr. Skok,

Thank you for taking the time to review our draft 2015 Comprehensive Plan Periodic Update documents and provide the city comments. I will provide a copy of your email to the Planning Commission at their public hearing for them to consider in their deliberation this Thursday. Please note that the City Council is tentatively expected to hold a public hearing on the 2015 Comprehensive Plan Periodic Update on January 12, 2015. If you would provide me your mailing address I can add you as a party of record to receive notification of that public hearing.

Regards,

Ann

Ann Mueller, AICP, Senior Planner
City of Covington
Hours: Mon, Tue & Wed 9am- 4:30pm
(253) 480-2444(direct)
amueller@covingtonwa.gov

www.covingtonwa.gov/Update2015
www.facebook.com/CityofCovington

<image001.png>

From: nicholas skok [<mailto:nskok2005@yahoo.com>]

Sent: Friday, November 13, 2015 5:27 PM

To: Richard Hart <rhart@covingtonwa.gov>

Cc: Ann Mueller <amueller@covingtonwa.gov>

Subject: Comprehensive Plan/ Open House

To Ann and Richard,

As I may most likely be out of town on business next week during the open house I wanted to bring up two transportation issues that I'd like to see addressed in the comprehensive plan.

1. The first issue was not mentioned in any part of the plan whatsoever and I'm a bit shocked. If this has indeed escaped you I'm happy that I'm the one to bring awareness to the issue. Simply put, we need a right-turn lane from 272nd to Covington Sawyer. With the influx in traffic from people who are trying to either go to Costco or who live up Covington Sawyer towards Druids Glen, they're both stuck behind cars in the current lane that want to turn right, and in the way of cars that want to go straight into Covington.

As this is the entrance to the City of Covington from Kent and a major point of traffic, especially during rush hour, I'm surprised that this hasn't been discussed or already upgraded by now. There's currently commercial real estate being developed along the side of the road there and an improved traffic path would not only be more efficient, but safer for drivers. I've brought this concern up to all three representatives of our district including Rep. Hargrove, Senator Fain, and Rep Sullivan, as well as Don Vondran as he was the point man during recent construction.

During all of the road work in that specific area over the last year and all the equipment in place for road construction, I was surprised no road improvements were made as it's a common sense fix. This on top of the fact that there was all that extra time added to the commute times for residents in the area, yet they got nothing to show for it in the way of something like a turn-lane or improved conditions. I understand that this sewage work was a part of a separate project not related to road development but the foresight was lost here I think. This lane needs to be added. It will cut down commute times for Covington residents entering the city, residents who live up the road on Covington Sawyer, shoppers from surrounding areas, and Maple Valley residents who cut through on 272nd. Simple fix. Needs to be addressed.

2. The second issue was slightly addressed in the comprehensive plan. It brought to light the awareness of creating a route for potential light rail expansion. Two points need to be agreed to when discussing this possibility:

a) This is time sensitive. ST3 is being formulated and planned now for legislation for 2016. If Covington, (and Auburn, Maple Valley, presumably connecting points) doesn't get a station to be researched and potentially developed on that piece of legislation that will ask for up to \$15 billion dollars, we will miss our chance for the next 20 years as that's how long the perceived development of the plan will last. And isn't the next 20 years the focal point of our comprehensive plan? More needs to be done to contact Sound Transit and become a part of the Central Puget Sound Regional Transit Authority if that's what it takes. This is a huge opportunity for our town to have the option to have a dependable and safe commute to work, for students to have a safe and easy option to get to campus, and to take cars off the road for those of us who prefer to drive.

b) Mentioned in the plan was the option to have a “town center” built either around or near a potential rail stop. While this is a good option, I’ve specifically talked to planners on the Sound Transit team and they’re turned off by these models for stations. While this doesn’t mean this can’t be or shouldn’t be developed, it should be noted and agreed to that a number of stations already in service and being developed are no more than an evolved Park & Ride station. This can also be a great option and should be thought of as a leading model for future development as a plethora of parking will indeed be sought after- spaces that wouldn’t be infringed on by would-be shoppers in a town center model. A great example of a P&R is the one on Mercer Island. They’ve created a second level of parking underground to add space and limit an eye sore of what would be a parking garage installation. Safety and security is well maintained and a non issue there so it shouldn’t be one here in that instance.

The point I really want to drive home here is that getting a Sound Transit station is a very real possibility but the action would need to be taken now before the final list of projects is made. ST3 will have one final round of appeals and feedback and the opinion’s of yourself and our city council would make a difference I think. A vote or a request for feedback in the Covington Reporter and/or your website and Facebook may also help you gather local support. Clearly, the entire region is being connected and only Covington, Auburn, Maple Valley and parts of Kent are being the one’s left out. As we’re going to be paying taxes, sitting in the same traffic as everyone else, and a huge part of this county that always seems to be forgotten, I hope you’ll raise your hands and not let them dismiss us. Our commutes matter too, as we drive a long way to Seattle, Bellevue, and Tacoma.

I’ve attached a photo of the light rail stations in service with stations that may also be developed. I’ve added a line showing a possibility of how/where we’d be connected. Ideally, a stop would be made connecting Covington with GRCC for all the students from our city that commute to campus. With their construction and development it shouldn’t be hard, logistically speaking. Beyond GRCC a stop either at or also at Auburn Station and the old Super Mall, with it finally connecting to “the spine” in Federal Way or the future Kent stop, Covington residents could get to and from Seattle, Tacoma and the airport with ease. Moving east it can connect along Highway 18 in Maple Valley near their P&R. Continuing on, moving either east up to the planned Issaquah stop that connects to Bellevue or to the proposed Renton station that would also connect to Bellevue would also be ideal.

I look forward to hearing from you. Thank you for fighting the good fight. I hope I helped your efforts.

Candidly,

Nick Skok

<image002.jpg>



STATE OF WASHINGTON

DEPARTMENT OF COMMERCE

1011 Plum Street SE • PO Box 42525 • Olympia, Washington 98504-2525 • (360) 725-4000
www.commerce.wa.gov

December 14, 2015

Ms. Ann Mueller
Senior Planner
City of Covington Community Development
16720 Southeast 271st Street Suite 100
Covington, Washington 98042

RE: Proposed 2015 comprehensive plan update

Dear Ms. Mueller:

Thank you for sending Growth Management Services the proposed amendments to the City of Covington's comprehensive plan that we received on October 29, 2015, and processed with Material ID No. 21799. We have reviewed the submitted materials and offer the following comments for your consideration:

We especially like the following:

- The plan is well organized and is user-friendly. The framework goals included in the introduction chapter set the tone of the plan and subsequent plan elements.
- The plan acknowledges the importance of coordinated planning efforts, both at the regional scale and with adjacent jurisdictions.
- The plan further acknowledges there is adequate capacity to meet the projected population and employment growth.
- The city prepared a market study to demonstrate that it can accommodate the projected growth targets but also shows there is room for additional capacity within the 20 year planning horizon, should growth occur at a faster rate. We recognize that the City will monitor this over the next few years and can reassess this in annual amendments or with the next periodic update if any modifications are needed.
- The city has identified locations, such as the Lakepointe Urban Village and Town Center, for future growth and is planning for a mix of land uses at higher intensities than exist in the existing, primarily single family residential neighborhoods. The outcome will be a broader range of housing options, including more moderate and high density multi-family options. This will increase choice in housing types and promote greater housing affordability, while maintaining the character of existing neighborhoods.

Ms. Ann Mueller
December 14, 2015
Page 2

- The Transportation Element includes goals and policies designed to increase the ability of pedestrians, bicyclists, and transit users to meet their mobility needs, and promote non-motorized forms of travel, while still accommodating vehicular traffic. We commend the city for identifying and prioritizing pedestrian and bicycle improvements.

We have a suggestion for strengthening your plan amendments that we encourage you to modify before adopting the amendments:

We suggest the city add a policy to ensure budget decisions are consistent with the comprehensive plan. You may want to consider adding such language to Policy CF-26.

We have a suggestion for strengthening your plan amendments that we encourage you to consider either in these or future amendments:

The plan shows a funding gap of approximately \$78 million over the 20-year planning horizon. While the Capital Facilities Appendix includes a discussion of potential strategies to help overcome that gap, and the comprehensive plan itself includes a policy to reassess the land use element if there is a funding shortfall, we strongly encourage the city to develop a strategy to meet these financial needs identified in the plan.

Congratulations to you and your staff for the good work these amendments represent. If you have any questions or concerns about our comments or any other growth management issues, please contact me at joyce.phillips@commerce.wa.gov or 360.725.3045. We extend our continued support to the City of Covington in achieving the goals of growth management.

Sincerely,



Joyce Phillips, AICP
Growth Management Planner
Growth Management Services

JMP:lw

cc: Richard Hart, Community Development Director, City of Covington
Jeffrey S. Wilson, AICP, Senior Managing Director, Growth Management Services
David Andersen, AICP, Eastern Region Manager, Growth Management Services
Ike Nwankwo, Western Region Manager, Growth Management Services
Michael Hubner, Principal Planner, Puget Sound Regional Council
Yorik Stevens-Wajda, Associate Planner, Puget Sound Regional Council

December 1, 2015

Richard Hart, Director
 Department of Community Development
 City of Covington
 16720 SE 271st St.
 Covington, WA 98042

Subject: PSRC Comments on Draft Covington Comprehensive Plan Update

Dear Mr. Hart,

Thank you for providing an opportunity for the Puget Sound Regional Council (PSRC) to review a draft of the City of Covington 2015 Comprehensive Plan update. We recognize the substantial amount of time and effort invested in this plan, and appreciate the chance to review it while in draft form. This timely collaboration helps to ensure certification requirements are adequately addressed and certification action can be taken by PSRC boards after adoption.

We would like to note the many outstanding aspects of the draft plan. Several particularly noteworthy aspects include:

- The plan overall is well-organized and highly readable. Action plans, which are included at the end of each plan element, point toward the city’s near- and long-term work plan and capital investments.
- The plan includes an optional natural environment element, which includes strong policies that promote water quality, hydrologic function, and related habitat. Policies NE-15 to 22 notably promote low-impact development and best practices in stormwater management. Also notable are Policies NE-11 and 12, along with CF-42 and 43, which address public and private energy efficiency as a means to reduce greenhouse gas emissions.
- The land use element encourages compact development in central places within the city: the Town Center and the Lakepointe development. Policies and actions for those planning areas promote mixed-use development and transit-supportive densities and design.
- An economic development element sets clear goals, policies, and actionable strategies intended to diversify the local economy, especially focused on bolstering local capture of the health care sector employment growth, and through opportunities for new employment centers in the Downtown and Lakepointe areas.
- The transportation element includes clear mapping and prioritization of transportation investments based on a layered network approach. Policies TR-17 to 22 promote non-motorized transportation options in key locations and corridors in the city.

