

Covington: Unmatched quality of life
CITY OF COVINGTON
CITY COUNCIL REGULAR MEETING AGENDA
www.covingtonwa.gov



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

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

Note: A Special Joint Meeting with the Human Services Commission is scheduled from 6:15 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 (Scott)
- C-2. Vouchers (Hendrickson)
- C-3. Resolution to Authorize Surplus Vehicle (Junkin)

REPORTS OF COMMISSIONS

- Human Services Chair Fran McGregor: April 10 meeting.
- Parks & Recreation Chair Steven Pand: April 16 meeting.
- Planning Chair Sean Smith: April 3 and April 17 meetings.
- **Future Meetings:**
 - Arts Commission: April 10 meeting canceled; next meeting May 8.
 - 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. Discuss Parks Capital Improvement Plan (Feser)
4. Consider Ordinance re Proposed Changes in Downtown Design Façade Standards (Hart)
5. Report on Right-of-Way Design Standards (Vondran)

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 22, 2014

SUBJECT: APPROVAL OF MINUTES: MARCH 25, 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 March 25, 2014 City Council Special & Regular Meeting Minutes.

**City of Covington
Special & Regular City Council Meeting Minutes
Tuesday, March 25, 2014**

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

INTERVIEWS– 5:00-7:00 P.M.:

The Council conducted interviews for openings on the Covington Human Services Commission. Applicants interviewed included Jared McMeen, Connor Marin, Nia Dhillon, Adam Wheeler, and Austin Anderson.

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, March 25, 2014, at 7:07 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; Richard Hart, Community Development Director; Rob Hendrickson, Finance Director; Kevin Klason, Covington Police Chief; Karla Slate, Communications & Marketing Manager; Sara Springer, City Attorney (via telephone); Scott Thomas, Parks & Recreation Director; Don Vondran, Public Works Director; Angie Feser, Parks Planner; Bob Lindskov, City Engineer; Victoria Throm, Personnel & Human Services Analyst; 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 COMMUNICATIONS:

- Council presented proclamations to Japanese exchange students and teachers from Abuno High School and Kitano High School in Osaka, Japan, in recognition of March 25, 2014 as International Student Exchange Day in Covington.

Council recessed from 7:15 to 7:43 p.m. for a brief reception to welcome the exchange students and teachers.

PUBLIC COMMENT:

Mayor Harto called for public comments.

Sean Smith, 15825 SE 258th Street, Covington, expressed how encouraged he was and hopeful for the future after hearing the presentation of the international exchange students.

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

Mayor Harto requested council, staff, and the audience to join together in a moment of silence for the Darrington/Arlington communities remembering those who lost their lives in the Oso, Washington, mudslide and honoring them and giving special thought to their families and friends.

APPROVE CONSENT AGENDA:

- C-1. Minutes: February 11, 2014 Regular Meeting and February 25, 2014 Special Study Session.
- C-2. Vouchers: Vouchers #30781-30826, Including Vendor ACH Payments in the Amount of \$127,843.96, Dated March 4, 2014; Vouchers #30827-30827 in the Amount of \$57.05, Dated March 13, 2014; and Paylocity Payroll Checks #1002169557-1002169562 Inclusive, Plus Employee Direct Deposits in the Amount of \$159,827.92, Dated March 14, 2014.
- C-3. Consider Amendment to Contract for Covington Community Park Maintenance.

RESOLUTION NO. 14-06

A RESOLUTION THAT AUTHORIZES SUBMITTING APPLICATION(S) FOR GRANT FUNDING ASSISTANCE FOR LAND AND WATER CONSERVATION FUND PROJECT(S) TO THE RECREATION AND CONSERVATION OFFICE AS PROVIDED IN TITLE 16, USC, CHAPTER 4601-4 AS AMENDED; WAC 286 AND SUBSEQUENT LEGISLATIVE ACTION. (Covington Community Park Phase 2)

- C-4. Resolution Authorizing the LWCF Grant Application for Covington Community Park Construction.

RESOLUTION NO. 14-07

A RESOLUTION THAT AUTHORIZES SUBMITTING APPLICATION(S) FOR GRANT FUNDING ASSISTANCE FOR WASHINGTON WILDLIFE AND RECREATION PROGRAM PROJECT(S) TO THE RECREATION AND CONSERVATION OFFICE AS PROVIDED IN CHAPTER 79A.15 RCW, ACQUISITION OF HABITAT CONSERVATION AND OUTDOOR RECREATION LANDS, WAC 286 AND SUBSEQUENT LEGISLATIVE ACTION. (Covington Community Park Phase 2 Construction)

C-5. Resolution Authorizing WWRP Grant Application for Covington Community Park Construction.

RESOLUTION NO. 14-08

A RESOLUTION THAT AUTHORIZES SUBMITTING APPLICATION(S) FOR GRANT FUNDING ASSISTANCE FOR WASHINGTON WILDLIFE AND RECREATION PROGRAM PROJECT(S) TO THE RECREATION AND CONSERVATION OFFICE AS PROVIDED IN CHAPTER 79A.15 RCW, ACQUISITION OF HABITAT CONSERVATION AND OUTDOOR RECREATION LANDS, WAC 286 AND SUBSEQUENT LEGISLATIVE ACTION. (South Covington Park)

C-6. Resolution Authorizing WWRP Grant Application for South Covington Park Acquisition.

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

REPORTS OF COMMISSIONS:

Human Services Commission – Vice Chair Leslie Hamada reported on the March 13 meeting.

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

Parks & Recreation Commission – Chair Steven Pand reported on the March 19 meeting.

Planning Commission – Chair Sean Smith reported on the March 6 meeting; the March 20 meeting was canceled.

Economic Development Council – Co-Chair Jeff Wagner reported on the February 27 meeting.

NEW BUSINESS:

1. Consider Appointments to Human Services Commission.

Councilmember Cimaomo recused himself from this item and left the Council Chambers.

Council Action: Mayor Pro Tem Wagner moved and Councilmember Mhoon seconded to postpone this item to the April 8 Council meeting to give councilmembers who were not able to attend the interviews on March 11 and March 25 an opportunity to request the audio recordings. Vote: 6-0. Motion carried.

Councilmember Cimaomo then returned to the Council Chambers.

2. Discuss Covington Community Park Phase II 50% Design Alternatives.

Parks Planner Angie Feser introduced consultant Ed MacLeod from MacLeod Reckord who gave the staff report on this item.

Councilmembers provided comments and asked questions and Mr. MacLeod provided responses.

Parks & Recreation Director Scott Thomas provided further information regarding the grant process.

Councilmembers provided more comments and asked questions, and Mr. Thomas provided responses.

City Manager Derek Matheson recapped the estimated cost of the project and risks associated.

3. Present and Discuss Parks Capital Improvement Program/Capital Facilities Plan.

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

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

4. Presentation of 2013 Year End Financials.

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

Councilmembers provided comments and asked questions, and Mr. Hendrickson and Community Development Director Richard Hart provided responses.

5. Discuss Council's Commissioner Interview Procedures.

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

Council Action: Mayor Pro Tem Wagner moved and Councilmember Lanza seconded to extend the meeting until 10:30 p.m. Vote: 7-0. Motion carried.

Councilmembers provided comments and asked questions, and Mr. Matheson and Ms. Springer provided responses.

Council Action: Councilmember Lanza moved and Councilmember Cimaomo seconded to direct staff to develop sub options to implement Option 4 (Council may choose to not make the interviews public and avoid a quorum and public noticing requirements by interviewing commission applicants in smaller groups of three or fewer councilmembers). Vote: 4-3 (Voting yes: Cimaomo, Lanza, Scott, and Snoey; voting no: Harto, Mhoon, and Wagner). Motion carried.

Council Action: Mayor Pro Tem Wagner moved and Councilmember Scott seconded to extend the meeting until 10:40 p.m. Vote: 7-0. Motion carried.

COUNCIL/STAFF COMMENTS:

Councilmembers and staff discussed Future Agenda Topics and made comments.

Council Action: Mayor Pro Tem Wagner moved and Councilmember Snoey seconded to extend the meeting to 10:45 p.m. Vote: 7-0. Motion carried.

PUBLIC COMMENTS:

Mayor Harto called for public comments.

Steve Pand 25828 185th Place SE, Covington, suggested adding a couple of questions to the interview process regarding attendance.

Bryan Higgins, asked Council to think about the big picture when discussing parks.

Cortney Teeples, 24310 185th Loop SE, Covington, spoke regarding her safety concerns for pedestrians crossing over to Covington Community Park at the intersection of 240th & 180th and expressed her desire for more parking at the park. Ms. Teeples also spoke on behalf of her family and two other families regarding their desire for a playground and restrooms at the park.

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

ADJOURNMENT:

There being no further business, the meeting was adjourned at 10:47 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: April 22, 2014

SUBJECT: APROVAL OF VOUCHERS.

RECOMMENDED BY: Rob Hendrickson, Finance Director

ATTACHMENT(S): Vouchers #30898-30950, Including ACH Payments in the Amount of \$83,517.32, Dated April 1, 2014; and Paylocity Payroll Checks #1002273227-1002273237 and Paylocity Payroll Checks #1002273319-1002273319 Inclusive, Plus Employee Direct Deposits in the Amount of \$155,793.12, Dated April 11, 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 #30898-30950, Including ACH Payments in the Amount of \$83,517.32, Dated April 1, 2014; and Paylocity Payroll Checks #1002273227-1002273237 and Paylocity Payroll Checks #1002273319-1002273319 Inclusive, Plus Employee Direct Deposits in the Amount of \$155,793.12, Dated April 11, 2014.

.

April 1, 2014

City of Covington

City of Covington

City of Covington
Voucher/Check Register

Check # 30898 through Check # 30950, including ACH payments

In the Amount of \$83,517.32

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: 4/4/2014 8:11 AM



| Check No | Vendor No Invoice No | Vendor Name Description | Check Date Reference | Check Amount |
|---|--------------------------------------|---|-------------------------|--------------------|
| ACH | 0819 14-03 | Don Vondran Vondran; 2014 flexible spending | 04/01/2014 | 61.81 |
| Total for this ACH Check for Vendor 0819: | | | | 61.81 |
| ACH | 1103 1103-4 | Pat Patterson Patterson; NW Festivals Expo, mileage | 04/01/2014 | 57.08 |
| Total for this ACH Check for Vendor 1103: | | | | 57.08 |
| ACH | 1705 TM-138624 | Alpine Products, Inc. CCP; park signs | 04/01/2014 | 197.10 |
| Total for this ACH Check for Vendor 1705: | | | | 197.10 |
| ACH | 1719 1719-4 | Derek Matheson Matheson; WCMA conference mileage, meals | 04/01/2014 | 204.96 |
| Total for this ACH Check for Vendor 1719: | | | | 204.96 |
| ACH | 1921 0649304 0649304 | Mastermark Ink pad refills Personnel; ink stamp | 04/01/2014 | 9.45 31.98 |
| Total for this ACH Check for Vendor 1921: | | | | 41.43 |
| ACH | 2044 2044-4 | Karla Slate Slate; NW Festivals Expo; mileage | 04/01/2014 | 43.85 |
| Total for this ACH Check for Vendor 2044: | | | | 43.85 |
| ACH | 2250 C037 | SBS Legal Services Legal services; March | 04/01/2014 | 7,827.50 |
| Total for this ACH Check for Vendor 2250: | | | | 7,827.50 |
| ACH | 2262 869285460413 | Voyager Fleet Systems Inc. Vehicle fuel | 04/01/2014 | 986.52 |
| Total for this ACH Check for Vendor 2262: | | | | 986.52 |
| ACH | 2752 7009196 7009196 | SMS Parks; landscaping, March Streets; landscaping, March | 04/01/2014 | 905.72 2,145.94 |
| Total for this ACH Check for Vendor 2752: | | | | 3,051.66 |
| ACH | 2777 INVVI0089094 INVVI0089094 | ThreatTrack Security, Inc. VIPRE anti-virus software; use tax VIPRE anti-virus software; 3/25/14-2/3/15 | 04/01/2014 | -20.41 257.69 |

| Check No | Vendor No Invoice No | Vendor Name Description | Check Date Reference | Check Amount |
|---|-------------------------|---|-------------------------|--------------|
| Total for this ACH Check for Vendor 2777: | | | | 237.28 |
| 30898 | 2772 | George Adams | 04/01/2014 | |
| | 2772-2013 | Utility tax rebate; electricity | | 47.06 |
| | 2772-2013 | Utility tax rebate; solid waste | | 16.54 |
| | 2772-2013 | Utility tax rebate; cable | | 34.13 |
| Total for Check Number 30898: | | | | 97.73 |
| 30899 | 2033 | Aquatic Specialty Services | 04/01/2014 | |
| | 5600 | Aquatics; pool chemicals | | 762.37 |
| | 6135 | Aquatics; clean/calibration service, March | | 124.90 |
| | 6136 | Aquatics; pool chemicals, adapter | | 655.80 |
| Total for Check Number 30899: | | | | 1,543.07 |
| 30900 | 0499 | Bank of America | 04/01/2014 | |
| | 0814-4 | Mhoon; SCA networking dinner | | 45.00 |
| | 0814-4 | Self sticking message cube | | 15.49 |
| | 0814-4 | Wall calendar, battery checker, use tax | | -3.33 |
| | 0814-4 | Wall calendar, battery checker | | 42.03 |
| | 0814-4 | Self sticking message cube, use tax | | -1.23 |
| | 0814-4 | Meyers; battery charger | | 26.22 |
| | 0814-4 | Meyers; battery charger, use tax | | -2.08 |
| | 1030-4 | Allen/Fealy/Dalton; waders | | 258.41 |
| | 1030-4 | Allen/Fealy/Dalton; waders | | 258.41 |
| | 1030-4 | Allen/Fealy/Dalton; waders | | 129.20 |
| | 1030-4 | Fealy; safety jacket | | 39.09 |
| | 1030-4 | Fealy; safety jacket, use tax | | -3.10 |
| | 1030-4 | Fealy; safety jacket, use tax | | -3.10 |
| | 1030-4 | Fealy; safety jacket | | 19.55 |
| | 1030-4 | Fealy; safety jacket | | 39.09 |
| | 1030-4 | Fealy; safety jacket, use tax | | -1.54 |
| | 1908-4 | Hendrickson; PSFOA lunch meeting | | 25.00 |
| | 2923-4 | Aquatic specialty interviewers; lunch meeting | | 30.66 |
| | 2923-4 | Classified ads; aquatic specialist | | 25.00 |
| | 2959-4 | Finance retreat; lunch | | 59.37 |
| | 6093-4 | 2014 National Public Works Week poster, use tax | | -1.55 |
| | 6093-4 | 2014 National Public Works Week poster | | 19.55 |
| | 6093-4 | Buck; 2014 Washington GIS conference, registra | | 195.00 |
| | 6093-4 | 2014 National Public Works Week poster | | 19.55 |
| | 6093-4 | Morrissey; ACCIS Spring conference, registratio | | 250.00 |
| | 6093-4 | 2014 National Public Works Week poster, use tax | | -1.55 |
| | 6686-4 | Aquatics; cleaning supplies, laundry detergent | | 55.40 |
| | 6686-4 | Aquatics; shelves for office | | 60.87 |
| | 7314-4 | Computer cables, use tax | | -1.08 |
| | 7314-4 | Amazon cloud service time | | 3.14 |
| | 7314-4 | Computer cables | | 13.59 |
| | 7768-4 | Patterson; NW Festivals/Events conference, hote | | 221.50 |
| | 8227-4 | Slate; NW Festival/Events conference, hotel | | 221.50 |
| | 8227-4 | PNW Summit awards application fee | | 20.00 |
| | 8227-4 | Slate; PRSA chapter meeting, registration | | 50.00 |
| | 8227-4 | Slate; PRSA chapter meeting, parking | | 10.00 |
| Total for Check Number 30900: | | | | 2,134.06 |
| 30901 | 2778 | Adam Bartels | 04/01/2014 | |
| | 2002910.002 | Refund; swim lesson, Sawyer Bartels | | 9.50 |

| Check No | Vendor No Invoice No | Vendor Name Description | Check Date Reference | Check Amount |
|----------|---|---|-------------------------------|---|
| | | | Total for Check Number 30901: | 9.50 |
| 30902 | 2773 898-221409 | Batteries Plus Bulbs #898 School zone; flashing lights | 04/01/2014 | 75.97 |
| | | | Total for Check Number 30902: | 75.97 |
| 30903 | 2368 129553 130366 | Best Parking Lot Cleaning Inc. Street cleaning; February Water main break; clean up callout | 04/01/2014 | 4,257.12 753.68 |
| | | | Total for Check Number 30903: | 5,010.80 |
| 30904 | 1909 12237 | Boilermasters, Inc. Aquatics; heating boiler repair | 04/01/2014 | 11,383.45 |
| | | | Total for Check Number 30904: | 11,383.45 |
| 30905 | 1960 1960-4 | Gregg Christenson Christenson; WABO seminar, parking | 04/01/2014 | 12.00 |
| | | | Total for Check Number 30905: | 12.00 |
| 30906 | 2715 2715-4 | Joseph Cimaomo, Jr. Cimaomo; MSWAC meeting, mileage | 04/01/2014 | 30.09 |
| | | | Total for Check Number 30906: | 30.09 |
| 30907 | 0622 CD-0715 | City of Federal Way 2014 Human services | 04/01/2014 | 18,571.00 |
| | | | Total for Check Number 30907: | 18,571.00 |
| 30908 | 1170 W2649274 | Coastwide Laboratories Aquatics; cleaning supplies | 04/01/2014 | 551.79 |
| | | | Total for Check Number 30908: | 551.79 |
| 30909 | 0537 1045887-4 105731-4 107666-4 108188-4 115324-4 122505-4 122505-4 122505-4 132669-4 132670-4 | Covington Water District Crystal view; water, 2/22-3/21/14 SR 516; water, 2/22-3/21/14 CCP; water, 1/18-3/21/14 Skate park; water, 1/18-3/21/14 Aquatics; water, 1/18-3/21/14 Maint shop; water, 1/18-3/31/14 Maint shop; water, 1/18-3/31/14 Maint shop; water, 1/18-3/31/14 CCP; water, 1/18-3/21/14 CCP; water, 2/22-3/21/14 | 04/01/2014 | 28.50 54.40 40.00 56.95 2,261.60 26.56 13.28 26.56 56.95 97.75 |
| | | | Total for Check Number 30909: | 2,662.55 |
| 30910 | 2689 2689-4 | Dance Arts Dance combo; instructor payment, 1/6-3/31/14 | 04/01/2014 | 143.00 |
| | | | Total for Check Number 30910: | 143.00 |
| 30911 | 2779 2002909.002 | Aaron Day Refund; swim lesson, Aamirah Day | 04/01/2014 | 7.75 |
| | | | Total for Check Number 30911: | 7.75 |

| Check No | Vendor No Invoice No | Vendor Name Description | Check Date Reference | Check Amount |
|-------------------------------|------------------------------------|---|-------------------------|-------------------------|
| 30912 | 0913 RE313ATB4031110 | Dept. of Transportation CIP 1127; engineering, 2/1-2/28/14 | 04/01/2014 | 54.86 |
| Total for Check Number 30912: | | | | 54.86 |
| 30913 | 2529 2529-4 2529-4 2529-4 | Bill Fealy Fealy; CDL training, per diem Fealy; CDL training, per diem Fealy; CDL training, per diem | 04/01/2014 | 17.04 34.08 34.08 |
| Total for Check Number 30913: | | | | 85.20 |
| 30914 | 2780 2002908.002 | Sara Gantz Refund; swim lesson, Owen Butler | 04/01/2014 | 7.75 |
| Total for Check Number 30914: | | | | 7.75 |
| 30915 | 1876 1876-4 1876-4 1876-4 | John Gaudette Gaudette; CDL training, per diem Gaudette; CDL training, per diem Gaudette; CDL training, per diem | 04/01/2014 | 17.04 34.08 34.08 |
| Total for Check Number 30915: | | | | 85.20 |
| 30916 | 2774 129 | Glenn Consulting Inc. Wesley; BST conference, registration | 04/01/2014 | 110.00 |
| Total for Check Number 30916: | | | | 110.00 |
| 30917 | 2648 2648-4 | Hart's Gymnastics Gymnastics; instructor payment, 3/1-3/22/14 | 04/01/2014 | 80.00 |
| Total for Check Number 30917: | | | | 80.00 |
| 30918 | 2781 2002912.002 | Kevin Holloway Refund; swim lesson, Sarah Holloway | 04/01/2014 | 9.50 |
| Total for Check Number 30918: | | | | 9.50 |
| 30919 | 1722 1-872604 1-877438 | Honey Bucket Skate park; portable toilet, 3/5-4/4/14 CCP; portable toilet service, 3/13-4/12/14 | 04/01/2014 | 204.75 258.00 |
| Total for Check Number 30919: | | | | 462.75 |
| 30920 | 2775 8017050 | Inland Group Overpayment on transportation concurrency revi | 04/01/2014 | 183.00 |
| Total for Check Number 30920: | | | | 183.00 |
| 30921 | 0603 INV0404028 | International Code Council Plumbing mechanical code PDF | 04/01/2014 | 28.42 |
| Total for Check Number 30921: | | | | 28.42 |
| 30922 | 1701 383511 383842 | Johnsons Home & Garden Jenkins creek; boardwalk repair CCP; permanent marker supplies | 04/01/2014 | 310.67 53.16 |
| Total for Check Number 30922: | | | | 363.83 |
| 30923 | 0143 3000770 | King County Finance Jail costs; 2/1-2/28/14 | 04/01/2014 | 493.46 |

| Check No | Vendor No Invoice No | Vendor Name Description | Check Date Reference | Check Amount |
|-------------------------------|-------------------------|--|-------------------------|--------------|
| | 36893-36893 | Streets; services; 1/4-1/31/14 | | 107.58 |
| Total for Check Number 30923: | | | | 601.04 |
| 30924 | 0204 0204-4 | King County Pet Licensing Pet license remittance; March | 04/01/2014 | 240.00 |
| Total for Check Number 30924: | | | | 240.00 |
| 30925 | 1111 | King County Treasury | 04/01/2014 | |
| | 001190-0250-05 | Noxious Weed, King CD 2014 | | 6.97 |
| | 001190-0260-03 | Noxious Weed, King CD 2014 | | 7.27 |
| | 005030-0400-09 | Noxious Weed, King CD 2014 | | 6.82 |
| | 020003-0070-00 | Noxious Weed, King CD 2014 | | 6.82 |
| | 085100-0190-00 | Noxious Weed, King CD 2014 | | 7.45 |
| | 127400-0290-06 | Noxious Weed, King CD 2014 | | 7.15 |
| | 127400-0300-04 | Noxious Weed, King CD 2014 | | 7.15 |
| | 151590-0280-08 | Noxious Weed, King CD 2014 | | 7.12 |
| | 151591-0430-06 | Noxious Weed, King CD 2014 | | 6.82 |
| | 151591-0440-04 | Noxious Weed, King CD 2014 | | 6.82 |
| | 151592-0350-01 | Noxious Weed, King CD 2014 | | 6.82 |
| | 176065-1120-03 | Noxious Weed, King CD 2014 | | 6.97 |
| | 176065-1130-01 | Noxious Weed, King CD 2014 | | 7.15 |
| | 176065-1140-09 | Noxious Weed, King CD 2014 | | 7.15 |
| | 179620-0030-06 | Noxious Weed, King CD 2014 | | 6.82 |
| | 179620-0620-02 | Noxious Weed, King CD 2014 | | 7.30 |
| | 179620-0630-00 | Noxious Weed, King CD 2014 | | 7.30 |
| | 179620-0640-08 | Noxious Weed, King CD 2014 | | 7.30 |
| | 179631-0090-00 | Noxious Weed, King CD 2014 | | 7.16 |
| | 179631-0100-08 | Noxious Weed, King CD 2014 | | 8.66 |
| | 179631-0120-04 | Noxious Weed, King CD 2014 | | 7.45 |
| | 179631-0130-02 | Noxious Weed, King CD 2014 | | 7.30 |
| | 179632-0090-09 | Noxious Weed, King CD 2014 | | 7.28 |
| | 179632-0100-07 | Noxious Weed, King CD 2014 | | 6.82 |
| | 179635-1150-01 | Noxious Weed, King CD 2014 | | 7.87 |
| | 179636-1270-05 | Noxious Weed, King CD 2014 | | 6.97 |
| | 179638-1190-00 | Noxious Weed, King CD 2014 | | 6.97 |
| | 179638-1200-08 | Noxious Weed, King CD 2014 | | 6.82 |
| | 179639-0270-04 | Noxious Weed, King CD 2014 | | 6.82 |
| | 179639-0280-02 | Noxious Weed, King CD 2014 | | 6.82 |
| | 179639-0290-00 | Noxious Weed, King CD 2014 | | 6.82 |
| | 179642-0140-07 | Noxious Weed, King CD 2014 | | 6.82 |
| | 179670-0260-06 | Noxious Weed, King CD 2014 | | 7.30 |
| | 179670-0270-04 | Noxious Weed, King CD 2014 | | 6.97 |
| | 179670-0280-02 | Noxious Weed, King CD 2014 | | 6.82 |
| | 182206-9168-07 | SWM, Noxious Weed, King CD 2014 | | 3,663.88 |
| | 184310-0710-08 | Noxious Weed, King CD 2014 | | 6.82 |
| | 202206-9014-09 | SWM, Noxious Weed, King CD 2014 | | 182.83 |
| | 212206-9186-00 | Noxious Weed, King CD 2014 | | 8.03 |
| | 228670-0110-03 | Noxious Weed, King CD 2014 | | 6.82 |
| | 232980-0690-08 | Noxious Weed, King CD 2014 | | 6.97 |
| | 232980-0700-06 | Noxious Weed, King CD 2014 | | 6.97 |
| | 232980-0710-04 | Noxious Weed, King CD 2014 | | 7.12 |
| | 232980-0720-02 | Noxious Weed, King CD 2014 | | 6.97 |
| | 242205-9001-01 | SWM, Noxious Weed, King CD 2014 | | 183.08 |
| | 242205-9020-08 | SWM, Noxious Weed, King CD 2014 | | 183.98 |
| | 242205-9030-06 | SWM, Noxious Weed, King CD 2014 | | 438.89 |
| | 242205-9037-09 | Noxious Weed, King CD 2014 | | 6.82 |
| | 242205-9039-07 | Noxious Weed, King CD 2014 | | 7.43 |
| | 242205-9047-07 | Noxious Weed, King CD 2014 | | 6.97 |

