

Covington: Unmatched quality of life  
**CITY OF COVINGTON**  
**CITY COUNCIL SPECIAL & REGULAR MEETINGS AGENDA**  
[www.covingtonwa.gov](http://www.covingtonwa.gov)



**Tuesday, April 8, 2014**  
**7:00 p.m.**

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

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*Council will interview Planning Commission applicants beginning at 6:00 p.m.*

**CALL CITY COUNCIL REGULAR MEETING TO ORDER – approximately 7:00 p.m.**

**ROLL CALL/PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

**PUBLIC COMMUNICATION**

- King County Sheriff's Office Report – Sheriff Urquhart
- National Building Safety Month Proclamation – May (Meyers)
- National Transportation Week Proclamation – May 11-17, 2014 (Vondran)
- National Public Works Week Proclamation – May 18-24, 2014 (Vondran)
- National Aquatics Month Proclamation – May 2014 (Bahl)
- Arbor Day Proclamation – April 25, 2014 (Vondran)

**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: February 25, 2014 Regular Meeting; March 11, 2014 Special & Regular Meetings (Scott)
- C-2. Vouchers (Hendrickson)

**NEW BUSINESS**

1. Consider Appointments to Planning Commission (Council)
2. Consider Appointments to Human Services Commission (Council)
3. Provide Direction re Commission Interview Process (Matheson)

**COUNCIL/STAFF COMMENTS - Future Agenda Topics**

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

**EXECUTIVE SESSION – If Needed**

**ADJOURN**

*For disability accommodation contact the City of Covington at 253-480-2400 a minimum of 24 hours in advance. For TDD relay service, dial (800) 833-6384 and ask the operator to dial 253-480-2400.*

**Consent Agenda Item C-1**

Covington City Council Meeting

Date: April 8, 2014

SUBJECT: APPROVAL OF MINUTES: FEBRUARY 25, 2014 CITY COUNCIL REGULAR MEETING MINUTES AND MARCH 11, 2014 CITY COUNCIL SPECIAL & 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 February 25, 2014 City Council Regular Meeting Minutes and the March 11, 2014 City Council Special & Regular Meeting Minutes.**

**City of Covington**  
**Regular City Council Meeting Minutes**  
**Tuesday, February 25, 2014**

(This meeting was recorded and will be retained for a period of six years from the date of the meeting).

The Regular Meeting of the City Council of the City of Covington was called to order in the City Council Chambers, 16720 SE 271<sup>st</sup> Street, Suite 100, Covington, Washington, Tuesday, February 25, 2014, at 7:03 p.m., with Mayor Harto presiding.

**COUNCILMEMBERS PRESENT:**

Margaret Harto, Joe Cimaomo, Mark Lanza, Marlla Mhoon, Jim Scott, Wayne Snoey, and Jeff Wagner.

**STAFF PRESENT:**

Derek Matheson, City Manager; Noreen Beaufrere, Personnel Manager; Richard Hart, Community Development Director; Rob Hendrickson, Finance Director; Kevin Klason, Covington Police Chief; Karla Slate, Communications & Marketing Manager; Sara Springer, City Attorney; Scott Thomas, Parks & Recreation Director; Don Vondran, Public Works Director; 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 Snoey seconded to approve the Agenda. Vote: 7-0. 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: January 25, 2014 Annual Strategic Planning Summit Summary.

C-2. Vouchers: Vouchers #30665-30719, Including Vendor ACH Payments, in the Amount of \$165,344.96, Dated February 4, 2014; and Paylocity Payroll Checks #1002070725-1002070735 and Paylocity Payroll Checks #1002070738-1002070738 Inclusive, Plus Employee Direct Deposits in the Amount of \$152,252.12, Dated February 14, 2014.

RESOLUTION NO. 14-03

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, REPEALING RESOLUTION NO. 13-01 AND ADOPTING A NEW VISION, MISSION, AND GOALS STATEMENT

C-3. Adopt Resolution Revising Vision, Mission and Goals Statement.

RESOLUTION NO. 14-04

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, AMENDING THE COVINGTON CITY COUNCIL RULES OF PROCEDURE

C-4. Adopt Resolution Updating Council Rules of Procedure.

**Council Action: Mayor Pro Tem Wagner moved and Councilmember Snoey seconded to approve the Consent Agenda. Vote: 7-0. Motion carried.**

**REPORTS OF COMMISSIONS:**

**Human Services Commission** – Vice Chair Fran McGregor reported on the February 13 meeting.

**Arts Commission** – Chair Sandy Bisordi reported on the February 13 meeting.

**Planning Commission** – Chair Sean Smith reported on the February 6 and February 20 meetings.

**Economic Development Council** – Next meeting on February 27.

**PUBLIC HEARING:**

1. Public Testimony and Possible Action on Medical Marijuana Moratorium Extension Ordinance.

Community Development Director Richard Hart 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.

ORDINANCE NO. 05-14

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, WASHINGTON, TO EXTEND THE MORATORIUM ON THE ESTABLISHMENT, LOCATION, OPERATION, LICENSING, MAINTENANCE, OR CONTINUATION OF MEDICAL MARIJUANA DISPENSARIES, PRODUCTION FACILITIES, PROCESSING FACILITIES, COLLECTIVE GARDENS, AND RELATED BUSINESSES WITHIN THE CITY OF COVINGTON FOR SIX MONTHS; PROVIDING FOR A PUBLIC HEARING ON THE MORATORIUM; ADOPTING FINDINGS OF FACT SUPPORTING THE MORATORIUM ADOPTED BY ORDINANCE NOs. 08-11, 12-12, 01-13, and 07-13; AND PROVIDING FOR SEVERABILITY.

**Council Action:** Mayor Pro Tem Wagner moved and Councilmember Snoey seconded to adopt Ordinance No. 05-14 to extend the moratorium on medical marijuana collective gardens, production and processing facilities, dispensaries, and related businesses for six months. Vote: 7-0. Motion carried.

**REPORTS OF COMMISSIONS CONTINUED:**

**Parks & Recreation Commission** – Secretary Conni Elliott reported on the February 19 meeting.

2. Consider Resolution Rejecting Aquatics Center Roof Bids.

Parks & Recreation Director Scott Thomas gave the staff report on this item.

RESOLUTION NO. 14-05

A RESOLUTION OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, REJECTING ALL BIDS FOR THE AQUATICS CENTER REROOFING PROJECT.

**Council Action:** Councilmember Snoey moved and Councilmember Scott seconded to adopt Resolution 14-05 rejecting all bids for the Aquatics Center Reroofing Project and to modify the project specifications for re-advertisement. Vote: 7-0. Motion carried.

3. Approve City Manager Merit Goals for 2014.

Personnel Manager Noreen Beaufriere gave the staff report on this item.

**Council Action:** Councilmember Snoey moved and Councilmember Scott seconded to approve the 2014 Merit Goals for the City Manager as follows: 1) negotiate and help the council adopt a development agreement for the Hawk Property; 2) negotiate and help the council adopt a development agreement for the Inland Group project; and 3) pursue creative public-private opportunities for the Town Center in conjunction with the city’s Town Center development partner. Vote: 6-1 (voting yes: Cimaomo, Harto, Mhoon, Scott, Snoey, and Wagner; voting no: Lanza). Motion carried.

**COUNCIL/STAFF COMMENTS:**

Councilmembers and staff discussed Future Agenda Topics and made comments.

**Council Action:** There was Council consensus to conduct interviews for the opening on the Planning Commission.

**PUBLIC COMMENTS:**

Mayor Harto called for public comments.