The draft comprehensive plan advances regional policy in many important ways. There are some items, however, that should be addressed before the plan is finalized:

PSRC Comment	City Response
<ul style="list-style-type: none"> • VISION 2040 calls for local plans to include a context statement that describes how the comprehensive plan addresses regional policies and provisions adopted in VISION 2040. While the draft plan broadly addresses, 	See pages LU-24 and LU-25 for a statement of consistency which is similar in level of

PSRC Comment	City Response
<p>both in the introduction and in the land use element, consistency with VISION 2040, the city should more explicitly describe how the plan addresses the Multicounty Planning Policies and Regional Growth Strategy in VISION 2040. Examples of context statements are provided in PSRC’s Plan Review Manual, page 2-1.</p>	<p>detail and form as the example referenced.</p>
<ul style="list-style-type: none"> One key criterion for regional certification of local comprehensive plans is alignment with the Regional Growth Strategy and with growth targets adopted by each county. The draft Covington comprehensive plan is based on growth assumptions for the 20-year planning period that significantly exceed the adopted housing and employment growth targets for the city. We address this issue in more detail, including guidance on documentation, policies, and actions, in a separate letter to the city dated November 30. 	<p>See responses on the separate letter.</p>
<ul style="list-style-type: none"> VISION 2040 (see MPP-DP-1) promotes a framework to ensure the “long term stability and sustainability of the urban growth area” (UGA). MPP-G-1 calls for coordinated planning among agencies around issues of regional significance. The draft comprehensive plan (see Policy LU-19) supports expansion of the urban growth area adjacent to the City of Covington. As guided by VISION 2040, the city should consider revising the plan to clarify the city’s intention to pursue any UGA changes in coordination with King County and within a common framework and criteria established by the countywide planning policies. Given Covington’s status as a Small City in the Regional Growth Strategy, and regional efforts to preserve the rural area, the city should alternatively consider removing Policy LU-19 altogether. 	<p>Comment noted. The qualities of the subject area were studied in the Northern Gateway Study in 2012. The City in the past has coordinated with King County on the appropriate process, and intends to continue that effort. A revised policy is under consideration as follows:</p> <p>Policy LU-19. Continue to support the expansion of the city’s urban growth area in the northern gateway to the city to include land east of 180th Ave SE between SE Wax Road and SR 18. <u>Pursue changes to the urban growth area based on criteria in the countywide planning policies and in coordination with King County.</u></p>
<ul style="list-style-type: none"> The housing element addresses broadly many facets of future housing need. Existing conditions data provides a rich basis for policies and actions to address those needs. Particularly strong are policies encouraging a range of housing types, commitment to regional coordination, and a focus on meeting the needs of seniors and people with disabilities. The housing needs assessment shows gaps 	<p>Housing needs are summarized on pages H-3 and H-7 based on the Existing Conditions Report (which will be adopted by reference with the Plan Update). The “Housing Plan” identifies</p>

PSRC Comment	City Response
<p>between the existing housing stock and current and future demand for affordable housing, including housing that meets the needs of the local workforce as well as the affordable housing goals in the King County CPPs. The housing element should highlight the identified needs and address specific steps to meet that need in policies and in the action plan. The PSRC site http://www.psrc.org/growth/housing/ and ARCH provide information about potential actions, such as new regulatory tools and incentives, public investments, and partnerships, to address support for affordable housing called for in Policies HO-11 to 17.</p>	<p>ways in which the City intends to meet local needs are highlighted on pages H-9 through H-12. The Draft Element is being further amended to add a subsection on implementation of recent tools adopted by the City such as the Multifamily Tax Exemption and Development Agreements with developers of affordable housing (applied with a Downtown mixed use project in 2014).</p>
<ul style="list-style-type: none"> The PSRC Plan Review Manual calls for the transportation element of local plans to “focus system improvements to support existing and planned development as allocated by the Regional Growth Strategy,” and also to “demonstrate that travel demand forecasts and transportation need assessments are always based on land use assumptions that correspond with the most recently adopted growth targets.” The draft plan lacks detail on land use assumptions used as a basis for forecasting future transportation needs. The city should add information on the total amount of population, housing, and employment growth assumed during the 20-year planning period and explain how it relates to the land use element, future growth areas within the city, and adopted growth targets. 	<p>1) The market study growth – documented on page LU-8 – is what was used in the transportation plan. Page LU-8 indicates the City’s Comprehensive Plan uses the market demand study in order to plan for capital facilities, utilities, and services. Amendments are proposed to the Draft Plan to add “transportation” to that list.</p> <p>2) The City’s transportation model assumes regional growth plan assumptions outside the city limits; this will be clarified in amendments to the Draft Plan. See responses on growth targets under separate cover illustrating:</p> <ul style="list-style-type: none"> the efficient land use plan that the City has created, the City’s significant progress on its growth target, the pending pipeline development at the start of the plan that show targets are already met for jobs and half met for homes, and

PSRC Comment	City Response
	growth targets are a floor, not a ceiling (Davidson Serles, 09-3-0007c, FDO 10/5/2009, at 11).
<ul style="list-style-type: none"> • The Growth Management Act (RCW 36.70A.070(6)) requires that local comprehensive plans include a multiyear transportation financing plan for how the jurisdiction will meet the mobility needs identified for the planning period. The financing plan should include a list of investments to meet transportation needs over the planning period, estimated costs for those investments, estimated probable revenues available to the local jurisdiction, and a reassessment strategy in the event revenues fall short of costs. While the transportation element and capital facilities element and appendix address many aspects of the financing plan, the plan would more clearly address the GMA requirements with the following: 	The Capital Facilities Plan Appendix contains a multi-year plan – see responses below for more information.
<ul style="list-style-type: none"> ○ Provide a complete transportation project list for the 20-year planning period 	Please see the Capital Facilities Appendix, Exhibit 45. Six-year Transportation Capital Improvement Program. The exhibit shows projects both in the 2016-2021 period and the 2022-2035 period. Thus the title of the Exhibit will be amended to say: Exhibit 45. Six-year <u>and 20-year</u> Transportation Capital Improvement Program.
<ul style="list-style-type: none"> ○ Provide preliminary cost estimates for roadway, pedestrian, and bicycle improvements identified through the 2035 plan horizon 	See the CFP appendix (Exhibit 45) for transportation costs at the 6 and 20 year periods. Descriptions of projects will be added to show the multimodal nature of several transportation projects. Please also see the projected parks projects list that includes trails.
<ul style="list-style-type: none"> ○ Summarize the forecast of probable funding resources for transportation through the 2035 plan horizon 	See the Capital Facilities Appendix where revenues are projected including REET, transportation impact fees,
<ul style="list-style-type: none"> ○ Identify whether funding resources are sufficient to meet estimated costs of identified improvements 	

PSRC Comment	City Response
<p>Further guidance on how to address the financial analysis in the plan can be found in the Department of Commerce's Transportation Element Guidebook, pages 202 through 212.</p>	<p>grants, and other historic and future funding options. Note that the City recently passed an annual vehicle licensing fee that was recommended as an option and the Appendix is being updated.</p>

PSRC has resources available to assist the city in addressing these comments. We have provided links to online documents in this letter, and additional resources related to the plan review process can also be found at <http://www.psrc.org/growth/planreview/resources/>.

Thank you again for working with us through the plan review process. There is a lot of excellent work in the draft and we are available to continue to provide assistance and additional reviews as the plan moves through the development process. If you have questions or need additional information, please contact me at 206-971-3289 or mhubner@psrc.org.

Sincerely,



Michael Hubner, AICP
Principal Planner
Growth Management Planning

cc: Review Team, Growth Management Services, Department of Commerce

December 1, 2015

Richard Hart, Director
Department of Community Development
City of Covington
16720 SE 271st St.
Covington, WA 98042

Subject: PSRC Comments on Draft Covington Comprehensive Plan Update Growth Assumptions

Dear Mr. Hart,

Thank you for submitting the adopted 2015 Comprehensive Plan for certification review by the Puget Sound Regional Council. Certification is based on reviewing plans according to the plan review checklist to ensure that the plan is consistent with provisions of the Growth Management Act, VISION 2040 and the Regional Growth Strategy.

The draft updated plan for the City of Covington includes a number of impressive features as we noted in the comment letter provided on December 1, 2015. We appreciate the hard work that went into updating what is overall an excellent plan. However, we hope to discuss with you how to resolve the growth assumptions in the plan that significantly exceed the adopted growth targets for your community.

Recently, the Growth Management Policy Board and the Regional Staff Committee discussed how to review plans that are significantly out of alignment with adopted targets and the Regional Growth Strategy, specifically where local growth assumptions for Small Cities exceed the countywide growth targets and regional expectations as established in VISION 2040. The Growth Management Policy Board and Regional Staff Committee recognized that some local factors may be unavoidable, but also noted that the Regional Growth Strategy is important and cities should demonstrate how they are working toward it. Both noted as well that, while some local flexibility may be warranted, the countywide target setting process is the opportunity to regionally collaborate on the preferred distribution of growth.

We would like to work with you to better understand the growth assumptions in your plan and to identify whether there are any feasible plan changes that would demonstrate consistency with the Regional Growth Strategy, including lowering your growth assumptions to be more in line with adopted targets.

To aid reviewing Small Cities' plans that exceed adopted targets, staff proposed a draft framework to the Regional Staff Committee. While this review framework is still draft, it may facilitate our understanding of your community's plan. We would like your assistance understanding how the plan responds to the aspects of the framework, which addresses the following points:

Comment	City Response
<ul style="list-style-type: none"> • Document and explain rationale for local planning numbers. The plan and supporting documentation should make clear what factors were used to determine future growth estimates, including relevant detail on recent historical growth, development permits in the pipeline, and zoned capacity. The plan should make clear why the resulting growth assumptions represent a reasonable approach to balancing regional and countywide policies, targets, and impacts with local factors that may be beyond jurisdiction control. 	<p>See the City’s market study prepared in 2012 with the Northern Gateway Study, provided to PSRC on October 29, 2015.</p> <p>1) Within the City limits the City grew significantly between 2006 and 2012 (see market study and pp. LU-3 to LU-9 that document the rate of growth – higher than the County overall even during the recession), especially with jobs nearly meeting its jobs growth target and making a dent in its housing target even during the recession.¹ The City grew its jobs during the recession – uncommon in the region during that time. See for example Exhibit 10. Net Change in Employment by Year, King County, 2006-2012 in the Buildable Lands Report.</p> <p>2) The City’s pipeline of approved projects in 2012 forward shows 785 dwellings and 514 jobs (See Land Use Element Exhibit 6)– putting the City over its jobs target at the start of the plan and cutting in half its remaining housing target for the 20 years. Additionally, the City has: 1) a subarea plan for its Town Center, 2) a development agreement for a Downtown mixed use multi-story property, 3) a subarea plan of the Lakepointe site, and 4) has approved annexation of the Lakepointe site. The City must plan for the growth expected. To only plan for targets means the City cannot adequately plan for the resources and infrastructure its community needs.</p> <p>3) The City is planning in a responsible way with mixed uses in the Downtown</p>

¹ Unlike most cities in the County, Covington only counted finalized permits in its accounting of progress towards targets in its land capacity analysis, not just issued permits, a conservative approach.