| Check No | Vendor No Invoice No | Vendor Name Description | Check Date Reference | Check Amount |
|----------|-------------------------|---------------------------------|-------------------------|--------------|
| | 242205-9085-00 | SWM, Noxious Weed, King CD 2014 | | 182.93 |
| | 242205-9102-09 | SWM, Noxious Weed, King CD 2014 | | 1,112.10 |
| | 242205-9128-09 | SWM, Noxious Weed, King CD 2014 | | 961.24 |
| | 242205-9182-02 | SWM, Noxious Weed, King CD 2014 | | 184.43 |
| | 252205-9272-02 | Noxious Weed, King CD 2014 | | 7.15 |
| | 252205-9276-08 | Noxious Weed, King CD 2014 | | 6.97 |
| | 259178-0190-08 | Noxious Weed, King CD 2014 | | 6.82 |
| | 262175-0620-05 | Noxious Weed, King CD 2014 | | 7.27 |
| | 262175-0630-03 | Noxious Weed, King CD 2014 | | 7.43 |
| | 262175-0640-01 | Noxious Weed, King CD 2014 | | 7.43 |
| | 262175-0650-08 | Noxious Weed, King CD 2014 | | 7.28 |
| | 262175-0660-06 | Noxious Weed, King CD 2014 | | 7.28 |
| | 262175-0680-02 | Noxious Weed, King CD 2014 | | 6.82 |
| | 262205-9194-06 | Noxious Weed, King CD 2014 | | 7.48 |
| | 289520-0310-05 | Noxious Weed, King CD 2014 | | 6.82 |
| | 289520-0320-03 | Noxious Weed, King CD 2014 | | 6.82 |
| | 291661-0520-06 | Noxious Weed, King CD 2014 | | 7.12 |
| | 292206-9201-03 | Noxious Weed, King CD 2014 | | 6.82 |
| | 302206-9068-02 | SWM, Noxious Weed, King CD 2014 | | 185.81 |
| | 352205-9150-07 | Noxious Weed, King CD 2014 | | 7.27 |
| | 352205-9221-02 | Noxious Weed, King CD 2014 | | 6.82 |
| | 362205-9030-02 | Noxious Weed, King CD 2014 | | 7.60 |
| | 362205-9178-04 | Noxious Weed, King CD 2014 | | 7.60 |
| | 362205-9192-06 | Noxious Weed, King CD 2014 | | 7.30 |
| | 362205-9199-09 | Noxious Weed, King CD 2014 | | 7.42 |
| | 369150-0240-07 | Noxious Weed, King CD 2014 | | 6.82 |
| | 369150-0250-04 | Noxious Weed, King CD 2014 | | 6.82 |
| | 378040-0040-04 | Noxious Weed, King CD 2014 | | 7.15 |
| | 378040-0100-01 | Noxious Weed, King CD 2014 | | 7.15 |
| | 378310-0200-03 | Noxious Weed, King CD 2014 | | 6.82 |
| | 417850-1090-06 | Noxious Weed, King CD 2014 | | 6.82 |
| | 429900-0230-04 | Noxious Weed, King CD 2014 | | 6.82 |
| | 546930-0510-00 | Noxious Weed, King CD 2014 | | 6.97 |
| | 546930-0520-08 | Noxious Weed, King CD 2014 | | 6.82 |
| | 564130-0350-04 | Noxious Weed, King CD 2014 | | 6.82 |
| | 564130-0360-02 | Noxious Weed, King CD 2014 | | 6.97 |
| | 564130-0380-08 | Noxious Weed, King CD 2014 | | 6.82 |
| | 564130-0390-06 | Noxious Weed, King CD 2014 | | 6.82 |
| | 614765-0490-00 | Noxious Weed, King CD 2014 | | 6.97 |
| | 665470-0590-07 | Noxious Weed, King CD 2014 | | 6.97 |
| | 669900-1550-05 | Noxious Weed, King CD 2014 | | 6.97 |
| | 680630-1100-04 | Noxious Weed, King CD 2014 | | 6.82 |
| | 689250-0180-09 | Noxious Weed, King CD 2014 | | 6.82 |
| | 689251-0330-07 | Noxious Weed, King CD 2014 | | 6.82 |
| | 714070-1460-02 | Noxious Weed, King CD 2014 | | 6.97 |
| | 714070-1470-00 | Noxious Weed, King CD 2014 | | 9.82 |
| | 714070-1490-06 | Noxious Weed, King CD 2014 | | 6.97 |
| | 714070-1510-02 | Noxious Weed, King CD 2014 | | 6.97 |
| | 714070-1520-00 | Noxious Weed, King CD 2014 | | 6.82 |
| | 714070-1550-03 | Noxious Weed, King CD 2014 | | 7.12 |
| | 714070-1560-01 | Noxious Weed, King CD 2014 | | 6.82 |
| | 714070-1580-07 | Noxious Weed, King CD 2014 | | 6.82 |
| | 723730-1270-05 | Noxious Weed, King CD 2014 | | 8.63 |
| | 756945-0500-00 | Noxious Weed, King CD 2014 | | 7.43 |
| | 776040-1050-04 | Noxious Weed, King CD 2014 | | 6.97 |
| | 776040-1060-02 | Noxious Weed, King CD 2014 | | 6.97 |
| | 856200-0310-08 | Noxious Weed, King CD 2014 | | 6.82 |
| | 856289-1370-07 | Noxious Weed, King CD 2014 | | 9.37 |
| | 856289-1380-05 | Noxious Weed, King CD 2014 | | 7.12 |

| Check No | Vendor No Invoice No | Vendor Name Description | Check Date Reference | Check Amount |
|----------|-------------------------|---|-------------------------------|--------------|
| | 858640-0077-05 | Noxious Weed, King CD 2014 | | 7.28 |
| | 864780-0220-09 | Noxious Weed, King CD 2014 | | 6.82 |
| | 864780-0230-07 | Noxious Weed, King CD 2014 | | 6.82 |
| | 864810-0210-05 | Noxious Weed, King CD 2014 | | 6.82 |
| | 864820-0200-05 | Noxious Weed, King CD 2014 | | 6.97 |
| | 864821-0800-08 | Noxious Weed, King CD 2014 | | 6.97 |
| | 864960-0210-03 | Noxious Weed, King CD 2014 | | 6.82 |
| | 864960-0220-01 | Noxious Weed, King CD 2014 | | 6.82 |
| | 864960-0230-09 | Noxious Weed, King CD 2014 | | 6.82 |
| | 864960-0240-07 | Noxious Weed, King CD 2014 | | 7.12 |
| | 865010-0310-09 | Noxious Weed, King CD 2014 | | 6.82 |
| | 923844-0270-06 | SWM, Noxious Weed, King CD 2014 | | 559.35 |
| | 947850-1190-01 | Noxious Weed, King CD 2014 | | 7.15 |
| | 947850-1200-09 | Noxious Weed, King CD 2014 | | 7.30 |
| | 947850-1210-07 | Noxious Weed, King CD 2014 | | 7.90 |
| | 947850-1230-03 | Noxious Weed, King CD 2014 | | 7.30 |
| | 947850-1240-01 | Noxious Weed, King CD 2014 | | 7.15 |
| | 947855-0460-01 | Noxious Weed, King CD 2014 | | 7.27 |
| | 948595-1610-01 | Noxious Weed, King CD 2014 | | 6.82 |
| | | | Total for Check Number 30925: | 8,671.41 |
| 30926 | 2782 | Jeff Lutgen | 04/01/2014 | |
| | 2002911.002 | Refund; swim lesson, Emma Lutgen | | 9.50 |
| | | | Total for Check Number 30926: | 9.50 |
| 30927 | 2632 | lynda.com, Inc. | 04/01/2014 | |
| | 11416353 | lyndaPro online training; 5 users, 5/1/14-4/30/15 | | 1,750.00 |
| | | | Total for Check Number 30927: | 1,750.00 |
| 30928 | 2236 | Donna McGrath | 04/01/2014 | |
| | 2236-2013 | Utility tax rebate; solid waste | | 5.32 |
| | 2236-2013 | Utility tax rebate; electricity | | 102.31 |
| | 2236-2013 | Utility tax rebate; cellular | | 16.69 |
| | 2236-2013 | Utility tax rebate; cable | | 58.56 |
| | 2236-2013 | Utility tax rebate; telephone | | 15.50 |
| | | | Total for Check Number 30928: | 198.38 |
| 30929 | 2486 | McLendon Hardware, Inc. | 04/01/2014 | |
| | 839423 | Maint shop; tarp | | 37.23 |
| | 839423 | Maint shop; tarp | | 18.61 |
| | 839423 | Maint shop; tarp | | 37.22 |
| | | | Total for Check Number 30929: | 93.06 |
| 30930 | 1796 | Robert Meyers | 04/01/2014 | |
| | 1796-4 | Meyers; WABO seminar, parking | | 12.00 |
| | 1796-4-1 | Meyers; energy code inspector, certification exar | | 180.00 |
| | | | Total for Check Number 30930: | 192.00 |
| 30931 | 0734 | Joan Michaud | 04/01/2014 | |
| | 0734-4 | Michaud; defender screening, mileage | | 8.85 |
| | | | Total for Check Number 30931: | 8.85 |
| 30932 | 0135 | MRSC | 04/01/2014 | |
| | AG11481 | MRSC Rosters membership | | 120.00 |

| Check No | Vendor No Invoice No | Vendor Name Description | Check Date Reference | Check Amount |
|----------|-------------------------|---|-------------------------------|--------------|
| | | | Total for Check Number 30932: | 120.00 |
| 30933 | 2483 | NovotX, LLC | 04/01/2014 | |
| | 1146 | Elements XS annual maintenance, use tax | | -129.00 |
| | 1146 | Elements XS annual maintenance | | 1,629.00 |
| | 1146 | Elements XS annual maintenance | | 1,629.00 |
| | 1146 | Elements XS annual maintenance, use tax | | -129.00 |
| | | | Total for Check Number 30933: | 3,000.00 |
| 30934 | 0818 40752342 | Pacific Office Automation Copier lease, 3/15-4/14/14 | 04/01/2014 | 122.47 |
| | | | Total for Check Number 30934: | 122.47 |
| 30935 | 2776 | Red Wing Shoe Store | 04/01/2014 | |
| | 00887017470 | Allen; safety boots | | 115.41 |
| | 00887017470 | Allen; safety boots | | 115.41 |
| | 00887017470 | Allen; safety boots | | 57.70 |
| | | | Total for Check Number 30935: | 288.52 |
| 30936 | 1905 | Sharp Electronics Corporation | 04/01/2014 | |
| | C792379-701 | Copier; usage, 11/15-12/16/13 | | 18.55 |
| | C792379-701 | Copier; usage, 11/15-12/16/13 | | 27.83 |
| | C792379-701 | Copier usage; Tree lighting booklets | | 300.00 |
| | C792381-701 | Reception copier; usage, 11/18-12/17/13 | | 10.27 |
| | C792382-701 | Police copier; usage, 11/15-12/16/13 | | 19.94 |
| | C799085-701 | Police copier; usage, 2/18-3/17/14 | | 17.94 |
| | C799422-701 | Copier; usage, 2/15-3/15/14 | | 10.21 |
| | C799422-701 | Copier; usage, 2/15-3/15/14 | | 15.32 |
| | | | Total for Check Number 30936: | 420.06 |
| 30937 | 1903 620905 | Sound Publishing, Inc. Weekly bulletins; 2/14 & 2/28 | 04/01/2014 | 465.64 |
| | | | Total for Check Number 30937: | 465.64 |
| 30938 | 0736 | Sound Security, Inc. | 04/01/2014 | |
| | 716816 | Maint shop; secure monitoring, 4/1-4/30/14 | | 40.80 |
| | 716816 | Security monitoring; 4/1-4/30/14 | | 1,003.00 |
| | 716816 | Maint shop; secure monitoring, 4/1-4/30/14 | | 40.80 |
| | 716816 | Maint shop; secure monitoring, 4/1-4/30/14 | | 20.40 |
| | | | Total for Check Number 30938: | 1,105.00 |
| 30939 | 2504 3775 | Stalzer and Associates Hawk Property Subarea Plan/EIS; 2/1-3/10/14 | 04/01/2014 | 3,842.42 |
| | | | Total for Check Number 30939: | 3,842.42 |
| 30940 | 0281 | Standard Insurance Company | 04/01/2014 | |
| | 00635510001-4 | Life Insurance Premiums, April | | 502.11 |
| | 00635510001-4 | Life Insurance Premiums, April | | 7.91 |
| | 00635510001-4 | Life Insurance Premiums, April | | 95.02 |
| | 00635510001-4 | Life Insurance Premiums, April | | 358.05 |
| | 00635510001-4 | Life Insurance Premiums, April | | 183.82 |
| | 00635510001-4 | Life Insurance Premiums, April | | 164.89 |
| | 00635510001-4 | Life Insurance Premiums, April | | 86.48 |
| | 00635510001-4 | Life Insurance Premiums, April | | 86.63 |

| Check No | Vendor No Invoice No | Vendor Name Description | Check Date Reference | Check Amount |
|----------|-------------------------|--|-------------------------------|--------------|
| | 00635510001-4 | Life Insurance Premiums, April | | 595.30 |
| | 00635510001-4 | Life Insurance Premiums, April | | 95.06 |
| | 00635510001-4 | Life Insurance Premiums, April | | 100.83 |
| | 00635510001-4 | Life Insurance Premiums, April | | 43.27 |
| | 00635510001-4 | Life Insurance Premiums, April | | 573.47 |
| | 00635510001-4 | Life Insurance Premiums, April | | 307.45 |
| | | | Total for Check Number 30940: | 3,200.29 |
| 30941 | 2028 | Scott Thomas | 04/01/2014 | |
| | 2028-4 | Thomas; Totem Award presentation, parking | | 8.00 |
| | 2028-4-1 | Thomas; Futurewise Award presentation, parking | | 4.25 |
| | | | Total for Check Number 30941: | 12.25 |
| 30942 | 2636 | TRM Wood Products Co, Inc. | 04/01/2014 | |
| | 300254 | Jenkins creek bridge; lumber | | 81.60 |
| | | | Total for Check Number 30942: | 81.60 |
| 30943 | 2103 | US Bancorp Equip Finance Inc. | 04/01/2014 | |
| | 249453374 | Workroom; copier lease | | 639.10 |
| | 249910548 | Police; copier lease | | 93.40 |
| | 249940727 | Reception; copier lease | | 93.40 |
| | | | Total for Check Number 30943: | 825.90 |
| 30944 | 0357 | Valley Communications | 04/01/2014 | |
| | 0014824 | 800 MHz access fee; March | | 75.00 |
| | | | Total for Check Number 30944: | 75.00 |
| 30945 | 2383 | Valley Freightliner, Inc. | 04/01/2014 | |
| | 1240770009 | #3307; brake valve | | 235.63 |
| | | | Total for Check Number 30945: | 235.63 |
| 30946 | 2061 | WA Wildlife & Recreation Coalition | 04/01/2014 | |
| | 01-16-14 | Wildlife & Recreation; agency membership dues | | 125.00 |
| | | | Total for Check Number 30946: | 125.00 |
| 30947 | 1105 | Washington State Patrol | 04/01/2014 | |
| | I14006067 | Background checks | | 20.00 |
| | | | Total for Check Number 30947: | 20.00 |
| 30948 | 1408 | Washington Workwear Stores Inc. | 04/01/2014 | |
| | 1422 | Seasonal workers; safety vests, max plugs | | 31.26 |
| | 1422 | Seasonal workers; safety vests, max plugs | | 15.64 |
| | 1422 | Seasonal workers; safety vests, max plugs | | 31.26 |
| | | | Total for Check Number 30948: | 78.16 |
| 30949 | 2652 | Wells Fargo Financial Leasing | 04/01/2014 | |
| | 5000996614 | Plotter/scanner; lease, 4/10-5/9/14 | | 228.97 |
| | | | Total for Check Number 30949: | 228.97 |
| 30950 | 2230 | Wilbur-Ellis Company | 04/01/2014 | |
| | 7811976 | Maint shop; pesticide, spreader, measuring cup | | 68.03 |
| | 7811976 | Maint shop; pesticide, spreader, measuring cup | | 68.03 |

| Check No | Vendor No | Vendor Name | Check Date | Check Amount |
|-------------------------------|------------|--|------------|--------------|
| | Invoice No | Description | Reference | |
| | 7811976 | Erosion control seed | | 563.93 |
| | 7811976 | Casoron | | 123.74 |
| | 7811976 | Maint shop; pesticide, spreader, measuring cup | | 34.01 |
| | 7811997 | Pesticide | | 235.97 |
| Total for Check Number 30950: | | | | 1,093.71 |
| Total for 4/1/2014: | | | | 83,517.32 |
| Report Total (63 checks): | | | | 83,517.32 |

April 11, 2014

City of Covington

Payroll Approval

- Request Council approval for payment of Payroll dated 04/11/14 consisting of:

PAYLOCITY CHECK # 1002273227 through PAYLOCITY CHECK # 1002273237 and
PAYLOCITY CHECK # 1002273319 through PAYLOCITY CHECK # 1002273319 inclusive,
plus employee direct deposits

IN THE AMOUNT OF \$155,793.12

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: _____

04/11/14 Payroll Voucher

Payroll Checks for Account Paylocity Account

| Check/Voucher | Check Type | Check Date | Employee Id | Employee Name | Net Amount |
|---------------|------------|------------|-------------|------------------------|------------|
| 107140 | Regular | 4/11/2014 | 377 | Bates, Krista | 72.03 |
| 107141 | Regular | 4/11/2014 | 246 | Kirshenbaum, Kathleen | 1,021.53 |
| 107142 | Regular | 4/11/2014 | 243 | Lyon, Valerie | 1,452.28 |
| 107143 | Regular | 4/11/2014 | 278 | Matheson, Derek M | 4,769.65 |
| 107144 | Regular | 4/11/2014 | 234 | Mhoon, Darren S | 1,397.09 |
| 107145 | Regular | 4/11/2014 | 162 | Michaud, Joan M | 2,079.58 |
| 107146 | Regular | 4/11/2014 | 123 | Scott, Sharon G | 2,488.19 |
| 107147 | Regular | 4/11/2014 | 313 | Slate, Karla J | 2,293.88 |
| 107148 | Regular | 4/11/2014 | 275 | Hart, Richard | 3,494.55 |
| 107149 | Regular | 4/11/2014 | 368 | Mueller, Ann M | 1,234.25 |
| 107150 | Regular | 4/11/2014 | 180 | Cles, Staci M | 1,780.71 |
| 107151 | Regular | 4/11/2014 | 146 | Hagen, Lindsay K | 1,536.57 |
| 107152 | Regular | 4/11/2014 | 235 | Hendrickson, Robert | 3,691.64 |
| 107153 | Regular | 4/11/2014 | 105 | Parker, Cassandra | 2,556.85 |
| 107154 | Regular | 4/11/2014 | 374 | Allen, Joshua C | 1,900.63 |
| 107155 | Regular | 4/11/2014 | 353 | Dalton, Jesse J | 1,853.87 |
| 107156 | Regular | 4/11/2014 | 373 | Fealy, William J | 1,960.31 |
| 107157 | Regular | 4/11/2014 | 301 | Gaudette, John J | 2,127.55 |
| 107158 | Regular | 4/11/2014 | 186 | Junkin, Ross D | 2,799.60 |
| 107159 | Regular | 4/11/2014 | 252 | Wesley, Daniel A | 2,175.39 |
| 107160 | Regular | 4/11/2014 | 268 | Bykonen, Brian D | 2,100.68 |
| 107161 | Regular | 4/11/2014 | 279 | Christenson, Gregg R | 2,409.30 |
| 107162 | Regular | 4/11/2014 | 270 | Lyons, Salina K | 2,323.13 |
| 107163 | Regular | 4/11/2014 | 269 | Meyers, Robert L | 3,285.62 |
| 107164 | Regular | 4/11/2014 | 284 | Ogren, Nelson W | 2,751.58 |
| 107165 | Regular | 4/11/2014 | 266 | Thompson, Kelly | 2,107.92 |
| 107166 | Regular | 4/11/2014 | 307 | Morrissey, Mayson | 2,778.59 |
| 107167 | Regular | 4/11/2014 | 199 | Bahl, Rachel A | 2,008.74 |
| 107168 | Regular | 4/11/2014 | 292 | Carkeek, Lena | 1,480.80 |
| 107169 | Regular | 4/11/2014 | 428 | Feser, Angela M | 2,741.43 |
| 107170 | Regular | 4/11/2014 | 397 | Martinsons, Jaquelyn | 387.11 |
| 107171 | Regular | 4/11/2014 | 195 | Patterson, Clifford | 2,372.14 |
| 107172 | Regular | 4/11/2014 | 306 | Thomas, Scott R | 3,507.01 |
| 107173 | Regular | 4/11/2014 | 106 | Bates, Shellie L | 2,004.16 |
| 107174 | Regular | 4/11/2014 | 349 | Buck, Shawn M | 1,622.43 |
| 107175 | Regular | 4/11/2014 | 273 | French, Fred | 727.89 |
| 107176 | Regular | 4/11/2014 | 436 | Lindskov, Robert T | 2,885.16 |
| 107177 | Regular | 4/11/2014 | 257 | Parrish, Benjamin A | 1,926.60 |
| 107178 | Regular | 4/11/2014 | 173 | Vondran, Donald M | 3,614.61 |
| 107179 | Regular | 4/11/2014 | 431 | Allen, Kaitlyn | 507.96 |
| 107180 | Regular | 4/11/2014 | 388 | Andrews, Kaitlyn E | 256.41 |
| 107181 | Regular | 4/11/2014 | 434 | Bailey, Brooke | 86.33 |
| 107182 | Regular | 4/11/2014 | 393 | Blakely, Coleman P. | 77.85 |
| 107183 | Regular | 4/11/2014 | 380 | Cox, Cory R | 22.25 |
| 107184 | Regular | 4/11/2014 | 258 | Cox, Melissa | 725.74 |
| 107185 | Regular | 4/11/2014 | 385 | Cranstoun, Alexander M | 188.65 |
| 107186 | Regular | 4/11/2014 | 409 | Hanger, Austin R. | 78.21 |
| 107187 | Regular | 4/11/2014 | 417 | Hendricks, Cole M | 173.52 |
| 107188 | Regular | 4/11/2014 | 359 | Houghton, Cassandra L | 146.62 |
| 107189 | Regular | 4/11/2014 | 305 | Kiselyov, Tatyana | 656.91 |

| | | | |
|--------------------|-----------|------------------------------|----------|
| 107190 Regular | 4/11/2014 | 425 Knox, John Q | 108.58 |
| 107191 Regular | 4/11/2014 | 426 Knox, Patrick L | 193.50 |
| 107192 Regular | 4/11/2014 | 410 Lanz, Avalon A. | 202.16 |
| 107193 Regular | 4/11/2014 | 416 Lipinski, Matthew | 55.79 |
| 107194 Regular | 4/11/2014 | 438 Mashika, Myroslav | 101.71 |
| 107195 Regular | 4/11/2014 | 423 McCarthy, Joseph | 409.13 |
| 107196 Regular | 4/11/2014 | 340 Middleton, Jordan | 24.48 |
| 107197 Regular | 4/11/2014 | 297 Mooney, Lynell | 79.61 |
| 107198 Regular | 4/11/2014 | 413 Perko, Alyssa M. | 69.95 |
| 107199 Regular | 4/11/2014 | 319 Praggastis, Alexander | 413.83 |
| 107200 Regular | 4/11/2014 | 383 Reese, Rachel E | 64.21 |
| 107201 Regular | 4/11/2014 | 424 Rhoads, Jerrett K | 270.77 |
| 107202 Regular | 4/11/2014 | 429 Sizemore, Christine A | 175.20 |
| 107203 Regular | 4/11/2014 | 390 Tomalik, Stefan A | 618.20 |
| 107204 Regular | 4/11/2014 | 414 Turnbull, Dane A. | 309.65 |
| 107205 Regular | 4/11/2014 | 384 von Michalofski, Kayla M | 284.21 |
| 107206 Regular | 4/11/2014 | 392 Wardrip, Spencer A | 634.43 |
| 107207 Regular | 4/11/2014 | 116 Beaufriere, Noreen | 2,780.90 |
| 107208 Regular | 4/11/2014 | 137 Throm, Victoria J | 1,901.86 |
| 1002273227 Regular | 4/11/2014 | 364 Newell, Nancy J | 138.52 |
| 1002273228 Regular | 4/11/2014 | 440 Rosales, Rafael | 543.86 |
| 1002273229 Regular | 4/11/2014 | 441 Schug, Erick | 152.75 |
| 1002273230 Regular | 4/11/2014 | 403 Bowen, Joshua W | 560.77 |
| 1002273231 Regular | 4/11/2014 | 437 George, James C | 113.57 |
| 1002273232 Regular | 4/11/2014 | 399 Jensen, Emily A | 108.58 |
| 1002273233 Regular | 4/11/2014 | 442 Mosiychuk, Vadim A | 210.98 |
| 1002273234 Regular | 4/11/2014 | 439 Newman, Ashley M | 135.26 |
| 1002273235 Regular | 4/11/2014 | 400 Quintos, Edward Louie D | 114.03 |
| 1002273236 Regular | 4/11/2014 | 412 Reynolds, Shannon J. | 860.23 |
| 1002273237 Regular | 4/11/2014 | 395 Wunschel, Ethan G. | 41.97 |

Totals for Payroll Checks 80 Items 100,320.19

Third Party Checks for Account Paylocity Account

| Check/Voucher | Check Type | Check Date | Employee Id | Employee Name | Net Amount |
|---------------|------------|------------|-------------|-------------------------------------|------------|
| 107209 | AGENCY | 4/11/2014 | 401SS | ICMA Retirement Trust | 15,959.96 |
| 107210 | AGENCY | 4/11/2014 | 457Ex | Vantagepoint Transfer Agent-457 | 383.82 |
| 107211 | AGENCY | 4/11/2014 | CICOV | City of Covington | 2,815.23 |
| 107212 | AGENCY | 4/11/2014 | | Emp City of Covington Employee Fund | 86.00 |
| 107213 | AGENCY | 4/11/2014 | IC401 | ICMA Retirement Trust | 13,934.80 |
| 107214 | AGENCY | 4/11/2014 | IC457 | ICMA Retirement Trust | 1,592.21 |
| 107215 | AGENCY | 4/11/2014 | ROTH | ICMA Retirement Trust | 100.00 |
| 107216 | AGENCY | 4/11/2014 | VEBA | HRA VEBA Trust Contributions | 1,517.00 |
| 1002273319 | AGENCY | 4/11/2014 | JG1 | WASH CHILD SUPPORT | 110.41 |

Totals for Third Party 9 Items 36,499.43

Tax Liabilities 18779.99

Paylocity Fees 193.51

Grand Total \$ 155,793.12

Consent Agenda Item C-3

Covington City Council Meeting

Date: April 22, 2014

SUBJECT: CONSIDER RESOLUTION DECLARING ONE VEHICLE AS SURPLUS PROPERTY AND AUTHORIZING REPLACEMENT FUNDS BE EXPENDED FOR TWO VEHICLES.

RECOMMENDED BY: Don Vondran, Public Works Director

ATTACHMENT(S):

1. Proposed Resolution

PREPARED BY: Ross Junkin, Maintenance Supervisor

EXPLANATION:

Staff is seeking council's approval to surplus one vehicle per the city's Fleet Management Policy, Section 11.

The city currently owns the following vehicle:

- Asset #2909: 2003 Ford Expedition (VIN 1FMPU16L13LC02919)

Staff is seeking council authorization to allow the disposal of this vehicle in the most cost effective manner possible and authorize budget authority to use the replacement funds to replace our current vehicle with a similar use vehicle immediately upon locating such vehicle.

The city currently owns the following vehicle:

- Asset #2883: 2003 Chevy Trailblazer (VIN 1GNDDT13S032325517)

The Community Development Department has requested that the city retain the 2003 Chevy Trailblazer that was scheduled for replacement in April 2014. This vehicle will be kept for the new Building Inspector and the replacement funds currently set aside will be used to purchase a vehicle for the City Engineer.

ALTERNATIVES:

1. Not declare the vehicle surplus and continue to perform costly repairs.
2. Not replace the vehicle.

FISCAL IMPACT:

These vehicles will be replaced with the funds set aside each month during the last five years in the Equipment Replacement Fund.

- Asset #2909: 2003 Ford Expedition currently has \$23,841 (\$387 per month) set aside for replacement through April.
- Asset #2883: 2003 Chevy Trailblazer currently has \$25,000 (\$397 per month) set aside for replacement through April.

- Asset #2883: Community Development will start paying into the replacement fund for this vehicle once it is assigned to that department.

These funds will be adequate for the replacement of similar vehicles.

CITY COUNCIL ACTION: _____Ordinance X Resolution _____Motion _____Other

Councilmember _____ moves, Councilmember _____ seconds, to pass a resolution declaring the 2003 Ford Expedition as surplus property and authorizing replacement funds to be used to purchase similar vehicles.

