



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

Tuesday, May 22, 2012
6:15 p.m.

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

Council will interview Arts Commission applicants beginning at 6:15 p.m.

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

ROLL CALL/PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

PUBLIC COMMUNICATION - NONE

PUBLIC COMMENT *Persons addressing the Council shall state their name, address, and organization for the record. Speakers shall address comments to the City Council, not the audience or the staff. Public Comment shall be for the purpose of the Council receiving comment from the public and is not intended for conversation or debate. Public comments shall be limited to no more than four minutes per person and no more than ten minutes per group. If additional time is needed the city shall be notified in advance and background information shall be submitted in writing regarding the topic that will be addressed. The city reserves the right to deny any request, based on time constraints. Individuals may petition the City Clerk or the City Manager to appear on the agenda of a future study session as time allows for up to 15 minutes to address the council on specific issues or requests.**

APPROVE CONSENT AGENDA

- C-1. Minutes: May 8, 2012 Joint Study Session with Covington Chamber of Commerce and Covington Economic Development Council and May 8, 2012 Special Meeting (Scott)
- C-2. Vouchers (Hendrickson)
- C-3. Appoint Delegate(s) to Association of Washington Cities Annual Meeting (Council)
- C-4. Covington Community Sports Agreement for Use of Kent School District Recreational Facilities (Patterson)
- C-5. Resolution to Surplus 2009 Kubota Mower (Junkin)

REPORTS OF COMMISSIONS

- Human Services Chair Haris Ahmad: May 10 Meeting.
- Arts Chair Sandy Bisordi: May 10 Meeting.
- Planning Chair Daniel Key: May 3 Meeting; May 17 Meeting Canceled.
- Parks & Recreation Chair Steven Pand: May 16 Meeting.
- Economic Development Council Co-Chair Jeff Wagner: April 26 Meeting.
- Budget Priorities Advisory Committee Liaison Darren Dofelmier: May 2 & 16 Meetings.

PUBLIC HEARING

1. Public Testimony, Discussion, and Possible Action Amending Ordinance for Noise and Construction Hours of Operation (Hart)

NEW BUSINESS

2. Consider Appointments to Arts Commission (Council)
3. Consider Amendments to 2012 Fee Resolution (Lyons)
4. Ordinance Establishing Six Percent Utility Tax on the Gross Revenues of Surface Water Management Services (Hendrickson)

COUNCIL/STAFF COMMENTS

- Future Agenda Topics

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

EXECUTIVE SESSION – Pending Litigation. (RCW 42.30.110(1)(i))

ADJOURN

Any person requiring disability accommodation should contact the City of Covington at (253) 638-1110 a minimum of 24 hours in advance. For TDD relay service, please use the state's toll-free relay service (800) 833-6384 and ask the operator to dial (253) 638-1110.

Consent Agenda Item C-1

Covington City Council Meeting

Date: May 22, 2012

SUBJECT: APPROVAL OF MINUTES: MAY 8, 2012 CITY COUNCIL JOINT STUDY SESSION WITH COVINGTON CHAMBER OF COMMERCE BOARD OF DIRECTORS AND COVINGTON ECONOMIC DEVELOPMENT COUNCIL MINUTES AND MAY 8, 2012 CITY COUNCIL SPECIAL MEETING MINUTES

RECOMMENDED BY: Sharon G. Scott, City Clerk

ATTACHMENT(S): Proposed Minutes

PREPARED BY: Joan Michaud, Deputy City Clerk

EXPLANATION:

ALTERNATIVES:

FISCAL IMPACT:

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

Councilmember _____ moves, Councilmember _____ seconds, to approve the May 8, 2012 City Council Joint Study Session with Covington Chamber of Commerce Board of Directors and Covington Economic Development Council Minutes and May 8, 2012 City Council Special Meeting Minutes.

Unapproved Draft – May 8, 2012 Special Joint Study Session with Covington Chamber of Commerce Board of Directors and Covington Economic Development Council
Submitted for Approval: May 22, 2012

City of Covington
City Council Special Joint Study Session with Covington Chamber of Commerce Board of Directors and Covington Economic Development Council
Tuesday, May 8, 2012

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

The Special Joint Study Session with the Covington Chamber of Commerce Board of Directors and Covington Economic Development Council was called to order in the City Council Chambers, 16720 SE 271st Street, Suite 100, Covington, Washington, Tuesday, May 8, 2012, at 6:02 p.m., with Mayor Harto presiding.

COUNCILMEMBERS PRESENT:

Margaret Harto, David Lucavish, Marlla Mhoon, Jim Scott, and Jeff Wagner.

COUNCILMEMBERS ABSENT:

Mark Lanza and Wayne Snoey.

CHAMBER OF COMMERCE BOARD OF DIRECTORS PRESENT:

Kristi Knox, Dana MelBuer, Craig Nickel, Rick Oliveira, Jessica Oliver, Tamara Paul, and Tamara Rose.

CHAMBER OF COMMERCE BOARD OF DIRECTORS ABSENT:

Jim Hutchinson, Trey Hovinga, and Jim Wene.

ECONOMIC DEVELOPMENT COUNCILMEMBERS PRESENT:

Paul Bernal, Ed Cook, Jennifer Gilbert-Smith, Hugh Kodama, Rick Oliveira, Steven Pand, and Jeff Wagner.

ECONOMIC DEVELOPMENT COUNCILMEMBER ABSENT:

Kevin Holland, Jim Hutchinson, and Doug Mergenthaler.

STAFF PRESENT:

Derek Matheson, City Manager; Richard Hart, Community Development Director; Karla Slate, Community Relations Coordinator, and Sharon Scott, City Clerk/Executive Assistant.

Mayor Margaret Harto called the study session to order.

APPROVAL OF AGENDA:

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

ITEMS FOR DISCUSSION:

1. Covington Economic Development Work Plan Update.

Covington Economic Development Councilmembers Jeff Wagner and Rick Oliveira gave a presentation on the CEDC Work Plan 2012 which included Destination Covington, Business

Unapproved Draft – May 8, 2012 Special Joint Study Session with Covington Chamber of Commerce Board of Directors and Covington Economic Development Council
Submitted for Approval: May 22, 2012

Retention and Expansion, Medical Outreach, Economic Incentives, and Why Branding is Important.

2. Branding.

Community Relations Coordinator Karla Slate gave a presentation on Branding which included: What is a Brand? Brand Positioning, Brand Personality, Brand Promise, Brand Identity, Case Study, Things to Remember, and Where to Start?

The group also watched a video explaining the process of branding.

There was discussion among members on branding and comments were provided.

CEDC Co-Chair Jeff Wagner encouraged everyone to forward branding ideas to CEDC members or CEDC's email address: cedc@covingtonwa.gov. CEDC co-chairs, Chamber co-chairs, and city staff will meet to discuss a process and how to accomplish defining the process.

PUBLIC COMMENTS:

Mayor Harto called for public comments.

Chele Dimmett, Timberlane HOA, commented on the branding process and how Timberlane HOA's experience with the branding process has been evolving.

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

ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:18 p.m.

Prepared by:

Submitted by:

Joan Michaud
Deputy City Clerk

Sharon Scott
City Clerk

**City of Covington
Special City Council Meeting Minutes
Tuesday, May 8, 2012**

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

The Special 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, May 8, 2012, at 7:37 p.m., with Mayor Harto presiding.

COUNCILMEMBERS PRESENT:

Margaret Harto, David Lucavish, Marlla Mhoon, Jim Scott, and Jeff Wagner.

COUNCILMEMBERS ABSENT:

Mark Lanza and Wayne Snoey.