Comment	City Response
	<p>and Lakepointe to reduce pressure on changes to the UGA boundary, and to properly provide for a range of housing and job choices. The City is applying reasonable measures and is minimizing any future potential for a UGA change.</p> <p>4) Growth management hearings board cases have indicated that targets are a floor and not a ceiling. (Davidson Serles, 09-3-0007c, FDO 10/5/2009, at 11.)</p> <p>5) VISION 2040 does not allocate specific growth targets to cities.²</p> <p>6) The City requested a change to targets in 2012, but King County indicated they would not be pursuing changes to targets and that it would happen in a future year but not in time for this plan review.</p> <p>7) The Department of Commerce is satisfied, and King County made no comments on the use of the market demand growth which shows the City can meet its growth targets.</p> <p>8) The City tested this proposed market-based growth with the Hawk Property Subarea Plan and EIS. The notice was provided to PSRC and the City received no comments.</p> <p>9) The City will be revisiting growth targets when the County revises its estimates after the 2017 OFM forecasts, as well as in the 8 year cycle per GMA and can account for any changed conditions at that time.</p>
<ul style="list-style-type: none"> • Support for the Regional Growth Strategy. The plan should include a VISION 2040 context statement that acknowledges the Regional Growth Strategy, including the role of Small Cities, along with a policy commitment to working toward achieving the Regional Growth 	<p>See pages LU-24 and LU-25 for a statement of consistency which is similar in level of detail and form as the example referenced.</p>

² See Regional Growth Strategy, pp. 17-19, http://www.psrc.org/assets/1737/Part_II_Regional_Growth_Strategy.pdf?processed=true.

Comment	City Response
<p>Strategy within the countywide framework for coordination around growth targets.</p>	
<ul style="list-style-type: none"> Actions to “bend the trend” of future growth. Given that some growth above and beyond adopted targets may be unavoidable, the plan should include policies and actions that move the city toward greater alignment with the growth targets and the Regional Growth Strategy over time, both within the 20-year planning period and beyond. PSRC staff is available to discuss with you a range of actions that may help to manage the amount and timing of future residential and employment growth. 	<p>To address that growth above and beyond the target is likely given the City’s pipeline growth and approved and pending development agreements and adopted mixed use plans for Downtown and Lakepointe, the City could amend the draft plan by:</p> <ol style="list-style-type: none"> 1) adding a policy to fix the growth target to reallocate growth from other Small Cities or the Unincorporated UGA or other communities to Covington; and 2) amending the Draft to better illustrate how the City’s approach to development helps manage growth – e.g. high quality LOS standards, transportation impact fees, addition of parks impact fees, SEPA conditions, design standards, etc. The City’s LOS standards are appropriate for its community (e.g. LOS D for transportation) and do not make it easy to develop. <p>PSRC comments about the range of actions affecting amount and timing of growth could be construed to mean metering permits, or changing growth plans in Downtown or at Lakepointe – that is beyond the scope of PSRC to request as GMA is a bottoms up approach, and the City is planning efficiently consistently with GMA goals to promote urban growth, avoid sprawl, and meet its community’s desired levels of service. Again, growth targets being a floor and not a ceiling:</p> <p><i>The Board reads these provisions together as indicating that the population and employment targets allocated to cities by countywide</i></p>

Comment	City Response
	<p><i>planning policies are intended to require each city to zone areas and densities sufficient to accommodate that growth; in other words, the targets create a floor for zoned capacity, not a ceiling. [Davidson Serles, 09-3-0007c, FDO 10/5/2009, at 11.]</i></p>
<ul style="list-style-type: none"> • Manage additional growth consistent with VISION 2040. The plan should include policies and actions that address the impacts of the higher planned growth numbers on local and regional infrastructure and on the adjacent area. Plans should demonstrate an extra effort to achieve compact development patterns, reduce impacts on regional facilities, and protect adjacent rural and resource lands. 	<p>The Downtown plan and Lakepointe plan shows the City’s efforts to achieve compact growth. The City’s LOS standards are appropriate for a municipality of Covington’s size and community’s quality of life, and do not burden the regional transportation system. The City is conditioning major developments to meet WSDOT requirements (e.g. Lakepointe). The City is allowing and promoting regional trails. The City is pursuing transit options. The City has strong parks standards and is adding parks impact fees.</p> <p>The City applies landscaping standards in all developments, and its densities at its borders are generally compatible with adjacent communities, natural systems (e.g. Soos Creek Trail and Greenway abutted by large lot residential), and rural lands. Where Lakepointe meets the rural area to the east, it will maintain a wide natural corridor along Jenkins Creek.</p> <p>Lakepointe and Downtown have design standards addressing major routes such as SR 18.</p>

Comment	City Response
<ul style="list-style-type: none"> • Coordination with other jurisdictions and agencies. Regional coordination is a hallmark of VISION 2040 and the countywide planning process. The plan should demonstrate a heightened degree of coordination with adjacent cities and towns, counties, and other agencies, such as WSDOT and local and regional transit agencies. Such coordination should address growth targets, transportation impacts, and compatibility of plans and investments where local planning departs from agreed-upon targets. 	<p>The City has engaged WSDOT and adjacent cities in 2013 with the Downtown Plan, Hawk Property Subarea Plan and Planned Action EIS. The City tested the proposed greater growth across the city’s planning area with the Hawk Property Subarea Plan and EIS. Notice was provided to PSRC and the City received no comments. The City is part of a multi-agency coalition addressing SE 272nd Street (SR 516). The City is coordinating with King County on regional trails. These are just a few examples of the City’s efforts.</p>

Thank you again for working with us through the plan review process. There is a lot of excellent work in the draft and we are available to continue to provide assistance and additional reviews as the plan moves through the development process. If you have questions or need additional information, please contact me at 206-971-3289 or mhubner@psrc.org.

Sincerely,



Michael Hubner, AICP
Principal Planner
Growth Management Planning

cc: Review Team, Growth Management Services, Department of Commerce

December 18, 2015

Richard Hart, Director
Department of Community Development
City of Covington
16720 SE 271st St.
Covington, WA 98042

Subject: PSRC Comments on Draft Covington Comprehensive Plan Follow Up

Dear Mr. Hart,

As expressed previously, thank you for submitting the adopted 2015 City of Covington comprehensive plan for certification review by the Puget Sound Regional Council. We appreciate the hard work that went into updating what is overall an excellent plan.

We appreciate the thorough responses to our initial comment letters sent to you on December 1. This letter is a requested follow up to the city's responses emailed on December 10. Our focus here will be the issues covered under the subject of "PSRC Comments on Draft Covington Comprehensive Plan Update Growth Assumptions" which were discussed in our meeting on December 11. We are available to also provide feedback regarding other comments and questions of PSRC's plan review, as needed. Please feel free to call us to discuss.

As you are aware, certification is based on reviewing plans for consistency with provisions of the Growth Management Act, VISION 2040 and the Transportation 2040. The scope of PSRC's comments regarding the growth planned for in the comprehensive plan are based specifically on the Regional Growth Strategy in VISION 2040 and prior guidance from the PSRC boards on addressing alignment with that strategy in reviewing plans for regional certification.

Recent discussions at the GMPB and Regional Staff Committee have focused on clarifying a framework and criteria for certification of plans adopted by jurisdictions classified as Small Cities and planning for housing and/or employment growth significantly exceeding adopted countywide targets. We included the proposed framework in our earlier letter and repeat it here as a way of organizing our comments.

Comment	City Response
<p>1. Document and explain rationale for local planning numbers. The plan and supporting documentation should make clear what factors were used to determine future growth estimates, including relevant detail on recent historical growth, development permits in the pipeline, and zoned capacity. The plan should make clear why the resulting growth assumptions represent a reasonable approach to balancing regional and countywide policies, targets, and impacts with local factors that may be beyond jurisdiction control.</p> <p><i>Comment: Exhibit 6 in the land use element of the plan and supporting text do a good job of showing the basis for the housing and employment growth anticipated by the City of Covington. This is important information for the GMPB to consider in reviewing the overall plan and specifically in evaluating how the plan has addressed regional policy in light of local factors.</i></p>	<p>Thank you for acknowledging the City’s information. The Land Use Element is further amended to explain the planning numbers, including the level of pending development and approved plans, such as in Downtown and with Lakepointe Urban Village.</p>
<p>2. Support for the Regional Growth Strategy. The plan should include a VISION 2040 context statement that acknowledges the Regional Growth Strategy, including the role of Small Cities, along with a policy commitment to working toward achieving the Regional Growth Strategy within the countywide framework for coordination around growth targets.</p> <p><i>Comment: The Statement of Consistency in the land use element addresses VISION 2040, but should be amended to acknowledge and support the Regional Growth Strategy, including intent to pursue policies and actions that work toward a level of growth and development in Covington that is consistent with its role in the region as a Small City, while at the same time managing the growth that is anticipated in a way that achieves broader policy guidance in VISION 2040.</i></p>	<p>The statement of consistency is further amended to identify the City’s Small City role, and the City’s intent to continue intergovernmental coordination, monitor growth, and revise growth targets.</p>

Comment	City Response
<p>3. Actions to “bend the trend” of future growth. The plan should include policies and actions that move the city toward greater alignment with the growth targets and the Regional Growth Strategy over time, both within the 20-year planning period and beyond.</p> <p><i>Comment: Neither the draft plan nor the city’s response to our earlier comments address policies or actions that would affect the amount or timing of development to achieve a closer alignment with the targets or with VISION 2040. This is something that should be addressed in the final adopted plan.</i></p>	<p>The plan has been amended to further specify the City’s approach:</p> <ul style="list-style-type: none"> • Added a new framework policy on intergovernmental coordination in the Plan Foundation chapter. • Text on targets and capacity has been updated on pages LU-8 to LU-10. The graph shows “unavoidable growth.” • The VISION 2040 “consistency statement” is amended to address coordination, monitoring, and revising targets. • Policy LU-3 is added regarding targets. • Policy LU-20 has an added sentence on coordination with King County on any UGA changes. • Policy LU-22 has been added addressing growth monitoring. • Policy LU-23 is added and provides a criteria for future Comprehensive Plan land use designation requests.
<p>4. Manage additional growth consistent with VISION 2040. The plan should include policies and actions that address the impacts of the higher planned growth numbers on local and regional infrastructure and on the adjacent area. Plans should demonstrate an extra effort to achieve compact development patterns, reduce impacts on regional facilities, and protect adjacent rural and resource lands.</p> <p><i>Comment: As noted in your response to our earlier comments, Covington has done a number of things to manage its expected growth that are exemplary in addressing both local and regional goals. Your response suggests that the city would consider “amending the Draft to better illustrate how the City’s approach to development helps manage</i></p>	<p>See responses above.</p> <p>Also, see City policies addressing LOS standards and service coordination (policies LU-7, TR-2 and CF-1), impact fees (LU-7, HO-9, TR-32, Exhibit TR-12, CF-25, CF-29, CF-30 and pages CF-4 and CF-5 addressing fire, school, park impact fees), and high quality design (Goal LU-II, Policies LU-5, LU-6, LU-8, LU-11, LU-26, LU-29 to LU-34, LU-37 and LU-38, LU-40).</p>

Comment	City Response
<p><i>growth – e.g. high quality LOS standards, transportation impact fees, addition of parks impact fees, SEPA conditions, design standards, etc.” The city has a good story to tell here and we encourage you to emphasize it in the plan. With regard to protecting adjacent rural and resource lands, we appreciate the proposed edit to Policy LU-19 ensuring coordination with King County consistent with Countywide Planning Policies. As discussed at the December 11 meeting, the city may also consider removing this policy from the draft plan and we encourage you to explore this option.</i></p>	
<p>5. Coordination with other jurisdictions and agencies. Regional coordination is a hallmark of VISION 2040 and the countywide planning process. The plan should demonstrate a heightened degree of coordination with adjacent cities and towns, counties, and other agencies, such as WSDOT and local and regional transit agencies. Such coordination should address growth targets, transportation impacts, and compatibility of plans and investments where local planning departs from agreed-upon targets.</p> <p><i>Comment: As noted, the City of Covington has done a number of things to achieve a high level of coordination with other jurisdictions and agencies, including WSDOT, nearby cities, and King County. We recommend that you highlight those efforts in the final adopted plan and in supporting documents.</i></p>	<p>See responses above.</p>

Thank you again for working with us through the plan review process. We want to help the city stay on schedule. If the city is unable to respond to all aspects of the framework criteria at this time, it may be possible for the plan to be conditionally certified provided that the city expresses a commitment to make further amendments in the coming year. We are available to continue to provide assistance and additional reviews as the plan moves through the development process. If you have questions or need additional information, please contact me at 206-971-3289 or mhubner@psrc.org.