REVIEWED BY: City Manager, City Attorney, Finance Director

RESOLUTION NO. 14-09

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, DECLARING ONE VEHICLE AS SURPLUS PROPERTY AND AUTHORIZE REPLACEMENT.

WHEREAS, the City of Covington maintains a vehicle fleet to complete city business; and

WHEREAS, the city has a vehicle replacement program to replace vehicles on a scheduled basis to maintain a functioning fleet; and

WHEREAS, the city owns a 2003 Ford Expedition (Asset #2909) that is scheduled for replacement in 2014; and

WHEREAS, the Community Development Department has requested that the city retain the 2003 Chevy Trailblazer (Asset #2883) that was scheduled for replacement in April 2014. This vehicle will be kept for the new Building Inspector and the replacement funds currently set aside will be used to purchase a vehicle for the City Engineer; and

WHEREAS, the city’s Financial Management Policies require that titled vehicles be surplus by City Council resolution; now, therefore

BE IT RESOLVED by the City Council of the City of Covington, King County, Washington, as follows:

Section 1. The City Council does hereby declare that the 2009 Ford Expedition (VIN 1FMPU16L13LC02919) is surplus to the needs of the city, and authorizes disposal of the vehicle in the most cost effective manner and to use these vehicle’s replacement funds to purchase a replacement vehicle in the future as needed.

PASSED in open and regular session on this 22nd day of April, 2014.

Mayor Margaret Harto

ATTESTED:

Sharon Scott, City Clerk

APPROVED AS TO FORM:

Sara Springer, City Attorney

SUBJECT: RECEIVE TESTIMONY FROM THE PUBLIC AND CONSIDER SIX-MONTH EXTENSION OF INTERIM ZONING REGULATIONS REGARDING RECREATIONAL MARIJUANA.

RECOMMENDED BY: Richard Hart, Community Development Director
Sara Springer, City Attorney

ATTACHMENT(S):

1. Proposed ordinance extending interim zoning regulations for recreational marijuana production, processing, and retail uses for six months.
2. Interim Zoning Map with 1000 ft. Sensitive Area Buffers

PREPARED BY: Sara Springer, City Attorney

EXPLANATION:

On November 12, 2013, the council passed interim zoning regulations for recreational marijuana production, processing, and retail uses for an initial six-month period. This item is being brought back for council to hold a public hearing, pursuant to Chapter 35A.63.220 of the Revised Code of Washington, to extend the interim zoning regulations for recreational marijuana for an additional six months.

As the Washington State Liquor Control Board (LCB) does not anticipate issuing licenses for recreational marijuana businesses until this summer, land use and secondary impacts of these uses are still largely unknown and the full extent of the regulations needed to address them are uncertain. Accordingly, staff recommends for the city to extend the interim zoning regulations for an additional six months. The council may repeal and replace interim zoning regulations with permanent zoning regulations at any time.

A proposed ordinance extending the interim zoning regulations is attached for council's review and consideration. (Attachment 1) Staff will note one technical amendment to the current interim zoning regulations pertaining to the method of measurement of the sensitive use buffer to bring that language into conformance with the state's revised language regarding the measurement method (which was revised to conform to federal law).

Upon the extension of the interim regulations, city staff will continue to monitor the ever evolving legal and policy considerations surrounding marijuana to inform the work plan for the adoption of permanent recreational marijuana regulations.

ALTERNATIVES:

1. Amend the interim zoning regulations for recreational marijuana production, processing, and retail facilities.

2. Adopt a moratorium on recreational marijuana production, processing, and retail facilities. (Not Recommended)
3. Let the interim zoning regulations expire, leaving no regulation of recreational marijuana production, processing, and retail facilities. (Not Recommended)

FISCAL IMPACT:

Staff time to respond to inquiries and review and permit proposed facilities.

CITY COUNCIL ACTION: Ordinance Resolution Motion Other

Councilmember _____ moves, and councilmember _____ seconds, to adopt an ordinance extending the interim zoning regulations for recreational marijuana production, processing, and retail uses for an additional six months.

REVIEWED BY: City Manager; City Attorney; Community Development Director

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, WASHINGTON, AMENDING ORDINANCE No. 10-13 TO EXTEND THE INTERIM ZONING REGULATIONS FOR RECREATIONAL MARIJUANA PRODUCTION, PROCESSING, AND RETAIL USES FOR AN ADDITIONAL SIX MONTHS; AMEND THE MEASUREMENT METHOD FOR THE SENSITIVE USES BUFFER; PROVIDING FOR A PUBLIC HEARING ON THE EXTENSION; ADOPTING FINDINGS OF FACT; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, Initiative 502, passed by Washington voters on November 6, 2012, and codified in Chapter 69.50 of the Revised Code of Washington (RCW), modified the State Controlled Substances Act to allow the possession of recreational marijuana for private and personal use and established a system for lawful production, processing, and retailing of recreational marijuana under state law; and

WHEREAS, the Washington State Liquor Control Board (LCB) developed rules and regulations related to the licensing and location of recreational marijuana production, processing, and retailing uses as allowed under the Initiative; and

WHEREAS, the LCB will not consider local zoning regulations in deciding whether to issue licenses for recreational marijuana producers, processors, and retailers, but those businesses are required to comply with local zoning regulations and controls; and

WHEREAS, RCW 35A.63.220 and RCW 36.70A.390 authorize the city to adopt interim land use regulations and official controls,

WHEREAS, on November 12, 2013, the Covington City Council passed Ordinance No. 10-13 which declared an emergency necessitating the immediate adoption of interim zoning regulations for recreational marijuana production, processing, and retail uses for an initial six-month period, as more particularly described in Ordinance No. 10-13; and

WHEREAS, though the LCB has recently begun issuing licenses for recreational marijuana businesses, but the land use and secondary impacts of these uses are still largely unknown and the regulations that the city will need to address them remain uncertain; and

WHEREAS, after the interim zoning regulations provided for herein were originally considered, the LCB adopted a technical amendment to the measurement method of the sensitive uses buffer to confirm with federal law; accordingly, the city must adopt that same technical amendment in the interim zoning regulations to conform with both state and federal law; and

WHEREAS, on April 22, 2014, a public hearing was held on the extension of the interim zoning regulations set forth in this ordinance and the council has weighed the testimony received; and

WHEREAS, based on the public testimony received on April 22, 2014, and materials provided by city staff, the council deems it in the public interest to extend the interim zoning regulations for recreational marijuana production, processing, and retail uses for an additional six-months to observe and investigate further the land use and secondary impacts of said uses; and

WHEREAS, nothing in this ordinance is intended nor shall be construed to authorize or approve of any violation of federal or state law;

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

Section 1. Findings of Fact. In accordance with RCW 35A.63.220 and RCW 36.70A.390, which require the city council to adopt findings of fact justifying the adoption of interim zoning regulations, the “WHEREAS” clauses set forth above are hereby adopted as the city council’s findings of fact in support of the interim zoning regulations imposed by this ordinance and are fully incorporated herein by this reference. The city council may adopt additional findings in the event that additional evidence is presented to the city council.

Section 2. Technical Amendments to Interim Zoning Regulations. The interim zoning regulations established by Ordinance No. 10-13 shall be amended as follows:

Chapter 18.XX Marijuana-Related Uses

18.XX.010 Definitions.

Unless the context clearly indicates otherwise, the terms “marijuana producer”, “marijuana processor”, and “marijuana retailer” shall have the meanings established pursuant to RCW 69.50.101.

18.XX.020 Marijuana-related Uses.

(1) The production, processing, and retailing of recreational marijuana is and remains illegal under federal law. Nothing in this chapter is an authorization to circumvent federal law or provide permission to any person or entity to violate federal law.

(2) The purpose of the provisions in this chapter is solely to acknowledge the enactment by Washington voters of Initiative 502 and a state licensing procedure and to permit to, but only to, the extent required by state law recreational marijuana producers, processors, and retailers to operate in designated zones of the City.

(3) Only state-licensed marijuana producers, marijuana processors, and marijuana retailers may locate in the City and then only pursuant to the license issued by the State of Washington.

(4) Marijuana producers, marijuana processors, and marijuana retailers are required to acquire all necessary business licenses, permits, and comply with all other applicable City ordinances and regulations.

18.XX.030 Marijuana Producers and Processors.

State-licensed marijuana producers and marijuana processors may only locate in the City pursuant to the following restrictions:

- (1) Marijuana producers and marijuana processors must comply with all requirements of state law and the Washington State Liquor Control Board's regulations;
- (2) Marijuana producers and marijuana processors may locate only in the Industrial (I) zone;
- (3) Marijuana producers and marijuana processors shall not operate as an accessory to a primary use or as a home occupation;
- (4) All marijuana production and processing activities shall occur within an enclosed structure and the facility shall be designed, located, constructed, and buffered to blend in with its surroundings and mitigate significant adverse impacts on adjoining properties and the community, and special attention shall be given to minimizing odor, noise, light, glare, and traffic impacts; and
- (5) Marijuana producers and processors shall not locate within one thousand feet (1,000 ft) of a public or private school with curricula equivalent to elementary, junior, or senior high schools, or any facility owned or operated by such school; care center, preschool, nursery school, or other childcare facility; public park, trail, playground, or recreational facility; church, temple, synagogue, or chapel; public transit center; public library; or any game arcade admission to which is not restricted to persons aged twenty-one (21) years or older. The one thousand foot buffer shall be measured ~~by following a~~ as the shortest straight line distance from the property line of the licensed production and/or processing premises to the property line of the entities listed above. ~~nearest point of the property parcel upon which the proposed use is to be located to the nearest point of the parcel of property from which the proposed land use is to be separated.~~

18.XX.040 Marijuana Retailers.

State-licensed marijuana retailers may locate in the City pursuant to the following restrictions:

- (1) Marijuana retailers must comply with all requirements of state law and the Washington State Liquor Control Board's regulations;
- (2) Marijuana retailers may locate only in the General Commercial (GC) and Mixed Commercial (MC) zones;
- (3) Marijuana retailers shall not operate as an accessory to a primary use or as a home occupation; and
- (4) Marijuana retailers shall not locate within one thousand feet (1,000 ft) of a public or private school with curricula equivalent to elementary, junior, or senior high schools, or any facility owned or operated by such school; care center, preschool, nursery school, or other childcare facility; public park, trail, playground, or recreational facility; church, temple, synagogue, or chapel; public transit center; public library; or any game arcade admission to which is not restricted to persons aged twenty-one (21) years or older. The one thousand foot buffer shall be measured ~~by following a~~ as the shortest straight line distance from the property line of the licensed retail premises to the property line of the entities listed above.

~~nearest point of the property parcel upon which the proposed use is to be located to the nearest point of the parcel of property from which the proposed land use is to be separated.~~

18.XX.050 Enforcement - Penalty.

(1) Any violation of this chapter is declared to be a public nuisance per se and, in addition to any other remedy provided by law or equity, may be abated by the City under applicable provisions of this code or state law.

(2) No person or entity may violate or fail to comply with any provision of this chapter. Each person or entity commits a separate offense for each and every day they commit, continue, or permit a violation of any provision of this ordinance.

Section 3. Extension of Interim Zoning Regulations. The six-month interim zoning regulations established by Ordinance No. 10-13 shall not lapse and shall be extended for an additional six months to be effective through November 12, 2014.

Section 4. Severability. Should any section, paragraph, sentence, clause, or phrase of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this ordinance be pre-empted by state or federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

Section 5. Corrections. Upon the approval of the City Attorney, the City Clerk is authorized to make any necessary corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers, and any reference thereto.

Section 6. Effective Date. This ordinance shall be published in the official newspaper of the city and shall take full force and effect five (5) days after the date of publication.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF COVINGTON, WASHINGTON, at a regular meeting thereof this 22nd day of April, 2014.

Mayor Margaret Harto

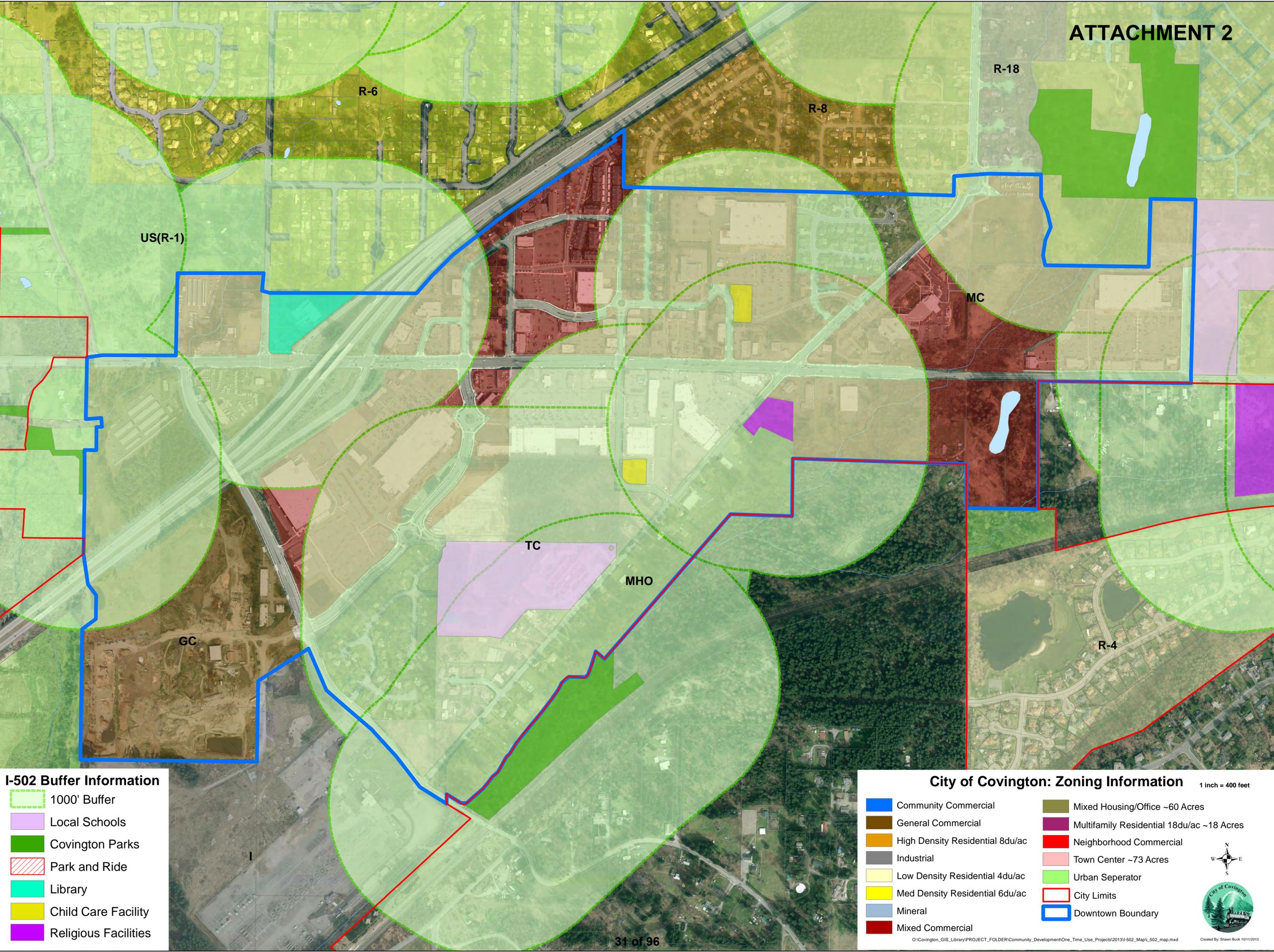
PUBLISHED: April 25, 2014
EFFECTIVE: April 30, 2014

ATTESTED:

Sharon Scott, City Clerk

APPROVED AS TO FORM:

Sara Springer, City Attorney



I-502 Buffer Information

- 1000' Buffer
- Local Schools
- Covington Parks
- Park and Ride
- Library
- Child Care Facility
- Religious Facilities

City of Covington: Zoning Information 1 inch = 400 feet

| | |
|--|---|
| <ul style="list-style-type: none"> Community Commercial General Commercial High Density Residential 8du/ac Industrial Low Density Residential 4du/ac Med Density Residential 6du/ac Mineral Mixed Commercial | <ul style="list-style-type: none"> Mixed Housing/Office ~60 Acres Multifamily Residential 18du/ac ~18 Acres Neighborhood Commercial Town Center ~73 Acres Urban Separator City Limits Downtown Boundary |
|--|---|

Created By: Shawn Buck 10/11/2013

SUBJECT: PRESENT PARK IMPACT FEE (PIF) STUDY

RECOMMENDED BY: Scott Thomas, Parks and Recreation Director

ATTACHMENT(S):

1. None

PREPARED BY: Angie Feser, Parks Planner

EXPLANATION:

Consultant, Randy Young, will make a short presentation about the status of the Park Impact Fee (PIF) study, and will describe three policy topics that need direction from the city council. The topics include 1) whether to calculate PIF rates for non-residential development, 2) whether to count HOA private parks as helping meet the standards for neighborhood parks, and 3) whether the PIF should be based on the adopted standards or on the current actual levels of service. For each policy topic, the consultant will define the issue, describe the policy alternatives, and present some facts and policy implications for council to think about as it considers what policy direction to take.

Surrounding cities that currently have PIF include Maple Valley, Auburn, and Renton. The city of Kent does not.

The Park and Recreation Commission was presented and considered the same policy questions on April 16th. Their recommendations will be available at the council presentation.

Staff initially recommends the following –

- 1) Calculating PIF rates for non-residential development.
- 2) Count HOA private parks as helping meet the standards for neighborhood parks.
- 3) PIF should be based on the current actual levels of service.

The policy directions from council will be incorporated into the PIF methodology development. There are numerous future council presentations, discussions and decisions scheduled as part of this study process.

ALTERNATIVES:

1. No initial policy direction on any of three topics of discussion.
2. Postpone initial policy direction on any of three topics of discussion.

FISCAL IMPACT:

There is no fiscal impact to the city's operating budget, but policy direction may have fiscal impact on the Parks Capital Facilities Plan as well as economic development of the city.

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

PROVIDE DIRECTION TO STAFF

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

SUBJECT: DISCUSS THE PARKS SIX-YEAR (2015 – 2020) CAPITAL IMPROVEMENT PROGRAM (CIP)

RECOMMENDED BY: Scott Thomas, Parks and Recreation Director

ATTACHMENT(S):

1. Six-Year Parks Capital Improvement Program (CIP) Summary
2. Six-Year Parks CIP Project Detail Sheets

PREPARED BY: Angie Feser, Parks Planner

EXPLANATION:

In order to develop the park system envisioned by Covington residents in 2009 during the parks, recreation and open space planning process, we need a plan of action for parks capital projects. Staff is currently updating the 2005 Parks Capital Improvement Program (CIP) to serve this purpose. An updated Parks CIP is necessary for developing a current Parks Capital Facilities Plan, is the basis for the Park Impact Fee, and is required for the city's in-progress Comp Plan Amendment and the city's major 2015 Comp Plan Update.

On March 25, 2014, staff presented the draft Park CIP project list for council review and feedback. Projects were grouped and prioritized based on four primary criteria (1) town center, (2) maintenance of existing facilities, (3) addition of community and neighborhood parks and (4) trail development. The current draft CIP reflects the council's input and the removal of general park planning projects as those will reside in the operating budget.

The Parks and Recreation Commission has reviewed and discussed the project list and estimated costs twice and recommends the proposed CIP.

Staff is now seeking adoption of the Park CIP priority project list with accompanying cost estimates. The adoption of the Park CIP is not an official decision for expenditures, but rather an adoption of the project list and estimated project implementation timing. Each park capital project detail sheet includes estimated costs and identification of potential funding sources. The specific project expenditures and revenue sources for the city portion of the funds for each project is determined during an annual budget process. Additional revenues will be needed to fund these projects. Possible sources are a bond, a levy, grants, legislative appropriations and park impact fees.

ALTERNATIVES:

1. Adopt the Parks Six-Year CIP.
2. Direct staff to modify the Parks Six-Year CIP.

FISCAL IMPACT:

The estimated cost of each proposed project is shown in this step of the CIP review process with specific revenue sources for the city portion of the funds for each project determined during the budget process. In addition to city revenues, other funds are necessary for these projects. Possible sources include a bond, a levy, grants, legislative appropriations and park impact fees.

CITY COUNCIL ACTION: ___Ordinance ___Resolution ___Motion XOther

PROVIDE DIRECTION TO STAFF

OR

**Council member _____ moves, Council member _____
seconds, to adopt the 2015-2020 Park Capital Improvement Program.**

REVIEWED BY: City Manager; Finance Director, Parks and Recreation Director.

City of Covington
2015 - 2020 Capital Improvement Program (CIP)

ATTACHMENT 1

| Rank | CIP # | Project | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 6 - Year Total |
|-----------------|--------|--------------------------------------|---------------------|---------------------|-------------------|-------------------|---------------------|---------------------|---------------------|----------------------|
| A 1 | 2010* | Covington Aquatic Center Renovation* | | \$ 400,000 | | | | | | \$ 400,000 |
| A 2 | 1010 | Covington Community Park Ph 2 | \$ 1,020,000 | \$ 1,530,000 | | | | | | \$ 2,550,000 |
| A 3 | 1010 | Covington Community Park Ph 1 | \$ 30,976 | | | | | | | \$ 30,976 |
| A 4 | 2008 | Cedar Creek Park Clean up | \$ 40,814 | | | | | | | \$ 40,814 |
| A 5 | 1019 | South Covington Park (SoCo Park) | \$ 60,000 | \$ 1,699,785 | | | | | | \$ 1,759,785 |
| A 6 | 2011 | Town Center Park Plaza | | | | | | | | \$ 4,586,400 |
| A 7 | 1000** | City Hall | | | | | | | | \$ 30,500,000 |
| A 8 | 1014 | Jenkins Creek Park | | | \$ 75,000 | \$ 186,794 | \$ 1,722,330 | | | \$ 1,984,124 |
| A 9 | 1017 | Pipe Lake Access | | | \$ 280,500 | | \$ 313,057 | \$ 2,174,005 | | \$ 2,767,562 |
| A 10 | 1013 | Gerry Crick Skate Park | | \$ 17,336 | \$ 42,490 | | | | | \$ 59,826 |
| A 11 | 1094 | Crystal View Park Renovation | | \$ 15,674 | \$ 208,989 | | | | | \$ 224,663 |
| A 12 | 2002 | Friendship Park Renovation | | | \$ 171,412 | | | | | \$ 171,412 |
| A 13 | 1101 | Pipeline Trail North | | | \$ 5,280 | \$ 22,243 | \$ 449,985 | | | \$ 477,507 |
| A 14 | 1110 | Jenkins Creek Trail | | | | | \$ 380,679 | \$ 590,018 | \$ 2,012,878 | \$ 2,983,574 |
| A 15 | 1010 | Covington Community Park Ph 3 | | | | | | \$ 1,500,000 | \$ - | \$ 1,500,000 |
| A 16 | 1178 | Community Park #3 | | | | | | \$ 2,010,000 | \$ 2,500,000 | \$ 4,510,000 |
| A 17 | 1021 | Off Leash Dog Park | | | | | | \$ 225,000 | \$ 200,000 | \$ 425,000 |
| SUBTOTAL | | | \$ 1,151,790 | \$ 3,262,795 | \$ 783,670 | \$ 209,037 | \$ 2,866,050 | \$ 6,499,023 | \$ 4,712,878 | \$ 51,949,853 |

* No detail sheet, project on-hold until re-bid in 2015.

**No detail sheet



2014 - 2019 Parks Capital Improvements Program

ATTACHMENT 2

Project: Covington Community Park Phase 2

Project #: 1110

Project Summary

Title: Covington Community Park Phase 2

Start Date: Dec-2013

Project No.: 1110

Est. Completion Date: Oct-2016

Priority No.: A 2

Status: In progress

Location: 17649 SE 240th St

Description and Scope:

Project consists of 60% design of Phase 2 and 3, construction drawings for Phase 2 and then bidding and construction. Proposed elements include performance stage and lawn seating area, picnic shelters, educational shelter, tennis court, outdoor exercise equipment, completing trail system, parking and related infrastructure.

Maintenance / Operations:

Depending on scope of Phase 2 construction, increase in maintenance costs starting October of 2015.

Notes:

Project costs based on 50% design construction estimate with large picnic shelter and Education Shelter utilities added by council, plus 40% soft costs. Legislative grant covers 50% of Park Planner salary for project management. RCO grant application mid-2014.

Level of Service Impact

- Provides no new capacity (repair, replacement, renovation)
- Provides new capacity
- Assists in meeting/maintaining adopted service standard

6-Year Cost / Funding Summary

Costs

| | Prior Yrs | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 6-Yr Total | Future Yrs |
|-----------------------|-----------|------------|--------------|------|------|------|------|------|--------------|------------|
| Pre Design | | | | | | | | | | |
| Design & Engineering | | \$ 750,000 | | | | | | | \$ 750,000 | |
| Land/ROW Acquisitions | | | | | | | | | - | |
| Construction | | | \$ 2,992,758 | | | | | | 2,992,758 | |
| Other | | \$ 246,352 | \$ 200,752 | | | | | | 447,104 | |
| Subtotal | \$ - | \$ 996,352 | \$ 3,193,510 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 4,189,862 | |

Funding

| | Prior Years | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 6-Yr Total | Future Yrs |
|----------------------------|----------------|------------|--------------|------|------|------|------|------|--------------|------------|
| Transfer In - General Fund | | | | | | | | | | |
| Transfer In - CIP | | | | | | | | | | |
| Mitigation Fees | | | | | | | | | | |
| Parks Fee-in-lieu | | | | | | | | | | |
| King County CSD Grant | | | | | | | | | | |
| Leg Approp/CTED Grant | \$ 2,100,000 | | | | | | | | \$ 2,100,000 | |
| King County YSFG | | | | | | | | | - | |
| KYSA Donation | | | | | | | | | - | |
| LWCF Grant | | | | | | | | | - | |
| WWRP-LP Grant | | \$ 500,000 | | | | | | | 500,000 | |
| King County Parks Levy | | | | | | | | | - | |
| King Conservation District | | | | | | | | | - | |
| Bond Issue - Voted | | | | | | | | | - | |
| Utility Tax (1/2%) | | | | | | | | | - | |
| 800 Reserve Fund Transfer | | | | | | | | | - | |
| Subtotal | \$ 2,100,000 | \$ 500,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 2,600,000 | |
| Unfunded | \$ (2,100,000) | \$ 496,352 | \$ 3,193,510 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 1,589,862 | |

Notes: Project funding and expenditure amounts shown in future years column are preliminary estimates for planning purposes. Identification of specific expenditures and future funding sources will be made as projects move into the 6-year planning program.



2014 - 2019 Parks Capital Improvements Program

Project: Covington Community Park Phase 1

Project #: 1110

Project Summary

| | | |
|--|-----------------------------|-------------|
| Title: Covington Community Park Phase 1 | Start Date: | Dec-2013 |
| Project No.: 1110 | Est. Completion Date | Dec-2014 |
| Priority No.: A 3 | Status: | In progress |
| Location: 17649 SE 240th St | | |

Description and Scope:

Completion of Phase 1 including design and installation of interpretive signs, kiosk, benches; de-commissioning of some pre-existing trails segments and removal of invasive species.

Maintenance / Operations:

Minimal impact including regular maintenance of signs, kiosk and benches. On-going monitoring of de-commissioned trails and invasive plants to be managed by agreement with Middle Green River Coalition.