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

**ADJOURNMENT:**

There being no further business, the meeting was adjourned at 8:05 p.m.

Prepared by:

Submitted by:

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Joan Michaud  
Senior Deputy City Clerk

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Sharon Scott  
City Clerk

**City of Covington  
Special and Regular City Council Meeting Minutes  
Tuesday, March 11, 2014**

(This meeting was recorded and will be retained for a period of six years from the date of the meeting).

**INTERVIEWS– 5:20-7:00 P.M.:**

The Council conducted interviews for openings on the Covington Human Services Commission and Covington Planning Commission. Applicants interviewed included Brian Lord, Lexi Ford, Leslie Hamada, Joseph Cimaomo, Sr., and Fran McGregor.

The Regular Meeting of the City Council of the City of Covington was called to order in the City Council Chambers, 16720 SE 271<sup>st</sup> Street, Suite 100, Covington, Washington, Tuesday, March 11, 2014, at 7:07 p.m., with Mayor Margaret Harto presiding.

**COUNCILMEMBERS PRESENT:**

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

**COUNCILMEMBERS ABSENT:**

Mark Lanza.

**Council Action: Councilmember Scott moved and Mayor Pro Tem Wagner seconded to excuse Councilmember Lanza who had a school function: Vote: 6-0. Motion carried.**

**STAFF PRESENT:**

Derek Matheson, City Manager; Don Vondran, Public Works Director; Noreen Beaufrere, Personnel Manager; Rob Hendrickson, Finance Director; Kevin Klason, Covington Police Chief; Richard Hart, Community Development Director; Scott Thomas, Parks & Recreation Director; Sara Springer, City Attorney; and Sharon Scott, City Clerk/Executive Assistant.

Mayor Harto opened the meeting with the Pledge of Allegiance.

**APPROVAL OF AGENDA:**

**Council Action: Councilmember Snoey moved and Mayor Pro Tem Wagner seconded to approve the Agenda as amended to add an Executive Session on Real Estate. Vote: 6-0. Motion carried.**

**PUBLIC COMMUNICATION:**

- King County Councilmember Reagan Dunn provided his annual update to the Council.
- Council recognized Bri Webb for the lifesaving action she performed.
- Council presented Arts Commission Vice-Chair Ed White with the March 2014 Youth Art Month Proclamation.

Unapproved Draft – March 11, 2014 Special and Regular Meeting Minutes  
Submitted for Approval: April 8, 2014

- Finance Director Rob Hendrickson accepted the Certificate of Achievement for Excellence in Financial Reporting awarded to the City of Covington by the Government Finance Officers Association of the United States and Canada for its Comprehensive Annual Financial Report.

**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: February 11, 2014 City Council Special Study Session Minutes.

C-2. Vouchers: Vouchers #30720-30780, Including Vendor ACH Payments, in the Amount of \$306,830.37, Dated February 18, 2014; and Paylocity Payroll Checks #1002118277-1002118286 Inclusive, Plus Employee Direct Deposits in the Amount of \$160,525.69, Dated February 28, 2014.

C-3. Approve Contract with SBS Legal Services for City Attorney Services.

**Council Action: Mayor Pro Tem Wagner moved and Councilmember Snoey seconded to approve the Consent Agenda. Vote: 6-0. Motion carried.**

**NEW BUSINESS:**

1. Authorize Fund Transfer and Approve Use of Funds for Covington Days Staffing.

City Manager Derek Matheson gave the staff report on this item.

**Council Action: Councilmember Snoey moved and Councilmember Mhoon seconded to authorize the use of \$5,000 from the General Fund to execute the brand launch and to authorize the transfer of \$5,000 from the General Fund to the Parks Fund to increase the Recreation Assistant's hours to help plan Covington Days. Vote: 6-0. Motion carried.**

**COUNCIL/STAFF COMMENTS:**

Councilmembers and staff discussed Future Agenda Topics and made comments.

City Clerk Sharon Scott advised Council of the early start times for the next two meetings and suggested alternatives to consider. Council concurred to keep the interview and appointment schedule as staff presented.

**PUBLIC COMMENTS:**

Mayor Harto called for public comments.

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

**EXECUTIVE SESSION:**

Real Estate (RCW 42.30.110(1)(c)) from 7:54 to 8:04 p.m.

**Council Action: Mayor Pro Tem Wagner moved and Councilmember Snoey seconded to direct staff to prepare a closed bid for the purchase of Suncrest Park parcel as identified in the Parks CIP. Vote: 6-0. Motion carried.**

**ADJOURNMENT:**

There being no further business, the meeting was adjourned at 8:05 p.m.

Prepared by:

Submitted by:

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Joan Michaud  
Senior Deputy City Clerk

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Sharon Scott  
City Clerk

**Consent Agenda Item C-2**

Covington City Council Meeting

Date: April 8, 2014

SUBJECT: APROVAL OF VOUCHERS.

RECOMMENDED BY: Rob Hendrickson, Finance Director

ATTACHMENT(S): Vouchers #30828-30895, Including ACH Payments in the Amount of \$320,508.76, Dated March 18, 2014; Vouchers #30896-30896 in the Amount of \$22,423.69, Dated March 25, 2014; Vouchers #30897-30897 and Voided Voucher #30864 in the Amount of \$1,051.97, Dated March 26, 2014; and Paylocity Payroll Checks #1002221048-1002221060 Inclusive, Plus Employee Direct Deposits in the Amount of \$157,865.66, Dated March 28, 2014.

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 #30828-30895, Including ACH Payments in the Amount of \$320,508.76, Dated March 18, 2014; Vouchers #30896-30896 in the Amount of \$22,423.69, Dated March 25, 2014; Vouchers #30897-30897 and Voided Voucher #30864 in the Amount of \$1,051.97, Dated March 26, 2014; and Paylocity Payroll Checks #1002221048-1002221060 Inclusive, Plus Employee Direct Deposits in the Amount of \$157,865.66, Dated March 28, 2014.**

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March 18, 2014

City of Covington

City of Covington

City of Covington  
Voucher/Check Register

Check # 30828 through Check # 30895, including ACH payments

In the Amount of \$320,508.76

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

\_\_\_\_\_  
Wayne Snoey  
City Councilmember

\_\_\_\_\_  
Marlla Mhoon  
City Councilmember

Council Meeting Date Approved \_\_\_\_\_

# Accounts Payable

## Checks by Date - Detail by Check Date

User: scles  
 Printed: 3/20/2014 3:04 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	0706	Covington Retail Associates	03/18/2014	
	0706-3	1st floor; building lease, April		25,717.00
	0706-3	1st floor; operating expenses, April		10,040.02
	0706-3-1	2nd floor; operating expenses, April		1,509.81
	0706-3-1	2nd floor; building lease, April		3,280.83
Total for this ACH Check for Vendor 0706:				40,547.66
ACH	1091	Complete Office Solutions	03/18/2014	
	1056005-0	Office supplies		46.58
	1056005-0	Permits; poly zip bags		69.50
Total for this ACH Check for Vendor 1091:				116.08
ACH	1271	Rob Hendrickson	03/18/2014	
	1271-3	Hendrickson; Economic forecast presentation, p		22.00
Total for this ACH Check for Vendor 1271:				22.00
ACH	1688	Mountain Mist	03/18/2014	
	054257-3	Maint shop; bottled water, February		12.79
	054257-3	Maint shop; bottled water, February		6.40
	054257-3	Maint shop; bottled water, February		12.79
	054257-3	City hall; bottled water, February		108.78
	054257-3	Aquatics; bottled water, February		46.57
Total for this ACH Check for Vendor 1688:				187.33
ACH	1921	Mastermark	03/18/2014	
	0648929	Stamp		17.46
Total for this ACH Check for Vendor 1921:				17.46
ACH	2105	Rachel Bahl	03/18/2014	
	2105-3	Bahl; mileage reimbursement, February		72.91
Total for this ACH Check for Vendor 2105:				72.91
ACH	2262	Voyager Fleet Systems Inc.	03/18/2014	
	869285460409	Vehicle fuel		931.35
Total for this ACH Check for Vendor 2262:				931.35
ACH	2555	NuCO2 LLC	03/18/2014	
	41267814	Aquatics; CO2 lease		66.90
Total for this ACH Check for Vendor 2555:				66.90
ACH	2654	Canber Corps	03/18/2014	
	32488	CCP; maintenance service, February		2,465.20