Sincerely,



Michael Hubner, AICP
Principal Planner
Growth Management Planning

cc: Review Team, Growth Management Services, Department of Commerce

ORDINANCE NO. 02-2016

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON RELATING TO PERIODIC MAJOR UPDATES TO THE COVINGTON COMPREHENSIVE PLAN IN ACCORDANCE WITH THE WASHINGTON STATE GROWTH MANAGEMENT ACT (CHAPTER 36.70A RCW); ADOPTING THE NEW 2015-2035 COVINGTON COMPREHENSIVE PLAN IN ITS ENTIRETY; REPEALING THE 2001 COMPREHENSIVE PLAN AND ALL AMENDMENTS THEREAFTER; READOPTING THE SHORELINE MASTER PROGRAM, HAWK PROPERTY SUBAREA PLAN, AND PLANNED ACTION BY REFERENCE TO THE 2015-2035 COMPREHENSIVE PLAN; PROVIDING FOR SAVINGS, SEVERABILITY, RATIFICATION, AND CORRECTIONS; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, in compliance with the Washington State Growth Management Act, Chapter 36.70A RCW, and amendments thereto, (the “GMA”) the City of Covington (the “City”) adopted its Comprehensive Plan on September 1, 2001; and

WHEREAS, pursuant to RCW 36.70A.130, an adopted comprehensive plan is subject to continuing review and evaluation, but may be amended no more than once per calendar year; and

WHEREAS, in addition to the above annual amendments, RCW 36.70A.130 also requires an adopted comprehensive plan to be subject to a major, substantive periodic review, on a dictated schedule, to ensure the plan and related development regulations comply with the requirements of the GMA (“Periodic Updates”); and

WHEREAS, since adoption of its original Comprehensive Plan, the City has performed two required Periodic Updates, resulting in major amendments to the original Comprehensive Plan in 2005, 2009, and 2011; and

WHEREAS, the City Council has also considered and adopted, if needed, regular, non-substantive amendments considered on an annual basis; and

WHEREAS, in accordance with RCW 36.70A.130, on or before June 30, 2015, cities in King County must perform a Periodic Update and revise, if needed, an adopted comprehensive plan and development regulations to ensure the plan and regulations comply with the requirements of the GMA, and must then repeat said Periodic Update every eight (8) years thereafter; and

WHEREAS, pursuant to the GMA requirements, on June 23, 2014, at a community workshop, the City initiated the 2015-2035 Covington Comprehensive Plan Periodic Update, which looks forward to guide planning policies for the next twenty years (2015—2035); and

WHEREAS, the City has undergone tremendous changes since its Comprehensive Plan was originally adopted and since the last major update, accordingly, City staff and consultants embarked on a complete review and update of the City's entire Comprehensive Plan (the proposed "2015-2035 Covington Comprehensive Plan" or "2015-2035 Comprehensive Plan") to respond to and be consistent with the requirements of Chapter 36.70A RCW, VISION 2040, and the Countywide Planning Policies; and

WHEREAS, in 2012 the City commissioned a Market Demand Study, the outcomes of which recognized that under the existing zoning, the City could accommodate all of its share of projected population and job growth through 2035; and

WHEREAS, given said population and job growth trends and approved development, the City has established new estimates for the amount of growth over the next twenty years (2015-2035) that must be addressed in the City's proposed 2015-2035 Comprehensive Plan; and

WHEREAS, the proposed 2015-2035 Comprehensive Plan anticipates growth of approximately 3,920 additional housing units and approximately 3,706 jobs between 2012 and 2035; and

WHEREAS, the proposed 2015-2035 Comprehensive Plan supports a strategy that focuses on the City's growth in the City's Downtown and the Lakepointe Urban Village Subarea (previously known as the Hawk Property Subarea) Areas to accommodate mixed-use development that will complement and serve existing neighborhoods and provide for commercial uses that serve the community's needs; and

WHEREAS, the City has reviewed the GMA and has identified that as part of the Periodic Update, the 2015-2035 Comprehensive Plan should, among other things, accept the new growth targets for households and jobs for the period from 2012 through 2035, and those new targets should be based on new elements, a Capital Facilities Appendix, an Existing Conditions Report, and a Best Available Sciences Report to reflect the additional growth in the 2015-2035 planning period; and

WHEREAS, the City intends to adopt future amendments to its Critical Areas regulations (Chapter 18.65 CMC) to include Best Available Science and better reflect local conditions and opportunities in accordance with the GMA; and

WHEREAS, the proposed 2015-2035 Comprehensive Plan identifies the infrastructure and capital investments required to support growth and changing community needs and is linked to facility plans for transportation, utilities, parks, and other public facilities; and

WHEREAS, the proposed 2015-2035 Comprehensive Plan seeks to preserve and enhance the community's quality of life, including economic opportunities, housing choice, quality of

neighborhoods, public safety, human and community services, and parks, recreation, and open space areas; and

WHEREAS, the City has provided for public participation in the development and review of the proposed 2015-2035 Comprehensive Plan to comply with the GMA, including requirements for early and continuous public participation in the development and amendment of the City's Comprehensive Plan; and

WHEREAS, throughout 2014 and 2015, the City embarked on a community outreach campaign to provide numerous opportunities for community involvement in creating a shared plan for the City's future, including community workshops, stakeholder interviews, a "Storefront Studio" in a centrally-located retail space for drop-in visits to ask questions of City staff, and several open houses and public meetings; and

WHEREAS, the City also encouraged public participation and provided information on the 2015 Comprehensive Plan update on its website (<http://covingtonwa.gov/update2015>); and

WHEREAS, as a result of the City's efforts, the public has had extensive opportunities to participate throughout the 2015-2035 Comprehensive Plan Periodic Update process and all persons desiring to comment on the proposed updates were given a full and complete opportunity to be heard; and

WHEREAS, the City's Planning Commission held a public hearing on November 19, 2015, to take public testimony on the proposed 2015-2035 Comprehensive Plan; and

WHEREAS, the Planning Commission has recommended that the City Council approve the proposed 2015-2035 Comprehensive Plan on file with the City Clerk; and

WHEREAS, the City Council held a public hearing on January 12, 2016, to consider the Planning Commission's recommendation and to take further public testimony; and

WHEREAS, the City Council has reviewed and considered the public testimony made at the public hearing(s), and other pertinent material regarding the 2015-2035 Comprehensive Plan; and

WHEREAS, the City Council finds that the proposed 2015-2035 Comprehensive Plan to be adopted is consistent with the GMA, and will protect and promote the health, safety, and welfare of the general public; and

WHEREAS, the City has complied with the requirements of the State Environmental Policy Act (Chapter 43.21C RCW), including the publication of a Determination of Significance, Adoption of Existing Documents and Addendum on November 13, 2015.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Findings. After reviewing the record and considering the evidence in the record and at public meetings, the City Council hereby adopts all of the above recitals and the findings, analysis, and conclusions contained in the City Planning Commission Staff Memo prepared for the November 19, 2015 public hearing.

Section 2. Adoption of 2015 Covington Comprehensive Plan. The 2015 Covington Comprehensive Plan, as set forth in the attached Exhibit A and fully incorporated herein by this reference, is hereby adopted and approved in its entirety as the comprehensive plan for the City of Covington, Washington.

Section 3. Repeal of 2001 Covington Comprehensive Plan and Amendments. The 2001 Covington Comprehensive Plan, originally adopted by Ordinance No. 24-01, and thereafter amended by Ordinance Nos. 02-02, 16-02, 45-02, 46-02, 47-02, 48-02, 49-02, 50-02, 51-02, 55-02, 56-02, , 70-03, 84-03, 85-03, 86-03, 87-03, 88-03, 89-03, 90-03, 91-03, 92-03, 94-03, 11-05, 15-05, 23-05, 31-05, 20-08, 23-09, 10-11, 02-14, 11-14, (the "Repealed Comprehensive Plan Ordinances") and Resolution 03-167, are hereby repealed in full.

Section 4. Effect on Adopted Plans.

- a. Shoreline Master Program.** Upon the effective date of this ordinance, the City of Covington Shoreline Master Program, adopted by Ordinance No. 05-11, shall be incorporated by reference and readopted within the 2015-2035 Covington Comprehensive Plan.
- b. Hawk Subarea Plans.** Upon the effective date of this ordinance, the Hawk Property Subarea Plan, adopted by Ordinance No. 01-14, as amended, shall be incorporated by reference and readopted within the 2015-2035 Covington Comprehensive Plan and referred to as the Lakepointe Urban Village Subarea.
- c. Hawk Property Planned Action.** Upon the effective date of this ordinance, the Hawk Property Planned Action, adopted by Ordinance No. 04-14, as amended, shall be incorporated by reference and readopted within the Covington Comprehensive Plan.

Section 5. Savings Clause. The Repealed Comprehensive Plan Ordinances and Resolution 03-167 shall remain in full force and effect until the 2015-2035 Covington Comprehensive Plan adopted in Section 2 herein becomes operative upon the effective date of this ordinance; AND at any time should the 2015-2035 Covington Comprehensive Plan be found unlawful or invalidated in its entirety, the Repealed Comprehensive Plan Ordinances and Resolution 03-167 shall spring back into full force and effect.

Section 6. Severability. The provisions of this ordinance are declared separate and severable. The invalidity of any clause, sentence, paragraph, subdivision, section, or portion of this ordinance, or the invalidity of the application thereof to any person or circumstance, shall not affect the validity of the remainder of the ordinance or the validity of its application to other persons or circumstances.

Section 7. Ratification. Any act consistent with the authority and prior to the effective date of this ordinance is hereby ratified and affirmed.

Section 8. Corrections by City Clerk. Upon approval of the City Attorney, the City Clerk and the codifiers of this ordinance are authorized to make necessary technical corrections to this ordinance, including, without limitation, the correction of clerical errors; references to other local, state, or federal laws, codes, rules, or regulations; or section/subsection numbering.