Notes:

Level of Service Impact

- Provides no new capacity (repair, replacement, renovation)
- Provides new capacity
- Assists in meeting/maintaining adopted service standard

6-Year Cost / Funding Summary

Costs

| | <u>Prior Yrs</u> | <u>2014</u> | <u>2015</u> | <u>2016</u> | <u>2017</u> | <u>2018</u> | <u>2019</u> | <u>2020</u> | <u>6-Yr Total</u> | <u>2021+</u> |
|-----------------------|------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------------|--------------|
| Pre Design | | | | | | | | | | |
| Design & Engineering | | \$ 12,976 | | | | | | | \$ 12,976 | |
| Land/ROW Acquisitions | | | | | | | | | | |
| Construction | | 18,000 | | | | | | | 18,000 | |
| Other | | | | | | | | | | |
| Subtotal | \$ - | \$ 30,976 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 30,976 | |

Funding

| | <u>Prior Years</u> | <u>2014</u> | <u>2015</u> | <u>2016</u> | <u>2017</u> | <u>2018</u> | <u>2019</u> | <u>2020</u> | <u>6-Yr Total</u> | <u>Future Yrs</u> |
|----------------------------|--------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------------|-------------------|
| Transfer In - General Fund | | | | | | | | | | |
| Transfer In - CIP | | | | | | | | | | |
| Mitigation Fees | | | | | | | | | | |
| Parks Fee-in-lieu | | | | | | | | | | |
| King County CSD Grant | | | | | | | | | | |
| Leg Approp/CTED Grant | | | | | | | | | | |
| King County YSFG | | | | | | | | | | |
| KYSA Donation | | | | | | | | | | |
| LWCF Grant | | | | | | | | | | |
| WWRP-LP Grant | | | | | | | | | | |
| King County Parks Levy | | | | | | | | | | |
| King Conservation District | | \$ 30,976 | | | | | | | \$ 30,976 | |
| Bond Issue - Voted | | | | | | | | | | |
| Utility Tax (1/2%) | | | | | | | | | | |
| 800 Reserve Fund Transfer | | | | | | | | | | |
| Subtotal | \$ - | \$ 30,976 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 30,976 | |
| Unfunded | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |

Notes:



2014 - 2019 Parks Capital Improvements Program

Project: Cedar Creek Park Clean up

Project #: 2008

Project Summary

Title: Cedar Creek Park Clean up **Start Date:** 7/1/2014

Project No.: 2008 **Est. Completion Date:** 12/31/2014

Priority No.: A 4 **Status:** Not started

Location: 21131 SE 248TH ST

Description and Scope: 1 residence for demolition, 1 mobile home relocate/dispose
 Demo- preparation: Provide two copies of a site plan with location of all structures, wells, septic tank and drain field, sewer, water meter, etc., with dimensions, indicate the Temporary Erosion Sediment Control measures; Provide copy of side sewer capping permit from Soos Creek Water & Sewer District Give notice to utilities to disconnect water, electricity, and gas services; Provide copy of (a) asbestos survey, performed by a certified AHERA (Asbestos Hazard Emergency Response Act) building inspector; Documentation of abandonment of Septic Tanks

Maintenance / Operations:

Maintenance activities will shift from maintaining residences and renter-related issues to maintaining a natural area.

Notes:

Park property was purchased with King County grant funding with the intent of allowing public access to the property and renting the residences prohibits that. King County is one of the city's primary sources of parks grant funding and not complying will reflect poorly on future grant applications.

Level of Service Impact

- Provides no new capacity (repair, replacement, renovation)
- Provides new capacity
- Assists in meeting/maintaining adopted service standard

Project: Cedar Creek Park Clean up

Project #: 2008

6-Year Cost / Funding Summary

Costs

| | Prior Yrs | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 6-Yr Total | Future Yrs |
|-----------------------|-----------|-----------|------|------|------|------|------|------|------------|------------|
| Pre Design | | | | | | | | | | |
| Design & Engineering | | \$ 4,414 | | | | | | | \$ 4,414 | |
| Land/ROW Acquisitions | | | | | | | | | | |
| Construction | | 36,400 | | | | | | | 36,400 | |
| Other | | | | | | | | | | |
| Subtotal | \$ - | \$ 40,814 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 40,814 | |

Funding

| | Prior Years | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 6-Yr Total | Future Yrs |
|----------------------------|-------------|-----------|------|------|------|------|------|------|------------|------------|
| Transfer In - General Fund | | | | | | | | | - | |
| Transfer In - CIP | | | | | | | | | - | |
| Mitigation Fees | | | | | | | | | - | |
| Parks Fee-in-lieu | | | | | | | | | - | |
| King County CSD Grant | | | | | | | | | - | |
| Leg Approp/CTED Grant | | | | | | | | | - | |
| King County YSFG | | | | | | | | | - | |
| KYSA Donation | | | | | | | | | - | |
| LWCF Grant | | | | | | | | | - | |
| WWRP-LP Grant | | | | | | | | | - | |
| King County Parks Levy | | | | | | | | | - | |
| King Conservation District | | | | | | | | | - | |
| Bond Issue - Voted | | | | | | | | | - | |
| Utility Tax (1/2%) | | | | | | | | | - | |
| 800 Reserve Fund Transfer | | | | | | | | | - | |
| Subtotal | \$ - | \$ 40,814 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 40,814 | \$ - |
| Unfunded | \$ - | \$ 40,814 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 40,814 | |

Notes: Project funding and expenditure amounts shown in future years column are preliminary estimates for planning purposes. Identification of specific expenditures and future funding sources will be made as projects move into the 6-year planning program.



2014 - 2019 Parks Capital Improvements Program

Project: South Covington (SoCo) Park Acquisition

Project #: 1019

Project Summary

Title: South Covington (SoCo) Park Acquisition

Start Date: Jan - 2014

Project No.: 1019

Est. Completion Date: Jul-2015

Priority No.: A 5

Status: In progress

Location: 17081, 17071, & 17065 SE WAX RD 98042

Description and Scope:

This detail is for ONLY the acquisition of three adjacent parcels totaling 5.65 acres to create SoCo Park. This site is located across Wax Road from the town center and potential park features include location for community events, holiday lighting tree, play equipment, lawn, trails, picnic table/shelter, benches, interpretative signs and creek access.

Maintenance / Operations:

The acquisition agreements with the land owners will determine level of maintenance required. If they continue to reside on the property, M&O could be minimal, depending upon the agreement. When they vacate the property, M&O will increase significantly.

Notes:

2014 King Conservation District grant application for \$662,979, and 2014 WWRP-LP Grant application for \$500,000. Possible Parks Bond/Levy project for development.

Level of Service Impact

- Provides no new capacity (repair, replacement, renovation)
- Provides new capacity
- Assists in meeting/maintaining adopted service standard

Costs

| | Prior Yrs | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 6-Yr Total | Future Yrs |
|-----------------------|-----------|-----------|--------------|------|------|------|------|------|--------------|------------|
| Pre Design | | | | | | | | | | |
| Design & Engineering | | | | | | | | | | |
| Land/ROW Acquisitions | | \$ 60,000 | \$ 1,699,785 | | | | | | \$ 1,759,785 | |
| Construction | | | | | | | | | | |
| Other | | | | | | | | | | |
| Subtotal | \$ - | \$ 60,000 | \$ 1,699,785 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 1,759,785 | |

Funding

| | Prior Years | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 6-Yr Total | Future Yrs |
|----------------------------|--------------|--------------|------------|------|------|------|------|------|--------------|------------|
| Transfer In - General Fund | | | | | | | | | | |
| Transfer In - CIP | | | | | | | | | | |
| Mitigation Fees | | | | | | | | | | |
| Parks Fee-in-lieu | | | | | | | | | | |
| King County CSD Grant | | | | | | | | | | |
| Leg Approp/CTED Grant | | | \$ 336,806 | | | | | | \$ 336,806 | |
| King County YSFG | | | | | | | | | | |
| KYSA Donation | | | | | | | | | | |
| LWCF Grant | | | | | | | | | | |
| WWRP-LP Grant | | | \$ 500,000 | | | | | | \$ 500,000 | |
| King County Parks Levy | \$ 30,000 | \$ 30,000 | | | | | | | \$ 60,000 | |
| King Conservation District | \$ 200,000 | \$ 662,979 | | | | | | | \$ 862,979 | |
| Bond Issue - Voted | | | | | | | | | | |
| Utility Tax (1/2%) | | | | | | | | | | |
| 800 Reserve Fund Transfer | | | | | | | | | | |
| Subtotal | \$ 230,000 | \$ 692,979 | \$ 836,806 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 1,759,785 | |
| Unfunded | \$ (230,000) | \$ (632,979) | \$ 862,979 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |

Notes: Project funding and expenditure amounts shown in future years column are preliminary estimates for planning purposes. Identification of specific expenditures and future funding sources will be made as projects move into the 6-year planning program.



2014 - 2019 Parks Capital Improvements Program

Project: Town Center Park Plaza

Project #: 2011

Project Summary

Title: Town Center Park Plaza

Start Date: 2014

Project No.: 2011

Est. Completion Date: Unknown

Priority No.: A 6

Status: Not started

Location: Within Town Center

Description and Scope:

Design and construction of Town Center Park Plaza concurrently with Town Center design and construction. Elements could include open plaza area, seating, social and gathering areas, shelters, water feature, hardscape, public art and other amenities identified during the design process.

Maintenance / Operations:

Significant M&O impact upon completion.

Notes:

Possible Parks Bond/Levy project.

Level of Service Impact

- Provides no new capacity (repair, replacement, renovation)
- Provides new capacity
- Assists in meeting/maintaining adopted service standard

6-Year Cost / Funding Summary

Costs

| | <u>Prior Yrs</u> | <u>2014</u> | <u>2015</u> | <u>2016</u> | <u>2017</u> | <u>2018</u> | <u>2019</u> | <u>2020</u> | <u>6-Yr Total</u> | <u>Future Yrs</u> |
|-----------------------|------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------------|-------------------|
| Pre Design | | | | | | | | | | |
| Design & Engineering | | | | | | | | | \$ 1,834,560 | |
| Land/ROW Acquisitions | | | | | | | | | | |
| Construction | | | | | | | | | \$ 2,751,840 | |
| Other | | | | | | | | | | |
| Subtotal | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 4,586,400 | |

Funding

| | <u>Prior Years</u> | <u>2014</u> | <u>2015</u> | <u>2016</u> | <u>2017</u> | <u>2018</u> | <u>2019</u> | <u>2020</u> | <u>6-Yr Total</u> | <u>Future Yrs</u> |
|----------------------------|--------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------------|-------------------|
| Transfer In - General Fund | | | | | | | | | | |
| Transfer In - CIP | | | | | | | | | | |
| Mitigation Fees | | | | | | | | | | |
| Parks Fee-in-lieu | | | | | | | | | | |
| King County CSD Grant | | | | | | | | | | |
| Leg Approp/CTED Grant | | | | | | | | | | |
| King County YSFG | | | | | | | | | | |
| KYSA Donation | | | | | | | | | | |
| LWCF Grant | | | | | | | | | | |
| WWRP-LP Grant | | | | | | | | | | |
| King County Parks Levy | | | | | | | | | | |
| King Conservation District | | | | | | | | | | |
| Bond Issue - Voted | | | | | | | | | | |
| Utility Tax (1/2%) | | | | | | | | | | |
| 800 Reserve Fund Transfer | | | | | | | | | | |
| Subtotal | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |
| Unfunded | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 4,586,400 | |

Notes: Project funding and expenditure amounts shown in future years column are preliminary estimates for planning purposes. Identification of specific expenditures and future funding sources will be made as projects move into the 6-year planning program.



2014 - 2019 Parks Capital Improvements Program

Project: Jenkins Creek Park

Project #: 1014

Project Summary

Title: Jenkins Creek Park

Start Date: Feb-2016

Project No.: 1014

Est. Completion Date: Dec-2018

Priority No.: A 8

Status: Not started

Location: 18050 SE 267TH PL 98042

Description and Scope:

Plan, design, construct park improvements to possibly include replacing damaged signs, tables, boardwalk, viewing deck, paved trails, lawn areas, and meadows; possible trail on west side and any features identified in planning phase such as a playground, sports courts and picnic shelters.

Maintenance / Operations:

Increase M&O depending on improvements and new elements installed, which will be developed during the design and planning process.

Notes:

Possible Parks Bond/Levy project.

Level of Service Impact

- Provides no new capacity (repair, replacement, renovation)
- Provides new capacity
- Assists in meeting/maintaining adopted service standard

Costs

| | Prior Yrs | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 6-Yr Total | Future Yrs |
|-----------------------|-----------|------|------|-----------|------------|--------------|------|------|--------------|------------|
| Pre Design | | | | \$ 30,000 | | | | | \$ 30,000 | |
| Design & Engineering | | | | \$ 45,000 | \$ 186,794 | | | | \$ 231,794 | |
| Land/ROW Acquisitions | | | | | | | | | \$ - | |
| Construction | | | | | | \$ 1,722,330 | | | \$ 1,722,330 | |
| Other | | | | | | | | | \$ - | |
| Subtotal | \$ - | \$ - | \$ - | \$ 75,000 | \$ 186,794 | \$ 1,722,330 | \$ - | \$ - | \$ 1,984,124 | |

Funding

| | Prior Years | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 6-Yr Total | Future Yrs |
|----------------------------|-------------|------|------|-----------|------------|--------------|------|------|--------------|------------|
| Transfer In - General Fund | | | | | | | | | \$ - | |
| Transfer In - CIP | | | | | | | | | \$ - | |
| Mitigation Fees | | | | | | | | | \$ - | |
| Parks Fee-in-lieu | | | | | | | | | \$ - | |
| King County CSD Grant | | | | | | | | | \$ - | |
| Leg Approp/CTED Grant | | | | | | | | | \$ - | |
| King County YSFG | | | | | | | | | \$ - | |
| KYSA Donation | | | | | | | | | \$ - | |
| LWCF Grant | | | | | | | | | \$ - | |
| WWRP-LP Grant | | | | | | | | | \$ - | |
| King County Parks Levy | | | | | | | | | \$ - | |
| King Conservation District | | | | | | | | | \$ - | |
| Bond Issue - Voted | | | | | | | | | \$ - | |
| Utility Tax (1/2%) | | | | | | | | | \$ - | |
| 800 Reserve Fund Transfer | | | | | | | | | \$ - | |
| Subtotal | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |
| Unfunded | \$ - | \$ - | \$ - | \$ 75,000 | \$ 186,794 | \$ 1,722,330 | \$ - | \$ - | \$ 1,984,124 | |

Notes: Project funding and expenditure amounts shown in future years column are preliminary estimates for planning purposes. Identification of specific expenditures and future funding sources will be made as projects move into the 6-year planning program.



2014 - 2019 Parks Capital Improvements Program

Project: Pipe Lake Access

Project #: 1017

Project Summary

Title: Pipe Lake Access

Start Date: 2016

Project No.: 1017

Est. Completion Date: 2019

Priority No.: A 9

Status: Not started

Location: Pipe Lake

Description and Scope:

Acquire, design, and construct park improvements to provide waterfront access to Pipe Lake including possibly a dock, picnic tables, benches, restrooms and parking.

Maintenance / Operations:

Increase M&O depending on improvements and new elements installed, which will be developed during the design and planning process.

Notes:

Willing land owners have approached city about possible acquisition of property. Extremely limited water access opportunities within the city. Possible Parks Bond/Levy project.

Level of Service Impact

- Provides no new capacity (repair, replacement, renovation)
- Provides new capacity
- Assists in meeting/maintaining adopted service standard

Costs

| | Prior Yrs | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 6-Yr Total | Future Yrs |
|-----------------------|-----------|------|------|------------|------|------------|--------------|------|--------------|------------|
| Pre Design | | | | | | | | | \$ - | |
| Design & Engineering | | | | | | \$ 313,057 | | | \$ 313,057 | |
| Land/ROW Acquisitions | | | | \$ 280,500 | | | \$ 2,174,005 | | \$ 2,454,505 | |
| Construction | | | | | | | | | \$ - | |
| Other | | | | | | | | | \$ - | |
| Subtotal | \$ - | \$ - | \$ - | \$ 280,500 | \$ - | \$ 313,057 | \$ 2,174,005 | \$ - | \$ 2,767,562 | |

Funding

| | Prior Years | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 6-Yr Total | Future Yrs |
|----------------------------|-------------|------|------|------------|------|------------|--------------|------|--------------|------------|
| Transfer In - General Fund | | | | | | | | | \$ - | |
| Transfer In - CIP | | | | | | | | | \$ - | |
| Mitigation Fees | | | | | | | | | \$ - | |
| Parks Fee-in-lieu | | | | | | | | | \$ - | |
| King County CSD Grant | | | | | | | | | \$ - | |
| Leg Approp/CTED Grant | | | | | | | | | \$ - | |
| King County YSFG | | | | | | | | | \$ - | |
| KYSA Donation | | | | | | | | | \$ - | |
| LWCF Grant | | | | | | | | | \$ - | |
| WWRP-LP Grant | | | | | | | | | \$ - | |
| King County Parks Levy | | | | | | | | | \$ - | |
| King Conservation District | | | | | | | | | \$ - | |
| Bond Issue - Voted | | | | | | | | | \$ - | |
| Utility Tax (1/2%) | | | | | | | | | \$ - | |
| 800 Reserve Fund Transfer | | | | | | | | | \$ - | |
| Subtotal | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |
| Unfunded | \$ - | \$ - | \$ - | \$ 280,500 | \$ - | \$ 313,057 | \$ 2,174,005 | \$ - | \$ 2,767,562 | |

Notes: Project funding and expenditure amounts shown in future years column are preliminary estimates for planning purposes. Identification of specific expenditures and future funding sources will be made as projects move into the 6-year planning program.



2014 - 2019 Parks Capital Improvements Program

Project: **Gerry Crick Skate Park**

Project #: **1013**

Project Summary

Title: Gerry Crick Skate Park

Start Date: Dec-2015

Project No.: 1013

Est. Completion Date: Oct-2016

Priority No.: A 10

Status: Not started

Location: 25132 164th Ave SE

Description and Scope:

Renovation- replacement of ramps and features, demolition of camera/light poles

Maintenance / Operations:

Replacement of existing elements, should not significantly increase maintenance and operations demand. May even decrease maintenance attention required.

Notes:

Skate park equipment needs replacement within next few years or the park may need to be closed due to safety issues.

Level of Service Impact

- Provides no new capacity (repair, replacement, renovation)
- Provides new capacity
- Assists in meeting/maintaining adopted service standard

Costs

| | Prior Yrs | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 6-Yr Total | Future Yrs |
|-----------------------|-----------|------|-----------|-----------|------|------|------|------|------------|------------|
| Pre Design | | | | | | | | | \$ - | |
| Design & Engineering | | | \$ 17,336 | | | | | | \$ 17,336 | |
| Land/ROW Acquisitions | | | | | | | | | \$ - | |
| Construction | | | | \$ 42,490 | | | | | \$ 42,490 | |
| Other | | | | | | | | | \$ - | |
| Subtotal | \$ - | \$ - | \$ 17,336 | \$ 42,490 | \$ - | \$ - | \$ - | \$ - | \$ 59,826 | |

Funding

| | Prior Years | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 6-Yr Total | Future Yrs |
|----------------------------|-------------|------|-----------|-----------|------|------|------|------|------------|------------|
| Transfer In - General Fund | | | | | | | | | \$ - | |
| Transfer In - CIP | | | | | | | | | \$ - | |
| Mitigation Fees | | | | | | | | | \$ - | |
| Parks Fee-in-lieu | | | | | | | | | \$ - | |
| King County CSD Grant | | | | | | | | | \$ - | |
| Leg Approp/CTED Grant | | | \$ 17,336 | \$ 42,490 | | | | | \$ 59,826 | |
| King County YSFG | | | | | | | | | \$ - | |
| KYSA Donation | | | | | | | | | \$ - | |
| LWCF Grant | | | | | | | | | \$ - | |
| WWRP-LP Grant | | | | | | | | | \$ - | |
| King County Parks Levy | | | | | | | | | \$ - | |
| King Conservation District | | | | | | | | | \$ - | |
| Bond Issue - Voted | | | | | | | | | \$ - | |
| Utility Tax (1/2%) | | | | | | | | | \$ - | |
| 800 Reserve Fund Transfer | | | | | | | | | \$ - | |
| Subtotal | \$ - | \$ - | \$ 17,336 | \$ 42,490 | \$ - | \$ - | \$ - | \$ - | \$ 59,826 | |
| Unfunded | \$ - | \$ - | \$ (0) | \$ (0) | \$ - | \$ - | \$ - | \$ - | \$ (0) | |

Notes: Project funding and expenditure amounts shown in future years column are preliminary estimates for planning purposes. Identification of specific expenditures and future funding sources will be made as projects move into the 6-year planning program.



2014 - 2019 Parks Capital Improvements Program

Project: Crystal View Park Renovation

Project #: 1094

Project Summary

Title: Crystal View Park Renovation

Start Date: 2016

Project No.: 1094

Est. Completion Date: 2016

Priority No.: A 11

Status: Not started

Location: 25412 170th Place SE

Description and Scope:

Replace playground equipment, install ADA ramp access and replace failing site furnishings.

Maintenance / Operations:

Possible decrease in maintenance needs with new equipment and amenities, as they will require less repair work and maintenance initially.

Notes:

Level of Service Impact

- X Provides no new capacity (repair, replacement, renovation)
- Provides new capacity
- Assists in meeting/maintaining adopted service standard

Costs

| | Prior Yrs | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 6-Yr Total | Future Yrs |
|-----------------------|-----------|------|-----------|------------|------|------|------|------|------------|------------|
| Pre Design | | | | | | | | | \$ - | |
| Design & Engineering | | | \$ 15,674 | | | | | | \$ 15,674 | |
| Land/ROW Acquisitions | | | | | | | | | \$ - | |
| Construction | | | | \$ 208,989 | | | | | \$ 208,989 | |
| Other | | | | | | | | | \$ - | |
| Subtotal | \$ - | \$ - | \$ 15,674 | \$ 208,989 | \$ - | \$ - | \$ - | \$ - | \$ 224,663 | |

Funding

| | Prior Years | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 6-Yr Total | Future Yrs |
|----------------------------|-------------|------|-----------|-------------|------|------|------|------|------------|------------|
| Transfer In - General Fund | | | | | | | | | \$ - | |
| Transfer In - CIP | | | | | | | | | \$ - | |
| Mitigation Fees | | | | | | | | | \$ - | |
| Parks Fee-in-lieu | | | | | | | | | \$ - | |
| King County CSD Grant | | | | | | | | | \$ - | |
| Leg Approp/CTED Grant | | | | \$ 224,663 | | | | | \$ 224,663 | |
| King County YSFG | | | | | | | | | \$ - | |
| KYSA Donation | | | | | | | | | \$ - | |
| LWCF Grant | | | | | | | | | \$ - | |
| WWRP-LP Grant | | | | | | | | | \$ - | |
| King County Parks Levy | | | | | | | | | \$ - | |
| King Conservation District | | | | | | | | | \$ - | |
| Bond Issue - Voted | | | | | | | | | \$ - | |
| Utility Tax (1/2%) | | | | | | | | | \$ - | |
| 800 Reserve Fund Transfer | | | | | | | | | \$ - | |
| Subtotal | \$ - | \$ - | \$ - | \$ 224,663 | \$ - | \$ - | \$ - | \$ - | \$ 224,663 | \$ - |
| Unfunded | \$ - | \$ - | \$ 15,674 | \$ (15,674) | \$ - | \$ - | \$ - | \$ - | \$ (0) | |

Notes: Project funding and expenditure amounts shown in future years column are preliminary estimates for planning purposes. Identification of specific expenditures and future funding sources will be made as projects move into the 6-year planning program.



2014 - 2019 Parks Capital Improvements Program

Project: Friendship Park Renovation

Project #: 2002

Project Summary

Title: Friendship Park Renovation

Start Date: Jan-2016

Project No.: 2002

Est. Completion Date: Oct-2016

Priority No.: A 12

Status: Not started

Location: 15808 SE 254th Place

Description and Scope:

Replace playground equipment, provide ADA access and replace any failing site furnishings.

Maintenance / Operations:

Possible decrease in maintenance needs with new equipment and amenities, as they will require less repair work and maintenance initially.

Notes:

Level of Service Impact

- X Provides no new capacity (repair, replacement, renovation)
- Provides new capacity
- Assists in meeting/maintaining adopted service standard

Costs

| | <u>Prior Yrs</u> | <u>2014</u> | <u>2015</u> | <u>2016</u> | <u>2017</u> | <u>2018</u> | <u>2019</u> | <u>2020</u> | <u>6-Yr Total</u> | <u>Future Yrs</u> |
|-----------------------|------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------------|-------------------|
| Pre Design | | | | \$ 11,959 | | | | | \$ 11,959 | |
| Design & Engineering | | | | | | | | | - | |
| Land/ROW Acquisitions | | | | | | | | | - | |
| Construction | | | | 159,453 | | | | | 159,453 | |
| Other | | | | | | | | | - | |
| Subtotal | \$ - | \$ - | \$ - | \$ 171,412 | \$ - | \$ - | \$ - | \$ - | \$ 171,412 | |

Funding

| | <u>Prior Years</u> | <u>2014</u> | <u>2015</u> | <u>2016</u> | <u>2017</u> | <u>2018</u> | <u>2019</u> | <u>2020</u> | <u>6-Yr Total</u> | <u>Future Yrs</u> |
|----------------------------|--------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------------|-------------------|
| Transfer In - General Fund | | | | | | | | | - | |
| Transfer In - CIP | | | | | | | | | - | |
| Mitigation Fees | | | | | | | | | - | |
| Parks Fee-in-lieu | | | | | | | | | - | |
| King County CSD Grant | | | | | | | | | - | |
| Leg Approp/CTED Grant | | | | \$ 171,412 | | | | | \$ 171,412 | |
| King County YSFG | | | | | | | | | - | |
| KYSA Donation | | | | | | | | | - | |
| LWCF Grant | | | | | | | | | - | |
| WWRP-LP Grant | | | | | | | | | - | |
| King County Parks Levy | | | | | | | | | - | |
| King Conservation District | | | | | | | | | - | |
| Bond Issue - Voted | | | | | | | | | - | |
| Utility Tax (1/2%) | | | | | | | | | - | |
| 800 Reserve Fund Transfer | | | | | | | | | - | |
| Subtotal | \$ - | \$ - | \$ - | \$ 171,412 | \$ - | \$ - | \$ - | \$ - | \$ 171,412 | |
| Unfunded | \$ - | \$ - | \$ - | \$ (0) | \$ - | \$ - | \$ - | \$ - | \$ (0) | |

Notes: Project funding and expenditure amounts shown in future years column are preliminary estimates for planning purposes. Identification of specific expenditures and future funding sources will be made as projects move into the 6-year planning program.



2014 - 2019 Parks Capital Improvements Program

Project: Pipeline Trail North

Project #: 1101

Project Summary

Title: Pipeline Trail North

Start Date: 2016

Project No.: 1101

Est. Completion Date: 2018

Priority No.: A 13

Status: Not Started

Location: Williams Gas line corridor from 272nd north to Hawk Trail.

Description and Scope:

Acquire access and create a shared use 10-12' asphalt trail from Hawk Trail south to 272nd on Williams Gas Line corridor. 1.2 mile trail along gas line and 0.3 mile on street between 262 and 265th.

Maintenance / Operations:

Increased M&O customary to maintaining a paved trail.