STAFF PRESENT:

Derek Matheson, City Manager; Glenn Akramoff, Public Works Director; Richard Hart, Community Development Director; Rob Hendrickson, Finance Director; Kevin Klason, Covington Police Chief; Karla Slate, Community Relations Coordinator; Sara Springer, City Attorney; Scott Thomas, Parks & Recreation Director; and Sharon Scott, City Clerk/Executive Assistant.

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

Mayor Harto opened the meeting with the Pledge of Allegiance.

APPROVAL OF AGENDA:

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

PUBLIC COMMENT:

Mayor Harto called for public comments.

Laura Moser, Representing Waste Management, spoke on Agenda Item 2 regarding the city's solid waste franchise, pointing out Waste Management's experience, and encouraging Council to select the request for proposal process to select a solid waste provider.

Don Frey, Representing Republic Services, 12803 SE 231st Way, Kent, spoke on Agenda Item 2, mentioning the advantages of Republic and encouraging Council to keep its current solid waste provider.

John Taylor, Representing CleanScapes, spoke on Agenda Item 2, stating his agreement with Ms. Moser and encouraging Council to select the request for proposal process and consultant to select a solid waste provider.

Dave Amber, Representing Black Diamond Recycling, spoke on Agenda Item 2, stressing their focus on recycling and encouraging Council, in whatever option it chooses, to not imbed the commercial recycling rates into the garbage fee as that would eliminate recycling competition and would not reduce the garbage cost.

Chele Dimmett, 26626 190th Avenue SE, Covington, spoke on behalf of Allied Waste (Republic Services) and expressed appreciation for their community partnership with the Timberlane HOA.

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

APPROVE CONSENT AGENDA:

C-1. Minutes: April 24, 2012 Regular Meeting Minutes.

C-2. Vouchers #27559-27641, in the Amount of \$207,532.60, Dated April 16, 2012; Voucher #27642-27642, in the Amount of \$72.78, Dated April 26, 2012; and Paylocity Payroll Checks #1000481558-1000481571 and Paylocity Payroll Checks #1000481725-1000481726 Inclusive, Plus Employee Direct Deposits in the Amount of \$145,593.85, Dated April 27, 2012.

C-3. Approve Contract Amendment for Park Construction Management Services.

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

NEW BUSINESS:

1. Appoint Voting Delegate for Puget Sound Regional Council Assembly Meeting.

Council Action: Councilmember Wagner moved and Councilmember Lucavish seconded to have the Mayor appoint a delegate to the 2012 Puget Sound Regional Council General Assembly meeting by the deadline. Vote: 5-0. Motion carried.

2. 2012 First Quarter Financial Report.

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

Councilmembers asked questions, and Mr. Hendrickson and Mr. Hart provided responses.

3. Discuss and Consider Direction on Solid Waste Franchise.

Public Works Director Glenn Akramoff gave the staff report on this item.

Councilmembers provided comments and asked questions, and Mr. Akramoff provided responses.

Council Action: Councilmember Scott moved and Councilmember Wagner seconded to authorize the City Manager to proceed with Option No. 3 – negotiate with the current

services provider by hiring a consultant and entering into immediate negotiations with Republic, the current franchise holder, to update the services and conditions of the franchise to meet the changing needs of the city. Vote: 5-0. Motion carried.

COUNCIL/STAFF COMMENTS:

Councilmembers and staff discussed Future Agenda Topics and made comments.

PUBLIC COMMENTS:

Mayor Harto called for public comments.

Chele Dimmett, Timberlane HOA, gave an update on recent and upcoming activities in Timberlane.

Dave Amber, Representing Black Diamond Recycling, thanked Council for opportunity to speak at the meeting and again urged Council to not imbed commercial recycling into the garbage contract.

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

ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:46 p.m.

Prepared by:

Submitted by:

Joan Michaud
Deputy City Clerk

Sharon Scott
City Clerk

Consent Agenda Item C-2

Covington City Council Meeting

Date: May 22, 2012

SUBJECT: APROVAL OF VOUCHERS.

RECOMMENDED BY: Rob Hendrickson, Finance Director

ATTACHMENT(S): Vouchers #27643-27704, in the Amount of \$160,492.64, Dated May 1, 2012; and Paylocity Payroll Checks #1000505881-1000505892 Inclusive, Plus Employee Direct Deposits in the Amount of \$142,077.42, Dated May 11, 2012.

PREPARED BY: Joan Michaud, 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 #27643-27704, in the Amount of \$160,492.64, Dated May 1, 2012; and Paylocity Payroll Checks #1000505881-1000505892 Inclusive, Plus Employee Direct Deposits in the Amount of \$142,077.42, Dated May 11, 2012.

May 1, 2012

City of Covington

City of Covington

City of Covington
Voucher/Check Register

Check # 27643 Through Check # 27704

In the Amount of \$160,492.64

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
Accountant

Mark Lanza
City Councilmember

Wayne Snoey
City Councilmember

Marlla Mhoon
City Councilmember

Council Meeting Date Approved _____

				<u>Check Amount</u>
Check No: 27643	Check Date: 05/01/2012			
Vendor: 0683	Abaco Pacific, Inc.			
LUI1-0016	McKey/Shalka appraisal, 12/1/11-3/30/12	05/01/2012		2,058.75
			Check Total:	2,058.75
Check No: 27644	Check Date: 05/01/2012			
Vendor: 1798	AHBL, Inc.			
85843	SMP, Phase III, 2/26-3/25/12	05/01/2012		1,040.00
			Check Total:	1,040.00
Check No: 27645	Check Date: 05/01/2012			
Vendor: 0254	American Public Works Assoc			
159814-5	APWA; agency dues, 7/1/12-6/30/13	05/01/2012		332.50
159814-5	APWA; agency dues, 7/1/12-6/30/13	05/01/2012		332.50
			Check Total:	665.00
Check No: 27646	Check Date: 05/01/2012			
Vendor: 2033	Aquatic Specialty Services			
2263	Aquatics; calibration/clean service	05/01/2012		124.90
2264	Aquatics; pool chemicals	05/01/2012		832.41
			Check Total:	957.31
Check No: 27647	Check Date: 05/01/2012			
Vendor: 0852	ASCE			
1041573615	Vondran; ASCE membership, 1/1-12/31/12	05/01/2012		96.00
1041573615	Vondran; ASCE membership, 1/1-12/31/12	05/01/2012		144.00
			Check Total:	240.00
Check No: 27648	Check Date: 05/01/2012			
Vendor: 0019	AWC Employee Benefits Trust			
100315L052	Medical Insurance Premiums, May 2012	05/01/2012		2,049.73
100315L052	Medical Insurance Premiums, May 2012	05/01/2012		1,999.90
100315L052	Medical Insurance Premiums, May 2012	05/01/2012		2,130.01
100315L052	Medical Insurance Premiums, May 2012	05/01/2012		5,651.88
100315L052	Medical Insurance Premiums, May 2012	05/01/2012		1,461.80
100315L052	Medical Insurance Premiums, May 2012	05/01/2012		2,233.17
100315L052	Medical Insurance Premiums, May 2012	05/01/2012		515.36
100315L052	Medical Insurance Premiums, May 2012	05/01/2012		805.64
100315L052	Medical Insurance Premiums, May 2012	05/01/2012		4,778.73
100315L052	Medical Insurance Premiums, May 2012	05/01/2012		8,390.88
100315L052	Medical Insurance Premiums, May 2012	05/01/2012		8,333.28
100315L052	Medical Insurance Premiums, May 2012	05/01/2012		6,072.38
			Check Total:	44,422.76
Check No: 27649	Check Date: 05/01/2012			
Vendor: 2368	Best Parking Lot Cleaning Inc.			
115300	Street cleaning; weekly/arterials, March	05/01/2012		2,660.70
			Check Total:	2,660.70
Check No: 27650	Check Date: 05/01/2012			
Vendor: 0637	Bill's Locksmith Service, Inc.			
103827	Maint shop; keys	05/01/2012		17.06
103827	Maint shop; keys	05/01/2012		8.52
103827	Maint shop; keys	05/01/2012		17.06
			Check Total:	42.64
Check No: 27651	Check Date: 05/01/2012			
Vendor: 2151	Shawn Buck			
2151-5	Buck; Geo Programming, parking/lunches	05/01/2012		103.90
			Check Total:	103.90
Check No: 27652	Check Date: 05/01/2012			
Vendor: 2270	CenturyLink			
6392827698	City hall; telephone, 4/8-5/8/12	05/01/2012		138.34
			Check Total:	138.34
Check No: 27653	Check Date: 05/01/2012			
Vendor: 1178	Child Care Resources			
1178-1Qtr	Human services; 1st Quarter 2012	05/01/2012		882.00
1178-1Qtr	Human services; joint funding, 1st Qtr	05/01/2012		5,917.75
			Check Total:	6,799.75