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for this ACH Check for Vendor 2654:	2,465.20
30828	0206 018259	AFLAC Insurance premiums; March	03/18/2014	666.04
			Total for Check Number 30828:	666.04
30829	2758 BL10-117	Aisha Allen Refund; business license renewal	03/18/2014	60.00
			Total for Check Number 30829:	60.00
30830	1705 TM-138545 TM-138545 TM-138545 TM-138545	Alpine Products, Inc. Maint shop; signs Aquatics; signs, bases, handicap sign posts Maint shop; signs Maint shop; signs	03/18/2014	22.34 186.03 44.68 44.68
			Total for Check Number 30830:	297.73
30831	0254 730843 730843	American Public Works Assoc Prorated agency dues; adding Robert Lindskov Prorated agency dues; adding Robert Lindskov	03/18/2014	15.83 15.82
			Total for Check Number 30831:	31.65
30832	0955 10278985	American Red Cross Lifeguarding classes	03/18/2014	378.00
			Total for Check Number 30832:	378.00
30833	2033 6094 6095 6109	Aquatic Specialty Services Aquatics; installation of 12 LED lights Pool chemicals Pool chemicals	03/18/2014	10,006.19 172.68 398.45
			Total for Check Number 30833:	10,577.32
30834	2223 982846	ARC Imaging Resources Plotter/scanner; usage, 1/9-2/9/14	03/18/2014	47.68
			Total for Check Number 30834:	47.68
30835	0077 2/28/14	Association of WA Cities 2014 annual membership and random testing fee	03/18/2014	435.00
			Total for Check Number 30835:	435.00
30836	0019 100315L0420140 100315L0420140 100315L0420140 100315L0420140 100315L0420140 100315L0420140 100315L0420140 100315L0420140 100315L0420140 100315L0420140 100315L0420140 100315L0420140 100315L0420140	AWC Employee Benefits Trust Medical Insurance Premiums, April Medical Insurance Premiums, April	03/18/2014	1,684.38 8,835.05 422.56 10,204.96 1,816.87 2,093.71 2,149.70 6,615.72 855.92 723.30 5,670.97 841.79

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	100315L0420140	Medical Insurance Premiums, April		6,381.72
			Total for Check Number 30836:	48,296.65
30837	0499	Bank of America	03/18/2014	
	0814-3	Hart; Chamber luncheon, February		7.50
	0814-3	Council Summit; 2015 room deposit		250.00
	0814-3	Council Summit; breakfast, lunch		734.10
	0814-3	Hart; Chamber luncheon, February		17.50
	0814-3	Matheson; SCA networking dinner		45.00
	0814-3	Harto/Mhoon; SCA networking dinner		90.00
	0814-3	Slate; Chamber auction dinner		55.00
	1030-3	Fealy; certified arborist recertification fee		110.00
	1030-3	Fealy; certified arborist recertification fee		55.00
	1030-3	Maint shop; bench vice		63.39
	1030-3	Maint shop; bench vice		126.77
	1030-3	Fealy; certified arborist recertification fee		110.00
	1030-3	Maint shop; bench vice		126.77
	1908-3	Christenson; ICC recertification fee		90.00
	1908-3	Parker; Springbrook conference, train tickets/ins		84.50
	1908-3	Council meeting reception, cake		19.99
	1908-3	Hard drive external adapters, computer monitors		662.42
	1908-3	Hard drive external adapters, computer monitors		-52.46
	1908-3	Refund; Thompson, blueprint reading class		-349.00
	2923-3	Classified ads; seasonal maintenance worker		25.00
	2923-3	Beaufre; Health Reform Summit, registration		125.00
	2923-3	Employee recognition; treasure chest awards gift		50.00
	2959-3	Council meeting reception, desserts		53.54
	2959-3	Aquatics; Sweetheart swim supplies		14.95
	3544-3	Harto/Wagner; City Action Days; lunch		26.71
	3544-3	Matheson; City Action Days; parking		10.50
	3544-3	Matheson; City Action Days; lunch		8.37
	5366-3	Public works retreat; team building supplies		13.52
	5366-3	Public works retreat; team building supplies		13.51
	6093-3	Public works retreat; lunch		104.93
	6093-3	Public works retreat; lunch		104.92
	6686-3	Aquatics; replacement rubber washers		33.00
	6686-3	Aquatics; whistles, breakaway lanyards		229.09
	6686-3	Learn to Swim; facility fee		975.00
	6686-3	Aquatics; storage bags		13.90
	6686-3	Aquatics; whistles, breakaway lanyards, use tax		-18.14
	6686-3	Aquatics; replacement rubber washers, use tax		-2.61
	7768-3	Patterson; NW Festival/Events conference, regist		402.50
	7768-3	Student art supplies		262.81
	7768-3	Slate; NW Festival/Events conference, registrati		402.50
	7768-3	Student art supplies, use tax		-20.81
	8227-3	Covington Days; carnival prizes		16.92
	8227-3	Thomas/Patterson; PRSA totem award celebratio		270.00
	9767-3	Computer outlets, router, cable ties, surge protec		-21.60
	9767-3	Computer outlets, router, cable ties, surge protec		272.78
	9767-3	SSL certificate for PermitTrax		75.24
	9767-3	Hart; PAW membership		55.00
	9767-3	Hart; APA conference, airfare		303.80
	9767-3	Hart; APA conference, airfare		130.20
	9767-3	Hart; APA conference, registration		219.00
	9767-3	Wireless keyboard		48.86
	9767-3	Hart; APA conference, registration		511.00
			Total for Check Number 30837:	6,955.87