Notes:

Level of Service Impact

- Provides no new capacity (repair, replacement, renovation)
- Provides new capacity
- Assists in meeting/maintaining adopted service standard

Costs

| | Prior Yrs | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 6-Yr Total | Future Yrs |
|-----------------------|-----------|------|------|----------|-----------|------------|------|------|------------|------------|
| Pre Design | | | | | | | | | | |
| Design & Engineering | | | | | \$ 22,243 | \$ 22,243 | | | \$ 44,485 | |
| Land/ROW Acquisitions | | | | \$ 5,280 | | | | | 5,280 | |
| Construction | | | | | | 427,742 | | | 427,742 | |
| Other | | | | | | | | | - | |
| Subtotal | \$ - | \$ - | \$ - | \$ 5,280 | \$ 22,243 | \$ 449,985 | \$ - | \$ - | \$ 477,507 | |

Funding

| | Prior Years | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 6-Yr Total | Future Yrs |
|----------------------------|-------------|------|------|----------|-----------|------------|------|------|------------|------------|
| Transfer In - General Fund | | | | | | | | | | |
| Transfer In - CIP | | | | | | | | | | |
| Mitigation Fees | | | | | | | | | | |
| Parks Fee-in-lieu | | | | | | | | | | |
| King County CSD Grant | | | | | | | | | | |
| Leg Approp/CTED Grant | | | | | | | | | | |
| King County YSFG | | | | | | | | | | |
| KYSA Donation | | | | | | | | | | |
| LWCF Grant | | | | | | | | | | |
| WWRP-LP Grant | | | | | | | | | | |
| King County Parks Levy | | | | | | | | | | |
| King Conservation District | | | | | | | | | | |
| Bond Issue - Voted | | | | | | | | | | |
| Utility Tax (1/2%) | | | | | | | | | | |
| 800 Reserve Fund Transfer | | | | | | | | | | |
| Subtotal | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |
| Unfunded | \$ - | \$ - | \$ - | \$ 5,280 | \$ 22,243 | \$ 449,985 | \$ - | \$ - | \$ 477,507 | |

Notes: Project funding and expenditure amounts shown in future years column are preliminary estimates for planning purposes. Identification of specific expenditures and future funding sources will be made as projects move into the 6-year planning program.



2014 - 2019 Parks Capital Improvements Program

Project: Jenkins Creek Trail

Project #: 1110

Project Summary

Title: Jenkins Creek Trail

Start Date: 2018

Project No.: 1110

Est. Completion Date: 2019

Priority No.: A 14

Status: Not started

Location: Jenkins Creek corridor

Description and Scope:

Acquire, plan, design 10-12' asphalt shared use trail from Hawks Trail south to Covington Way along Jenkins Creek corridor with northern trail head at Jenkins Creek near 180th and Hwy 18. Possible southern trail head at SoCo Park near Town Center.

Maintenance / Operations:

Increased M&O customary to maintaining a paved trail.

Notes:

Possible Parks Bond/Levy project.

Level of Service Impact

- Provides no new capacity (repair, replacement, renovation)
- Provides new capacity
- Assists in meeting/maintaining adopted service standard

Costs

| | Prior Yrs | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 6-Yr Total | Future Yrs |
|-----------------------|-----------|------|------|------|------------|------------|--------------|------|--------------|------------|
| Pre Design | | | | | | | | | | |
| Design & Engineering | | | | | | \$ 209,339 | | | \$ 209,339 | |
| Land/ROW Acquisitions | | | | | \$ 380,679 | 380,679 | | | 761,357 | |
| Construction | | | | | | | \$ 2,012,878 | | 2,012,878 | |
| Other | | | | | | | | | | |
| Subtotal | \$ - | \$ - | \$ - | \$ - | \$ 380,679 | \$ 590,018 | \$ 2,012,878 | \$ - | \$ 2,983,574 | |

| | Prior Years | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 6-Yr Total | Future Yrs |
|----------------------------|-------------|------|------|------|------------|------------|--------------|------|--------------|------------|
| Transfer In - General Fund | | | | | | | | | | |
| Transfer In - CIP | | | | | | | | | | |
| Mitigation Fees | | | | | | | | | | |
| Parks Fee-in-lieu | | | | | | | | | | |
| Walmart Grant | | | | | | | | | | |
| King County CSD Grant | | | | | | | | | | |
| Leg Approp/CTED Grant | | | | | | | | | | |
| KYSA Donation | | | | | | | | | | |
| LWCF Grant | | | | | | | | | | |
| WWRP-LP Grant | | | | | | | | | | |
| King County Parks Levy | | | | | | | | | | |
| King Conservation District | | | | | | | | | | |
| Bond Issue - Voted | | | | | | | | | | |
| Utility Tax (1/2%) | | | | | | | | | | |
| 800 Reserve Fund Transfer | | | | | | | | | | |
| Subtotal | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |
| Unfunded | \$ - | \$ - | \$ - | \$ - | \$ 380,679 | \$ 590,018 | \$ 2,012,878 | \$ - | \$ 2,983,574 | |

Notes: Project funding and expenditure amounts shown in future years column are preliminary estimates for planning purposes. Identification of specific expenditures and future funding sources will be made as projects move into the 6-year planning program.



2014 - 2019 Parks Capital Improvements Program

Project: Covington Community Park Phase 3

Project #: 1110

Project Summary

| | | |
|--|-----------------------------|-------------|
| Title: Covington Community Park Phase 3 | Start Date: | 2019 |
| Project No.: 1110 | Est. Completion Date | 2020+ |
| Priority No.: A 16 | Status: | Not started |

Location: The southwest corner of SE 240th St and 180th Ave SE

Description and Scope:

Phase 3 of Covington Community Park including lighted, artificial turf sports field, basketball and sand volleyball courts, restrooms and concession area, ping pong tables, plaza area with seating, additional picnic shelters, relocation of outdoor exercise equipment, additional parking and related infrastructure and possible street improvements. (Depending on what elements are constructed in Phase 2, there may be additional features such as playgrounds, picnic shelters, trails, etc).

Maintenance / Operations:

Depending on scope of Phase 3 construction, increase in maintenance costs starting October 2020.

Notes:

Calculating includes only 25% soft costs as 60% design completed in 2014.
Possible Parks Bond/Levy project.

Level of Service Impact

- Provides no new capacity (repair, replacement, renovation)
- Provides new capacity
- Assists in meeting/maintaining adopted service standard

6-Year Cost / Funding Summary

Costs

| | Prior Yrs | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 6-Yr Total | Future Yrs |
|-----------------------|-----------|------|------|------|------|------|--------------|---------------|---------------|------------|
| Pre Design | | | | | | | | | | |
| Design & Engineering | | | | | | | \$ 1,500,000 | | \$ 1,500,000 | |
| Land/ROW Acquisitions | | | | | | | | | | |
| Construction | | | | | | | | \$ 13,500,000 | 13,500,000 | |
| Other | | | | | | | | | | |
| Subtotal | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 1,500,000 | \$ 13,500,000 | \$ 15,000,000 | \$ - |

Funding

| | Prior Years | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 6-Yr Total | Future Yrs |
|----------------------------|-------------|------|------|------|------|------|--------------|---------------|---------------|------------|
| Transfer In - General Fund | | | | | | | | | | |
| Transfer In - CIP | | | | | | | | | | |
| Mitigation Fees | | | | | | | | | | |
| Parks Fee-in-lieu | | | | | | | | | | |
| King County CSD Grant | | | | | | | | | | |
| Leg Approp/CTED Grant | | | | | | | | | | |
| King County YSFG | | | | | | | | | | |
| KYSA Donation | | | | | | | | | | |
| LWCF Grant | | | | | | | | | | |
| WWRP-LP Grant | | | | | | | | | | |
| King County Parks Levy | | | | | | | | | | |
| King Conservation District | | | | | | | | | | |
| Bond Issue - Voted | | | | | | | | | | |
| Utility Tax (1/2%) | | | | | | | | | | |
| 800 Reserve Fund Transfer | | | | | | | | | | |
| Subtotal | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Unfunded | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 1,500,000 | \$ 13,500,000 | \$ 15,000,000 | \$ - |

Notes: Project funding and expenditure amounts shown in future years column are preliminary estimates for planning purposes. Identification of specific expenditures and future funding sources will be made as projects move into the 6-year planning program.



2014 - 2019 Parks Capital Improvements Program

Project: **Community Park #3**

Project #: **1178**

Project Summary

Title: Community Park #3

Start Date: 2020

Project No.: 1178

Est. Completion Date: 2022

Priority No.: A 16

Status: Not Started

Location: Unknown

Description and Scope:

Acquire, design and construct a third community park in Covington. Features could include: sports fields and courts, play equipment, trails, restrooms and parking.

Maintenance / Operations:

Significant M&O costs customarily associated with community park amenities.

Notes:

Possible Parks Bond/Levy project.

Level of Service Impact

- Provides no new capacity (repair, replacement, renovation)
- Provides new capacity
- Assists in meeting/maintaining adopted service standard

Costs

| | Prior Yrs | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 6-Yr Total | Future Yrs |
|-----------------------|-----------|------|------|------|------|------|--------------|--------------|--------------|--------------|
| Pre Design | | | | | | | \$ 250,000 | | \$ 250,000 | |
| Design & Engineering | | | | | | | | \$ 2,500,000 | 2,500,000 | |
| Land/ROW Acquisitions | | | | | | | 1,760,000 | | 1,760,000 | |
| Construction | | | | | | | | | - | \$ 7,500,000 |
| Other | | | | | | | | | - | |
| Subtotal | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 2,010,000 | \$ 2,500,000 | \$ 4,510,000 | \$ 7,500,000 |

| | Prior Years | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 6-Yr Total | Future Yrs |
|----------------------------|-------------|------|------|------|------|------|--------------|--------------|--------------|--------------|
| Transfer In - General Fund | | | | | | | | | - | |
| Transfer In - CIP | | | | | | | | | - | |
| Mitigation Fees | | | | | | | | | - | |
| Parks Fee-in-lieu | | | | | | | | | - | |
| King County CSD Grant | | | | | | | | | - | |
| Leg Approp/CTED Grant | | | | | | | | | - | |
| King County YSFG | | | | | | | | | - | |
| KYSA Donation | | | | | | | | | - | |
| LWCF Grant | | | | | | | | | - | |
| WWRP-LP Grant | | | | | | | | | - | |
| King County Parks Levy | | | | | | | | | - | |
| King Conservation District | | | | | | | | | - | |
| Bond Issue - Voted | | | | | | | | | - | |
| Utility Tax (1/2%) | | | | | | | | | - | |
| 800 Reserve Fund Transfer | | | | | | | | | - | |
| Subtotal | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |
| Unfunded | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 2,010,000 | \$ 2,500,000 | \$ 4,510,000 | \$ 7,500,000 |

Notes: Project funding and expenditure amounts shown in future years column are preliminary estimates for planning purposes. Identification of specific expenditures and future funding sources will be made as projects move into the 6-year planning program.



2014 - 2019 Parks Capital Improvements Program

Project: Off-Leash Dog Park

Project #: 1021

Project Summary

| | | |
|---------------------------|----------------------|-------------|
| Title: Off-Leash Dog Park | Start Date: | 2019 |
| Project No.: 1021 | Est. Completion Date | 2020 |
| Priority No.: A 17 | Status: | Not started |
| Location: Unknown | | |

Description and Scope:

Acquire, design and construct an off-leash dog park. Amenities would probably include fencing, pathways, benches, trash receptacles and parking.

Maintenance / Operations:

Maintenance would include mowing, general landscape bed maintenance (if applicable), trash pick-up, dog waste clean-up and overall upkeep.

Notes:

Level of Service Impact

- Provides no new capacity (repair, replacement, renovation)
- Provides new capacity
- Assists in meeting/maintaining adopted service standard

6-Year Cost / Funding Summary

| Costs | Prior Yrs | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 6-Yr Total | Future Yrs |
|-----------------------|-----------|------|------|------|------|------|------------|------------|------------|------------|
| Pre Design | | | | | | | \$ 5,000 | | \$ 5,000 | |
| Design & Engineering | | | | | | | 20,000 | | 20,000 | |
| Land/ROW Acquisitions | | | | | | | 200,000 | | 200,000 | |
| Construction | | | | | | | | \$ 200,000 | 200,000 | |
| Other | | | | | | | | | - | |
| Subtotal | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 225,000 | \$ 200,000 | \$ 425,000 | \$ - |

| Funding | Prior Years | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 6-Yr Total | Future Yrs |
|----------------------------|-------------|------|------|------|------|------|------------|------------|------------|------------|
| Transfer In - General Fund | | | | | | | | | - | |
| Transfer In - CIP | | | | | | | | | - | |
| Mitigation Fees | | | | | | | | | - | |
| Parks Fee-in-lieu | | | | | | | | | - | |
| King County CSD Grant | | | | | | | | | - | |
| Leg Approp/CTED Grant | | | | | | | | | - | |
| King County YSFG | | | | | | | | | - | |
| KYSA Donation | | | | | | | | | - | |
| LWCF Grant | | | | | | | | | - | |
| WWRP-LP Grant | | | | | | | | | - | |
| King County Parks Levy | | | | | | | | | - | |
| King Conservation District | | | | | | | | | - | |
| Bond Issue - Voted | | | | | | | | | - | |
| Utility Tax (1/2%) | | | | | | | | | - | |
| 800 Reserve Fund Transfer | | | | | | | | | - | |
| Subtotal | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Unfunded | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 225,000 | \$ 200,000 | \$ 425,000 | \$ - |

Notes: Project funding and expenditure amounts shown in future years column are preliminary estimates for planning purposes. Identification of specific expenditures and future funding sources will be made as projects move into the 6-year planning program.

**SUBJECT: AMENDMENTS TO COVINGTON’S DOWNTOWN DESIGN GUIDELINES
AND STANDARDS**

RECOMMENDED BY: Planning Commission

ATTACHMENT(S):

1. Proposed Ordinance to adopt amendments to the Downtown Design Guidelines and Standards

PREPARED BY: Richard Hart, Director of Community Development
Salina Lyons, Principal Planner
Ann Mueller, Senior Planner

EXPLANATION:

Background

At the request of the City Council, the Planning Commission reviewed and made recommendations on the city’s downtown design guidelines and standards (downtown design standards) to better address the perceived scale and bulk of new development in the city’s Town Center, primarily through building façade modulation. The downtown design standards are adopted by reference in the Covington’s Municipal Code (CMC) Section 18.31.05; however the document is separate and is not codified within the CMC.

The current version of the Downtown Design Guidelines and Standards with photos and graphics to illustrate the various standards can be viewed on the city’s website here:

http://www.covingtonwa.gov/covington/Downtown_Design_Guidelines_and_Standards_Adopted_Oct_6_2010.pdf

The downtown design standards are broken down into two main sections: 1) design standards applicable to all development within in the downtown and 2) additional standards that are specific to development based on the street type the project fronts, not the zoning designation. Street types range from Type I-Type IV and are based on the function of the street ranging from pedestrian connections to collector and arterials as determined during the downtown zoning process completed in 2010.

Since the adoption of the downtown design standards, four buildings have been designed in accordance with the requirements: Multi-Care Emergency Room, Firestone, Covington Professional Arts Building and Valley Medical Urgent Care Facility. All other developments were designed under previous design standards. Staff and the city’s architectural consultant, LMN architects, evaluated the proposed design of these four new buildings as it related to blank walls and modulations.

One important issue raised by our consultant architect was that design standards for façades are not a “one size fits all” approach, and the size of the building and uses within the building can

affect how design standards are applied. The standards should be described in performance terms versus specific numerical standards. Performance standards express intent and allow the architect to apply design elements that make the building interesting. Numerical standards depict certain distances with minimum depths and spacing. Some architects when provided specific numerical standards, will apply them as written with little thought given to the intent and design elements that could enhance the overall design of the building. The resulting product from application of the specific numerical standard may result in cookie cutter façades with unproductive spaces. Performance standards, on the other hand, allow an architect to evaluate the intent and purpose of the desired design and achieve it through various forms (overhangs, projecting bays, changes of plane, vertical fins, recessed windows, punched windows, etc.) that result in interesting buildings and active pedestrian spaces.

Proposed Amendments

Highlighted below are the proposed amendments to address design standards to improve the perceived scale and bulk of new development in the city's Town Center, primarily through building façade modulation. Attachment 1, Exhibit 1 is a track change version of the recommended amendments forwarded by the Planning Commission.

Highlights of the recommended amendments:

- PAGE 5- B.1.e. (Design Standards: Site Design: Treatment of Outdoor Sales, Service and Storage Areas (where allowed)). Staff is recommending the addition of language to tighten up these standards and clarify that mechanical equipment located on a roof or wall, not just on the ground, must be screened and cross referenced to a new section under Building Design called Mechanical and Utility Equipment. This new section will further elaborate that all mechanical equipment, regardless of location, should be properly screened.
- PAGE 8- B.2.b. (Design Standards: Building Design: Prominent Entrances). Staff is recommending expanding the language in the intent statement to include street level residential units and the inclusion of specific standards for ground floor residential uses fronting on a street.
- PAGE 9- B.2.c. (Design Standards: Building Design: Transparency Zone). This section increases the percentage to 40% of the building façade adjacent to a street that must include windows with clear vision glass. It also addresses the potential development of a parking garage on the ground floor abutting a street, clarifying that windows into a parking garage are not acceptable.
- PAGE 10- B.2.d. (Design Standards: Building Design: Treatment of Blank Walls). This section addresses exterior building walls that do not have windows. Additional language was added to clarify that these standards should not only apply to walls facing a street but also apply to all building walls. Additional language was added to elaborate about the types of landscaping features that could be included to soften the visual impact of a blank wall.
- PAGE 11- B.2.e. (Design Standards: Building Design: Massing and Articulation). This section addresses methods and expectations of new development to reduce the

apparent bulk of any building and maintain a pedestrian scale. Language has been added to indicate that all exterior walls should be designed with consistent building details and proportions. Additional guidelines and methods were provided with more details and options as to how the resulting building design should break up the building mass and add visual interest while still maintaining a pedestrian scale. Staff is also recommending that all of the methods listed shall be incorporated in a building design, not just two, as was the prior requirement.

- PAGE 13- B.2.f. (Design Standards: Building Design: Roofline and Roof-mounted Equipment). Additional language has been added to specify that no roofline ridge should run unbroken for more than 80 feet without some type of vertical or horizontal articulation to meet the intent and provide a distinctive profile and interest to the building's appearance.
- PAGE 13- B.2.g. (Design Standards: Building Design: Mechanical Equipment) This is a new section added to clarify that all mechanical equipment (on the roof, ground or wall mounted) shall be screened and to outline the measures that can be used to enhance the overall building appearance.
- PAGE 15- C.1. (Downtown Street Types Design Standards: Map of Downtown Street types) This section updates the street types map to be consistent with the more recently adopted map included in the Downtown Element of the city's Comprehensive Plan.
- PAGE 17- C.2. d.i. (Downtown Street Types Design Standards : Type 1 Streets: Site Design: Street Relationship) This section added specific standards for the minimum width of a commercial and retail space abutting a Type 1 street as well as clarified the expected average depth, in an effort to ensure that a viable commercial or retail space is created when the building is designed.
- PAGE 20- C.2.e.vi. (Downtown Street Types Design Standards: Type 1 Streets: Site Design: Massing) & C. 3.e.vi. (Type 2 Streets: Site Design: Massing) This section amends existing language to remove the "over 100 feet long requirement" and makes the provision applicable to all facades regardless of its length. The intention is that all buildings regardless of size that front on a Type 1 or Type 2 street shall be designed to reduce the apparent building mass. Both large and small buildings can incorporate architectural methods and building design features to reduce their apparent bulk and provide visual variety along the street façade.

Review Process

A SEPA determination of non-significance was issued on March 7, 2014, no comments or appeals were received on the amendments from other state or local agencies, or the public. The Planning Commission discussed the proposed changes at several meetings in February and March and held a public hearing on April 3, 2014. No comments were received from the public.

At tonight's city council meeting the council members will review, discuss and consider the Planning Commission's recommendation. The council may approve and adopt the amendments to the city downtown design guidelines and standards as provided for in Attachment 1.

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 typical staff time to review future development applications under the amended Downtown Design Guidelines and Standards.

CITY COUNCIL ACTION: X Ordinance Resolution Motion Other

Council member _____ moves, Council member _____ seconds, to adopt an Ordinance relating to amendments to the Covington Downtown Design Guidelines and Standards.

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

ORDINANCE NO. 07-14

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON *AMENDING* THE CITY OF COVINGTON DOWNTOWN DESIGN GUIDELINES AND STANDARDS. (AMENDING ORD. NO. 10-10)

WHEREAS, Chapter 35A.63 of the Revised Code of Washington (RCW) empowers the City of Covington to enact zoning regulations and design standards; and

WHEREAS, city staff transmitted the proposed amendment to the Washington State Department of Commerce on February 12, 2014, 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 March 7, 2014; and

WHEREAS, amendments to Covington's Downtown Design Guidelines and Standards were discussed by Planning Commission at their February 20, 2014 and March 6, 2014 meeting; and

WHEREAS, on April 3, 2014 the Planning Commission held a duly noticed public hearing and considered the amendments to the Downtown Design Guidelines and Standards 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; 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 Downtown Design Guidelines and Standards as adopted by reference in Chapter 18.31 of the Covington Municipal Code are hereby amended as set forth in the attached Exhibit A, incorporated herein.

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.

Passed by the City Council on the 22nd day of April, 2014.

Mayor Margaret Harto

PUBLISHED: April 25, 2014

EFFECTIVE: April 30, 2014

ATTESTED:

Sharon Scott, City Clerk

APPROVED AS TO FORM:

Sara Springer, City Attorney

T H E C I T Y O F
COVINGTON

Downtown Design
Guidelines and Standards

A. Design Intent

1. Downtown Design Vision
2. Relationship of Street Types and Districts
3. Districts – Key Design Objectives
 - i. Town Center (TC)
 - ii. Mixed Commercial (MC)
 - iii. General Commercial (GC)
 - iv. Mixed Housing Office (MHO)
4. Should vs. Shall

B. Design Standards: All Downtown Districts

1. Site Design.....2
 - a. Sidewalk Zones and Streetscape Features
 - b. Parking Lot Screening and Landscaping
 - c. Site Lighting
 - d. Pedestrian Pathways
 - e. Treatment of Outdoor Sales, Service and Storage, ~~Trash,~~ and Loading Areas (where allowed)
 - f. Treatment of Drive-Through Areas (where allowed)
 - g. Buffers and Transitions to MHO and Other Zones
 - h. Connections to Future Trails
 - i. Public Spaces
2. Building Design.....8
 - a. Prominent Entrances
 - b. Ground Floor Elements
 - c. Transparency Zone
 - d. Treatment of Blank Walls
 - e. Massing and Articulation
 - f. Roofline and Roof-mounted equipment
 - g. Mechanical Equipment
 - h. Transitions to MHO and Zones Outside Downtown
 - i. Design of Allowed Light Industrial Uses

C. Downtown Street Types Design Standards

1. Map of Downtown Street Types.....12
2. Type I Streets.....13
 - a. Description
 - b. Street Standards
 - i. Sidewalk width
 - ii. Curb cuts
 - iii. Curb bulbs
 - iv. Sidewalk lighting and furnishings
 - v. Street trees
 - vi. Travel lane and median
 - c. Street Section Diagram
 - d. Site Design
 - i. Street Relationship
 - ii. Sidewalk and Streetscape Features
 - iii. Parking Location
 - e. Building Design
 - i. Entrances on Public Sidewalk
 - ii. Transparency
 - iii. Weather Protection
 - iv. Ground Level Details
 - v. Higher Quality Building Materials
 - vi. Massing
 - vii. Upper Story Step Backs

- f. Sign Design
 - i. Intergration with Architecture
 - ii. Creativity/Unique Expressions
 - iii. Pedestrian Orientation

2. Type II Streets.....19

- a. Description
- b. Street Standards
 - i. Sidewalk width
 - ii. Curb cuts
 - iii. Curb bulbs
 - iv. Sidewalk lighting and furnishings
 - v. Bike lane
 - vi. Travel lane and median
 - vii. Parking lane
- c. Street Section Diagram
- d. Site Design
 - i. Street Relationship
 - ii. Sidewalk and Streetscape Features
 - iii. Parking Location
- e. Building Design
 - i. Entrances on Public Sidewalk
 - ii. Transparency
 - iii. Weather Protection
 - iv. Ground Level Details
 - v. Higher Quality Building Materials
 - vi. Massing
 - vii. Upper Story Step Backs

3. Type III Streets.....24

- a. Description
- b. Street Standards
 - i. Sidewalk width
 - ii. LID
 - iii. Curb cuts
- c. Street Section Diagram
- d. Site Design
 - i. Low Impact Development
 - ii. Enhanced Landscaping
- e. Building Design
 - i. Building Placement

4. Type IV Streets.....26

- a. Description
- b. Street Standards
 - i. Sidewalk width
 - ii. Curb cuts
- c. Street Section Diagram
- d. Site Design
 - i. Street Relationship
 - ii. Sidewalk and Streetscape Features
- e. Building Design
 - i. Entrances on Public Sidewalk
 - ii. Transparency
 - iii. Weather Protection
 - iv. Ground Level Details
 - v. Higher Quality Building Materials
 - vi. Massing

A. DESIGN INTENT

1. Downtown Design Vision

Downtown Covington is envisioned to develop as an active social and economic center. An activated streetscape and public realm are the central design objectives to creating a lively and vibrant Downtown. Proposed development in the Downtown is expected to respond to the following design guidelines and standards in a manner that elevates the level of building and site design to promote a pedestrian-oriented community.

2. Relationship of Street Types and Districts.

There are four Districts within the Downtown Zone each with their own unique character, intensity of development and associated development regulations. There are also four street types that are expected to have varying levels of pedestrian activity and unique urban design attributes. These design guidelines and standards have been organized first with the applicable standards to all Downtown Districts and then by street types within the Downtown.

3. Districts – Key Design Objectives

- i. **Town Center (TC)** The Town Center District is the pedestrian-oriented core of Downtown and allows the most intensive level of development in Downtown. The emphasis of this District is on mixed-use development that includes pedestrian-oriented retail, high density residential development, and civic uses. The development of a walkable street grid is a key objective of this District. Developments in this District are expected to have the highest degree of pedestrian orientation and design quality.
- ii. **Mixed Commercial (MC)** The Mixed Commercial District is applied to the majority of the Covington Downtown Area. The District encourages a mix of commercial and multi-story residential uses, public uses, and allows for large-format and auto-oriented retail provided they meet pedestrian-oriented design standards that are more flexible than those applied to the Town

Center District. Developments within this District are expected to achieve high design quality and a moderate to high level of pedestrian orientation.

- iii. **General Commercial (GC)** The General Commercial District is applied to a limited area of the Downtown and is intended to allow the widest range of uses, coupled with more limited design standards than other areas of Downtown. Allowed uses include all commercial and some light industrial uses, as well as offices, major transportation and utility facilities, and residential uses that are appropriately buffered to ensure compatibility. Development and design standards are less prescriptive and provide greater flexibility to accommodate the intended uses. A high level of pedestrian orientation is not expected in this District.

- iv. **Mixed Housing Office (MHO)** The Mixed Housing/Office District is applied to areas where infill development and redevelopment of low intensity areas with multi-family housing and office is encouraged. Residential uses that are encouraged in this District include townhouses, cottages, and low-rise multi-family. Office development and limited neighborhood retail is also allowed. Development and design standards applied to this District require buffers, lower height limits and building scale that is appropriate to the size of the lot. Because of the increased density allowed in this District, developments are expected to achieve a higher design quality and be sensitively integrated into the existing neighborhood.

4. Should vs. Shall

When a standard uses the word “shall”, the standard is mandatory. When a standard uses the word “should”, the standard is mandatory unless the applicant can demonstrate, to the satisfaction of the Director, an equal or better means of satisfying the standard and objective.