				<u>Check Amount</u>
Check No: 27654	Check Date: 05/01/2012			
Vendor: 0906	Staci Cles			
12-11	Cles; 2012 flexible spending	05/01/2012		299.00
			Check Total:	299.00
Check No: 27655	Check Date: 05/01/2012			
Vendor: 1699	Communities in Schools of Kent			
1699-1Qtr	Human services; 1st Quarter 2012	05/01/2012		1,125.00
			Check Total:	1,125.00
Check No: 27656	Check Date: 05/01/2012			
Vendor: 1091	Complete Office Solutions			
813398-0	Strategic plan; binders covers	05/01/2012		29.29
813398-0	Strategic plan; binders covers	05/01/2012		29.29
813398-0	Poly zip bags	05/01/2012		67.77
809605-0	Paper	05/01/2012		39.36
809940-0	Beaufre; desk chair arms	05/01/2012		179.19
813398-0	Picture frames	05/01/2012		17.05
			Check Total:	361.95
Check No: 27657	Check Date: 05/01/2012			
Vendor: 0184	Cordi & Bejarano			
157/158	Public defender services; 4/6-4/20/12	05/01/2012		3,920.00
			Check Total:	3,920.00
Check No: 27658	Check Date: 05/01/2012			
Vendor: 1952	Covington Copy It...Mail It			
2217	Postage on training video	05/01/2012		8.46
			Check Total:	8.46
Check No: 27659	Check Date: 05/01/2012			
Vendor: 0537	Covington Water District			
104587-5	Crystal view; water, 3/17-4/20/12	05/01/2012		23.95
105731-5	SR 516; water, 3/17-4/20/12	05/01/2012		45.80
			Check Total:	69.75
Check No: 27660	Check Date: 05/01/2012			
Vendor: 0780	DAWN			
0780-1Qtr	Human services; 1st Quarter 2012	05/01/2012		2,000.00
0780-1Qtr	Human services; joint funding, 1st Qtr	05/01/2012		10,400.00
			Check Total:	12,400.00
Check No: 27661	Check Date: 05/01/2012			
Vendor: 1983	De Lage Landen Financial Srves			
13525391	Copier; property tax	05/01/2012		36.27
13474460	Copier lease; 4/15-5/14/12	05/01/2012		120.08
			Check Total:	156.35
Check No: 27662	Check Date: 05/01/2012			
Vendor: 0456	Department of Ecology			
2012-WAR12	Community Park; stormwater permit	05/01/2012		181.52
			Check Total:	181.52
Check No: 27663	Check Date: 05/01/2012			
Vendor: 0361	Employment Security Department			
013167-000	Unemployment compensation; 1st Qtr 2012	05/01/2012		2,347.06
			Check Total:	2,347.06
Check No: 27664	Check Date: 05/01/2012			
Vendor: 1875	FirstChoice			
448306	Coffee service	05/01/2012		48.63
			Check Total:	48.63
Check No: 27665	Check Date: 05/01/2012			
Vendor: 2012	Thomas Gates			
2012-2011	Utility tax rebate; electricity	05/01/2012		41.72
2012-2011	Utility tax rebate; cable	05/01/2012		11.36
2012-2011	Utility tax rebate; solid waste	05/01/2012		24.84
2012-2011	Utility tax rebate; natural gas	05/01/2012		56.38
			Check Total:	134.30

				<u>Check Amount</u>
Check No: 27666	Check Date: 05/01/2012			
Vendor: 2078	Girard Resources & Recycling,			
9771	Dark fine bark	05/01/2012		92.69
Check Total:				92.69
Check No: 27667	Check Date: 05/01/2012			
Vendor: 1733	The Good Earth Works, Inc.			
119499	Articulating head	05/01/2012		99.02
119499	Articulating head	05/01/2012		99.02
119499	Articulating head	05/01/2012		49.51
119499	#3230; repairs	05/01/2012		91.89
Check Total:				339.44
Check No: 27668	Check Date: 05/01/2012			
Vendor: 0225	Green River Community College			
32050	Public works retreat; room rental	05/01/2012		75.00
32050	Public works retreat; room rental	05/01/2012		75.00
Check Total:				150.00
Check No: 27669	Check Date: 05/01/2012			
Vendor: 2490	Griffin Law Offices, PLLC			
2490-5	Public defender services; November 2011	05/01/2012		1,150.00
2490-5	Public defender services; December 2011	05/01/2012		900.00
2490-5	Public defender services; January 2012	05/01/2012		1,200.00
2490-5	Public defender services; February 2012	05/01/2012		1,550.00
Check Total:				4,800.00
Check No: 27670	Check Date: 05/01/2012			
Vendor: 1271	Rob Hendrickson			
1271-5-1	Hendrickson; 2012 flexible spending	05/01/2012		76.73
1271-5	Hendrickson; WMTA, per diem, mileage	05/01/2012		195.10
Check Total:				271.83
Check No: 27671	Check Date: 05/01/2012			
Vendor: 1701	Johnsons Home & Garden			
365519	Basketball net	05/01/2012		18.44
Check Total:				18.44
Check No: 27672	Check Date: 05/01/2012			
Vendor: 0533	KC Sexual Assault Resource Ctr			
0533-1Qtr	Human services; joint funding, 1st Qtr	05/01/2012		20,551.25
0533-1Qtr	Human services; 1st Quarter 2012	05/01/2012		1,180.50
Check Total:				21,731.75
Check No: 27673	Check Date: 05/01/2012			
Vendor: 0271	Kent Youth & Family Services			
0271-1Qtr-	Human services; Headstart, 1st Qtr	05/01/2012		625.00
0271-1Qtr	Human services; Clinical services, 1Qtr	05/01/2012		2,500.00
Check Total:				3,125.00
Check No: 27674	Check Date: 05/01/2012			
Vendor: 0143	King County Finance			
1475-1484	Street services; February 2012	05/01/2012		7,078.31
2410-2417	Street services; March 2012	05/01/2012		12,458.36
3000106	Jail costs; March 2012	05/01/2012		829.26
Check Total:				20,365.93
Check No: 27675	Check Date: 05/01/2012			
Vendor: 0204	King County Pet Licensing			
0204-5	Pet license remittance; April	05/01/2012		225.00
Check Total:				225.00
Check No: 27676	Check Date: 05/01/2012			
Vendor: 1405	Lakeside Industries			
12032761MB	EZ Street asphalt	05/01/2012		118.57
Check Total:				118.57
Check No: 27677	Check Date: 05/01/2012			
Vendor: 2020	Judy LeBlanc			
2020-2011	Utility tax rebate; solid waste	05/01/2012		16.39
2020-2011	Utility tax rebate; natural gas	05/01/2012		46.96
2020-2011	Utility tax rebate; telephone	05/01/2012		12.53