Section 9. Effective Date. This ordinance shall be in full force and effect five (5) days after its passage and legal publication. A summary of this ordinance, consisting of the ordinance title, may be published in lieu of publishing the ordinance in its entirety.

Passed by the City Council of the City of Covington, Washington at its regular meeting on the 12th of January 2016, and signed in authentication of its passage.

CITY OF COVINGTON

Mayor

PUBLISHED: January 15, 2016

EFFECTIVE: January 20, 2016

ATTESTED:

Sharon Scott
City Clerk

APPROVED AS TO FORM ONLY:

Sara Springer
City Attorney

SUBJECT: CITY COUNCIL APPROVAL OF 2016 PLANNING COMMISSION WORK PROGRAM

RECOMMENDED BY: Richard Hart, Community Development Director

ATTACHMENTS:

1. Priority Ranking of 2016 Planning Commission and Community Development Department Proposed Work Program and Staff Time Allocations

PREPARED BY: Richard Hart, Community Development Director

EXPLANATION:

The Council held a study session tonight to discuss the Planning Commission recommended 2016 work program. This item is for the council to formally adopt the 2016 Planning Commission and Community Development Department work program.

The City Council may reorder the priorities or add new tasks to the work plan tonight based upon discussion with the Planning Commission at the study session. In addition the council may adjust the priorities or add new tasks throughout the year. However, with a finite number of work hours available, certain projects would have to be lowered in priority or additional staff resources would need to be made available.

Attachment 1 is the Commission's ranking of work plan priorities for 2016. The Commission ranked the priorities based on input from the staff, comments from the public (Master Builders Association), State legislative mandates, council requests and budget funding, and a desire to encourage economic development. As shown on Attachment 1, there are several high priority items that are carried over from 2015, that are a result of unforeseen changes in legislation, initial scopes being larger than anticipated, or staff hours not being available due to shifting priorities and/or resources.

The Commission's proposed work priorities for 2016 involve statutorily required elements such as the annual Comprehensive Plan Amendment docket; completion of the Growth Management Act (GMA) Comprehensive Plan Update and Implementation measures; adoption of a state mandated impact fee deferral program; adoption of state required new building codes; revision of our critical area ordinance, FEMA regulations, and Shoreline regulations; development of consolidated impact fee code revisions and SEPA process changes; and adoption of permanent marijuana regulations. Two additional high priority tasks are completion of the new sign code revisions based upon the recent Supreme Court decision and completion of the Hawk Subarea Plan Annexation, Development Agreement, and zoning changes. These statutorily required and additional high priority tasks require the majority of the work hours in 2016, occupying 2200 of the 2900 available staff hours, leaving few additional hours for other work tasks.

Staff resource hours in 2016 will be slightly higher than in 2015 as we added some additional hours from the Senior Planner, Building Official, Associate Planner, and the Senior Permit Center Coordinator. However, it's obvious that some tasks will have to be delayed until 2017.

Monitoring work hours for each task will be very critical this year to track progress toward accomplishments. Staff always does a check-in with the Commission mid-year to evaluate completion of scheduled tasks matching available resources.

ALTERNATIVES:

1. Request additional information or input from staff or the Commission.

FISCAL IMPACT:

No fiscal impact is expected beyond dollars already allocated within the 2016 Community Development Department budget.

CITY COUNCIL ACTION: Ordinance Resolution Motion Other

Council member _____ moves, Council member _____ seconds, to approve the 2016 Planning Commission Work Program as indicated in Attachment 1, in substantial form as attached hereto.

REVIEWED BY: City Manager, Finance Director

ATTACHMENT 1
Final Community Development Department & Planning Commission
Work Program Items for 2016.

Work Program Item - 2016		Requirement Type	Staff Hours
1.	GMA Required 7-Year Comprehensive Plan Update -Adoption & Implementation [Completion of tasks from 2015]	State Legislature	100
2.	Hawk Property Development Agreement, Annexation, and Clean-Up of Zoning Code References	Council/Private Developer	300*
3.	Comprehensive Plan & Development Code Regulation Amendment Annual Docket for 2016 (Anticipating Pros Plan/Parks Updates) Annual Work Task	State Legislature	300
4.	Impact Fee Deferral Program	State Legislature	400
5.	Adoption of New Building Codes	State Legislature	50
6.	Critical Area Ordinance Revisions (CMC 18.65) FEMA & Shoreline [Carry-over from 2015]	State Legislature	250*
7.	Develop Consolidated Impact Fee Zoning Code Revisions from Comprehensive Plan Policies and SEPA Process Changes in Title 18	State Legislature	350
8.	Medical Marijuana, Collective Gardens & Dispensary Moratorium Extension/Code Changes for Permanent Marijuana Zoning Regulations	State Legislature	100
9.	Sign Code Changes for Civic, Government and Non-Profit Signs CMC 18.55 [Carry-over from 2015]	Council/Supreme Court	350
10.	City Electronic Plan Review System	Council	200*
11.	Critical Area/Wetland Monitoring System	Council/Staff	250*
12.	Study Reducing Residential Side Yard Setbacks from 7.5 ft. to 5.0 ft. with Planning Commission (CMC 18.30) [Carry-over from 2015]	Private/Master Builders	250
13.	Park Impact Fee Code Changes [Carry-over from 2015]	Council	300
14.	Fire Impact Fee Changes Working with Kent Regional Fire Authority [Carry-over from 2015]	Interjurisdictional / Kent RFA	200
15.	Consider Zoning Code Amendments for Wind Turbines in Residential Zones	Council Member	100
<u>TOTAL ESTIMATED WORK HOURS FOR 2016 PROPOSED PROGRAMS</u>			3500
<u>TOTAL ESTIMATED WORK HOUR AVAILABLE FOR 2016</u>			2900

Work Program Notes

Available Staff Hours

Available hours in 2016 for work program items with proposed staffing levels are approximately **2900 hours**. These **2900 hours** reflect the total hours each community development staff position can devote to Long Range Planning/Special Projects as follows: 40% Director, 75% Senior Planner, 20% Principal Planner, 25% Associate Planner, 10% Building Official, and 5% Permit Center Coordinator. The remaining percentage of staff time is devoted to development services which is responsible for permitting, plan review, counter assistance, public inquires, code implementation and other administrative duties (copy, scan, forms, webpage etc.) directly related to general customer service and development review. In addition, the Director has other department administrative functions and responsibilities.

Although some of the proposed tasks are policy and development related programming, such as the impact fee deferral program and adoption of new building codes, the task is considered a long range action, and ultimately the hours to complete the task are deducted from development services fund activities. Further, most of the community development department staff are salaried employees, with the exception of the senior and associate planner, so there is limited, if any, opportunity for paid overtime.

Attorney Review Hours

Not included within the 3500 hours of proposed work tasks are city attorney review hours. Our proposed work plan has to be accounted for in the attorney's work program hours. The availability of attorney review hours may affect the timeline for any public hearing, ordinance adoption and implementation, and in some cases change the overall priority due to other conflicting or higher priority citywide work tasks of the city attorney.

Benchmark for Comparison

The 2015 Planning Commission Work Program consisted of 12 work items with 3100 hours, and staff was only able to complete 6 items. The 2014 Planning Commission Work Program contained 9 work items with 2700 hours and only 7 were completed. The 50% completion rate in 2015 was due to various delays such as priority shifts, attorney availability, delays with consultants and reprogramming, larger project scope than anticipated, and limited staff availability due to an increase in development services permit activity.

Work Plan Summary

There are six carry-over items from 2015 into 2016. They include completion of the critical area ordinance revisions; continuation of the temporary sign code amendments; completion of the Parks Impact Fee Ordinance and code amendments; institution of a new Fire Impact Fee Ordinance; the Master Builders request to study reducing side yard setback requirements in residential zones; and developing code amendments for wind turbines in residential zones.

The Hawk Property development agreement and annexation application process (2nd item on the list) is an ongoing work task that is developer driven and, at the earliest, may be completed in the summer of 2016. This task requires substantial attorney time, which is captured by the developer; however, since it's developer driven, it is hard to quantify the timing of the work.

Work tasks with an asterisk (*) indicate tasks that have been allotted funds in the 2016 budget to help with consultant time. These four tasks include: Impact Fee Deferral Program, City Electronic Plan Review System, Critical Area/Wetland Monitoring System, and Comprehensive Plan Implementation. The council allocated limited funds to these programs which will free up some staff hours. The hours reflected in the program tasks are reduced accordingly to account for consultant time; however, these funds are limited, and staff will still be required to manage the tasks (administration, review, and planning commission & city council actions). It seems logical that these four tasks should be on the final list of tasks to be accomplished.

Prioritization

The Planning Commission and City Council must carefully prioritize these proposed tasks to stay within the **2900 hours** available for work, choose to delay some work tasks until 2017, or create additional resources to address the work program tasks. Additional resources may include allocating additional funds for consultants, requiring privately-initiated code changes to follow the code amendment process, which includes payment of fees by the private entity to capture the city's costs for processing. If a private entity formally applies for a code amendment process and pays the required fees, it is guaranteed to be a work plan item.

Based on the availability of **2900 staff hours**, approximately 11 or 12 of the 15 work tasks could be accomplished in 2016. Three or four would have to be delayed until 2017. We anticipate that staff time and Planning Commission responsibilities will fluctuate throughout the completion of these work items with efficiencies in some areas and additional work tasks in other areas based upon public input, and final scope of work for each task. Staff will provide a mid-year update on work program progress and percentage completion to the Planning Commission and City Council.

SUBJECT: PARKS, RECREATION AND OPEN SPACE PLAN – DRAFT REVIEW

RECOMMENDED BY: Rachel Bahl, Interim Parks and Recreation Director
Angie Feser, Parks Planner

ATTACHMENT(S):

1. 2016 Parks, Recreation & Open Space Plan (binder provided separately)

PREPARED BY: Angie Feser, Parks Planner

EXPLANATION:

The periodic update to the Parks, Recreation and Open Space (PROS) Plan began early in 2015 with a heavy emphasis of public outreach opportunities including open houses, mail and online surveys, an interactive website, direct emailing to more than 5,000 program participants, Covington Days display and stakeholder meetings.

Due to growth in the city’s parks system and recreation programming, the plan has expanded from the 2010 version and now includes four main components – parks, recreation programs and facilities, trails and linkages and green infrastructure. With the city’s comprehensive plan update occurring concurrently, there is special emphasis in coordinating work with Community Development to align the comp plan parks element and PROS plan update as well.

The draft plan update was presented to and reviewed by the Parks and Recreation Commission on September 16th and again December 16th. The Planning Commission reviewed it early October as well. Input from these reviews and revisions from city staff were combined with Council’s feedback from the November presentation and were incorporated to develop this final draft. This final draft is currently available to the public and other City departments for review and comment and is scheduled for adoption by the Council next month.

ALTERNATIVES:

1. None.

FISCAL IMPACT:

There is no fiscal impact related to the review of the Final Draft version of the PROS Plan.