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
30838	0637 107788	Bill's Locksmith Service, Inc. Plastic key tags	03/18/2014	4.93
Total for Check Number 30838:				4.93
30839	2516 0000100988	Bob's Heating & Air Conditioning, Inc. Minor housing repair; #DEAN-01-13	03/18/2014	1,270.62
Total for Check Number 30839:				1,270.62
30840	2629 317	Brodie Electric, LLC Aquatic repair, service call	03/18/2014	450.69
Total for Check Number 30840:				450.69
30841	2266 2266-3	Lena Carkeek Carkeek; mileage reimbursement, February	03/18/2014	60.09
Total for Check Number 30841:				60.09
30842	2270 6317966698B-3	CenturyLink City hall; telephone, 3/13-4/13/14	03/18/2014	47.75
Total for Check Number 30842:				47.75
30843	2366 1293569357	CenturyLink Business Services Aquatics; internet/loop, February	03/18/2014	360.00
Total for Check Number 30843:				360.00
30844	0366 0366-3-1	City of Covington Comprehensive plan amendment application	03/18/2014	4,013.00
Total for Check Number 30844:				4,013.00
30845	0366 0366-3	City of Covington SWM utility tax; February	03/18/2014	1,101.56
Total for Check Number 30845:				1,101.56
30846	1951 1000340033	Clean Harbors Env Services Inc. Hazardous material clean up; disposal fees	03/18/2014	689.63
Total for Check Number 30846:				689.63
30847	1170 W2645977	Coastwide Laboratories Aquatics; cleaning supplies	03/18/2014	422.12
Total for Check Number 30847:				422.12
30848	0364 45859	Code Publishing Company Municipal code updates, 2/19/14	03/18/2014	2,075.03
Total for Check Number 30848:				2,075.03
30849	2179 385	Conservation Technix, Inc. CIP Cost Estimating; 2/1-2/28/14	03/18/2014	4,430.00
Total for Check Number 30849:				4,430.00
30850	0184 154	Cordi & Bejarano Public defender services; 2/11 - 2/25/14	03/18/2014	2,340.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 30850:	2,340.00
30851	2487 2487-3	Costco Wholesale Corporation Traffic mitigation fee exempt payout; payment 9	03/18/2014	84,225.59
			Total for Check Number 30851:	84,225.59
30852	1952 4186	Covington Copy It...Mail It Parks; fed ex postage	03/18/2014	21.16
			Total for Check Number 30852:	21.16
30853	2467 73117343 73117343 73117343 73117343	Department of Enterprise Services Parrish/Buck; business cards Lindskov; business cards Lindskov; business cards OfficerTarp/Job/Hess; business cards	03/18/2014	82.52 24.76 16.50 123.77
			Total for Check Number 30853:	247.55
30854	1981 73108-01R1 S9001-15 S9001-16 S9001-17	Design Air, Ltd. Aquatics; expansion tank emergency repairs Aquatics; maintenance and filter service, 1st Qtr Aquatics; maintenance and filter service, 2nd Qtr Aquatics; maintenance and filter service, 3rd Qtr	03/18/2014	1,748.74 1,870.09 1,870.09 1,870.09
			Total for Check Number 30854:	7,359.01
30855	1996 01465 140315 01465 140315 01465 140315	Facility Maintenance Contractors Maint shop; janitorial service Maint shop; janitorial service Maint shop; janitorial service	03/18/2014	109.60 54.80 109.60
			Total for Check Number 30855:	274.00
30856	1875 603020	FirstChoice Coffee service	03/18/2014	100.88
			Total for Check Number 30856:	100.88
30857	2770 3661	Gator Foaming Systems Minor housing repair; #DARI-01-13	03/18/2014	1,086.00
			Total for Check Number 30857:	1,086.00
30858	1876 1876-3 1876-3 1876-3	John Gaudette Gaudette; PNW Resource Management, mileage. Gaudette; PNW Resource Management, mileage. Gaudette; PNW Resource Management, mileage.	03/18/2014	27.76 55.52 55.51
			Total for Check Number 30858:	138.79
30859	2045 19722	Goodbye Graffiti Seattle Everclean program, March	03/18/2014	431.14
			Total for Check Number 30859:	431.14
30860	2553 Feb 14 1123	Gordon Thomas Honeywell Governmental Governmental Affairs services; February	03/18/2014	1,705.00
			Total for Check Number 30860:	1,705.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
30861	0302	Gray & Osborne	03/18/2014	
	13504.00-9	CIP 1029; engineering, 2/2-3/1/14		440.36
	13559.00-3	Stormwater utility rate study; engineering, 2/2-3/		883.92
	13577.00-5	CIP 1057; engineering, 2/2-3/1/14		1,444.99
	13599.00-4	Timberlane/Jenkins park SW LID; engineering, 2/2-3/1/14		4,514.04
Total for Check Number 30861:				7,283.31
30862	0677	Margaret Harto	03/18/2014	
	0677-3	Harto; AWC City Action Days; hotel, mileage, parking		186.58
Total for Check Number 30862:				186.58
30863	2038	Rollin Herbst	03/18/2014	
	2038-2013	Utility tax rebate; solid waste		16.00
	2038-2013	Utility tax rebate; telephone		29.56
	2038-2013	Utility tax rebate; electricity		120.47
Total for Check Number 30863:				166.03
30864	0867	Home Depot Credit Services	03/18/2014	
	1073580	Steel fish tape		74.34
	3073297	Aquatics; metal buffing kit		15.14
	4015914	Maint shop; shear hanger		3.96
	4015914	Maint shop; shear hanger		1.98
	4015914	Maint shop; shear hanger		3.96
	4093241	Return; flange		-4.64
	4093241	Return; flange		-9.28
	4093241	Return; flange		-9.29
	4173429	Screws		31.38
	4173429	Maint shop; screws		2.04
	4173429	Maint shop; screws		4.07
	4173429	Maint shop; screws		4.07
	4583596	Student art show supplies		18.97
	5015734	Maint shop; flange, lumber, screws		27.57
	5015734	Maint shop; flange, lumber, screws		27.56
	5015734	Maint shop; flange, lumber, screws		13.78
	5015782	Maint shop; miter saw, saw stand, blade		236.30
	5015782	Maint shop; miter saw, saw stand, blade		118.15
	5015782	Maint shop; miter saw, saw stand, blade		236.30
	7594344	Maint shop; backpack sprayer and sprayer parts		47.76
	7594344	Maint shop; backpack sprayer and sprayer parts		47.77
	7594344	Park trails; moss out		84.19
	7594344	Maint shop; backpack sprayer and sprayer parts		23.88
	8063964	Public works office; switch plate screw		2.30
	8063964	Public works office; switch plate screw		2.30
	9063780	Aquatics; nuts, bolts, washers for slider railing		47.41
Total for Check Number 30864:				1,051.97
30865	2763	Idera, Inc.	03/18/2014	
	0118112-R	Server backup manager; renewal maintenance, 5.		182.60
Total for Check Number 30865:				182.60
30866	1342	Integra Telecom	03/18/2014	
	11817604	City hall; telephone, 3/8-4/7/14		1,197.84
	11817604	Maint shop; telephone, 3/8-4/7/14		177.10
	11817604	Aquatics; telephone, 3/8-4/7/14		90.22
	11817604	Maint shop; telephone, 3/8-4/7/14		177.10
	11817604	Maint shop; telephone, 3/8-4/7/14		88.56

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 30866:	1,730.82
30867	1803 KBA8102	Iron Mountain Document storage; 3/1-3/31/14	03/18/2014	148.00
			Total for Check Number 30867:	148.00
30868	0143 2029689 2029689 37905-37905 37933-37937	King County Finance After hours dispatch service After hours dispatch service Street services; 2/4-2/28/14 Street services; 2/4-2/28/14	03/18/2014	1,800.00 1,800.00 690.41 6,901.57
			Total for Check Number 30868:	11,191.98
30869	0400 38600143855 38600144231	Les Schwab #2491; tire tube #2491; tire dismount & mount	03/18/2014	9.42 9.50
			Total for Check Number 30869:	18.92
30870	1878 6832	MacLeod Reckord CCP Phase 2; engineering, 2/1-2/28/14	03/18/2014	30,999.71
			Total for Check Number 30870:	30,999.71
30871	2367 123645	Magnum Print Solutions Toner	03/18/2014	93.40
			Total for Check Number 30871:	93.40
30872	0252 00021724 00021748	Microflex Annual online service fee Tax audit program	03/18/2014	1,200.00 34.92
			Total for Check Number 30872:	1,234.92
30873	1866 30155	Minuteman Press 2000 Window envelopes	03/18/2014	345.78
			Total for Check Number 30873:	345.78
30874	1901 0058905 0058905 0058905	Modern Building Systems, Inc. Maint shop; building lease, 4/1-5/1/14 Maint shop; building lease, 4/1-5/1/14 Maint shop; building lease, 4/1-5/1/14	03/18/2014	569.06 569.06 284.54
			Total for Check Number 30874:	1,422.66
30875	1844 878-600-9432	National Arbor Day Foundation Arbor Day annual membership; 1/14-1/15	03/18/2014	15.00
			Total for Check Number 30875:	15.00
30876	0004 1657942165 694502002001 694502087001 699041612001 699726107001 699726107001	Office Depot Specialty paper, poster board Office supplies Tea bags Office supplies Office supplies Extension cord, coffee creamer	03/18/2014	69.54 71.73 55.67 166.42 210.06 22.24