B. DESIGN STANDARDS: ALL DOWNTOWN DISTRICTS

1. Site Design

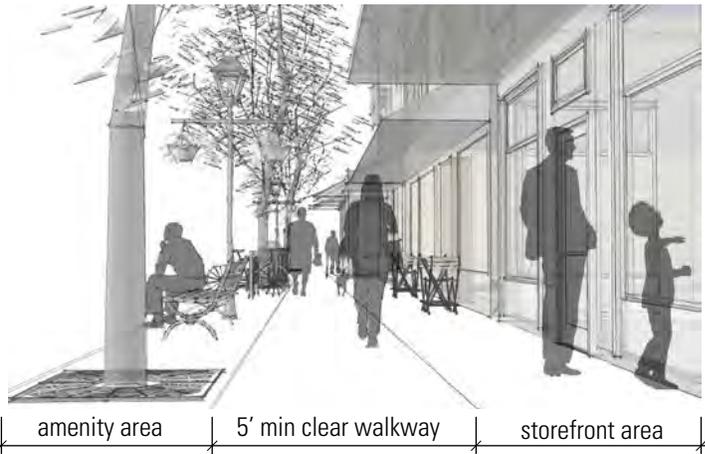
a. Sidewalk Zones and Streetscape Features

Intent: To produce a streetscape that is safe, convenient, comfortable and appealing for people on foot.

1. Amenity Area: Signs, street furniture, lighting, landscaping, etc., shall be located in the amenity area. Requirements for this area are associated with street type and found in Section C of this document.
2. Clear Walkway Area: Sidewalk area shall maintain a clear 5 foot dimension for pedestrian travel. Signs, street furniture, planters and other amenities shall not encroach upon the clear walkway area.
3. Storefront Area: Sidewalk area outside the pedestrian travel area may be used for outdoor dining and/or display. Requirements for this area are associated with street type and found in Section C of this document.



sidewalk with 3 distinct areas: amenity, walkway, and storefront



B. DESIGN STANDARDS: ALL DOWNTOWN DISTRICTS

1. Site Design

b. Parking Lot Screening and Landscaping

Intent: To diminish the amount of asphalt and parked cars visible from the street and to buffer it from other uses of lesser intensity and allow for infiltration of run-off, to offer shade to otherwise bare paved areas, and to visually soften expanses of parking.

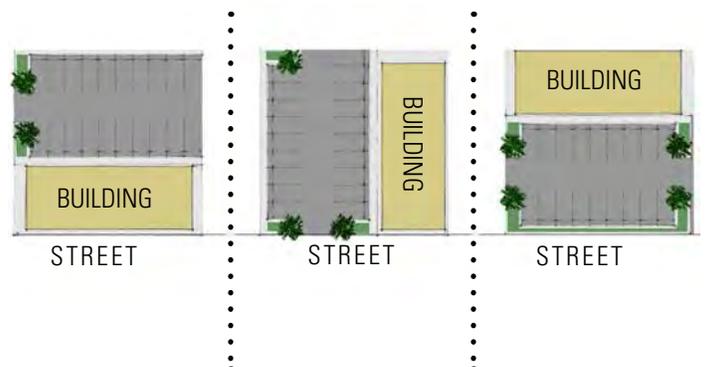
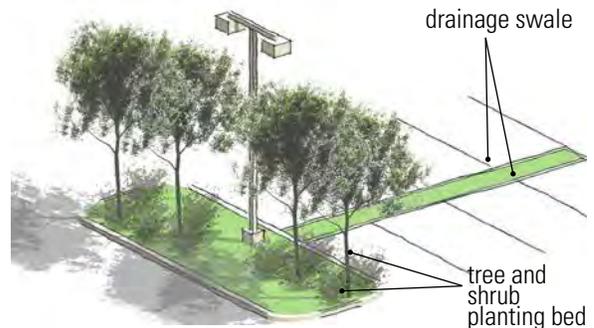
1. Parking lots shall integrate main drive aisles to appear more like streets, and shall include sidewalks, landscaping including trees, and pedestrian scaled lighting.
2. Masonry walls and other structural screening features shall be used only for corner accents or where screening of headlights is necessary, and shall not be used as a substitute for landscaping.
3. Within any parking area located between the building façade and a street, there shall be at least one tree planted for every 5 parking stalls.
4. Within any parking area located to the side of a building, there shall be at least one tree planted for every 8 stalls.
5. Within any parking area located behind a building, there shall be at least one tree planted for every 12 stalls.
6. Parking aisle shall be organized to create a central pedestrian access to building entries. Outer parking aisles shall incorporate at least a 4 foot drainage swales between parking rows.
7. Trees should be distributed throughout the parking area to provide ample shading and visually soften the parking area.
8. In addition to trees, shrubs and perennials shall be planted as understory at the base of tree planting beds.
9. Grouping trees may be allowed to accommodate natural features, so long as the equivalent number of trees are planted and so long as the grouping is within the parking area. Curbs or other methods of preventing vehicles from damaging the trees shall be installed.
10. Tree retention in parking lots is encouraged. Every tree over 6 inches in caliper that is retained is equivalent to one required new tree.
11. The Director may approve other approaches to screening, so long as the intent is satisfied.



parking lot drive aisle made to function more as a street



planting strip between sidewalk and parking lot



B. DESIGN STANDARDS: ALL DOWNTOWN DISTRICTS

1. Site Design

c. Site Lighting

Intent: To ensure that lighting contributes to the character of the streetscape and does not disturb adjacent developments and residences.

1. Use City-approved standardized fixtures for sidewalk lighting.
2. Lighting elements throughout and surrounding the site should be complementary, including pedestrian pathway, accent and parking lot lighting, lighting of adjacent developments and the public right-of-way.
3. All lighting shall be shielded from the sky and adjacent properties and structures, either through exterior full cut-off shields or through optics within the fixture.
4. Lighting used in parking lots shall not exceed a maximum of 30 feet in height. Pedestrian scale lighting shall be a maximum of 16 feet in height.
5. Parking lot lighting shall be appropriate to create adequate visibility at night and evenly distributed to increase security.



examples of cut-off lighting fixtures

d. Pedestrian Pathways through Parking Lots and to Adjacent Development

Intent: To ensure that there is a clear route of movement for pedestrians from the public street to a building entrance.

1. Each development should include at least one paved walkway connecting the sidewalk along each street frontage to the entrance(s) of building(s) on the site.
2. The walkway shall be a minimum of 5 feet in width.
3. Where the walkway crosses a parking lot, a color, paving pattern or "ladder" striping shall be used to differentiate it from driving surfaces.
4. Landscaping shall be provided along one side of the walkway, except where it crosses a drive lane.



distinct paving and landscaping

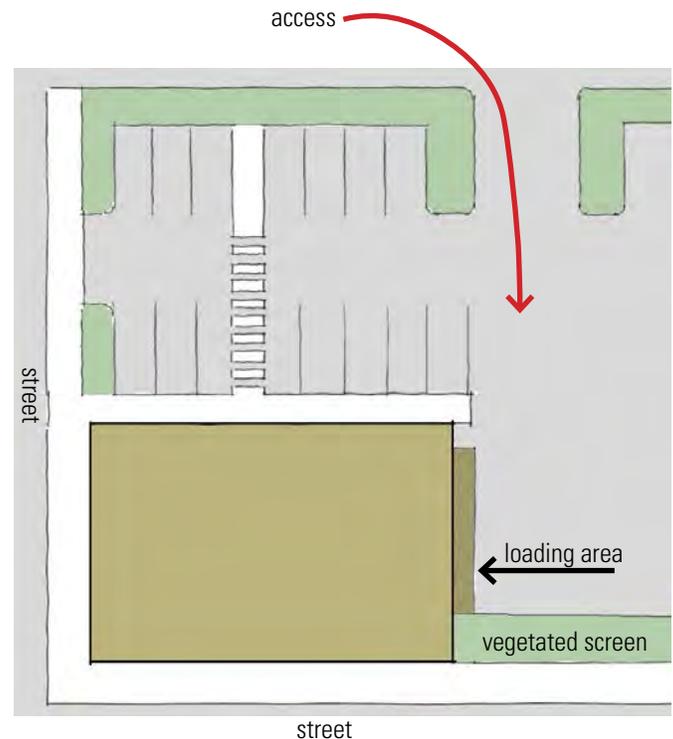
B. DESIGN STANDARDS: ALL DOWNTOWN DISTRICTS

1. Site Design

e. Treatment of Outdoor Sales, Equipment Service and Storage Areas (where allowed)

Intent: To reduce the visual impacts of storage, trash, and service areas.

1. The total area allowed for outdoor storage and/or merchandise display shall be less than five percent (5%) of the total gross square footage of building occupied by the use; provided, however, that such area may exceed five (5%) percent if it is fenced and screened. This standard does not apply to temporary uses such as material storage during construction or street vendors.
2. Any storage, service and truck loading areas, utility structures, storage tanks, elevator and mechanical equipment on the ground or roof shall be screened from public view in such a manner that they are not visible from public streets, sidewalks, or residential areas located adjacent to the Town Center.
3. Loading docks, trash collection, and other service areas shall include roofs or overhead protection to appropriately meet required stormwater standards. Drainage shall be designed to meet applicable NPDES standards.
4. Other mechanical equipment located on the ground, roof, or wall-mounted and visible from the street, common areas, or public vantage point should be screened in a similar manner. *(Also see Design Standards: All Downtown Districts, Building Design, Mechanical and Utility Equipment, B.2.h.)*
5. All on-site service areas, loading zones, outdoor storage areas, garbage collection and recycling areas and similar activities shall be located in an area not visible from public streets. Consideration shall be given to developing common service courts at the interior of blocks. Service areas should accommodate loading, trash bins, recycling facilities, storage areas, utility cabinets, utility meters, transformers, etc. Service areas shall be located and designed for easy access by service vehicles and for convenient access by each tenant. Any emissions of noise, vapor, heat or fumes shall be mitigated.
6. Trash collection and outdoor storage tank areas shall be located within enclosed structures constructed of similar materials and quality of the associated buildings, with a gate that can be closed. The gate shall be similarly treated or located in an area not visible from the street.



trash and/or storage enclosure

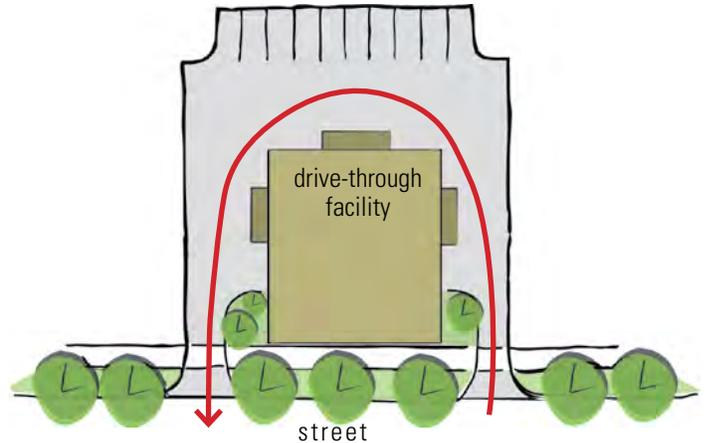
B. DESIGN STANDARDS: ALL DOWNTOWN DISTRICTS

1. Site Design

f. Treatment of Drive-Through Areas (where allowed)

Intent: To reduce vehicle/pedestrian conflicts and improve the pedestrian environment.

1. Drive-through facilities and stacking lanes shall not be located along the street frontage of a building that faces a right-of-way. Stacking lanes shall be designed so as to be able to accommodate all vehicles on-site, and no part of a vehicle using a drive-through facility shall project into the public right-of-way.



g. Buffers and Transitions to MHO and Zones Outside Downtown

Intent: To require additional features to be incorporated into higher density residential development when located adjacent to properties zoned for lower density single-family use in order to enhance the compatibility between uses.

1. Incorporate at least two of the following site features between different zones (per development standards):
 - i. increased setback
 - ii. evergreen buffer of dense trees or hedge
 - iii. vegetated fencing or wall
 - iv. A feature not on the list that meets the intent and is approved by Director
2. Existing non-hazardous trees within the site and adjacent to the neighboring development should be retained.



wider planting strip between parking lot for commercial use and residential development

h. Connections to Future Trails

Intent: To increase the connectivity and provide for alternative modes of transportation through and around the Town Center District.

1. Developments adjacent to existing and future mapped trails shall incorporate pedestrian/bicycle connections that are visible from public rights-of-way and/or building entrances.

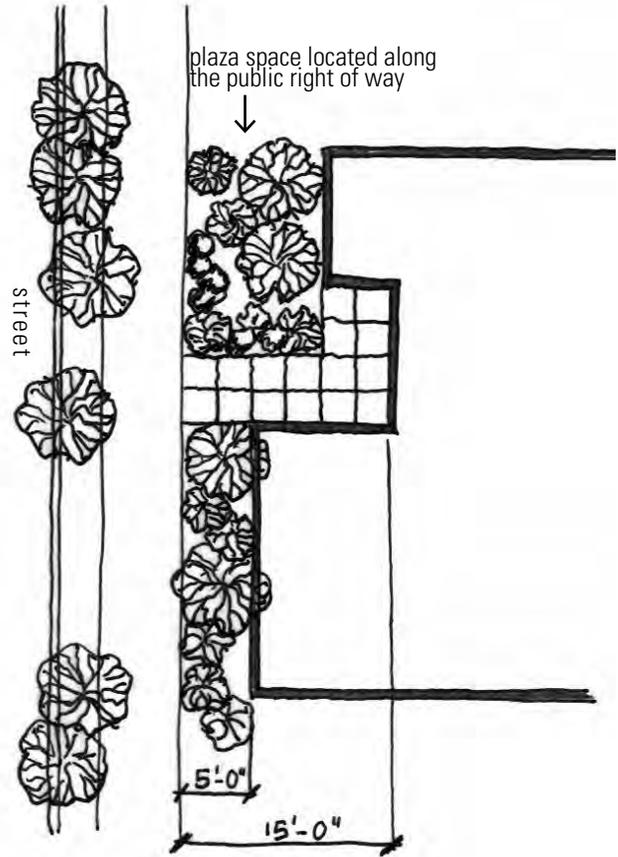
B. DESIGN STANDARDS: ALL DOWNTOWN DISTRICTS

1. Site Design

i. Public Spaces

Intent: To provide an enhanced pedestrian experience by linking public plazas, courtyards and other gathering spaces.

1. If plazas, courtyards and other pedestrian areas are included in the project as part of a FAR (Floor Area Ratio) Bonus Program or other development requirement the following guidelines shall be addressed:
 - a) Spaces shall include additional landscape conducive to pedestrian use, accent lighting, public art, benches and/or low seating walls, and brick or other special paving.
 - b) Public space shall not be occupied by driveways, service areas, or any other vehicular use. This does not preclude occasional access to the space for service vehicles or temporary events.
 - c) Public spaces should be oriented toward the south (for solar exposure) when possible to create a more comfortable micro-climate.
2. Public spaces shall be directly linked both visibly and physically from public sidewalks and walkways.
3. Intersections of type I and II streets should be marked with setbacks that allow for public spaces. Rather than meeting the corner, new buildings should incorporate forecourts, plazas, or gardens that welcome the public and offer a dramatic statement at the corner.



public space including seating, landscaping and water feature

B. DESIGN STANDARDS: ALL DOWNTOWN DISTRICTS

2. Building Design

a. Prominent Entrances

Intent: To ensure that entrances are easily identifiable and accessible from streets and sidewalks.

1. Locate primary entrances so that they are visible from the public right-of-way. The entry shall be marked by architectural elements such as canopies, ornamental lighting fixtures and/or fixed seating that offer visual prominence.
2. Residential uses should incorporate a porch or stoop as a transition between the sidewalk and entry.

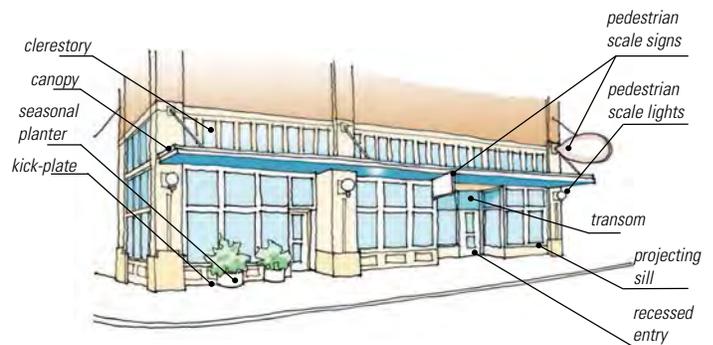
b. Ground Level Details

Intent: To reinforce the character and attractiveness of the streetscape and provide pedestrian-friendly amenities and ensure that dwelling units at street level are safe and comfortable for the unit occupants.

1. Facades of commercial and mixed-use buildings that face the street shall be designed to be pedestrian friendly through the inclusion of at least four of the following elements:
 - i. Kick plates for storefront windows
 - ii. Projecting window sills
 - iii. Pedestrian-scale signage
 - iv. Exterior lighting sconces
 - v. Containers for seasonal plantings
 - vi. Window box planters
 - vii. Benches and seat walls along 30% of the length of the façade
 - viii. Decorative paving in the sidewalk
 - ix. Decorative brick, tile or stone work on the ground floor façade
 - x. A feature not on the list that meets the intent and is approved by Director.



residential entry prominently facing the street with transition area between sidewalk



2. Ground floor residential uses fronting on a street shall be designed to comply with all of the following elements:
 - i. The finished floor of the ground floor residential units shall be elevated at least 2 feet above sidewalk grade to provide additional privacy for the residences at the street level.
 - ii. The finished floor of the ground floor unit if designated for ADA (Americans with Disabilities Act) accessibility may have a front door at the same grade as the street sidewalk.
 - iii. Primary or secondary access shall be provided to the unit via a front door to the street sidewalk or a walkway to a patio/porch along the street sidewalk.

B. DESIGN STANDARDS: ALL DOWNTOWN DISTRICTS

2. Building Design

c. Transparency Zone

Intent: To provide a visual connection between activities inside and outside of buildings.

1. On all streets: buildings shall include windows with clear vision glass on at least ~~25~~40% of the area between two and twelve feet above grade for all ground floor building facades that are visible from an adjacent street. Increased requirements for transparency are associated with street type and found in Section C of this document. **Windows into parking garage space shall not qualify as part of the transparency requirement. If windows are not appropriate, decorative art (such as non-commercial murals or relief sculpture), significant architectural detailing, or wall-covering landscaping may be used, as approved by the Director.**



ground floor transparency

B. DESIGN STANDARDS: ALL DOWNTOWN DISTRICTS

2. Building Design

d. Treatment of Blank Walls

Intent: To soften the visual impact of any wall that does not have windows.

1. Any blank wall that faces a street shall incorporate at least five of the following features:
 - i. An architectural plinth (a stone or masonry base at least 36" high)
 - ii. Belt course(s) of masonry
 - ~~iii. Trellis with vines planted that will grow vertically~~
 - iii. A Green Wall. For the purposes of this subsection, a "Green Wall" is defined as a vertical trellis or cable/wire net systems installed as part of the building envelope system where climbing plants or cascading groundcovers are trained to cover these specially designed supporting structures (also commonly referred to as biowalls, vertical gardens, modular living walls). A Green Wall should be located in association with a raised planter at least 2 feet high and 3 feet wide integrated into the building design. A Green Wall shall be planted with climbing vines or plant materials sufficient to obscure or screen at least 60% of the wall surface within 3 years.
 - iv. Recesses at least 4 feet wide and 2 feet deep
 - v. Overhanging roof
 - vi. Decorative tile work
 - vii. Accent lighting
 - viii. Artwork that does not contain a commercial message
 - ~~ix. Evergreen hedge~~
 - ix. Landscape planting bed at least 5 feet wide, or raised planter bed at least 2 feet high and three feet wide, in front of the wall. Such planting areas shall include plant materials sufficient to obscure or screen at least 60% of the wall surface within 3 years. The applicant shall utilize plant materials that complement the natural character of the Pacific Northwest; are adaptable to the climatic, topographic, and hydrologic characteristics of the site; and should include native species.
 - x. Seating (benches or ledges)
 - xi. A feature not on the list that meets the intent, as approved by the Director.
2. If a blank wall is on a building within a phased development in which other buildings are indicated on an approved plan to be built between the blank wall and the street, the Director may waive this requirement.



examples of various blank wall treatments

B. DESIGN STANDARDS: ALL DOWNTOWN DISTRICTS

2. Building Design

e. Massing and Articulation

Intent: To reduce the apparent bulk of larger buildings and maintain a pedestrian scale, achieved through consistent building details and proportions on all sides to ensure a “four-sided” quality to a building and upper-story features that improve the relationship between the upper stories and the street.

1. Buildings 30 feet in height and taller shall distinguish a “base” at ground level using articulation and materials such as stone, masonry, or decorative concrete.
2. The “top” of the building ~~will~~ shall emphasize a distinct profile or outline with elements such as a projecting parapet, cornice, upper level step back or pitched roofline.
3. The “middle” of the building should be distinguished by a change in materials or color, windows, balconies, step backs and signage.
4. The design of the building shall provide consistent architectural details; colors and materials shall be consistent on all building walls.



building massing and articulation creating a strong base, middle and distinctive roof



mixed use development articulates different uses of the building by employing different materials and roof types



architectural screening of rooftop mechanical equipment

B. DESIGN STANDARDS: ALL DOWNTOWN DISTRICTS

2. Building Design

5. Upper stories of buildings should maintain an expression line along the façade--such as a change of material, projections, or setbacks--to reduce the perceived building mass. Upper floor windows should be divided into individual units and not consist of a "ribbon" of glass.
6. Buildings shall include articulation along ~~the all~~ façades ~~facing and visible from streets~~. Facade details and elements should be integral to the overall building design and should not appear added on. The purpose is not to create a regular rigid solution but rather to break up the mass in creative ways ~~to add visual interest and to reduce a building's apparent scale.~~ ~~At least two of the following methods shall be included~~ To provide interest and variation appropriately scaled to the building, all facades shall incorporate all of the following methods:
 - i. ~~distinctive~~ Distinctive roof forms,
 - ii. ~~changes in~~ Integrally textured, colored or patterned materials, such as stone or other masonry
 - ~~iii. window patterns;~~
 - iii. Windows articulated with mullions, recessed windows, punched windows, etc., as well as application of complementary articulation around doorways and balconies
 - iv. ~~different colors~~ Landscaping:
 - v. ~~A feature not on the list that meets the intent, as approved by the Director.~~
 - (a) Preferred: A Green Wall. For the purposes of this subsection, a "Green Wall" is defined as a vertical trellis or cable /wire net system installed as part of the building envelope system where climbing plants or cascading groundcovers are trained to cover these specially designed supporting structures (also commonly referred to as biowalls, vertical gardens, modular living walls). A Green Wall should be located in association with a raised planter at least 2 feet high and 3 feet wide integrated into the building design. A Green Wall shall be planted with climbing vines or plant materials sufficient to obscure or screen at least 60% of the wall surface within 3 years.
 - (b) Alternative if the applicant can demonstrate to the satisfaction of the Director that a Green Wall is not appropriate, alternative landscaping, architectural, or site design feature(s) of equal or better means of satisfying the intent may be allowed.
- v. Architectural methods of breaking down the façade, such as changes of plane or vertical fins
- vi. In lieu of i-v above, a façade design that provides an alternative method for creating visual interest at the pedestrian level, reducing the perceived building mass, and meets the intent, may be approved by the Director.

B. DESIGN STANDARDS: ALL DOWNTOWN DISTRICTS

2. Building Design

f. Roofline and Roof-mounted Equipment

Intent: To ensure that roof forms provide distinctive profiles and interest and to screen rooftop mechanical and communications equipment from the ground level of nearby streets and residential areas.

1. Mechanical equipment shall be screened by an extended parapet wall or other roof form that is integrated with the architecture of the building.
2. No roofline ridge should run unbroken for more than 80 feet.

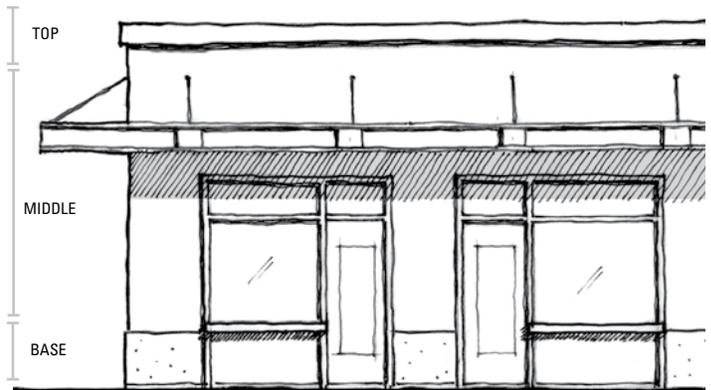
g. Mechanical Equipment

Intent: To ensure that a building's mechanical equipment and/or other utility hardware is well-screened from public view to enhance the building's appearance.

1. Mechanical equipment and/or other utility hardware for a building, located on the roof, ground, or wall-mounted on the building, shall be screened from public view with architectural and/or landscape materials, or they shall be located so as to not be visible from any street, common areas, or public vantage point.
2. Screening shall be compatible with the building architecture (materials, color, and scale) and the surrounding landscaping.
3. When using landscaping to screen equipment, plants shall be arranged with a minimum of 50 % coverage at time of installation and be able to grow to fully screen or shield the equipment within 3 years.
4. Screening with landscaping shall utilize plant materials that complement the natural character of the Pacific Northwest; are adaptable to the climatic, topographic, and hydrologic characteristics of the site; and that include native plant species whenever possible.



multi-family building with greater architectural details matching the character and scale of the existing single-family structure



B. DESIGN STANDARDS: ALL DOWNTOWN DISTRICTS

2. Building Design

h. Transitions to MHO and Zones Outside Downtown

Intent: To require additional features to be incorporated into higher density residential development when located adjacent to properties zoned for lower density single-family use in order to enhance the compatibility between uses.

1. Incorporate at least four of the following architectural features:
 - i. recessed entry
 - ii. dormers
 - iii. higher quality material
 - iv. distinctive roof forms
 - v. upper level balconies
 - vi. gables
 - vii. window patterns
 - viii. A feature not on the list that meets the intent and is approved by Director.
2. Flat, blank walls shall not be visible from the street or common areas, or public vantage point. (See Blank Wall Standard B(2)d)

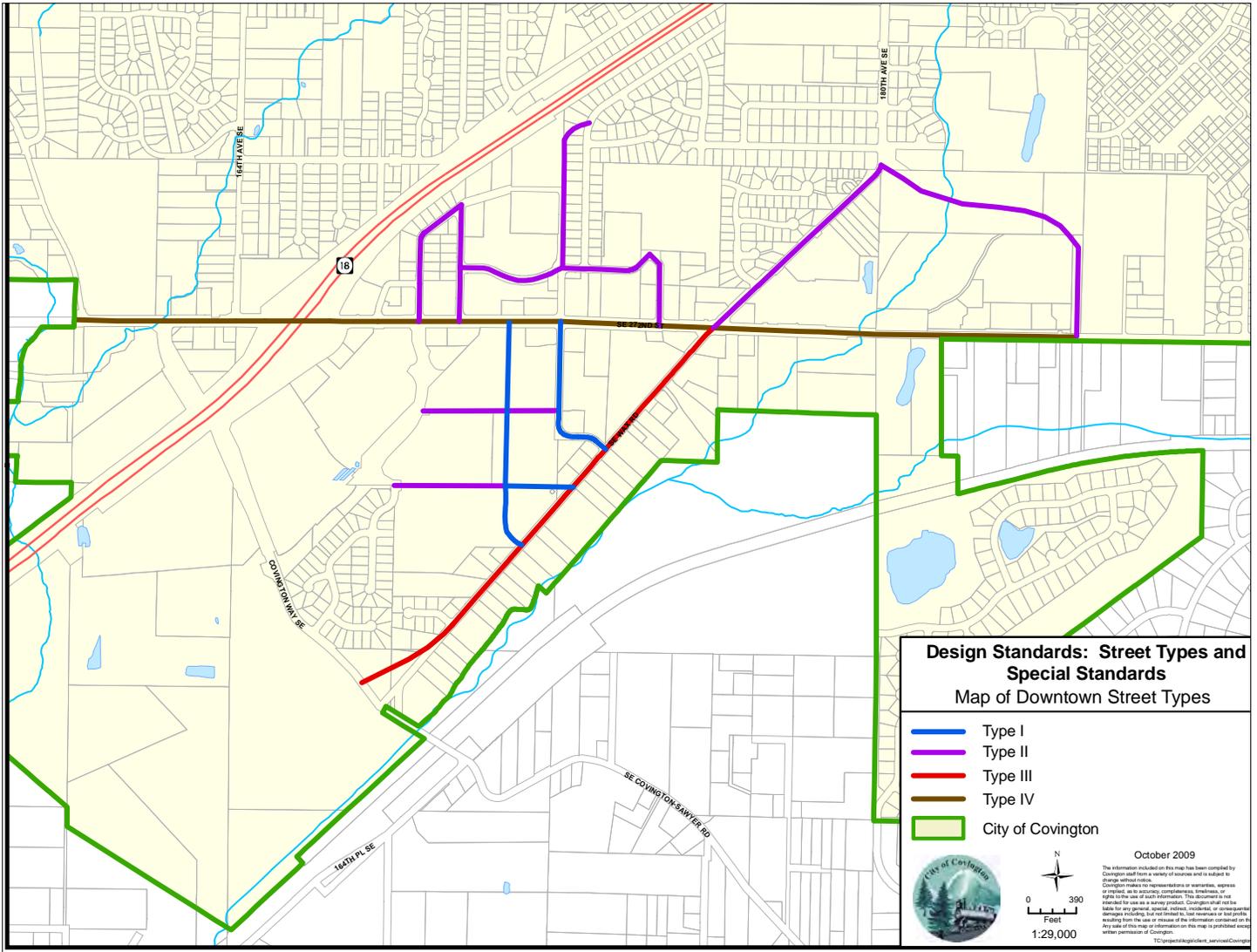
i. Design of Allowed Light Industrial Uses

Intent: To ensure a variety of compatible uses are designed with pedestrian-oriented features.