				<u>Check Amount</u>
2020-2011	Utility tax rebate; electricity	05/01/2012		45.50
2020-2011	Utility tax rebate; cable	05/01/2012		13.58
Check Total:				134.96
Check No:	27678	Check Date:	05/01/2012	
Vendor:	1989	Richard N. Little Consulting, LLC		
1989-5	Government relations; April	05/01/2012		1,466.63
Check Total:				1,466.63
Check No:	27679	Check Date:	05/01/2012	
Vendor:	1736	Salina Lyons		
1736-5	Lyons; APA conference, hotel, per diem	05/01/2012		826.08
1736-5	Lyons; APA conference, hotel, per diem	05/01/2012		206.52
Check Total:				1,032.60
Check No:	27680	Check Date:	05/01/2012	
Vendor:	0333	Maple Valley Food Bank		
0333-5	Human services; 1st Quarter 2012	05/01/2012		3,750.00
Check Total:				3,750.00
Check No:	27681	Check Date:	05/01/2012	
Vendor:	1992	Med-Express, Inc.		
N127118	Nitrile gloves, use tax	05/01/2012		-20.77
N127118	Nitrile gloves	05/01/2012		262.27
Check Total:				241.50
Check No:	27682	Check Date:	05/01/2012	
Vendor:	2380	Amina Mohammed		
8013013	Refund; community room rental	05/01/2012		495.00
Check Total:				495.00
Check No:	27683	Check Date:	05/01/2012	
Vendor:	0305	Net Venture		
653283	Maint shop; DSL, 4/24-7/23/12	05/01/2012		59.94
653283	Maint shop; DSL, 4/24-7/23/12	05/01/2012		59.94
653283	Maint shop; DSL, 4/24-7/23/12	05/01/2012		29.97
Check Total:				149.85
Check No:	27684	Check Date:	05/01/2012	
Vendor:	0682	Nextel Communications		
591066496-	Internet connection card, 4/21-5/20/12	05/01/2012		60.27
591066496-	Internet connection card, 4/21-5/20/12	05/01/2012		30.13
591066496-	Internet connection card, 4/21-5/20/12	05/01/2012		60.27
591066496-	Internet connection card, 4/21-5/20/12	05/01/2012		90.41
550142028-	Cellular service, 4/8-5/7/12	05/01/2012		87.91
550142028-	Cellular service, 4/8-5/7/12	05/01/2012		67.44
550142028-	Cellular service, 4/8-5/7/12	05/01/2012		302.97
550142028-	Cellular service, 4/8-5/7/12	05/01/2012		30.32
550142028-	Cellular service, 4/8-5/7/12	05/01/2012		115.21
550142028-	Cellular service, 4/8-5/7/12	05/01/2012		87.92
550142028-	Cellular service, 4/8-5/7/12	05/01/2012		36.39
550142028-	Cellular service, 4/8-5/7/12	05/01/2012		277.89
Check Total:				1,247.13
Check No:	27685	Check Date:	05/01/2012	
Vendor:	0004	Office Depot		
6048599460	Cups, trash bags	05/01/2012		41.30
1461299554	Strategic plan; paper	05/01/2012		11.86
1461299554	Strategic plan; paper	05/01/2012		11.86
6058484150	Office supplies	05/01/2012		293.00
6058484150	Strategic plan; paper	05/01/2012		11.85
6048599460	Office supplies	05/01/2012		447.41
6058484150	Strategic plan; paper	05/01/2012		11.86
Check Total:				829.14
Check No:	27686	Check Date:	05/01/2012	
Vendor:	0418	Olympic Environmental Resource		
20123	Spring recycling program implementation	05/01/2012		8,828.31
Check Total:				8,828.31

				<u>Check Amount</u>
Check No: 27687	Check Date: 05/01/2012			
Vendor: 0056	Cassandra Parker			
12-13	Parker; 2012 flexible spending	05/01/2012		428.61
			Check Total:	428.61
Check No: 27688	Check Date: 05/01/2012			
Vendor: 2180	Powerplan - OIB			
8132076	#2761; rear view mirror	05/01/2012		58.81
			Check Total:	58.81
Check No: 27689	Check Date: 05/01/2012			
Vendor: 1197	Rainier Wood Recyclers			
00042970	Brush/stump; disposal fees	05/01/2012		30.00
00042970	Storm clean up; disposal fees	05/01/2012		25.00
00042970	Storm clean up; disposal fees	05/01/2012		15.00
00043023	Brush/stumps; disposal fees	05/01/2012		157.50
00043096	Brush/stumps; disposal fees	05/01/2012		45.00
00043096	Brush/stumps; disposal fees	05/01/2012		127.50
00043096	Brush/stumps; disposal fees	05/01/2012		22.50
			Check Total:	422.50
Check No: 27690	Check Date: 05/01/2012			
Vendor: 1232	Seattle Marine & Fishing			
1014483	Aquatics; line snubber	05/01/2012		84.10
			Check Total:	84.10
Check No: 27691	Check Date: 05/01/2012			
Vendor: 1905	Sharp Electronics Corporation			
C745462-70	Copier; usage, 3/22-4/20/12	05/01/2012		22.43
C744639-70	Copier; usage, 3/14-4/16/12	05/01/2012		77.69
C744639-70	Copier; usage, 3/14-4/16/12.	05/01/2012		51.79
			Check Total:	151.91
Check No: 27692	Check Date: 05/01/2012			
Vendor: 0480	SHRM			
9004558869	SHRM membership; 6/1/12-5/31/13	05/01/2012		180.00
			Check Total:	180.00
Check No: 27693	Check Date: 05/01/2012			
Vendor: 1158	Sprint Rothhammer Intl, Inc.			
81070A	Aquatics; resale items, caps,goggles,	05/01/2012		578.10
81070B	Aquatics; return resale items	05/01/2012		-13.50
			Check Total:	564.60
Check No: 27694	Check Date: 05/01/2012			
Vendor: 0281	Standard Insurance Company			
0063555100	Life Insurance Premiums, May	05/01/2012		32.19
0063555100	Life Insurance Premiums, May	05/01/2012		42.92
0063555100	Life Insurance Premiums, May	05/01/2012		33.75
0063555100	Life Insurance Premiums, May	05/01/2012		7.91
0063555100	Life Insurance Premiums, May	05/01/2012		29.53
0063555100	Life Insurance Premiums, May	05/01/2012		8.44
0063555100	Life Insurance Premiums, May	05/01/2012		96.57
0063555100	Life Insurance Premiums, May	05/01/2012		11.25
0063555100	Life Insurance Premiums, May	05/01/2012		46.66
0063555100	Life Insurance Premiums, May	05/01/2012		68.79
0063555100	Life Insurance Premiums, May	05/01/2012		25.30
0063555100	Life Insurance Premiums, May	05/01/2012		106.47
0063555100	Life Insurance Premiums, May	05/01/2012		128.76
0063555100	Life Insurance Premiums, May	05/01/2012		70.88
0063555100	Life Insurance Premiums, May	05/01/2012		201.73
0063555100	Life Insurance Premiums, May	05/01/2012		191.27
0063555100	Life Insurance Premiums, May	05/01/2012		51.69
0063555100	Life Insurance Premiums, May	05/01/2012		94.42
0063555100	Life Insurance Premiums, May	05/01/2012		85.23
0063555100	Life Insurance Premiums, May	05/01/2012		270.22
0063555100	Life Insurance Premiums, May	05/01/2012		9.00
0063555100	Life Insurance Premiums, May	05/01/2012		24.66
0063555100	Life Insurance Premiums, May	05/01/2012		34.34