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 30876:	595.66
30877	1249 8072	Orca Pacific Inc. Aquatics; pool chemicals	03/18/2014	325.80
			Total for Check Number 30877:	325.80
30878	0818 40451041	Pacific Office Automation Copier lease; 2/15-3/14/14	03/18/2014	122.47
			Total for Check Number 30878:	122.47
30879	0818 Z93146	Pacific Office Automation Copier overage, 11/12/13-2/12/14	03/18/2014	36.48
			Total for Check Number 30879:	36.48
30880	1407 20-20616	Parametrix, Inc. Plan review services; 1/5-2/1/14	03/18/2014	2,442.05
			Total for Check Number 30880:	2,442.05
30881	0164 2004515-MR14	Pitney Bowes Postage machine; lease, 12/30/13-03/30/14	03/18/2014	716.76
			Total for Check Number 30881:	716.76
30882	0161	Puget Sound Energy	03/18/2014	
	200003986730-3	Streets; electricity, 2/1-3/4/14		82.29
	200003987282-3	Streets; electricity, 2/4-3/5/14		62.52
	200003987464-3	Streets; electricity, 2/4-3/5/14		10.84
	200004045635-3	Streets; electricity, 2/1-3/4/14		87.59
	200004045866-3	Streets; electricity, 2/4-3/5/14		68.71
	200005568858-3	Streets; electricity, 1/30-2/28/14		93.59
	200013103656-3	CCP; electricity, 12/3/13-1/29/14		27.71
	200013103656-3-	CCP; electricity, 1/30-2/28/14		29.51
	200013951476-3	Streets; electricity, 1/30-2/28/14		93.30
	200014568881-3	Maint shop; electricity, 1/30-2/28/14		118.64
	200014568881-3	Maint shop; electricity, 1/30-2/28/14		118.64
	200014568881-3	Maint shop; electricity, 1/30-2/28/14		59.32
	200022909309-3	Streets; electricity, 2/1-3/4/14		91.99
	200022909689-3	Skate park; electricity, 2/4-3/5/14		13.64
	300000001770-3	City tree; electricity, 2/1-3/4/14		10.84
	300000001770-3	Streets; electricity, 2/1-3/4/14		10.84
	300000001788-3	Streets; electricity, 1/31-3/3/14		81.90
	300000001788-3	Streets; electricity, 1/31-3/3/14		8,162.17
	300000001804-3	Streets; electricity, 1/30-2/28/14		88.63
	300000007744-3	Aquatics; natural gas, 1/30-2/28/14		3,151.10
	300000007744-3	Aquatics; electricity, 1/30-2/28/14		2,050.12
	300000007934-3	City hall; electricity, 2/1-3/4/14		2,281.31
	300000011266-3	Crystal view; electricity, 2/1-3/4/14		10.84
	300000011266-3	SR 516; electricity, 2/1-3/4/14		221.13
			Total for Check Number 30882:	17,027.17
30883	2474 661	SCORE Jail costs; February	03/18/2014	10,800.00
			Total for Check Number 30883:	10,800.00
30884	2272	Sellars Electric Inc.	03/18/2014	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	1363	Minor housing repair; #DEAN-02-13		260.64
	1364	Minor housing repair; #BLAZ-02-13		124.89
			Total for Check Number 30884:	385.53
30885	1905 C798120-701	Sharp Electronics Corporation Workroom copier; usage, 2/1-3/1/14	03/18/2014	1,096.58
			Total for Check Number 30885:	1,096.58
30886	0736 713028 713028 713028 713028	Sound Security, Inc. Maint shop; secure monitoring, 3/1-3/31/14 Maint shop; secure monitoring, 3/1-3/31/14 Security monitoring, 3/1-3/31/14 Maint shop; secure monitoring, 3/1-3/31/14	03/18/2014	40.80 40.80 1,003.00 20.40
			Total for Check Number 30886:	1,105.00
30887	0409 0409-4Qtr	The Storehouse Human services; 4th Quarter 2013	03/18/2014	1,785.75
			Total for Check Number 30887:	1,785.75
30888	2461 601189 601415	Tri-Tec Communications, Inc. Telephone repairs Telephone software support renewal; 5/13/14-5/1	03/18/2014	81.45 1,556.24
			Total for Check Number 30888:	1,637.69
30889	2636 300146	TRM Wood Products Co, Inc. #3489; trailer parts	03/18/2014	45.83
			Total for Check Number 30889:	45.83
30890	1130 1465796	Trust for Public Land 2014 membership renewal	03/18/2014	100.00
			Total for Check Number 30890:	100.00
30891	2103 248550287 248550287	US Bancorp Equip Finance Inc. Copier lease Copier lease	03/18/2014	86.88 130.32
			Total for Check Number 30891:	217.20
30892	0357 0014739	Valley Communications 800 MHz access fee; February	03/18/2014	75.00
			Total for Check Number 30892:	75.00
30893	0046 972043561 972043561 972043561 972043561 972043561 972043561	Verizon Wireless Cellular service/tablet data, 2/21-3/20/14 Cellular phone, 2/21-3/20/14 Cellular phone, 2/21-3/20/14 Cellular service/tablet data, 2/21-3/20/14 Cellular service/tablet data, 2/21-3/20/14 Cellular service, 2/21-3/20/14	03/18/2014	263.05 248.41 28.86 69.78 159.56 67.71
			Total for Check Number 30893:	837.37
30894	2664 373403	Washington Tractor #2707; part	03/18/2014	3.37

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 30894:	3.37
30895	1894	Diana Ziolkowski	03/18/2014	42.00
	1894-3	Facility monitoring; 3/11, 3/12		12.00
	1894-3	Facility maintenance; 3/12		
			Total for Check Number 30895:	54.00
			Total for 3/18/2014:	320,508.76
			Report Total (77 checks):	320,508.76

March 25, 2014

City of Covington

City of Covington

City of Covington  
Voucher/Check Register

Check # 30896 through Check # 30896  
And Voided Check #30758

In the Amount of \$22,423.69

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

\_\_\_\_\_  
Wayne Snoey  
City Councilmember

\_\_\_\_\_  
Marlla Mhoon  
City Councilmember

Council Meeting Date Approved \_\_\_\_\_

# Accounts Payable

## Checks by Date - Detail by Check Date

User: scles  
Printed: 3/25/2014 10:04 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
30896	1878 6817	MacLeod Reckord Reissue CCP Ph. 2; engineering, 1/1-1/31/14	03/25/2014	22,423.69
Total for Check Number 30896:				22,423.69
Total for 3/25/2014:				22,423.69
Report Total (1 checks):				22,423.69