1. Allowed light industrial uses shall maintain a pedestrian-scale and street activation by incorporating at least two of the following features:
 - i. Base, middle, top building features
 - ii. Street-level transparency
 - iii. Weather protection
 - iv. A feature not on the list that meets the intent and is approved by the Director.

C. DESIGN STANDARDS: STREET TYPES AND SPECIAL STANDARDS

1. Map of Downtown Street Types UPDATED MAP



NOTE: See Section 1.08 of Covington Design and Construction Standards 7-09 (or as amended) for Design Variances and Design Deviations.

C. DESIGN STANDARDS: STREET TYPES AND SPECIAL STANDARDS

2. Type I Streets

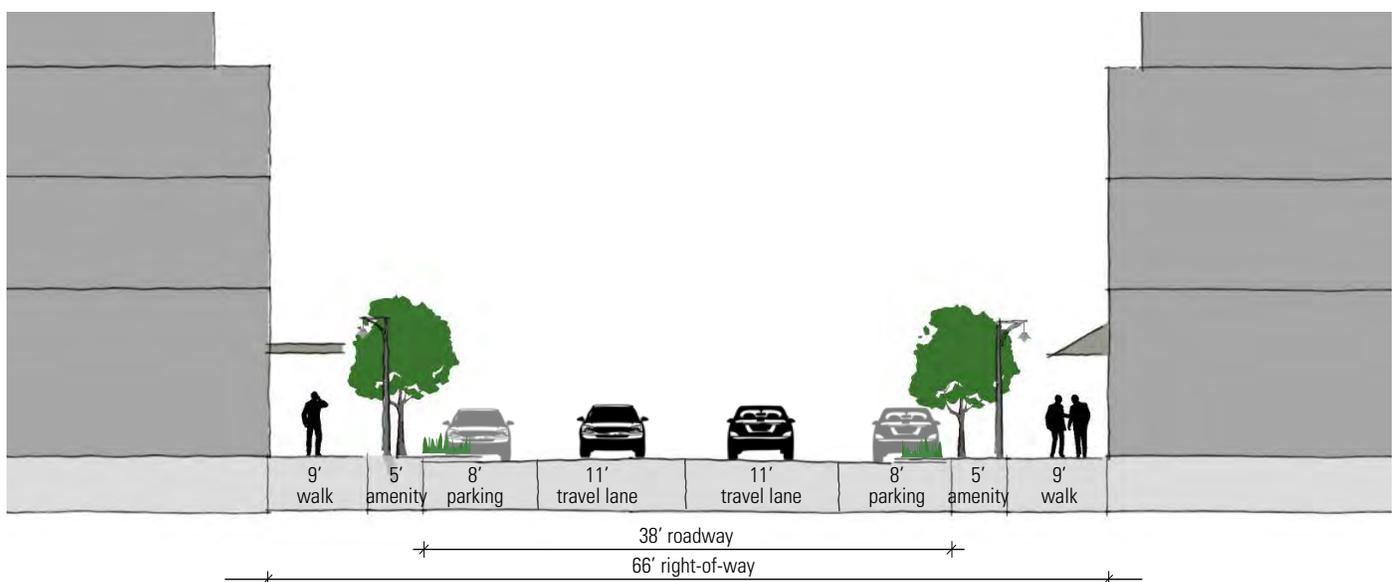
a. Description

These streets are intended to function as the “primary pedestrian street” in terms of the building-street relationship and the high degree to which pedestrian comfort and safety are addressed through streetscape design and minimization of vehicle-pedestrian conflict points. Although vehicular traffic is not excluded, its movement should be slow and “calmed” through devices such as curb bulbs, on-street parking, and frequent crossings. Sidewalks should be very wide, street trees and understory vegetation should be plentiful, incorporating pedestrian-scaled lighting and abundant street furnishings. Buildings facades along these streets are expected to reinforce the pedestrian experience by providing certain types of uses and architectural features.

b. Street Standards

- i. Sidewalks shall accommodate a minimum 5-foot wide amenity area behind the curb for plantings and furnishings and a minimum 9-foot wide clear passageway for walking. Although additional, modest setbacks to accommodate a storefront area within a sidewalk are encouraged to allow for café seating, generally building facades shall be located at the back of the sidewalk.
- ii. To ensure smoother, more organized traffic movements and less disruption of pedestrian movement, curb cuts (driveway openings) should:
 - a) Be no more than 30 feet wide.
 - b) A minimum of 200 feet apart from any other curb cut or street intersection. (This shall not preclude access to a property, however.)
 - c) Not interrupt the paving material of the sidewalk with another material. The sidewalk paving should be continuous.
- iii. Curb bulbs at intersections are required.
- iv. Special lighting and furnishings are required within the amenity area behind the curb.
- v. Trees should be planted within the street right-of-way or utility easement at the rate of one tree every 25 feet of street frontage. Trees may be spaced at irregular intervals to accommodate sight distance requirements for driveways and intersections. Trees shall be a species approved by the City and compatible with overhead utility lines, if present.
- vi. The roadway should consist of one travel lane in each direction and on-street parking on both sides.
- vii. Where left turn movements need to be specifically accommodated, planted medians with turn pockets are encouraged rather than a continuous center turn lane.

c. Street Section Diagram



C. DESIGN STANDARDS: STREET TYPES AND SPECIAL STANDARDS

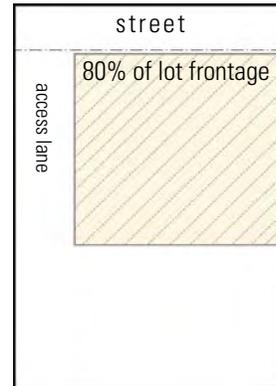
2. Type I Streets

d. Site Design

i. Street Relationship

Intent: To reinforce an active pedestrian experience.

1. 80% of the lot frontage shall be occupied by a building or other structure approved by the Director as meeting the intent of this standard.
2. Required building frontage shall be located at the back of sidewalk or adjacent to public plaza, courtyard, seating area or other space intended for public use.
3. **Commercial and Retail Uses.** Minimum average depth of 20 feet measured from the wall abutting the street frontage to the rear wall of the commercial/retail use and a minimum width of 20 feet measured from the interior walls of the commercial/retail use.

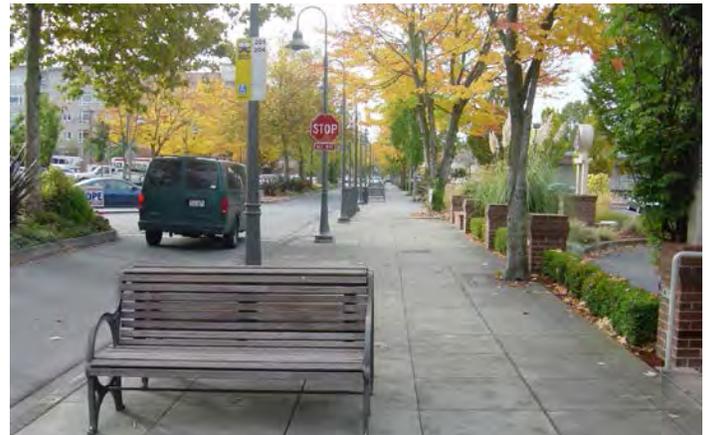


buildings sited at the back of sidewalk to make a strong street wall

ii. Sidewalk and Streetscape Features

Intent: To produce a streetscape that is safe, convenient, comfortable and cohesive for people on foot.

1. Use City-approved standardized fixtures for benches, trash receptacles and bike racks located in the public right-of-way shall be used.

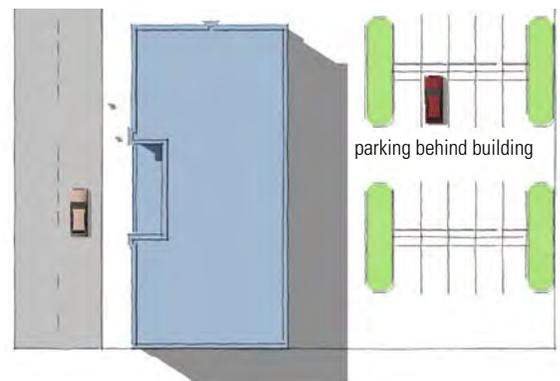


standardized street furniture and light fixtures

iii. Parking Location

Intent: To reduce the visual impact of parking and enhance the pedestrian experience.

1. Parking should be located under, behind, or to the side of buildings.



C. DESIGN STANDARDS: STREET TYPES AND SPECIAL STANDARDS

2. Type I Streets

e. Building Design

i. Entrances on Public Sidewalk

Intent: To ensure that entrances are easily identifiable and accessible from streets and sidewalks.

1. A primary entrance shall be located so that it is visible from the public right of way.
2. The primary entrance shall have direct pedestrian access to a public sidewalk.
3. Retail space that is adjacent to a public sidewalk shall have entrances that directly connect to that public sidewalk.
4. Major entrances shall be located at the corners and highlighted by elements like higher or more expressive canopies, **cropped or curved building corners**, **turret-like features**, higher bays, larger windows and doors, projections, different window designs, **a raised tower form** or other physical features.

ii. Transparency

Intent: To provide a visual connection between activities inside and outside of buildings.

1. Buildings shall include windows with clear vision glass on at least 60% of the area between two and twelve feet above grade for all ground floor building facades that are visible from an adjacent street.

iii. Weather Protection

Intent: To improve comfort and pedestrian activity.

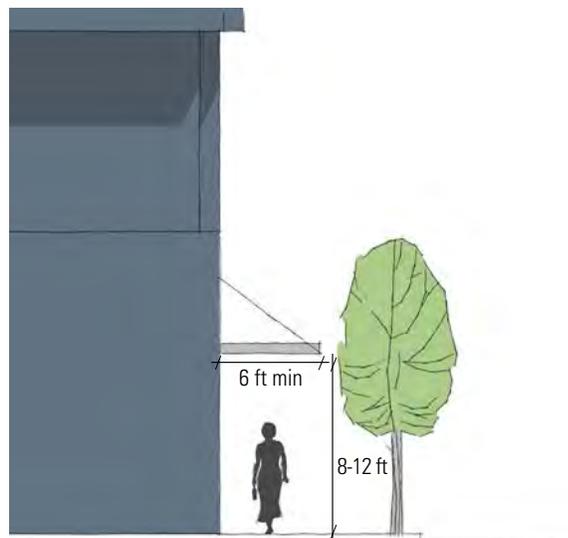
1. Buildings shall provide weather protection over all adjacent sidewalks and pedestrian connections so that 75% of the length of the building frontage has overhead weather protection.
2. All overhead weather protection shall be placed between 8 and 12 feet above the walkway level and be a minimum of 6 feet in depth.



buildings's various entrances prominent on the public sidewalk



ample transparency along a pedestrian oriented street



C. DESIGN STANDARDS: STREET TYPES AND SPECIAL STANDARDS

2. Type I Streets

e. Building Design

iv. Ground Level Details

Intent: To reinforce the character of the streetscape and provide pedestrian amenities.

1. Facades of commercial and mixed-use buildings that face the street shall be designed to be pedestrian friendly through the inclusion of at least two additional (for a total of six) of the following elements:
 - a) Kick plates for storefront windows
 - b) Projecting window sills
 - c) Pedestrian-scale signage
 - d) Exterior lighting sconces
 - e) Containers for seasonal plantings
 - f) Window box planters
 - g) Benches and seat walls along 30% of the length of the façade
 - h) Decorative paving in the sidewalk
 - i) Decorative brick, tile or stone work on the ground floor façade
 - j) A feature not on the list that meets the intent and is approved by Director.



v. Higher Quality Building Materials

Intent: To encourage high quality buildings.

1. Buildings shall employ durable and high-quality materials that show permanence and quality, such as glass, steel, brick, stone, wood, etc.
2. The use of sustainably harvested, salvaged, recycled or reused products is encouraged wherever possible.



high quality materials of tile, glass, and wood.

C. DESIGN STANDARDS: STREET TYPES AND SPECIAL STANDARDS

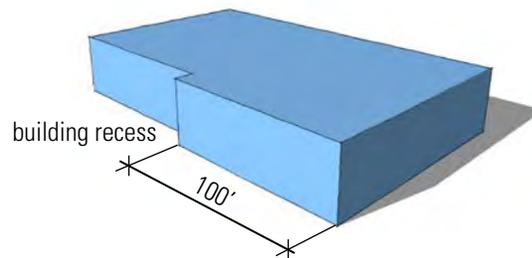
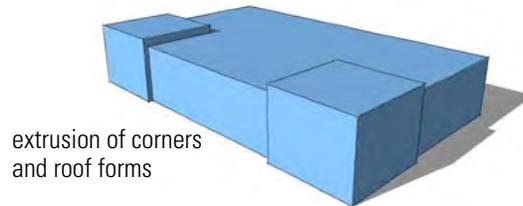
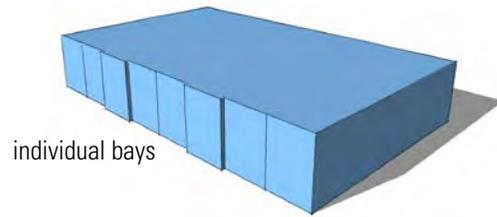
2. Type I Streets

e. Building Design

vi. Massing

Intent: To reduce the apparent bulk of buildings by breaking them down into smaller components while providing visual variety along the street face.

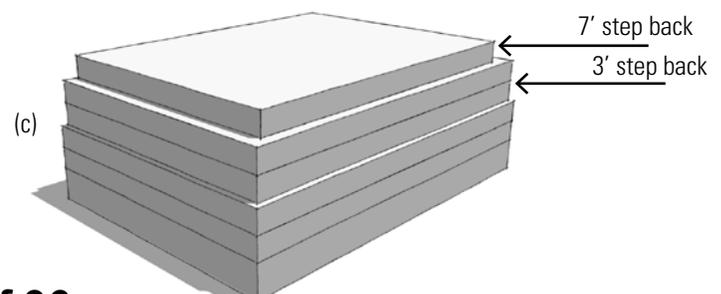
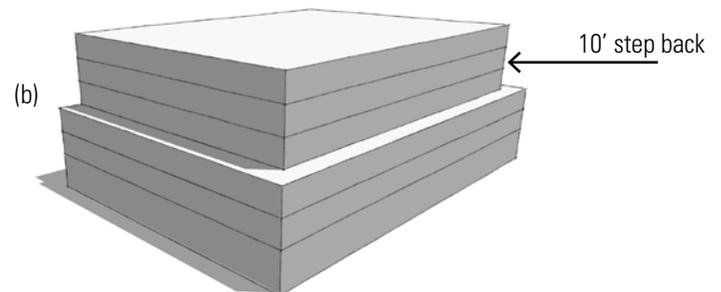
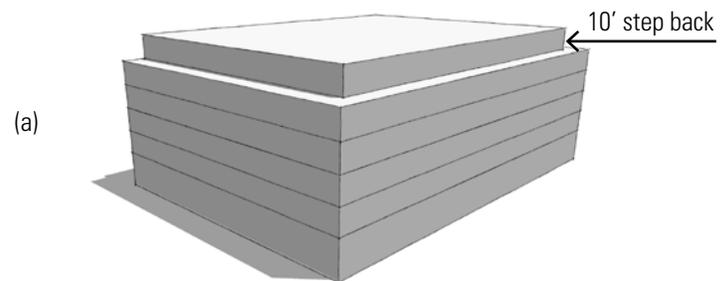
1. Facades of buildings ~~over 100 feet~~ along the street shall be divided into smaller masses, such as narrow storefronts, bays, and separated roof forms. Also see [Design Standards: All Downtown Districts, Building Design, Massing and Articulation B.2. e.](#)



vii. Upper Story Step Back

Intent: To provide relief to perceived building mass through an upper-story step back.

1. Along pedestrian-oriented streets, building facades shall step back on any floor above the third story. The following alternatives are acceptable:
 - a) The top floor steps back at least 10 feet.
 - b) All floors above the third floor step back at least 10 feet.
 - c) Progressive step backs on several floors to a total of at least 10 feet.
2. Facades of floors that step back shall be distinguished by a change in elements such as window design, railings, trellises, details, materials and/or color so that the result is a rich and organized combination of features that face the street. Balconies may extend into the step back areas.
3. Alternatives to this guideline may be proposed; so long as the effect is that the upper floor(s) appear to recede from view as approved by the Director.



C. DESIGN STANDARDS: STREET TYPES AND SPECIAL STANDARDS

2. Type I Streets

f. Sign Design

i. Integration with Architecture

Intent: To ensure that signage is a part of the overall design approach to a project and not added as an afterthought element.

1. The design of buildings and sites shall identify location and sizes for future signs. As tenants install signs, it is expected that such signs shall be in conformance with an overall sign program that allows for advertising which fits the architectural character, proportions, and details of the development.

ii. Creativity / Unique Expressions

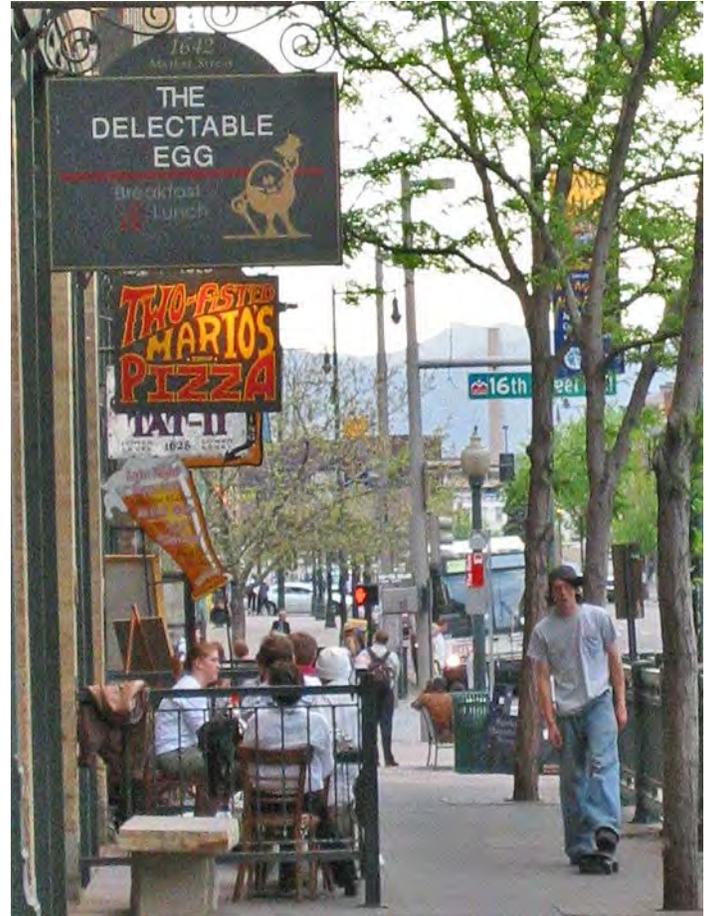
Intent: To encourage interesting, creative and unique approaches to the design of signs.

1. The design of signs are encouraged to use color, graphics, and handcrafted elements.

iii. Pedestrian Orientation

Intent: To provide signs that will complement and strengthen the pedestrian realm.

1. Pedestrian signs include projecting signs (blade signs), window signs (painted on glass or hung behind glass), logo signs (symbols, shapes), wall signs over entrance, and monument signs.



various artistically craft signs gives a pedestrian street added interest and character

C. DESIGN STANDARDS: STREET TYPES AND SPECIAL STANDARDS

3. Type II Streets

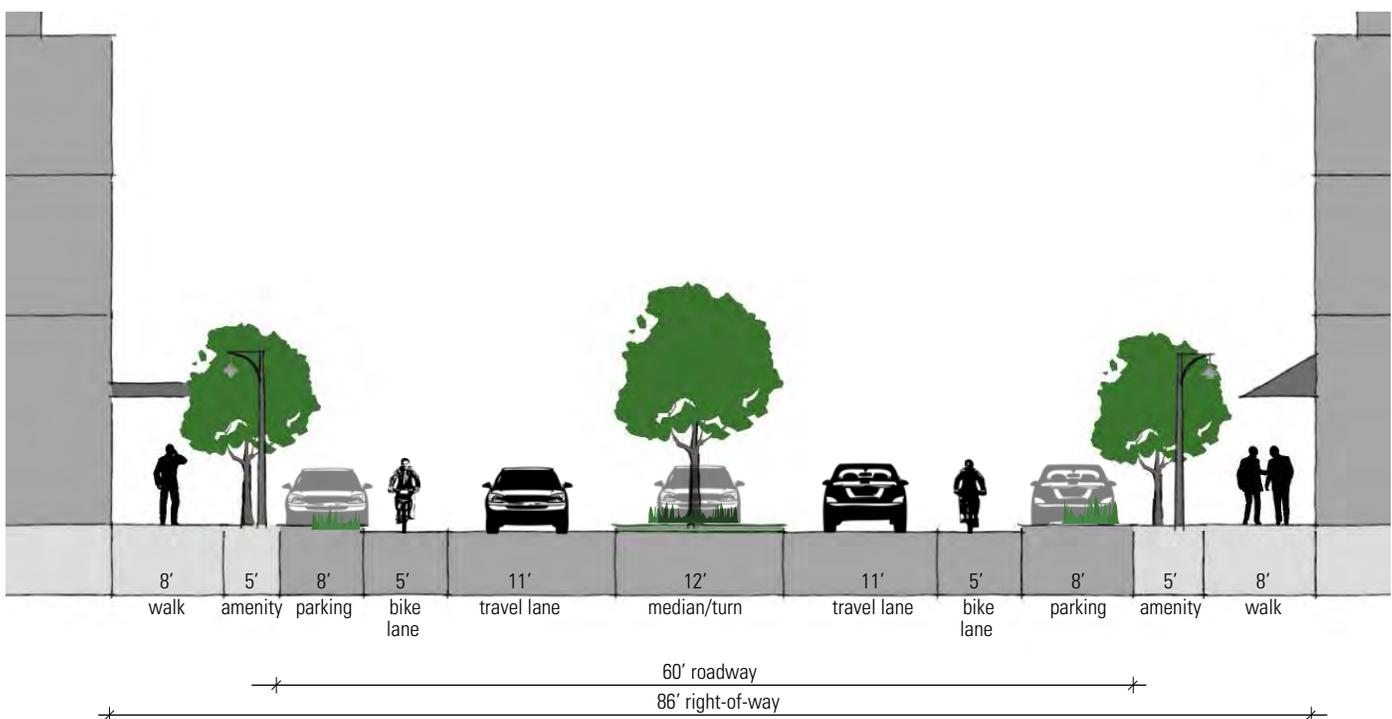
a. Description

These streets or street segments support pedestrian, transit and bicycle circulation while also fully accommodating vehicles. Some traffic calming devices might be used and speed limits would be relatively low. These streets should have one travel lane in each direction, with turning pockets at intersections. On-street parking should be present where there are commercial uses. Sidewalks would be moderate in width and contain street trees between the curb and clear walking zone. Pedestrian-scale lighting would also be present. As with Type I Streets, buildings facades along these streets are expected to reinforce the pedestrian experience by providing certain types of architectural features.

b. Street Standards

- i. Sidewalks shall accommodate a minimum 5-foot wide zone behind the curb for plantings and furnishings and a minimum 8-foot wide clear passageway for walking.
- ii. To ensure smoother, more organized traffic movements and less disruption of pedestrian movement, curb cuts shall:
 - a) Be no more than 30 feet wide.
 - b) Be spaced a minimum of 200 feet apart from another curb cut or street intersection (This shall not preclude access to a property, however.)
 - c) Not interrupt the paving material of the sidewalk with another material. The sidewalk paving shall be continuous.
- iii. Curb bulbs at intersections are encouraged.
- iv. Sidewalk lighting and furnishings are required within the amenity zone behind the curb.
- v. A minimum 5-foot bicycle lane shall be included on both sides of street.
- vi. Within the Town Center, the roadway should consist of one travel lane in each direction, it may also include a center median consisting of a landscaped areas with turn pockets.
- vii. A parking lane shall be incorporated on both sides of the street, unless determined to be unnecessary by the Director.

c. Street Section Diagram



C. DESIGN STANDARDS: STREET TYPES AND SPECIAL STANDARDS

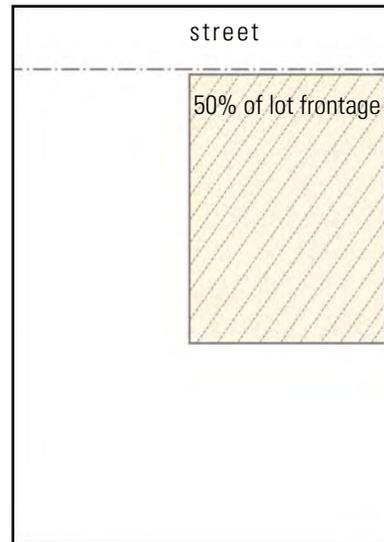
3. Type II Streets

d. Site Design

i. Street Relationship

Intent: To reinforce an active pedestrian experience.

1. 50% of the lot frontage shall be occupied by a building or other structure approved by the Director as meeting the intent of this standard.
2. Required building frontage shall be located at the back of sidewalk or adjacent to public plaza, courtyard, seating area or other space intended for public use.
3. Parking between the building and the sidewalk shall not be allowed.



ii. Sidewalk and Streetscape Features

Intent: To produce a streetscape that is safe, convenient, comfortable and cohesive for people on foot.

1. Use City-approved standardized fixtures for benches, trash receptacles and bike racks located in the public right-of-way.



streetscape amenities

iii. Parking Location

Intent: To reduce the visual impact of parking and enhance the pedestrian experience.

1. Parking should be located under, behind, or to the side of buildings.



access to parking behind building

C. DESIGN STANDARDS: STREET TYPES AND SPECIAL STANDARDS

3. Type II Streets

e. Building Design

i. Entrances on Public Sidewalk

Intent: To have commercial and pedestrian activity visible from streets.