			<u>Check Amount</u>
0063555100	Life Insurance Premiums, May	05/01/2012	21.99
0063555100	Life Insurance Premiums, May	05/01/2012	42.92
0063555100	Life Insurance Premiums, May	05/01/2012	37.14
0063555100	Life Insurance Premiums, May	05/01/2012	11.25
0063555100	Life Insurance Premiums, May	05/01/2012	85.84
0063555100	Life Insurance Premiums, May	05/01/2012	72.67
0063555100	Life Insurance Premiums, May	05/01/2012	22.50
0063555100	Life Insurance Premiums, May	05/01/2012	171.68
0063555100	Life Insurance Premiums, May	05/01/2012	134.94
0063555100	Life Insurance Premiums, May	05/01/2012	45.00
0063555100	Life Insurance Premiums, May	05/01/2012	272.67
0063555100	Life Insurance Premiums, May	05/01/2012	210.09
0063555100	Life Insurance Premiums, May	05/01/2012	71.55
0063555100	Life Insurance Premiums, May	05/01/2012	205.69
Check Total:			3,077.91
Check No:	27695	Check Date:	05/01/2012
Vendor:	2241	Walter Stockla	
2241-2011	Utility tax rebate; natural gas	05/01/2012	32.73
2241-2011	Utility tax rebate; telephone	05/01/2012	13.51
2241-2011	Utility tax rebate; electricity	05/01/2012	19.21
Check Total:			65.45
Check No:	27696	Check Date:	05/01/2012
Vendor:	0409	The Storehouse	
0409-1Qtr	Human services; 1st Quarter 2012	05/01/2012	2,000.00
Check Total:			2,000.00
Check No:	27697	Check Date:	05/01/2012
Vendor:	0062	Suburban Cities Association	
2139	Harto/Mhoon; Networking dinner meeting	05/01/2012	90.00
Check Total:			90.00
Check No:	27698	Check Date:	05/01/2012
Vendor:	0357	Valley Communications	
13052	800MHz access fee; April	05/01/2012	75.00
Check Total:			75.00
Check No:	27699	Check Date:	05/01/2012
Vendor:	0046	Verizon Wireless	
1077125585	Maint shop; on call phone, 4/21-5/20/12	05/01/2012	6.06
1077125585	Maint shop; on call phone, 4/21-5/20/12	05/01/2012	12.12
1077125585	Maint shop; on call phone, 4/21-5/20/12	05/01/2012	12.12
Check Total:			30.30
Check No:	27700	Check Date:	05/01/2012
Vendor:	1408	Washington Workwear Stores Inc	
7108	Buck; work shirts	05/01/2012	93.40
Check Total:			93.40
Check No:	27701	Check Date:	05/01/2012
Vendor:	1496	Dan Wesley	
1496-5	Wesley; APWA conference, mileage	05/01/2012	71.60
Check Total:			71.60
Check No:	27702	Check Date:	05/01/2012
Vendor:	0995	Xerox Corporation	
500443276	Color copier; lease	05/01/2012	425.71
500444680	B&W copier; lease	05/01/2012	518.30
Check Total:			944.01
Check No:	27703	Check Date:	05/01/2012
Vendor:	0781	YWCA of Seattle & King County	
0781-1Qtr-	Human services; Domestic Violence, 1Qtr	05/01/2012	1,664.00
0781-1Qtr	Human services; emergency housing, 1Qtr	05/01/2012	835.50
Check Total:			2,499.50
Check No:	27704	Check Date:	05/01/2012
Vendor:	1894	Diana Ziolkowski	
1894-5	Facility monitoring; 4/22, 4/29	05/01/2012	60.00
Check Total:			60.00

	<u>Check Amount</u>
Date Totals:	160,492.64
Report Total:	0.00 160,492.64

May 11, 2012

City of Covington

Payroll Approval

- Request Council approval for payment of Payroll dated 05/11/12 consisting of:

PAYLOCITY CHECK # 1000505881 through PAYLOCITY CHECK # 1000505892 inclusive,
plus employee direct deposits

IN THE AMOUNT OF \$142,077.42

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.

Robert M. Hendrickson
Finance Director

Mark Lanza
City Councilmember

Wayne Snoey
City Councilmember

Marlla Mhoon
City Councilmember

Council Meeting Date Approved: _____

05/11/12 Payroll Voucher

Payroll Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Name	Net Amount
102759	Regular	5/11/2012	Bates, Krista	88.66
102760	Regular	5/11/2012	Kirshenbaum, Kathleen	583.50
102761	Regular	5/11/2012	Lyon, Valerie	1,452.37
102762	Regular	5/11/2012	Matheson, Derek M	4,394.33
102763	Regular	5/11/2012	Mhoon, Darren S	1,292.24
102764	Regular	5/11/2012	Michaud, Joan M	1,721.72
102765	Regular	5/11/2012	Scott, Sharon G	2,657.02
102766	Regular	5/11/2012	Slate, Karla J	2,286.21
102767	Regular	5/11/2012	Hart, Richard	3,432.24
102768	Regular	5/11/2012	Mueller, Ann M	2,269.36
102769	Regular	5/11/2012	Cles, Staci M	1,722.80
102770	Regular	5/11/2012	Hagen, Lindsay K	1,375.72
102771	Regular	5/11/2012	Hendrickson, Robert	4,055.37
102772	Regular	5/11/2012	Parker, Cassandra	2,244.64
102773	Regular	5/11/2012	Dalton, Jesse J	1,748.49
102774	Regular	5/11/2012	Fealy, William J	1,759.71
102775	Regular	5/11/2012	Gaudette, John J	1,067.99
102776	Regular	5/11/2012	Hall, Ron	980.03
102777	Regular	5/11/2012	Johnson, Juan C	994.17
102778	Regular	5/11/2012	Junkin, Ross D	2,748.63
102779	Regular	5/11/2012	Wesley, Daniel A	1,975.56
102780	Regular	5/11/2012	Bykonen, Brian D	2,955.33
102781	Regular	5/11/2012	Christenson, Gregg R	2,636.66
102782	Regular	5/11/2012	Lyons, Salina K	2,198.14
102783	Regular	5/11/2012	Meyers, Robert L	3,113.34
102784	Regular	5/11/2012	Ogren, Nelson W	2,512.11
102785	Regular	5/11/2012	Thompson, Kelly	1,814.62
102786	Regular	5/11/2012	Morrissey, Mayson	2,543.18
102787	Regular	5/11/2012	Bahl, Rachel A	1,549.65
102788	Regular	5/11/2012	Newton, Ethan A	2,022.65
102789	Regular	5/11/2012	Patterson, Clifford	2,355.78
102790	Regular	5/11/2012	Thomas, Scott R	3,241.19
102791	Regular	5/11/2012	Akramoff, Glenn A	3,386.01
102792	Regular	5/11/2012	Bates, Shellie L	1,861.33
102793	Regular	5/11/2012	Buck, Shawn M	1,474.58
102794	Regular	5/11/2012	Parrish, Benjamin A	1,688.12
102795	Regular	5/11/2012	Vondran, Donald M	3,281.60
102796	Regular	5/11/2012	Beatty, Kyle B	294.13
102797	Regular	5/11/2012	Campbell, Noel M	32.11
102798	Regular	5/11/2012	Cox, Melissa	281.54
102799	Regular	5/11/2012	Felcyn, Adam	424.96
102800	Regular	5/11/2012	Foxworthy, Rebecca	317.20
102801	Regular	5/11/2012	Halbert, Mitchell S	64.22
102802	Regular	5/11/2012	Holmes, Kyle	157.32
102803	Regular	5/11/2012	Houghton, Cassandra L	305.25
102804	Regular	5/11/2012	Kiselyov, Tatyana	415.59
102805	Regular	5/11/2012	MacConaghy, Hailey	516.22
102806	Regular	5/11/2012	Middleton, Jordan	265.20
102807	Regular	5/11/2012	Mohr, Emily A	85.64