March 26, 2014

City of Covington

City of Covington

City of Covington  
Voucher/Check Register

Check # 30897 through Check # 30897  
And Voided Check #30864

In the Amount of \$1,051.97

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

\_\_\_\_\_  
Wayne Snoey  
City Councilmember

\_\_\_\_\_  
Marlla Mhoon  
City Councilmember

Council Meeting Date Approved \_\_\_\_\_

# Accounts Payable

## Checks by Date - Detail by Check Date

User: scles  
 Printed: 3/26/2014 10:11 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
30897	0867	Home Depot Credit Services	03/26/2014	
	1073580	Steel fish tape		74.34
	3073297	Aquatics; metal buffing kit		15.14
	4015914	Maint shop; shear hanger		1.98
	4015914	Maint shop; shear hanger		3.96
	4015914	Maint shop; shear hanger		3.96
	4093241	Return; flange		-4.64
	4093241	Return; flange		-9.29
	4093241	Return; flange		-9.28
	4173429	Maint shop; screws		4.07
	4173429	Maint shop; screws		2.04
	4173429	Maint shop; screws		4.07
	4173429	Screws		31.38
	4583596	Student art show supplies		18.97
	5015734	Maint shop; flange, lumber, screws		27.57
	5015734	Maint shop; flange, lumber, screws		27.56
	5015734	Maint shop; flange, lumber, screws		13.78
	5015782	Maint shop; miter saw, saw stand, blade		236.30
	5015782	Maint shop; miter saw, saw stand, blade		118.15
	5015782	Maint shop; miter saw, saw stand, blade		236.30
	7594344	Maint shop; backpack sprayer and sprayer parts		47.76
	7594344	Park trails; moss out		84.19
	7594344	Maint shop; backpack sprayer and sprayer parts		47.77
	7594344	Maint shop; backpack sprayer and sprayer parts		23.88
	8063964	Public works office; switch plate screw		2.30
	8063964	Public works office; switch plate screw		2.30
	9063780	Aquatics; nuts, bolts, washers for slider railing		47.41
Total for Check Number 30897:				1,051.97
Total for 3/26/2014:				1,051.97
Report Total (1 checks):				1,051.97

March 28, 2014

City of Covington

Payroll Approval

- Request Council approval for payment of Payroll dated 03/28/14 consisting of:

PAYLOCITY CHECK # 1002221048 through PAYLOCITY CHECK # 1002221060 inclusive,  
plus employee direct deposits

IN THE AMOUNT OF \$157,865.66

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.

\_\_\_\_\_  
Rob Hendrickson  
Finance Director

\_\_\_\_\_  
Mark Lanza  
City Councilmember

\_\_\_\_\_  
Wayne Snoey  
City Councilmember

\_\_\_\_\_  
Marlla Mhoon  
City Councilmember

Council Meeting Date Approved: \_\_\_\_\_

**03/28/14 Payroll Voucher**

Payroll Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount
107053	Regular	3/28/2014	377	Bates, Krista	99.73
107054	Regular	3/28/2014	246	Kirshenbaum, Kathleen	689.03
107055	Regular	3/28/2014	243	Lyon, Valerie	1,452.28
107056	Regular	3/28/2014	278	Matheson, Derek M	4,767.44
107057	Regular	3/28/2014	234	Mhooon, Darren S	1,397.09
107058	Regular	3/28/2014	162	Michaud, Joan M	2,079.57
107059	Regular	3/28/2014	123	Scott, Sharon G	2,488.19
107060	Regular	3/28/2014	313	Slate, Karla J	2,352.46
107061	Regular	3/28/2014	275	Hart, Richard	3,494.55
107062	Regular	3/28/2014	368	Mueller, Ann M	1,264.68
107063	Regular	3/28/2014	180	Cles, Staci M	1,780.70
107064	Regular	3/28/2014	146	Hagen, Lindsay K	1,536.56
107065	Regular	3/28/2014	235	Hendrickson, Robert	3,691.64
107066	Regular	3/28/2014	105	Parker, Cassandra	2,556.85
107067	Regular	3/28/2014	433	Cimaomo, Joseph T	390.11
107068	Regular	3/28/2014	323	Harto, Margaret	457.63
107069	Regular	3/28/2014	324	Lanza, Mark	382.11
107070	Regular	3/28/2014	326	Mhooon, Marlla	392.11
107071	Regular	3/28/2014	327	Scott, James A	405.57
107072	Regular	3/28/2014	329	Wagner, Jeffrey	415.31
107073	Regular	3/28/2014	374	Allen, Joshua C	1,901.90
107074	Regular	3/28/2014	353	Dalton, Jesse J	1,895.09
107075	Regular	3/28/2014	373	Fealy, William J	2,391.74
107076	Regular	3/28/2014	301	Gaudette, John J	1,809.44
107077	Regular	3/28/2014	186	Junkin, Ross D	2,799.60
107078	Regular	3/28/2014	252	Wesley, Daniel A	2,175.39
107079	Regular	3/28/2014	268	Bykonen, Brian D	2,100.68
107080	Regular	3/28/2014	279	Christenson, Gregg R	2,091.39
107081	Regular	3/28/2014	270	Lyons, Salina K	2,323.13
107082	Regular	3/28/2014	269	Meyers, Robert L	3,285.62
107083	Regular	3/28/2014	284	Ogren, Nelson W	2,751.58
107084	Regular	3/28/2014	266	Thompson, Kelly	2,107.91
107085	Regular	3/28/2014	307	Morrissey, Mayson	2,778.58
107086	Regular	3/28/2014	199	Bahl, Rachel A	2,010.82
107087	Regular	3/28/2014	292	Carkeek, Lena	1,482.88
107088	Regular	3/28/2014	428	Feser, Angela M	2,741.43
107089	Regular	3/28/2014	397	Martinsons, Jaquelyn	166.70
107090	Regular	3/28/2014	195	Patterson, Clifford	2,430.73
107091	Regular	3/28/2014	306	Thomas, Scott R	3,509.33
107092	Regular	3/28/2014	106	Bates, Shellie L	2,004.15
107093	Regular	3/28/2014	349	Buck, Shawn M	1,622.43
107094	Regular	3/28/2014	273	French, Fred	684.30
107095	Regular	3/28/2014	436	Lindskov, Robert T	2,885.16
107096	Regular	3/28/2014	257	Parrish, Benjamin A	1,926.60
107097	Regular	3/28/2014	173	Vondran, Donald M	3,614.61
107098	Regular	3/28/2014	431	Allen, Kaitlyn	662.96
107099	Regular	3/28/2014	388	Andrews, Kaitlyn E	380.20
107100	Regular	3/28/2014	434	Bailey, Brooke	108.58
107101	Regular	3/28/2014	393	Blakely, Coleman P.	180.04
107102	Regular	3/28/2014	258	Cox, Melissa	819.04
107103	Regular	3/28/2014	385	Cranstoun, Alexander M	365.23
107104	Regular	3/28/2014	409	Hanger, Austin R.	109.20
107105	Regular	3/28/2014	417	Hendricks, Cole M	186.01
107106	Regular	3/28/2014	359	Houghton, Cassandra L	93.62