CITY COUNCIL ACTION: ___Ordinance ___Resolution ___Motion X Other

PROVIDE INPUT TO STAFF

REVIEWED BY: City Manager; City Attorney, Finance Director, Parks & Recreation Director

SUBJECT: CONSIDER PROPOSED AMENDMENTS TO COVINGTON'S MUNICIPAL CODE (CMC) TITLE 18 RELATING TO SETBACKS ON ACCESSORY STRUCTURES, INCLUDING SHEDS, GAZEBOS, PLAY EQUIPMENT, UTILITY CABINETS, DECKS, AND SIMILAR STRUCTURES.

RECOMMENDED BY: Planning Commission

ATTACHMENT(S):

1. Proposed Ordinance adopting amendments to Title 18 relating to setbacks requirements for accessory structures, including sheds, gazebos, decks, and other HVAC utility structures
2. Exhibit A: Proposed Zoning Code Amendments for Sheds and Other Accessory Structures
3. Comparisons of Setbacks for Accessory Structures with Other Jurisdictions

PREPARED BY: Richard Hart, Director of Community Development
Brian Bykonen, Associate Planner & Code Enforcement Officer

EXPLANATION:

Background

At the request of the City Council, as part of the 2015 Planning Commission Work Program, the city's staff and planning commission reviewed current CMC regulations governing setbacks for accessory structures, including sheds, gazebos, decks, and other heating, ventilating, and air conditioning (HVAC) utility structures, such as ground mounted heating and air conditioning units and pumps. (See Attachment 1 Exhibit A)

The city's current accessory structure regulations are outdated, unclear, and somewhat restrictive for sheds on smaller lots. This has presented problems when people want to clean up side and rear yards and store material and items in outdoor storage sheds. In addition, when storage sheds are constructed in existing setbacks it generates many code enforcement complaints. The problem could be solved with a slight reduction of the setbacks for accessory structures and clarification of different setbacks for decks than for taller accessory structures. Many of our regulations are left over from King County regulations adopted when the city incorporated in 1997 and have not been comprehensively evaluated and updated in that ensuing 18 years.

This issue can affect the livability and quality of neighborhoods, depending upon the lot size and density of the neighborhood; therefore, it has been a high priority for both council and city staff. Adjusting our code in these areas will improve our code enforcement administration and hopefully reduce complaints caused by random construction of accessory structures in setbacks.

Staff also prepared a table with comparisons of accessory structure setbacks from other jurisdictions for use in making a decision. (See Attachment 3)

Proposed Code Amendment Summary Highlights for Accessory Structure Setbacks

Highlighted below is a summary of the major areas that we have proposed to amend. (See Attachment 2)

Highlights of the recommended code amendments are included below:

1. CMC 18.30.200 (2) (a) Allowing sheds, gazebos and play equipment less than 200 sq. ft. to be located in side yard setbacks with only a three (3) foot setback.
2. CMC 18.30.200 (2) (b) Limiting the height of sheds and other accessory structures in side yard setbacks to twelve (12) feet.
3. CMC 18.30.200 (2) (g) Prohibiting structures or confinement areas for keeping of domestic animals, fowl, livestock and bees within interior setbacks.
4. CMC 18.30.200 (4) (a) Prohibiting uncovered decks eighteen (18) inches in height or less above finished grade to be located less than three (3) feet from any interior property line.
5. CMC 18.30.200 (10) Prohibiting HVAC, heat pumps, generators, and other equipment cabinets less than five (5) feet from any interior property lines.
6. CMC 18.30.200 (27) Applying R-8 density and dimension standards for primary and accessory structures to all commercial zones where many did not exist and for clarity.

Review Process

A SEPA Determination of Non-Significance (DNS) for the proposed code amendments was issued on August 28, 2015, and no comments or appeals were received on the amendments from other state or local agencies, or the public. The State Department of Commerce was also notified for their 60-day state required review of local ordinance changes on July 15, 2015.

The Planning Commission discussed the proposed changes at public meetings on July 16 and August 6, 2015. The Commission held their required public hearing on September 17, 2015, and no one testified or offered comments on the changes to the setbacks for accessory structures.

At tonight's city council meeting, council members will review, discuss, and consider the Planning Commission's recommendation and proposed new code provisions. The council may approve and adopt the amendments to the city setback regulations for accessory structures in Attachment 2, modify the Commission recommendation, or refer the regulations back to the Commission and staff for further study.

ALTERNATIVES:

1. Recommend amendments to the proposed ordinance.
2. Return the issue to city staff and the Planning Commission for further study and analysis.

FISCAL IMPACT:

None, outside of the minimal staff time to administer and enforce the regulations after adoption.

CITY COUNCIL ACTION: X Ordinance Resolution Motion Other

**Council member _____ moves, Council member _____
seconds, to pass an Ordinance, in substantial form as attached hereto, to
amend portions of Title 18 of the Covington Municipal Code relating to
setbacks for accessory structures in all residential and commercial zones.**

REVIEWED BY: City Manager; Finance Director; City Attorney.

ATTACHMENT 1

ORDINANCE NO. 03-2016

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON AMENDING THOSE PORTIONS OF THE CITY OF COVINGTON ACCESSORY STRUCTURE REGULATIONS IN CMC TITLE 18 RELATING TO SETBACKS FOR SHEDS, GAZEBOS, PLAY EQUIPMENT, DECKS, GENERATORS, EQUIPMENT CABINETS, AND OTHER SIMILAR STRUCTURES; PROVIDING FOR CORRECTIONS AND SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, Chapter 35A.63 of the Revised Code of Washington (RCW) empowers the City of Covington to enact land use and zoning regulations including setbacks for primary and accessory structures; and

WHEREAS, city staff transmitted the proposed amendments to the Covington zoning regulations governing setbacks for accessory structures to the Washington State Department of Commerce on July 15, 2015, as required under RCW 36.70A.106, and has received no comments from state agencies; and

WHEREAS, the city's SEPA Official conducted a SEPA review and issued a Determination of Non-Significance on August 28, 2015; and

WHEREAS, amendments to Covington's Zoning Regulations for setbacks for accessory structures were discussed by Planning Commission at their July 16, 2015 and August 6, 2015 meeting; and

WHEREAS, on September 17, 2015 the Planning Commission held a duly noticed public hearing and considered the amendments to the Zoning Regulations for setbacks for accessory structures and forwarded a recommendation to approve to the City Council; and

WHEREAS, the proposed amendments are consistent with the goals, objectives, and policies of the comprehensive plan;

WHEREAS, the proposed amendments make Covington's regulations of accessory structures more consistent with surrounding jurisdictions;

WHEREAS, the proposed amendments serve to clean up inconsistencies and outdated provisions from the originally adopted King County zoning code adopted upon incorporation of the city;

WHEREAS, the proposed amendments provide a somewhat less restrictive approach to use of critical accessory structures on residential lots; and

WHEREAS, the City Council, upon review of the facts, findings and recommendations of the Planning Commission and after reviewing information provided by city staff, find that all applicable and substantive requirements of the law have been met, that the adoption of this ordinance promotes the public health, safety and general welfare of the community, and that the adoption of this ordinance serves the public interest.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. The proposed standards in the Covington Zoning Regulations for Setbacks for Accessory Structures in Chapters 18.30.030, 18.30.200, and 18.31.030 are hereby amended as set forth in the attached Exhibit A, incorporated fully herein by this reference.

Section 2. This ordinance shall be in full force and effect five days after publication in the city's newspaper of record. A summary of this ordinance may be published in lieu of publishing the ordinance in its entirety.

Section 3. If any provision of this ordinance, or ordinance modified by it, is determined to be invalid or unenforceable for any reason, the remaining provisions of this ordinance and ordinances and/or resolutions modified by it shall remain in force and effect.

Section 4. Upon approval of the City Attorney, the City Clerk is authorized to make necessary corrections to this ordinance, including the correction of clerical errors; references to other local, state, or federal laws, codes, rules, or regulations; or section/subsection numbering.

Passed by the City Council on the 12th day of January, 2016, and signed in authentication thereof.

Mayor

PUBLISHED: January 15, 2016

EFFECTIVE: January 20, 2016

ATTESTED:

Sharon Scott, City Clerk

APPROVED AS TO FORM:

Sara Springer, City Attorney

ATTACHMENT 2 EXHIBIT A

PROPOSED AMENDMENTS TO COVINGTON MUNICIPAL CODE (CMC) SETBACK MODIFICATIONS FOR RESIDENTIAL ACCESSORY STRUCTURES AND DIMENSIONS FOR SINGLE FAMILY ATTACHED AND DETACHED DWELLINGS IN DOWNTOWN ZONES CMC Chapters 18.30.030, 18.30.200, and 18.31.030

Chapter 18.30 DEVELOPMENT STANDARDS-DENSITY AND DIMENSIONS

18.30.030 Densities and dimensions – Residential zones.

A. Table.

STANDARDS	ZONES						
	RESIDENTIAL						
	R-1 (14) Urban Separator	R-4	R-6	R-8	R-12	R-18	MR
Base density: dwelling units/acre (15)	1 du/ac	4 du/ac	6 du/ac	8 du/ac	12 du/ac	18 du/ac (18)	14 du/ac
Maximum density: dwelling unit/acre (1)		6 du/ac	9 du/ac	12 du/ac	18 du/ac	24 du/ac	50 du/ac
Minimum density (2) (15)		85% (12)	85% (12)	85% (12)	85% (12)	85% (12)	85% (12)
Minimum lot area (13)	2,500 sf	2,500 sf	2,500 sf	2,500 sf	2,500 sf (3)	2,500 sf (3)	2,500 sf (3)
Minimum lot width (3)	35 ft (7)	30 ft	30 ft	30 ft	30 ft	30 ft	30 ft
Minimum street setback (3)	20 ft (7)	10 ft (8)	10 ft (8)	10 ft (8)	10 ft (8)	10 ft	10 ft
Minimum interior setback (3) (13) (20)	7 ft 6 inches (7)	7 ft 6 inches	7 ft 6 inches	7 ft 6 inches	5 ft (19)	10 ft	5 ft (19)
Base height (4)	35 ft	35 ft	35 ft 45 ft (11)	35 ft 45 ft (11)	35 ft 45 ft (11)	35 ft	60 ft
Maximum impervious surface: percentage (5)	30% (16)	55%	70%	75%	75% (3)	75%	80% (3)

B. Development Conditions.

(1) This maximum density may be achieved only through the application of residential density incentives in accordance with Chapter 18.90 CMC or transfers of density credits in accordance with Chapter 18.95 CMC, or any combination of density incentive or density transfer. Maximum density may only be exceeded in accordance with CMC 18.90.040(6)(a)(vii). Within the Hawk Property subarea, this condition shall not apply.

(2) Also see CMC 18.30.060.

(3) These standards may be modified under the provisions for zero-lot-line and townhouse developments.

(4) Height limits may be increased if portions of the structure that exceed the base height limit provide one additional foot of street and interior setback for each foot above the base height limit, but the maximum height may not exceed 75 feet. Wireless communication facilities, including licensed amateur (HAM) radio stations and citizen band stations, shall not exceed the zone's base height limit unless allowed pursuant to the provisions of Chapter 18.70 CMC or a height modification is granted pursuant to CMC 18.70.150. Netting or fencing and support structures for the netting or fencing used to contain golf balls in the operation of golf courses or golf driving ranges are exempt from the additional interior setback requirements but the maximum height shall not exceed 75 feet.