102808 Regular	5/11/2012	Mooney, Lynell	315.97	
102809 Regular	5/11/2012	Perko, John	154.34	
102810 Regular	5/11/2012	Tran, Jenifer	194.06	
102811 Regular	5/11/2012	Beaufrere, Noreen	2,702.17	
102812 Regular	5/11/2012	Throm, Victoria J	1,857.20	
1000505881 Regular	5/11/2012	Newell, Nancy	66.50	
1000505882 Regular	5/11/2012	Allen, Joshua C	972.25	
1000505883 Regular	5/11/2012	Moorman, Jason	1,060.00	
1000505884 Regular	5/11/2012	Baughan, Jayson H.	420.53	
1000505885 Regular	5/11/2012	Carkeek, Lena	410.71	
1000505886 Regular	5/11/2012	Cochran, Neil A	67.32	
1000505887 Regular	5/11/2012	Eastin, Tatiana	490.33	
1000505888 Regular	5/11/2012	Johansen, Andrea	284.65	
1000505889 Regular	5/11/2012	Panzer, Erika	284.46	
1000505890 Regular	5/11/2012	Powell, Sarajane L	209.41	
Totals for Payroll Checks 64 Items			92,134.33	
Third Party Checks for Account Paylocity Account				
Check/Voucher	Check Type	Check Date	Employee Name	Net Amount
102813	AGENCY	5/11/2012	ICMA Retirement Trust	14,584.42
102814	AGENCY	5/11/2012	Vantagepoint Transfer Agent-	358.78
102815	AGENCY	5/11/2012	City of Covington	3,033.83
102816	AGENCY	5/11/2012	Paylocity Corporation	125.00
102817	AGENCY	5/11/2012	City of Covington Employee	74.00
102818	AGENCY	5/11/2012	ICMA Retirement Trust	12,347.12
102819	AGENCY	5/11/2012	ICMA Retirement Trust	1,661.91
102820	AGENCY	5/11/2012	ICMA Retirement Trust	200.00
102821	AGENCY	5/11/2012	HRA VEBA Trust	1,050.00
1000505891	AGENCY	5/11/2012	WASH CHILD SUPPORT	110.41
1000505892	AGENCY	5/11/2012	United Way of King County	14.00
Totals for Third Party 11 Items			33,559.47	
Tax Liabilities			16218.62	
Paylocity Fees			165.00	
Total			<u>\$ 142,077.42</u>	

Consent Agenda Item C-3

Covington City Council Meeting

Date: May 22, 2012

SUBJECT: APPOINT VOTING DELEGATE(S) FOR THE 2012 ASSOCIATION OF WASHINGTON CITIES ANNUAL BUSINESS MEETING.

RECOMMENDED BY: Derek Matheson, City Manager

ATTACHMENT(S): None

PREPARED BY: Sharon Scott, City Clerk/Executive Assistant

EXPLANATION:

The Association of Washington Cities (AWC) will hold its annual conference June 19 through 22 this year in Vancouver, Washington. Each city selects up to three delegates to vote on AWC policy at the annual business meeting held during the conference. Also at the annual business meeting:

- You elect your board of directors – the people who guide your association’s activities.
- You debate the hot issues that impact cities.
- Hear about AWC’s legislative work and what happened during the 2012 legislative session directly from AWC’s lobbyists. Find out how it impacts your city and what bills survived.

Delegate selections need to be sent to AWC by June 11, 2012. No one is currently registered to attend the conference.

ALTERNATIVES:

Not Applicable

FISCAL IMPACT:

None.

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

Councilmember _____ moves, and Councilmember _____ seconds to appoint _____ as the delegate(s) to represent the City of Covington at the 2012 Association of Washington Cities Annual Business Meeting.

REVIEWED BY: City Manager

Consent Agenda Item C-4

Covington City Council Meeting

Date: May 22, 2012

SUBJECT: AUTHORIZE THE CITY MANAGER TO EXECUTE AN AGREEMENT BETWEEN THE CITY AND COVINGTON COMMUNITY SPORTS, INC., (CCS) FOR CCS'S USE OF KENT SCHOOL DISTRICT RECREATIONAL FACILITIES.

RECOMMENDED BY: Scott Thomas, Parks and Recreation Director

ATTACHMENT:

1. Proposed Agreement with Covington Community Sports, Inc. for use of Kent School District Recreational Facilities

PREPARED BY: Pat Patterson, Recreation & Aquatics Manager

EXPLANATION:

Staff is seeking Council approval for the City Manager to renew the City's Agreement with Covington Community Sports for scheduling and use of Kent School District facilities. This Agreement is an update of the Agreement that the City has had with Covington Community Sports since 2007 for the same purpose. The Agreement calls for an annual review by Council.

Covington Community Sports presented their annual report to the Parks and Recreation Commission on March 21, 2012. The Commission supports the renewal of the proposed agreement.

Covington Community Sports, Inc. (CCS) provides a valuable service to the residents of Covington. In 2011, Covington Community Sports had 2,628 registered participants ages 2-14. This is a 5.2% increase from 2,499 in 2010. At the midway point of 2012, CCS had 1,569 registered participants. This is a decrease of 6.6% from 1,680 participants for the same period in 2011. In 2011, CCS issued \$4,497 in program registration scholarships, a 16.9% decrease from \$5,412 in 2010. At the midway point of 2012, CCS issued \$3,024 in registration scholarships compared to \$2,868 for the same period in 2011.

ALTERNATIVES: None Submitted

FISCAL IMPACT: None

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

Councilmember _____ moves and Councilmember _____ seconds, to authorize the City Manager to execute an Agreement between the City of Covington and Covington Community Sports, Inc., (CCS) for CCS's use of Kent School District Recreational Facilities.

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

AGREEMENT BETWEEN THE CITY OF COVINGTON AND COVINGTON COMMUNITY SPORTS, INCORPORATED

THIS AGREEMENT is made and entered into this ninth day of June, 2012, by and between the City of Covington, a Washington State municipal corporation (the "City") and Covington Community Sports, Incorporated ("CCS"), a nonprofit corporation.