107107 Regular	3/28/2014	305 Kiselyov, Tatyana	348.81
107108 Regular	3/28/2014	425 Knox, John Q	72.30
107109 Regular	3/28/2014	426 Knox, Patrick L	233.49
107110 Regular	3/28/2014	410 Lanz, Avalon A.	105.84
107111 Regular	3/28/2014	416 Lipinski, Matthew	133.81
107112 Regular	3/28/2014	435 Martin, Iain-Josiah	88.58
107113 Regular	3/28/2014	438 Mashika, Myroslav	183.52
107114 Regular	3/28/2014	423 McCarthy, Joseph	435.39
107115 Regular	3/28/2014	297 Mooney, Lynell	39.80
107116 Regular	3/28/2014	413 Perko, Alyssa M.	77.85
107117 Regular	3/28/2014	319 Praggastis, Alexander	458.81
107118 Regular	3/28/2014	383 Reese, Rachel E	25.02
107119 Regular	3/28/2014	424 Rhoads, Jerrett K	510.44
107120 Regular	3/28/2014	429 Sizemore, Christine A	211.39
107121 Regular	3/28/2014	390 Tomalik, Stefan A	567.63
107122 Regular	3/28/2014	384 von Michalofski, Kayla M	236.18
107123 Regular	3/28/2014	392 Wardrip, Spencer A	611.42
107124 Regular	3/28/2014	432 Wilton, Sara J	189.08
107125 Regular	3/28/2014	116 Beaufriere, Noreen	2,780.90
107126 Regular	3/28/2014	137 Throm, Victoria J	1,901.86
1002221048 Regular	3/28/2014	364 Newell, Nancy J	77.57
1002221049 Regular	3/28/2014	328 Snoey, Wayne	187.61
1002221050 Regular	3/28/2014	403 Bowen, Joshua W	572.14
1002221051 Regular	3/28/2014	430 Hanson, Sean C	264.28
1002221052 Regular	3/28/2014	399 Jensen, Emily A	61.17
1002221053 Regular	3/28/2014	391 Mayes, Annika L	55.61
1002221054 Regular	3/28/2014	439 Newman, Ashley M	161.27
1002221055 Regular	3/28/2014	400 Quintos, Edward Louie D	33.54
1002221056 Regular	3/28/2014	412 Reynolds, Shannon J.	632.74
1002221057 Regular	3/28/2014	415 Rinck, Tyler P	27.97
1002221058 Regular	3/28/2014	398 Vieira, Logan G	22.25
1002221059 Regular	3/28/2014	395 Wunschel, Ethan G.	176.42
<b>Totals for Payroll Checks</b>	<b>86 Items</b>		<b>101,974.37</b>

Third Party Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount
107127	AGENCY	3/28/2014	401SS	ICMA Retirement Trust	16,176.29
107128	AGENCY	3/28/2014	457Ex	Vantagepoint Transfer Agent-457	383.82
107129	AGENCY	3/28/2014	CICOV	City of Covington	2,815.23
107130	AGENCY	3/28/2014	Emp	City of Covington Employee Fund	113.00
107131	AGENCY	3/28/2014	IC401	ICMA Retirement Trust	13,881.96
107132	AGENCY	3/28/2014	IC457	ICMA Retirement Trust	1,816.70
107133	AGENCY	3/28/2014	ROTH	ICMA Retirement Trust	100.00
107134	AGENCY	3/28/2014	VEBA	HRA VEBA Trust Contributions	1,517.00
1002221060	AGENCY	3/28/2014	JG1	WASH CHILD SUPPORT	110.41
<b>Totals for Third Party Checks</b>	<b>9 Items</b>				<b>36,914.41</b>

Tax Liabilities	18,627.55
Paylocity Fees	349.33

Grand Total	<b>\$ 157,865.66</b>
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**Agenda Item 1**  
Covington City Council Meeting  
Date: April 8, 2014

**SUBJECT:** CONSIDER APPOINTMENT TO OPENING ON THE PLANNING COMMISSION

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

**ATTACHMENTS:** See Interview Schedule and Applications provided separately.

**PREPARED BY:** Joan Michaud, Senior Deputy City Clerk

**EXPLANATION:**

**Planning Commission – Seven Members:**

- One replacement position for an applicant residing inside or within three miles of Covington city limits.

<b><u>Name of Applicant</u></b>	<b><u>Inside or Outside</u></b>
Brian Lord (interviewed March 11)	Resides <b>Inside</b> Covington
Joseph Cimaomo, Sr. (interviewed March 11)	Resides <b>Outside</b> Covington*
Jim Langehough (interviewed April 8)	Resides <b>Inside</b> Covington
Mike Hanratty (interviewed April 8)	Resides <b>Inside</b> Covington
Sheila McGraw (interviewed April 8)	Resides <b>Inside</b> Covington

\*within three mile radius of Covington city limits

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

**ALTERNATIVES:**

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

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

**Councilmember \_\_\_\_\_ moves, Councilmember \_\_\_\_\_ seconds, to appoint \_\_\_\_\_ to fill a replacement position on the Planning Commission for an applicant residing inside or outside Covington city limits (within three-mile radius) with a term expiring August 31, 2017.**

**REVIEWED BY:** Derek Matheson, City Manager  
Richard Hart, Community Development Director  
Sharon Scott, City Clerk/Executive Assistant

**SUBJECT:** APPOINTMENTS TO THE HUMAN SERVICES COMMISSION

**RECOMMENDED BY:** Victoria Throm, Personnel & Human Services Analyst

**ATTACHMENTS:** See Interview Schedules and Applications provided separately.

**PREPARED BY:** Joan Michaud, Senior Deputy City Clerk

**EXPLANATION:**

On March 11 and March 25 ten applicants were interviewed for the Human Services Commission and Planning Commission. At Council's March 25 meeting action was deferred to April 8 in order to allow all councilmembers an opportunity to review the interview recordings.

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

- Five positions open (three adults; two youth).
- One adult position is a replacement position for a partial term.
- Two of the three adult positions can be outside; both youth positions can be inside or outside.

**Name of Applicant (Adults)**

Brian Lord (interviewed March 11; interested in Planning also)  
Leslie Hamada (interviewed March 11; Pos. 2 expired 3/31)  
Joseph Cimaomo, Sr. (interviewed March 11;  
interested in Planning also)  
Fran McGregor (interviewed March 11; Pos. 1 expired 3/31)

**Resides or Works**

Resides Inside Covington  
Resides Outside Covington\*  
Resides Outside Covington\*  
Resides Inside Covington

**Name of Applicant (Youth)**

Lexi Ford (youth; interviewed March 11)  
Jared McMeen (youth; interviewed March 25)  
Connor Martin (youth; interviewed March 25)  
Nia Dhillon (youth; interviewed March 25)  
Adam Wheeler (youth; interviewed March 25)  
Austin Anderson (youth; interviewed March 25)

**Resides or Works**

Resides Inside Covington  
Resides Outside Covington\*  
Resides Inside Covington  
Resides Inside Covington  
Resides Outside Covington\*  
Resides Outside Covington\*

\*within three-mile radius of Covington city limits

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

ALTERNATIVES:

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

CITY COUNCIL ACTION: \_\_\_ Ordinance \_\_\_ Resolution  X  Motions \_\_\_ Other

**Councilmember \_\_\_\_\_ moves, Councilmember \_\_\_\_\_ seconds, to appoint \_\_\_\_\_ to fill adult open Position No. 1 on the Human Services Commission with a term expiring March 31, 2017.**

**Councilmember \_\_\_\_\_ moves, Councilmember \_\_\_\_\_ seconds, to appoint \_\_\_\_\_ to fill adult open Position No. 2 on the Human Services Commission with a term expiring March 31, 2017.**