(5) Applies to each individual lot. Impervious surface area standards for:

(a) Regional uses shall be established at the time of permit review;

(b) Nonresidential uses in residential zones, except those located within the MR zone, shall comply with CMC 18.30.140 and 18.30.250;

(c) Individual lots in the R-4 through R-6 zones that are less than 9,076 square feet in area shall be subject to the applicable provisions of the nearest comparable R-6 or R-8 zone; and

(d) A lot may be increased beyond the total amount permitted in this chapter subject to approval of a conditional use permit.

(6) Mobile home parks shall be allowed a base density of six dwelling units per acre.

(7) The standards of the R-4 zone shall apply if a lot is less than 15,000 square feet in area.

(8) At least 20 linear feet of driveway shall be provided between any garage, carport or other fenced parking area and the street property line or back of sidewalk if any portion of the sidewalk has been included in an

easement. The linear distance shall be measured along the center line of the driveway from the access point to such garage, carport or fenced area to the street property line.

(9) Intentionally left blank.

(10) Intentionally left blank.

(11) The base height to be used only for projects as follows:

(a) In R-6, R-8 and R-12 zones, a building with a footprint built on slopes exceeding a 15 percent finished grade.

(12) Density applies only to dwelling units and not to sleeping units.

(13) Vehicle access points from garages, carports or fenced parking areas shall be set back from the property line on which a joint use driveway is located to provide a straight line length of at least 26 feet as measured from the center line of the garage, carport or fenced parking area, from the access point to the opposite side of the joint use driveway.

(14) (a) All subdivisions and short subdivisions in the R-1 zone shall be required to be clustered if the property is located within or contains:

(i) A floodplain;

(ii) A critical aquifer recharge area;

(iii) A regionally or locally significant resource area;

(iv) Existing or planned public parks or trails, or connections to such facilities;

(v) A Class I or II stream or wetland;

(vi) A steep slope; or

(vii) A greenbelt/urban separator or wildlife corridor area designated by the comprehensive plan or a community plan.

(b) The development shall be clustered away from sensitive areas or the axis of designated corridors such as urban separators or the wildlife habitat network to the extent possible and the open space shall be placed in a separate tract that includes at least 50 percent of the site. Open space tracts shall be

permanent and shall be dedicated to a homeowners' association or other suitable organization, as determined by the Director, and meet the requirements in CMC 18.35.040. On-site sensitive area and buffers, wildlife habitat networks, required habitat and buffers for protected species and designated urban separators shall be placed within the open space tract to the extent possible. Passive recreation (with no development of recreational facilities) and natural-surface pedestrian and equestrian trails are acceptable uses within the open space tract.

(15) See CMC 18.30.090.

(16) All subdivisions and short subdivisions in the R-1 zone shall have a maximum impervious surface area of eight percent of the gross acreage of the plat. Distribution of the allowable impervious area among the platted lots shall be recorded on the face of the plat. Impervious surface of roads need not be counted towards the allowable impervious area. Where both lot- and plat-specific impervious limits apply, the more restrictive shall be required.

(17) Intentionally left blank.

(18) Except cottage housing, which may have a base density of 12 du/acre.

(19) Minimum interior setback for underground parking structures is zero feet.

[\(20\) See CMC 18.30.200 for projections and structures allowed within interior setbacks.](#)

...

18.30.200 Setbacks – Projections and structures allowed.

Provided that the required setbacks from regional utility corridors of CMC 18.30.170, the adjoining half-street or designated arterial setbacks of CMC 18.30.190 and the sight distance requirements of CMC 18.30.240 are maintained, structures may extend into or be located in required setbacks, including setbacks as required by CMC 18.30.250(2), as follows:

(1) Fireplace structures, bay or garden windows, enclosed stair landings, closets, or similar structures may project into any setback, provided such projections are:

(a) Limited to two per facade;

(b) Not wider than 10 feet; and

(c) Not more than 24 inches into an interior setback or 30 inches into a street setback;

(2) Detached residential accessory structures, including tool and storage sheds, gazebos, trellises, play equipment and similar structures, with a floor area not exceeding 200 square feet each may be located in required interior setback areas pursuant to the following conditions:

(a) No portion of any accessory structure shall be closer than three (3) feet from any interior property line; and

(b) No portion of any accessory structure located within an interior setback shall exceed twelve (12) feet in height; and

(c) No portion of any accessory structure located within an interior setback shall be located within six (6) feet of any other accessory structure or primary structure; and

(d) No storage of material or debris, overgrown vegetation, or any other obstruction that restricts passage is allowed in the area between the accessory structure and property line; and

(e) An accessory structure requiring a city building permit shall not be located within an interior setback; and

(f) Accessory structures shall not be located within interior setback areas that contain utility easements and/or critical area setbacks; and

(g) Structures and confinement areas used for the keeping of domestic animals, fowl, livestock, and bees are not permitted within interior setbacks, unless specifically allowed by Chapter 18.80 CMC;

~~Uncovered porches and decks which exceed 18 inches above the finished grade may project:~~

~~(a) Eighteen inches into interior setbacks, and~~

~~(b) Five feet into the street setback;~~

(3) Building siding materials and trim boards; provided, that the siding materials and trim boards do not extend further than six inches into said setback;

(4) Uncovered porches and decks are allowed within interior setbacks pursuant to the following conditions: ~~not exceeding 18 inches above the finished grade may project to the property line;~~

(a) No portion of an uncovered porch or deck that is 18 inches or less in height above the finished grade shall be closer than three (3) feet from any interior property line; and

(b) No portion of an uncovered porch or deck which exceeds 18 inches in height above the finished grade shall encroach more than 18 inches into an interior setback;

(5) Eaves may not project more than:

(a) Eighteen inches into an interior setback;

(b) Twenty-four inches into a street setback; or

(c) Eighteen inches across a lot line in a zero-lot-line development;

(6) Fences with a height of six feet or less may project into or be located in any setback;

(7) Rockeries, retaining walls and curbs may project into or be located in any setback, provided these structures are in accord with the International Building Code and International Residential Code, and:

(a) Do not exceed a height of six feet in R-1 through R-18; and

(b) Do not exceed the building height for the zone in commercial/industrial zones, measured in accordance with the codified standards;

(8) Fences located on top of rockeries, retaining walls or berms are subject to the requirements of CMC 18.35.210;

(9) Telephone, power, light and flag poles may project to property lines;

(10) The following may project into or be located within a setback and shall maintain a minimum five (5) foot setback from any interior property line; but may only project into or be located within a five-foot interior setback area if an agreement documenting consent between the owners of record of the abutting properties is recorded with the King County Department of Records and Elections prior to the installment or construction of the structure:

(a) Sprinkler systems, air conditioners, heat pumps, generators, electrical and cellular equipment cabinets and other similar utility boxes and vaults;

(b) Security system access controls;

(c) Structures, except for buildings, associated with trails and on-site recreation spaces and play areas required in CMC 18.35.150 and 18.35.170 such as benches, picnic tables and drinking fountains; and

~~(d) Surface water management facilities as required by Chapter 13.25 CMC;~~

(11) Mailboxes and newspaper boxes may project into or be located within street setbacks;

(12) Fire hydrants and associated appendages;

(13) Metro bus shelters may be located within street setbacks;

(14) Unless otherwise allowed in Chapter 18.55 CMC, freestanding and monument signs four feet or less in height, with a maximum sign area of 20 square feet, may project into or be located within street setbacks; and

(15) Stormwater conveyance and control facilities, both above and below ground, provided such projections are:

(a) Consistent with setback, easement and access requirements specified in the stormwater manuals adopted in Chapter 13.25 CMC; or

(b) In the absence of said specifications, not within five feet of the property line. (Ord. 10-10 § 3 (Exh. C); Ord. 13-09 § 27; Ord. 06-05 § 1; Ord. 23-04 § 11; Ord. 60-03 § 1; Ord. 57-03 § 1; Ord. 42-02 § 2 (21A.12.170))

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**Chapter 18.31
DOWNTOWN DEVELOPMENT AND DESIGN STANDARDS**

18.31.0080 Permitted uses.

(3) Permitted Use Table.

Use Categories	Town Center (TC) ²³	Mixed Commercial (MC)	General Commercial (GC)	Mixed Housing Office (MHO) ¹
Residential				
Dwelling Unit, Accessory	NP	NP	NP	P ²
Dwelling Unit, Multifamily	P ²⁶	P	P	P
Dwelling Unit, Single-Family Attached, Detached or Cottage Housing ^{21, 27}	NP	NP	NP	P ²
Senior Citizen Assisted Housing	P	P	P	C
Commercial				
Adult Entertainment	NP	P ³	P ³	NP
Business Services ¹⁹	P ⁵	P	P	P ^{4,5}
Drive Through Use	NP	P	P	NP
Farmers' Markets and Public Markets ⁶	P	P	P	NP
Gambling and Card Rooms	NP	NP	NP	NP
Home Occupation and Live/Work	P	P	P	P
Outdoor Commercial	NP	NP	P	NP
Personal and Beauty Services ^{20,21}	P	P	P	P
Private Electric Vehicle Parking Facility (Primary Use)			P ^{5,24}	
Private Parking Facility (Primary Use)	NP	NP	NP	NP
Professional Office	P	P	P	P
Retail Trade and Services – 100,000 sq. ft. or less for all structures	P ⁵	P	P ¹⁰	P ^{4,5}
Retail Trade and Services – greater than 100,000 sq. ft. for all structures	C ^{5,9,18}	P	P ¹⁰	NP
Shooting Ranges ²⁵	NP	NP	P	NP

Storage/Self Storage	NP	P ⁵	P	NP
Temporary Lodging/Hotel	P	P	P	C ²²
Cultural/Recreation				
Cinema, Performing Arts and Museums	P	P	P	NP
Meeting Hall/Other Group Assembly	P	P	P	C
Recreation, Indoor or Outdoor	C	P	P	P
Religious	C ⁷	P	P	C
Health Services				
Emergency Care Facility	C ^{9,18}	P	NP	NP
Hospital	NP	P	NP	NP
Medical Office/Outpatient Clinic	P ⁸	P	NP	P
Nursing/Personal Care Facility	NP	P	NP	C
Industrial/Manufacturing				
Asphalt Plants	NP	NP	NP	NP
Light Industrial/Manufacturing	NP	NP	P ¹⁰	NP
Government/Institutional ¹¹				
Essential Public Facilities	NP	NP	C	NP
Government Services	P	P	P	P ¹²
Major Utility Facility	C ¹⁴	C	P	C
Minor Utility Facility	P ¹⁵	P	P	P
Schools: Compulsory, Vocational and Higher Education	C ¹³	P	NP	C
Wireless Communication Facilities ¹⁶				
Antenna, Collocation on an Existing Structure ¹⁷	P	P	P	P
Wireless Communication Facility Tower	NP	NP	NP	NP

(4) Permitted Use Conditions.