1. Main entrances to buildings shall be visually prominent and located where they are seen from the street. Building entrances shall incorporate at least one of the following:
 - a) Create a visually prominent entrance with pedestrian connection from the street
 - b) If the doorway does not face the street, create an architecturally prominent overhang over a clearly marked and well-maintained path that connects the entry to the sidewalk.
2. Techniques for making entrances prominent include a projecting canopy, a roof form over the entrance, a tower form, a landscaped forecourt or some combination of these elements.



visually prominent entrance

ii. Transparency

Intent: To provide a visual connection between activities inside and outside of buildings.

1. Buildings shall include windows with clear vision glass on at least 50% of the area between two and twelve feet above grade for all ground floor building facades that are visible from an adjacent street.

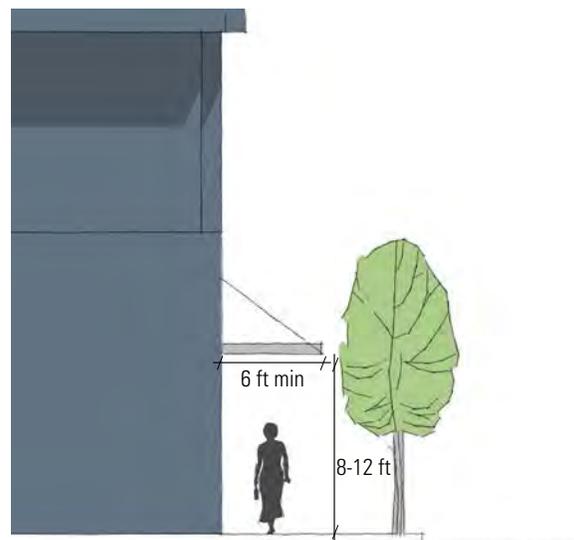


glass canopies protect pedestrian from rain, but also allow light through

iii. Weather Protection

Intent: To improve comfort and pedestrian activity.

1. Buildings that have retail at the ground level shall provide weather protection over all adjacent sidewalks and pedestrian connections so that at least 50% of the length of the building frontage has overhead weather protection.
2. All overhead weather protection shall be placed between 8 and 12 feet above the walkway level and be a minimum of 6 feet in depth.



C. DESIGN STANDARDS: STREET TYPES AND SPECIAL STANDARDS

3.Type II Streets

e. Building Design

iv. Ground Level Details

Intent: To reinforce the character of the streetscape and provide pedestrian amenities.

1. Facades of commercial and mixed-use buildings that face the street shall be designed to be pedestrian friendly through the inclusion of an additional feature (for a total of five) of the following elements:
 - a) Kick plates for storefront windows
 - b) Projecting window sills
 - c) Pedestrian-scale signage
 - d) Exterior lighting sconces
 - e) Containers for seasonal plantings
 - f) Window box planters
 - g) Benches and seat walls along 30% of the length of the façade
 - h) Decorative paving in the sidewalk
 - i) Decorative brick, tile or stone work on the ground floor façade
 - j) A feature not on the list that meets the intent and is approved by the Director.



planter boxes, benches, lighting help activate this ground level facade

v. Higher Quality Building Materials

Intent: To encourage high quality, lasting buildings.

1. Buildings shall employ durable and high-quality materials that show permanence and quality, such as glass, steel, brick, stone, wood, etc.
2. The use of sustainably harvested, salvaged, recycled or reused existing products is encouraged wherever possible.



quality materials are used to show permanence and reflect regional character

C. DESIGN STANDARDS: STREET TYPES AND SPECIAL STANDARDS

3. Type II Streets

e. Building Design

vi. Massing

Intent: To reduce the apparent bulk of buildings by breaking them down into smaller components while providing visual variety along the street face.

1. The facades of buildings ~~over 100~~ feet along the street should be divided into smaller masses, such as narrow storefronts, bays, and separated roof forms. Also see [Design Standards: All Downtown Districts, Building Design, Massing and Articulation B.2. e.](#)

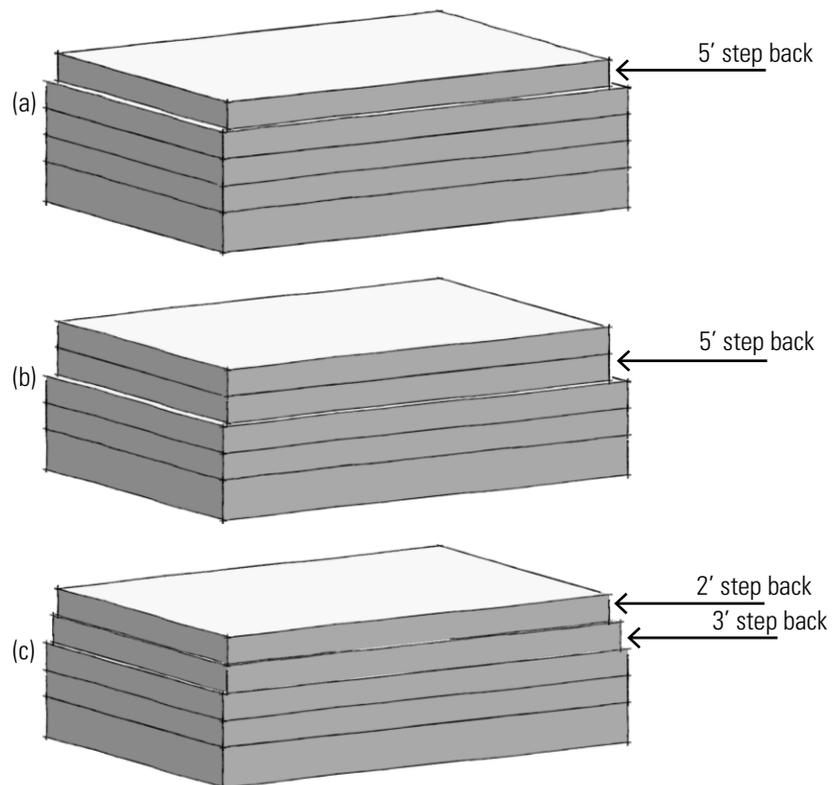
vii. Upper Story Step Back

Intent: To provide relief to perceived building mass through upper-story step backs.

1. Building facades shall be stepped back above the third story. The following alternatives are acceptable:
 - a) The top floor steps back at least 5 feet.
 - b) All floors above the third floor step back at least 5 feet.
 - c) Progressive step backs on several floors to a total of at least 5 feet.
2. Facades of floors that step back shall be distinguished by a change in elements such as window design, railings, trellises, details, materials and/or color so that the result is a rich and organized combination of features that face the street. Balconies may extend into the step back areas.
3. Alternatives to this guideline may be proposed; so long as the effect is that the upper floor(s) appear to recede from view as approved by the Director.



this building demonstrates upper articulated massing using material changes and upper level stepbacks



C. DESIGN STANDARDS: STREET TYPES AND SPECIAL STANDARDS

4. Type III Streets

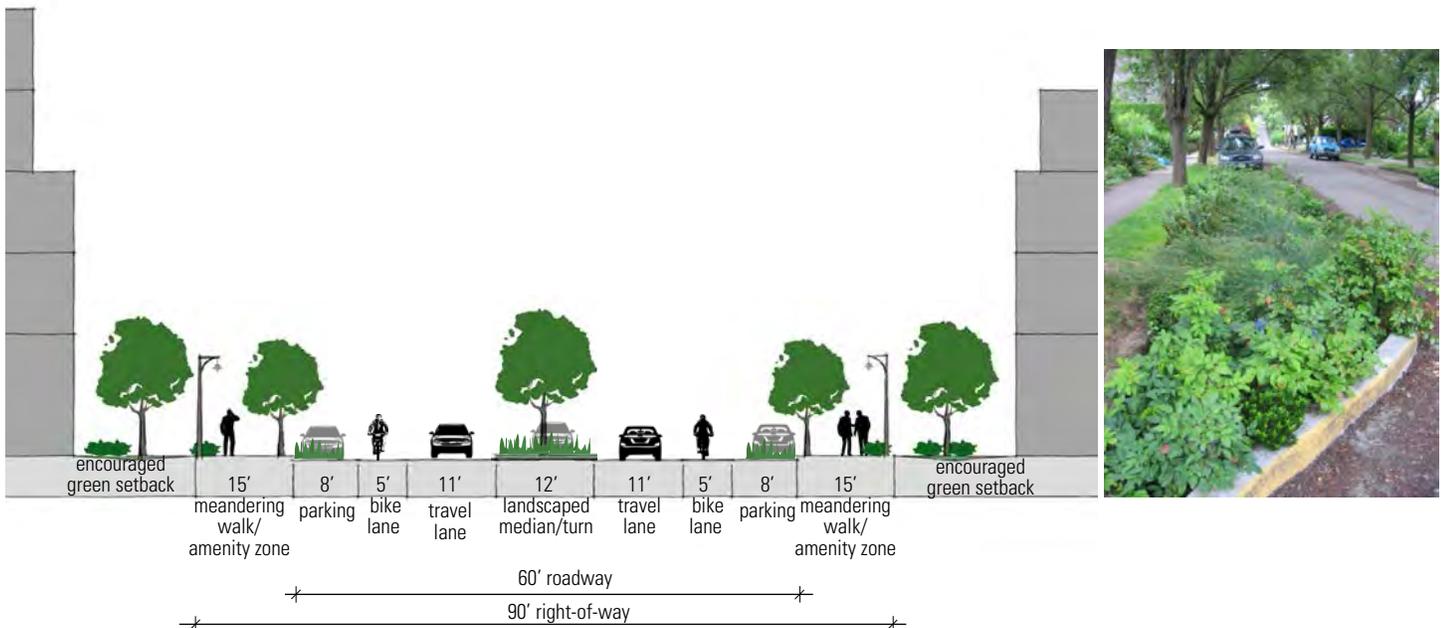
a. Description

This type of street contains elements that screen from public right-of-way any undesirable views such as loading docks, open air storage, or the back sides of buildings. They also should accommodate low impact development features such as vegetated swales, rain gardens, native landscaping species, stands of mature trees, and retention of other natural elements of a site. This street type is used along key zone boundary transitions. Although there would not generally be active uses fronting on the street, there would be sidewalks, street trees and understory vegetation. The sidewalk could meander away from the curb line and be “park-like” in nature. If the density and size of planting is at a very high level, there might be less of a need to incorporate architectural features into buildings or walls. Otherwise, well-detailed walls and facades are still required.

b. Street Standards

- i. Within the 15 foot meandering walk/amenity zone, sidewalks shall accommodate a minimum 5-foot wide zone behind the curb for plantings and furnishings and a minimum 5-foot wide clear passageway for walking.
- ii. Street improvements should include LID components such as drainage swales, rain gardens, etc to address storm water infiltration.
- iii. To ensure smoother, more organized traffic movements and less disruption of pedestrian movement, curb cuts shall:
 - a) Be no more than 30 feet wide.
 - b) Be spaced a minimum of 300 feet apart from another curb cut or street intersection (This shall not preclude access to a property, however.)
 - c) Not interrupt the paving material of the sidewalk with another material. The sidewalk paving shall be continuous.
 - d) Appropriate transitions in lane configuration may be necessary north of SE 275th Street to accommodate vehicle movement at intersections.

c. Street Section Diagram



C. DESIGN STANDARDS: STREET TYPES AND SPECIAL STANDARDS

4.Type III Streets

d. Site Design

- i. Low impact development.

Intent: To encourage the collection and infiltration of storm water runoff.

1. The area between the building or use and the street should contain planted LID features such as bio swales, rain gardens, or another technique that reflect principles of collecting and filtering run-off.



- i. Enhanced Landscaping.

Intent: To soften the edge between building and street.

1. The area between the building or use and the street is expected to contain arrangements of evergreen and deciduous plantings either native or locally suitable non-invasive species. Groomed lawns requiring high maintenance are neither required nor desirable. But there may be pockets of ornamental seasonal planting.



examples of enhanced landscaping between the building or parking and the property edge

e. Building Design

- i. Building Placement

Intent: To encourage a more passive built edge along the street.

1. Building facades should not be located at the back of the sidewalk.

C. DESIGN STANDARDS: STREET TYPES AND SPECIAL STANDARDS

5. Type IV Streets

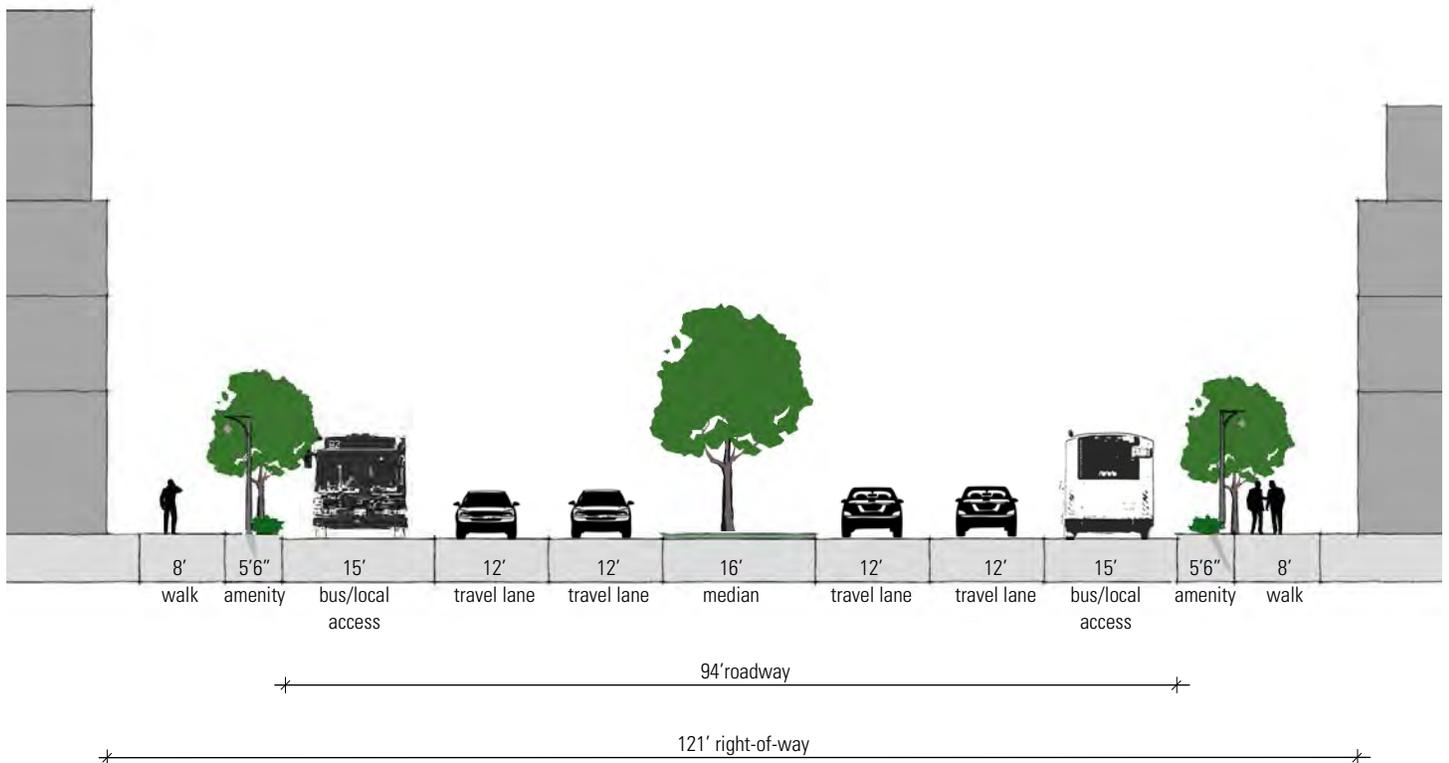
a. Description

These streets or street segments support pedestrian, transit and bicycle circulation while also fully accommodating vehicles. These streets may have two travel lanes in each direction, with turning pockets at intersections. Sidewalks would be moderate in width and contain street trees between the curb and clear walking zone. Pedestrian-scale lighting would also be present. As with Type I Streets, buildings facades along these streets are expected to reinforce the pedestrian experience by providing certain types of architectural features.

b. Street Standards

- i. Sidewalks shall accommodate a minimum 5-foot wide zone behind the curb for plantings and furnishings and a minimum 8-foot wide clear passageway for walking.
- ii. To ensure smoother, more organized traffic movements and less disruption of pedestrian movement, curb cuts shall:
 - a) Be no more than 30 feet wide.
 - b) No additional curb cuts shall be allowed. Consolidation of curb cuts shall take place where possible and access should be off secondary streets where possible. This shall not preclude access to a property, however.
 - c) Not interrupt the paving material of the sidewalk with another material. The sidewalk paving shall be continuous.

c. Street Section Diagram



C. DESIGN STANDARDS: STREET TYPES AND SPECIAL STANDARDS

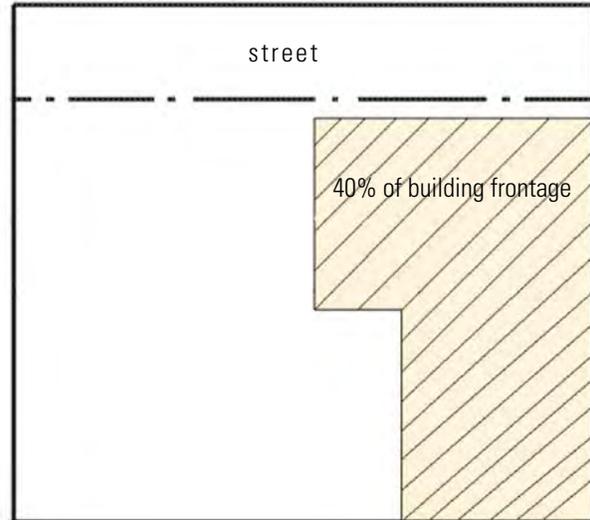
5.Type IV Streets

d. Site Design

i. Street Relationship

Intent: To reinforce an active pedestrian experience.

1. At least 40% of the lot frontage shall be occupied by a building or other structure approved by the Director as meeting the intent of this standard.
2. Required building frontage shall be located at the back of sidewalk or adjacent to public plaza, courtyard, seating area or other space intended for public use.
3. Parking and drive-through lanes between the building and the sidewalk shall not be allowed.



ii. Sidewalk and Streetscape Features

Intent: To produce a streetscape that is safe, convenient, comfortable and cohesive for people on foot.

1. Use City-approved standardized fixtures for benches, trash receptacles and bike racks located in the public right-of-way within the amenity zone.

C. DESIGN STANDARDS: STREET TYPES AND SPECIAL STANDARDS

5. Type IV Streets

e. Building Design

i. Entrances on Public Sidewalk

Intent: To have commercial and pedestrian activity visible from streets.

1. Main entrances to buildings shall be visually prominent and located where they are seen from the street. Building entrances shall incorporate at least one of the following:
 - a) Create a visually prominent entrance with pedestrian connection from the street
 - b) If the doorway does not face the street, create an architecturally prominent overhang over a clearly marked and well-maintained path that connects the entry to the sidewalk.
2. Techniques for making entrances prominent include a projecting canopy, a roof form over the entrance, a tower form, a landscaped forecourt or some combination of these elements.



prominent entrance and ground floor transparency

ii. Transparency

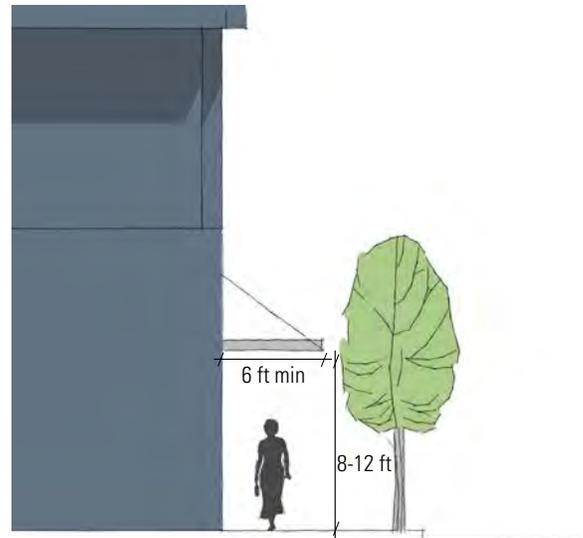
Intent: To provide a visual connection between activities inside and outside of buildings

1. Buildings shall include windows with clear vision glass on at least 50% of the area between two and twelve feet above grade for all ground floor building facades that are visible from an adjacent street.

iii. Weather Protection

Intent: To improve comfort and pedestrian activity.

1. Buildings that have retail at the ground level shall provide weather protection over all adjacent sidewalks and pedestrian connections so that at least 40% of the length of the building frontage has overhead weather protection.
2. All overhead weather protection shall be placed between 8 and 12 feet above the walkway level and be a minimum of 6 feet in depth.



C. DESIGN STANDARDS: STREET TYPES AND SPECIAL STANDARDS

5.Type IV Streets

e. Building Design

iv. Ground Level Details

Intent: To reinforce the character of the streetscape and provide pedestrian amenities.

1. Facades of commercial and mixed-use buildings that face the street shall be designed to be pedestrian friendly through the inclusion of an additional feature (for a total of five) of the following elements:
 - a) Kick plates for storefront windows
 - b) Projecting window sills
 - c) Pedestrian-scale signage
 - d) Exterior lighting sconces
 - e) Containers for seasonal plantings
 - f) Window box planters
 - g) Benches and seat walls along 30% of the length of the façade
 - h) Decorative paving in the sidewalk
 - i) Decorative brick, tile or stone work on the ground floor façade
 - j) A feature not on the list that meets the intent and is approved by the Director.

v. Higher Quality Building Materials

Intent: To encourage high quality, lasting buildings in the Downtown.

1. Buildings shall employ durable and high-quality materials that show permanence and quality, such as glass, steel, brick, stone, wood, etc.
2. The use of sustainably harvested, salvaged, recycled or reused existing products is encouraged wherever possible.

vi. Massing

Intent: To reduce the apparent bulk of buildings by breaking them down into smaller components while providing visual variety along the street face.

1. The facades of buildings ~~over 100~~ feet along the street should be divided into smaller masses, such as narrow storefronts, bays, and separated roof forms. Also see [Design Standards: All Downtown Districts, Building Design, Massing and Articulation B.2. e.](#)



small commercial building with several pedestrian-oriented details



building divided into smaller parts to break up the street facade

C. DESIGN STANDARDS: STREET TYPES AND SPECIAL STANDARDS

5. Type IV Streets

e. Building Design

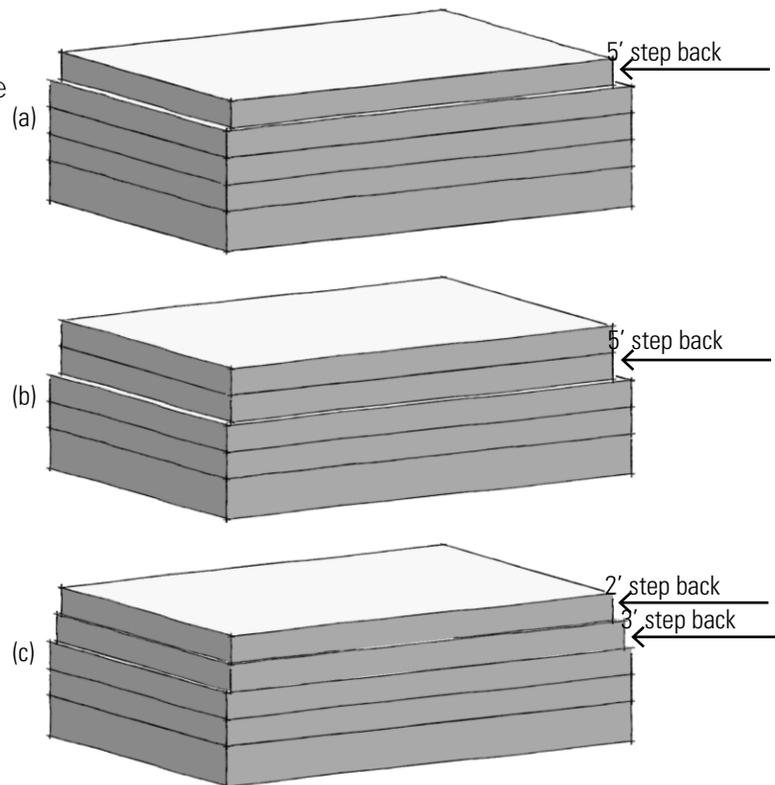
vii. Upper Story Step Back

Intent: To provide relief to perceived building mass through an upper-story step back.

1. Building facades shall step back above the third story. The following alternatives are acceptable:
 - a) The top floor steps back at least 5 feet.
 - b) All floors above the third floor step back at least 5 feet.
 - c) Progressive step back on several floors to a total of at least 5 feet.
2. Facades of floors that step back shall be distinguished by a change in elements such as window design, railings, trellises, details, materials and/or color so that the result is a rich and organized combination of features that face the street. Balconies may extend into the step back areas.
3. Alternatives to this guideline may be proposed; so long as the effect is that the upper floor(s) appear to recede from view as approved by the Director.



multi-family building with varying upper story step backs



SUBJECT: PRESENTATION ON AESTHETIC DESIGN ELEMENTS WITHIN THE RIGHT OF WAY

RECOMMENDED BY: Derek Matheson, City Manager

ATTACHMENT(S):

1. None

PREPARED BY: Don Vondran, PE, Public Works Director

EXPLANATION:

On December 10, 2013, Councilmember Lanza gave a presentation on concerns regarding aesthetic design elements within the right of way (ROW). These included types of streetlights, stamped concrete, signal poles, sign posts and signs. Staff has done some research to get an idea on installation and maintenance costs associated with some of the different types and styles of elements that were discussed. Staff will present the results of that research and will request if any additional information is needed by Council and how they would like to proceed.

FISCAL IMPACT:

Presentation only

CITY COUNCIL ACTION:

PROVIDE DIRECTION TO STAFF

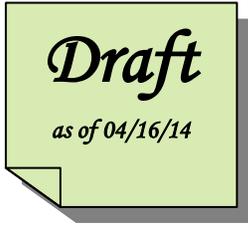
REVIEWED BY: City Manager, City Attorney, Finance Director

**DISCUSSION OF
FUTURE AGENDA TOPICS:**

**6:00 p.m., Tuesday, May 13, 2014 Special Meeting
Joint Study Session with Economic Development Council
and Covington Chamber of Commerce Board**

7:00 p.m., Tuesday, May 13, 2014 Regular Meeting

(Draft Agendas Attached)



Covington: Unmatched quality of life



**CITY OF COVINGTON
SPECIAL MEETING AGENDA
CITY COUNCIL JOINT STUDY SESSION WITH ECONOMIC DEVELOPMENT
COUNCIL & COVINGTON CHAMBER OF COMMERCE
Council Chambers – 16720 SE 271st Street, Suite 100, Covington**

Tuesday, May 13, 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 Branding Implementation

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 MEETINGS AGENDA
www.covingtonwa.gov



Tuesday, May 13, 2014
7:00 p.m.

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

*Note: A Special Joint Meeting with the Economic Development Council
and Covington Chamber of Commerce Board 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

- Covington Days Award (Slate)

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: April 8, 2014 Special & Regular Meeting; April 22, 2014 Special Joint Meeting with Human Services Commission; and April 22, 2014 Regular Meeting (Scott)
- C-2. Vouchers (Hendrickson)

NEW BUSINESS

1. Discuss and Consider Planning Commission Recommendation on 2014 Comprehensive Plan Amendment Docket (Hart)
2. Discuss Proposed Resolution to Adopt 2015-2020 Transportation Improvement Program (Vondran)
3. Discuss Policy Options re Sign Code (Hart)
4. Adopt Parks CIP (Feser)
5. Consider Revisions to Council Rules of Procedure (Springer)
6. First Quarter Financial Report (Hendrickson)

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.