Whereas, the Kent School District #415 (the "District") has made various school facilities available to the City for community recreation purposes; and

Whereas, CCS desires to provide recreational programs to the Covington area; and

Whereas primary access by CCS to the District recreational facilities will facilitate the provision of recreational activities by CCS;

Now therefore, in consideration of the mutual agreement by the parties to the following conditions and covenants, and to promote the stated purposes of this Agreement, the parties agree as follows:

1. Purpose. The purpose of this Agreement is to ensure access to Kent School District recreational facilities by CCS for the purpose of operating and executing recreational programs that primarily benefit children of primary and secondary school age.
2. Term. The term of this Agreement shall be for one (1) calendar year from the date of execution, subject to the right of the City to revoke this Agreement upon written notice given to CCS sixty (60) days prior to the termination date. This Agreement shall be subject to annual review by the City Council and, upon Council finding satisfactory performance, the Agreement shall be automatically renewed for one (1) calendar year unless a party provides written notice within thirty (30) days of the end of a term of its intent to terminate this Agreement.
3. Use of Facilities. CCS shall have the first right to use of the District facilities pursuant to the provisions of the agreement between the City and the District, provided that the City retains the right to utilize the subject facilities at any time not utilized by CCS and may pre-empt CCS' use upon no less than 72 hours advance notification. In the event that a CCS request for facility use conflicts with an existing City sponsored event or program, the existing event or program will retain the first right to use of the District facility. The City reserves the right to determine all usage priority.

4. Application for Use of Facilities. CCS agrees to make application for, and to use the facilities in full compliance with the rules, regulations and laws of the District, the Kent School Board and the State of Washington. Requests for use of District facilities shall be made directly to the District. Copies of all requests shall be sent to the City.

5. Staffing. CCS agrees to ensure that adequate personnel, which may include adult volunteers, are provided to supervise all recreation activities which take place at District facilities.

6. Liability. CCS acknowledges that the District requires a \$10,000,000 policy of commercial general liability insurance and that the District may, on a case by case basis, authorize use of the facility with an insurance policy of less than \$10,000,000. For that reason, this Agreement shall have no force and effect until such time as CCS has obtained written authorization from the District for CCS' use of their facilities based upon an insurance policy in the amount as approved by the District. CCS currently carries \$1,000,000 liability insurance for each occurrence and 2,000,000 general aggregate insurance. The City is named as an additional insured on all policies of insurance.

7. Indemnification. CCS indemnifies and holds the City, its officers, council members, agents and employees harmless from any liability, claim, cause of action, damages or payments arising from or out of or in connection with the use by CCS, its agents, employees, or volunteers of the real property, facilities, or personal property of the District and/or the City pursuant to the terms of this Agreement.

8. Integration. This Agreement contains the entire understanding of the parties as to the subject matter herein. This Agreement supersedes any and all prior agreements and understandings between the parties.

9. Modification. No addition, modification, amendment or waiver of any provision of this Agreement shall be effective unless made in writing and subscribed to by the parties hereof.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed.

CITY OF COVINGTON

COVINGTON COMMUNITY SPORTS

By: _____
City Manager

By: _____
President

Attest: _____
City Clerk

Attest: _____
Vice President

Consent Agenda Item C-5

Covington City Council Meeting

Date: May 22, 2012

SUBJECT: CONSIDER RESOLUTION DECLARING THE 2009 KUBOTA MOWER AS SURPLUS PROPERTY AND AUTHORIZE SALE TO THE CITY OF MAPLE VALLEY.

RECOMMENDED BY: Glenn Akramoff, Public Works Director

ATTACHMENT(S):

1. Proposed Resolution

PREPARED BY: Ross Junkin, Maintenance Supervisor

EXPLANATION:

Staff is seeking council's approval to surplus the 2009 Kubota mower, Model ZG227-54 (Asset #3123) per the city's Fleet Management Policy Section 11. Staff is seeking council authorization to allow the sale of the 2009 Kubota mower to the City of Maple Valley (per ILA).

The Maintenance Department has reviewed the mowing equipment in its inventory and determined that replacing the Kubota mower with two Walker mowers will provide the city with much better versatility. The Kubota mower for instance, cannot negotiate slopes very well, especially when wet. The Walker mower has the ability to mow much steeper slopes, even when wet. Since the ground in western Washington is rarely completely dry, this will be a great asset to the team.

ALTERNATIVES:

1. Not surplus the Kubota mower.

FISCAL IMPACT:

The proceeds from the sale of the Kubota mower, coupled with existing current replacement dollars will allow the City to purchase two used mowers from the City of Issaquah that more appropriately meet the needs of the maintenance team.

- The 2009 Kubota mower (Asset #3123) currently has \$4,500 set aside for replacement.
- The sale of the 2009 Kubota mower to the City of Maple Valley is expected to generate \$7,059 (includes sales tax).
- Purchase of (2) 2005 Walker mowers from the City of Issaquah: Total = \$5,475.00

After purchase of the two Walker mowers from the City of Issaquah, all remaining funds will stay in the equipment replacement funds for these mowers.

CITY COUNCIL ACTION: _____ Ordinance Resolution _____ Motion _____ Other

Councilmember _____ moves, Councilmember _____ seconds, to pass a resolution declaring the 2009 Kubota mower as surplus property and authorize sale to the City of Maple Valley.

REVIEWED BY: City Manager, City Attorney, Finance Director

RESOLUTION NO. 12-06

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, DECLARING THE 2009 KUBOTA MOWER AS SURPLUS PROPERTY AND AUTHORIZE SALE TO THE CITY OF MAPLE VALLEY.

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/equipment on a scheduled basis to maintain a functioning fleet; and

WHEREAS, the city owns a 2009 Kubota mower (Asset #3123) that no longer meets the needs of the maintenance crew; and

WHEREAS, the city’s Equipment Replacement Fund Policies and Procedures requires that vehicles/equipment with a value greater than \$5,000 will 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 Kubota mower (Asset #3123) is surplus to the needs of the city, and authorizes sale of the equipment to the City of Maple Valley per the ILA between the cities; and to use the replacement funds to purchase replacement equipment as needed.

PASSED in open and regular session on this 22nd day of May, 2012.

Mayor Margaret Harto

ATTESTED:

Sharon Scott, City Clerk

APPROVED AS TO FORM:

Sara Springer, City Attorney

Agenda Item 1

Covington City Council Meeting

Date: May 22, 2012

SUBJECT: PUBLIC HEARING, DISCUSSION, AND POSSIBLE ACTION ON PROPOSED ORDINANCE AMENDING CMC 8.20, NOISE CONTROL, AND PROVIDING FOR EXEMPTIONS TO NIGHTTIME CONSTRUCTION REQUIREMENTS BY GOVERNMENTS AND UTILITY COMPANIES.

RECOMMENDED BY: Richard Hart, Community Development Director

ATTACHMENTS:

1. Proposed Ordinance with Exhibit A, Amended Code Language in CMC 8.20 Noise Control

PREPARED BY: Richard Hart, Community Development Director

EXPLANATION:

The Covington Municipal Code CMC 8.20 outlines provisions for the allowed hours of construction, which are currently from 7:00 am to 8:00 pm on weekdays and 9:00am to 6:00pm on weekends and federal holidays. These limited construction hours prevent residential property owners from having to endure construction noise at night. Over the past few years, staff has noted occasions when utility companies or government agencies need to work within the right-of-way outside of the designated construction hours. This work often includes turning off water or sewer and rerouting traffic and is therefore preferable to be conducted at night to limit disruptions, especially to our downtown businesses and major arterials.

Staff found that many cities have exemption provisions for governments or utility companies to perform construction work within the right-of-way after hours. The CMC does not have a clear exemption provision for nighttime construction work. That omission in the CMC makes it difficult for staff to regulate or mitigate night work relating to development within the downtown core and emergency work involving fire or life safety and repairs. Notably, recently the city received a request from the Covington Water District to install new water lines behind Safeway for the new Valley Medical building. To avoid disruptions to Safeway and their customers, the District requested to work outside of the designated construction hours. Limited nighttime construction was the most logical solution; however, without clear regulations and authority within the CMC to grant an exemption to the restricted hours of construction, the city was left without a clear and easy path to formally allow and regulate such activity. Staff can also project that in the future the city may need to work within the right-of-way at night, especially as the downtown is growing, to limit disruptions to the public, businesses, and to vehicular traffic on major roadways.