1. a. Unless the use can be accommodated within an existing structure, development and/or redevelopment in the Covington Firs and Covington Township subdivisions shall be a minimum of two acres;
 - b. Be contiguous to a non-single-family use of two acres or more to be eligible to redevelop to a new use; and

- c. Successive development cannot isolate existing single-family residential lots less than two acres (as a group) between developments.
2. a. No new subdivision of land is permitted for single-family homes except for townhouses and cottage developments. The exception is a binding site plan for commercial uses.
- b. New single-family homes are allowed on existing single-family lots.
 - c. An accessory dwelling unit is allowed as an accessory to a single-family detached unit subject to the development standards in CMC 18.25.030(7).
3. Adult entertainment uses are prohibited within certain locations pursuant to the development standards provided in Chapter 5.20 CMC and CMC 18.25.040(2).
4. This use is restricted to a maximum of 5,000 gross square feet within the MHO district.
5. Services and operations other than customer parking shall be fully contained within a structure.
6. Temporary farmers' and public markets shall be permitted in accordance with CMC 18.85.125.
7. The development shall not occupy more than one acre for the total of the site development, including any planned phases and/or expansions.
8. a. Buildings greater than four stories shall provide 80 percent of required parking within a structure. Structured parking shall not front onto 171st Ave. SE.
- b. Medical office uses greater than two stories shall have a minimum of 60 percent ground floor retail trade and services and 40 percent business and professional services when fronting onto 171st Ave. SE, unless otherwise allowed through the development agreement process in Chapter 18.114 CMC and further specified in CMC 18.31.045.
9. The development shall be located west of the proposed 171st Ave. SE road alignment with frontage onto 168th Pl. SE or the planned SE 276th St. alignment.
10. All structures shall meet the required setbacks, landscaping and all other standards contained in this chapter. Equipment storage, manufacturing activities, and wrecked, dismantled and/or inoperative vehicles shall be enclosed in a structure or fully screened from public right-of-way, including SE 272nd St. and Covington Way with Type I landscaping in accordance with CMC 18.40.040.

11. Maintenance yards, substations and solid waste transfer stations are not permitted in the TC, MC, or MHO downtown zoning districts.
12. Transit stations and park and ride facilities, not including bus stops, shall be reviewed by a conditional use permit pursuant to CMC 18.125.040.
13. All schools for compulsory, vocational and higher education shall be located on the upper floors of a mixed-use building that includes ground floor commercial uses, unless otherwise allowed through the development agreement process in Chapter 18.114 CMC and further specified in CMC 18.31.045.
14. All facilities shall not occupy more than one acre of a site and the facility shall be screened with Type I landscaping in accordance with CMC 18.40.040.
15. Minor utility facilities, such as telecom, fiber optics, Internet and similar facilities, shall be located within a fully enclosed structure, unless otherwise determined by the Director.
16. Chapter 18.70 CMC, Wireless Communication Facilities, outlines the approval and review process. In the event of a conflict between the requirements of Chapter 18.70 CMC and the requirements of this chapter, Chapter 18.70 CMC shall govern.
17. All antennas and ancillary wireless communication facilities shall be concealed facilities and mounted on an existing building or structure or placed underground as provided for in Chapter 18.70 CMC.
18. a. Emergency care facilities shall not occupy more than four acres for the total of the site development including any planned phases and/or expansions of the emergency care use;
 - b. Shall not exceed 50,000 square feet of total building square footage; and
 - c. Shall not exceed more than two stories or 35 feet whichever is greater.
19. Gasoline service stations and battery exchange stations are limited to the general commercial and mixed commercial districts and subject to the following conditions:
 - a. A gasoline service station shall be limited to eight pumps and 16 price gauges to service no more than 16 vehicles.
 - b. A battery exchange station shall provide a minimum of three stacking spaces.

- c. Stacking spaces and drive-through facilities shall be designed in accordance with CMC 18.50.080.
 - d. Any associated materials, equipment storage, outdoor storage tanks and battery exchange activities shall be within a fully enclosed structure, unless otherwise determined by the Director.
20. a. No burning of refuse or dead animals is allowed;
- b. The portion of the building or structure in which animals are kept or treated shall be soundproofed. All run areas, excluding confinement areas for livestock, shall be surrounded by an eight-foot-high solid wall and surfaced with concrete or other impervious material;
 - c. Subject to animal keeping provisions of Chapter 18.80 CMC;
 - d. Prior to issuance of a development permit, documentation shall be provided by a qualified acoustical consultant, for approval by the Community Development Director, verifying that the expected noise to be emanating from the site complies with the standards set forth in WAC 173-60-040(1) for a Class B source property and a Class A receiving property;
 - e. Outside runs and other outside facilities for animals are not permitted;
 - f. Not permitted in any subdivision containing dwelling units; and
 - g. May only treat small animals on premises.
21. Day care I is allowed only as an accessory to a single-family detached unit.
22. Except bed and breakfasts, guesthouses are permitted outright and do not require a conditional use permit.
23. Mixed-use structures greater than one story shall provide ground floor retail, restaurant, or personal services along 60 percent of the building facade, unless otherwise allowed through the development agreement process in Chapter 18.114 CMC and further specified in CMC 18.31.045. Permitted uses under the headings of cultural/recreation and governmental/institutional in subsection (3) of this section are exempt from this provision.
24. Parking facilities shall be fully screened from the public right-of-way with Type 1 landscaping in accordance with CMC 18.40.040.

25. a. The indoor shooting range, including its plans, rules, procedures, management and staff, shall comply with the applicable safety guidelines and provisions in the latest edition of “the Range Source Book” (National Rifle Association of America: Fairfax, Virginia) or its successor, as appropriate to the type of facility involved.

b. Any new development proposal and/or business license application for an indoor shooting range shall be accompanied by a notarized letter by the shooting facility operator that the facility complies with Federal and State regulations, meets commonly accepted shooting facility safety and design practices, and will be operated in a manner that protects the safety of the general public.

c. Outdoor shooting ranges are not permitted.

26. a. Multifamily residential dwellings in the TC zone shall be located in a minimum three-story mixed-use structure; and

b. Sixty percent or more of the ground floor abutting a street, public space, public plaza and/or public green space shall be occupied by one or more of the following permitted uses: retail, restaurant or personal services, unless otherwise allowed through the development agreement process in Chapter 18.114 CMC and further specified in CMC 18.31.045. Driveways, service and truck loading areas, parking garage entrances and lobbies shall not be included in calculating the required percentages of ground floor use. (Ord. 06-13 § 2 (Exh. A); Ord. 14-12 § 2 (Exh. B); Ord. 09-12 § 2 (Exh. B); Ord. 04-12 § 1 (Exh. A); Ord. 01-12 § 1 (Exh. 1); Ord. 19-11 § 1 (Exh. 1); Ord. 10-10 § 1 (Exh. A))

[27. New and existing single-family attached and detached dwellings within commercial zones shall abide by the density and dimension standards for the R-8 zone provided in Chapter 18.30.030 CMC.](#)

Accessory Structure Comparison with Neighboring Communities

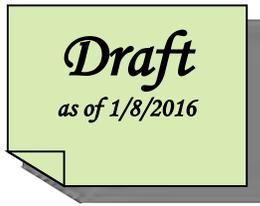
ATTACHMENT 3

	Proposed Covington	Kent	Maple Valley	Black Diamond	Des Moines
Setback Encroachment Allowances	<p>Detached structures 3 feet from side and rear property lines, 6 feet from the dwelling or other structures. 200 sq foot maximum. 12 ft maximum height. Uncovered porches and decks under 18 inches in height 3 feet from side and rear property lines. Uncovered porches and decks in excess of 18 inches in height can encroach 18 inches into a setback.</p>	<p>An accessory building can be located anywhere on a lot if it conforms with the setbacks required by this title for a principal building. In the rear one-half (1/2) of a lot the accessory building can be built to within two (2) feet of the side and rear lot lines, except when attached to a principal building, in which case it must have the same setbacks as the main building. Garages or carports are limited to one thousand (1,000) square feet in area where motor vehicles used by the tenants of the buildings on the premises are stored or kept.</p>	<p>Residential accessory structures, trellises, sheds, play equipment and similar structures totaling less than 200 square feet per site may be located in the required rear or side yard setback areas when: i. Located in the rear yard; or the rear or side yard of pipestem or alley load lots; and ii. No portion of the building or structure may be located closer than 40 inches to the property line, except that roof eaves may be located no closer than 36 inches; and iii. The total amount of all such structures on site is limited to 25 percent or less of the length of the property line within the rear yard area or applicable side yard area, for which the structure is abutting; and, iv. The height of buildings, sheds and similar structures is limited to eight and one-half feet, the height of play structures containing no enclosed areas is limited to 10.5 feet.</p>	<p>Structure separation: On lots containing more than one structure, there shall be a distance of not less than ten feet, between all buildings, including accessory buildings. No specific setback encroachment for accessory structures identified.</p>	<p>Buildings and structures on any lot in a SF Res Zone shall conform to the following: (1) Interior Lots. (b) The distance between a building containing a dwelling unit or accessory living quarters and any other buildings on the same lot shall be not less than 10 feet; (c) On the rear third of a lot accessory buildings not containing accessory living quarters may be built on the lot side lines and the lot rear line; provided, not less than 10 feet of the lot rear line shall be free and clear of buildings; and provided further, if the lot rears upon an alley, a garage with a vehicular entrance from the alley shall maintain a distance of not less than 15 feet from the centerline of the alley.</p>

**DISCUSSION OF
FUTURE AGENDA TOPICS:**

7:00 p.m. Tuesday, January 26, 2016 Regular Meeting

(Draft Agenda Attached)



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

**Tuesday, January 26, 2016
7:00 p.m.**

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

CALL CITY COUNCIL REGULAR MEETING TO ORDER

ROLL CALL/PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

PUBLIC COMMUNICATION

- Announcement of Volunteer of the Year and Commissioner of the Year (Council)

RECEPTION

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: January 12, 2016 Special Meeting-Joint Study Session with Planning Commission and January 12, 2016 Regular Meeting (Scott)
- C-2. Vouchers (Hendrickson)
- C-3. Approve 2016 King County Youth Sports Facilities Grant (Feser)
- C-4. Tetra Tech Amendment (Vondran)
- C-5. Approve Interlocal Agreement with City of Kent for CIP 1127 (Vondran)
- C-6. Approve Resolution Authorizing Safety Equipment from CAI Safety Systems (Beaufreere)
- C-7. Accept Department of Ecology Grant for Stormwater Capacity (Vondran)
- C-8. Approve Indigent Defense Services Agreement (Bolli)

REPORTS OF COMMISSIONS

- Human Services Chair Fran McGregor: January 14 meeting; December 10 meeting canceled.
- Parks & Recreation Chair Laura Morrissey: December 16 and January 20 meetings.
- Planning Chair Bill Judd: December 17 and January 21 meetings; Dec. 3 and Jan. 7 canceled.
- Arts Chair Lesli Cohan: December 10 and January 14 meetings.
- PRePAC Chair Jennifer Harjehausen: December 9 special meeting.
- Economic Development Council Co-Chair Jeff Wagner: December 3 special meeting.

NEW BUSINESS

COUNCIL/STAFF COMMENTS - Future Agenda Topics

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).