**Councilmember \_\_\_\_\_ moves, Councilmember \_\_\_\_\_ seconds, to appoint \_\_\_\_\_ to fill adult replacement Position No. 7 on the Human Services Commission with a term expiring March 31, 2016.**

**Councilmember \_\_\_\_\_ moves, Councilmember \_\_\_\_\_ seconds, to appoint \_\_\_\_\_ to fill youth open Position No. 4 on the Human Services Commission with a term expiring March 31, 2015.**

**Councilmember \_\_\_\_\_ moves, Councilmember \_\_\_\_\_ seconds, to appoint \_\_\_\_\_ to fill youth open Position No. 5 on the Human Services Commission with a term expiring March 31, 2015.**

REVIEWED BY: Derek Matheson, City Manager  
Sharon Scott, City Clerk/Executive Assistant

SUBJECT: COMMISSIONER INTERVIEW PROCESS

RECOMMENDED BY: Derek Matheson, City Manager

ATTACHMENT(S):

PREPARED BY: Derek Matheson, City Manager  
 Sara Springer, City Attorney  
 Sharon Scott, City Clerk

EXPLANATION:

The city council discussed the commissioner interview process at their regular meeting on March 25. Staff presented four options to improve the process and the council directed staff to return with sub-options to implement Option 4, “avoid a quorum and public noticing requirements by interviewing commission applicants in smaller groups of three or fewer councilmembers.”

Staff is seeking high-level input from the council to help staff refine the possible sub-options and prepare an amendment to the City Council Rules of Procedure for future council review. Below are questions, options, and legal / procedural considerations to guide the council’s discussion. Staff assumes the full council will continue to discuss and vote to appoint commissioners at regularly-scheduled council meetings.

<u>Question</u>	<u>Options</u>	<u>Legal / Procedural Considerations</u>
Who should conduct interviews?	1. A fixed subcommittee of three or fewer councilmembers. 2. Multiple fixed subcommittees of three or fewer councilmembers -- each subcommittee assigned to a particular commission(s) and each councilmember assigned to at least one subcommittee. 3. A rolling subcommittee of three or fewer council members (i.e. a different group of councilmembers each time interviews are necessary).	As long as there is not a quorum of councilmembers present, and those councilmembers are not making decisions or taking action on behalf of the whole council, these subcommittee interviews would not be subject to the Open Public Meetings Act (OPMA).

<u>Question</u>	<u>Options</u>	<u>Legal / Procedural Considerations</u>
Should interviews be recorded and distributed to councilmembers once interviews for a particular commission are complete?	<ol style="list-style-type: none"> <li>1. Record the interviews.</li> <li>2. Don't record the interviews.</li> </ol>	Once created, recordings are a public record.
Should there be a requirement that councilmembers (who didn't participate in interviews) listen to a recording of interviews for a particular commission prior to casting votes for members of that commission?	<ol style="list-style-type: none"> <li>1. Implement a requirement.</li> <li>2. Don't implement a requirement.</li> </ol>	The Council Rules would need to authorize and require recusal rather than abstention because abstentions are considered votes in favor of the motion.
Should there be a delay between the interview date and vote date?	<ol style="list-style-type: none"> <li>1. Implement a delay (and specify the minimum length of the delay).</li> <li>2. Maintain current practice of flexibility.</li> </ol>	A delay would be necessary to accommodate a requirement that councilmembers listen to recordings prior to casting votes.
When should interviews occur?	<ol style="list-style-type: none"> <li>1. Allow interviews on different days of the week and times of day when committee members are available.</li> <li>2. Maintain current practice of scheduling interviews prior to council meetings.</li> </ol>	
Should the exit interview process change to more closely match the [entrance] interview process?	<ol style="list-style-type: none"> <li>1. Have the committee that conducts [entrance] interviews for a particular commission(s) also conduct exit interviews for that commission(s).</li> <li>2. Maintain current practice of a single exit interview subcommittee.</li> </ol>	

ALTERNATIVES: Discussed above.

FISCAL IMPACT: Staff time.

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

**PROVIDE DIRECTION TO STAFF**

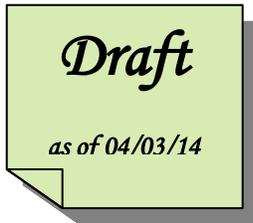
REVIEWED BY:

## **DISCUSSION OF FUTURE AGENDA TOPICS:**

**6:00 p.m., Tuesday, April 22, 2014 Special Meeting  
Joint Study Session with Human Services Commission**

**7:00 p.m., Tuesday, April 22, 2014 Regular Meeting**

**(Draft Agenda Attached)**



Covington: Unmatched quality of life



**CITY OF COVINGTON  
SPECIAL MEETING AGENDA  
CITY COUNCIL JOINT STUDY SESSION WITH HUMAN SERVICES COMMISSION  
Council Chambers – 16720 SE 271<sup>st</sup> Street, Suite 100, Covington**

**Tuesday, April 22, 2014 - 6:00 p.m.**

*\*\*Please note meeting start time \*\**

**GENERAL INFORMATION:**

*The study session is an informal meeting involving discussion between and among the City Council, Commission (if applicable) and city staff regarding policy issues. Study sessions may involve presentations, feedback, brainstorming, etc., regarding further work to be done by the staff on key policy matters.*

**CALL CITY COUNCIL JOINT STUDY SESSION TO ORDER**

**ROLL CALL**

**APPROVAL OF AGENDA**

**ITEM(S) FOR DISCUSSION**

1. Discuss Human Services Funding Level (Throm)

**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.

**ADJOURN**

*For disability accommodations call 253-480-2400 at least 24 hours in advance. For TDD relay service call (800) 833-6384 and ask the operator to dial 253-480-2400.*

***\*Note\* A Regular Council meeting will immediately follow at approximately 7:00 p.m.***



Covington: Unmatched quality of life  
**CITY OF COVINGTON**  
**CITY COUNCIL REGULAR MEETING AGENDA**  
[www.covingtonwa.gov](http://www.covingtonwa.gov)



**Tuesday, April 22, 2014**  
**7:00 p.m.**

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

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*Note: A Special Joint Meeting with the Human Services Commission is scheduled from 6:00 to 7:00 p.m.*

**CALL CITY COUNCIL REGULAR MEETING TO ORDER – approximately 7:00 p.m.**

**ROLL CALL/PLEDGE OF ALLEGIANCE**

**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: March 25, 2014 Special & Regular Meetings and April 8, 2014 Special & Regular Meetings (Scott)
- C-2. Vouchers (Hendrickson)

**REPORTS OF COMMISSIONS**

- Human Services Chair: April 10 meeting.
- Arts Chair Sandy Bisordi: April 10 meeting.
- Parks & Recreation Chair Steven Pand: April 16 meeting.
- Planning Chair Sean Smith: April 3 and April 17 meetings.
- **Future Meetings:** Economic Development Council: March 27 meeting canceled; next meeting April 24.

**PUBLIC HEARING**

1. Receive Testimony from the Public and Consider Extending Interim Zoning Regulations Ordinance Regarding Recreational Marijuana (Springer)

**NEW BUSINESS**

2. Present Park Impact Fees Study (Feser)
3. Report on Right-of-Way Design Standards (Vondran)
4. Consider Ordinance re Proposed Changes in Downtown Design Façade Standards (Hart)
5. Approve School Resource Officer Agreement (Klason)

**COUNCIL/STAFF COMMENTS - Future Agenda Topics**

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

**EXECUTIVE SESSION – If Needed**

**ADJOURN**

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