Staff is proposing to amend CMC 8.20 to allow the city manager or his/her designee to grant full or modified exemptions for governmental entities and utility companies to perform nighttime construction within the public right-of-way and public utility easements under certain circumstances. The proposed amendments do not allow exemptions for construction on private

property by either individuals or developers. The proposed amendments include noise mitigation measures and requirements for notification to affected property owners within 300 feet of the approved nighttime construction. There is also an emergency clause to waive the three day notification requirement in case of an emergency involving fire and life safety issues. (Attachment 1)

The council is required to hold a public hearing as scheduled take any public testimony and to discuss the proposed amendments. The council may take action this evening on the ordinance if desired.

ALTERNATIVES:

- 1.) Continue discussion of the proposed code amendments for exemptions to the prohibition of nighttime construction at a future council meeting.
- 2.) Refer the proposed amendments to staff for further study or changes.

FISCAL IMPACT:

There is no fiscal impact of the proposed code amendments.

CITY COUNCIL ACTION: Ordinance Resolution Motion Other

Council member _____ moves, Council member _____ seconds, to adopt an ordinance amending CMC 8.20 Noise Control and allowing the city manager or his/her designee to waive or modify hours for construction for governmental entities and/or utility companies within the public rights-of-way or utility easements.

REVIEWED BY: City Manager
Finance Director
City Attorney

ORDINANCE NO. 07-12

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON AMENDING COVINGTON MUNICIPAL CODE 8.20, NOISE CONTROL, AND PROVIDING FOR EXEMPTIONS TO THE HOURS FOR NIGHTTIME CONSTRUCTION AND NOISE PROVISIONS FOR GOVERNMENTAL ENTITIES AND UTILITY COMPANIES OR DISTRICTS.

WHEREAS, Section 8.20 of the Covington Municipal Code (CMC) authorizes the City of Covington to control the level of noise pollution in a manner that promotes commerce; the use, value, and enjoyment of property; sleep and repose; and the quality of the environment by declaring certain noise producing activities to be noise disturbances; and

WHEREAS, city staff has noted the need to grant exceptions to the allowed hours of construction noise to effectively mitigate adverse effects to the public of construction work within the public right-of-way and public utility easements (i.e. turning off water or sewer, rerouting traffic, etc.); and

WHEREAS, the City Council desires to adopt an amendment to Section 8.20 of the CMC to allow the City Manager or his/her designee to grant an exemption to the allowed hours of construction work for governmental entities and public utilities working within a right-of-way or public utility easement; and

WHEREAS, adequate provisions are included in the proposed amendments to ensure that noise mitigation measures are taken to minimize impacts to nearby residential dwellings and that affected property owners are given notice of the exemptions; and

WHEREAS, the Covington City Council held a public hearing, after reasonable public notice in the newspaper and on the city website, on May 22, 2012, to gather public opinion, comments, and testimony on the proposed noise exemptions.

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

Section 1. Covington Municipal Code Chapter 8.20, Noise Control, is amended as provided in the attached Exhibit A and fully incorporated herein by this reference.

Section 2. This ordinance shall be in full force and effect five days after proper posting and publication. 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 full force and effect.

Passed by the City Council in an open public meeting on the 22nd day of May, 2012.

Mayor Margaret Harto

PUBLISHED: May 25, 2012

EFFECTIVE: May 30, 2012

ATTESTED:

Sharon Scott, City Clerk

APPROVED AS TO FORM:

Sara Springer, City Attorney

Chapter 8.20 NOISE CONTROL

Sections:

- 8.20.010 Purpose.
- 8.20.020 Public disturbance noises.
- 8.20.030 Violation – Penalty.

8.20.010 Purpose.

The purpose of this chapter is to minimize the exposure of citizens to the harmful physiological effects of excessive noise. The intent of the City Council is to control the level of noise pollution in a manner which promotes commerce, the use, value and enjoyment of property, sleep and repose and the quality of the environment by declaring certain noise producing activities to be noise disturbances. (Ord. 96-98 § 1)

8.20.020 Public disturbance noises.

(1) It is unlawful for any person to cause, or for any person in possession of property to allow to originate from the property, sound that is a public disturbance noise.

(2) The following sources of sound shall be public disturbance noises:

(a) The frequent, repetitive or continuous sounding of any horn or siren attached to a motor vehicle, except those from a police, fire or medical emergency vehicle, so as to unreasonably disturb or interfere with the peace and comfort of owners or possessors of real property;

(b) The creation of frequent, repetitive or continuous sounds in connection with the starting, operation, repair, rebuilding or testing of any motor vehicle, motorcycle, off-highway vehicle or internal combustion engine within a residential district, so as to unreasonably disturb or interfere with the peace and comfort of owners or possessors of real property;

(c) Yelling or shouting which is audible on the public streets or public grounds between the hours of 10:00 p.m. and 8:00 a.m. or at any time and place so as to unreasonably disturb or interfere with the peace and comfort of owners or possessors of real property;

(d) The creation of frequent, repetitive or continuous sounds which emanate from any building, structure, apartment or condominium which unreasonably disturb or interfere with the peace and comfort of owners or possessors of real property, such as sounds from band sessions or social gatherings;

(e) The creation of sound from any motor vehicle audio sound system, such as a tape player, radio or compact disc player, operated at a volume so as to be audible at least 50 feet from the source;

(f) The creation of sound from any audio equipment, such as a tape player, radio or compact disc player, television, musical instrument, or similar device, whether portable or stationary, operated at a volume as to be audible at least 50 feet from the source;

(g) The creation of squealing, screeching or other similar sounds from motor vehicle tires in contact with the ground or other roadway surface because of rapid acceleration, braking or excessive speed around corners or because of such

other reason; provided, that sounds which result from actions which are necessary to avoid danger shall be exempt from this section;

(h) The creation of sounds originating from residential real property relating to temporary projects for the maintenance or repair of grounds and appurtenances, including but not limited to sounds from lawn mowers, powered hand tools, snow removal equipment and composters, between the hours of 10:00 p.m. and 7:00 a.m. on weekdays and between the hours of 10:00 p.m. and 9:00 a.m. on weekends;

(i) The creation of sounds originating from any construction activity, including excavation and land clearing work, or erection, demolition, alteration, repair, or relocation of any building or structure, which uses tools such as, but not limited to, powered equipment, compressors, motorized or powered hand tools, hammers or equipment of a similar nature at any location which produces noise clearly audible from another location in a residential district or at a dwelling in any district, ~~other than~~ between the hours of 8:00 p.m. and 7:00 a.m. and 8:00 p.m. on weekdays and 6:00 p.m. and 9:00 a.m. and 6:00 p.m. on Saturdays, Sundays or Federal holidays. Prohibitions on the above listed construction activities occurring during 8:00 p.m. and 7:00 a.m. on weekdays and 6:00 p.m. and 9:00 a.m. on weekends or federal holidays may be waived or modified by the City Manager or his/her designee upon written request by a permit applicant, or the owner of the property, with an approved building permit for work involving public utilities within the public right-of-way. The applicant shall outline in writing the length of the requested nighttime work, why it is necessary, the activities that will be undertaken in those expanded hours, and any mitigation methods proposed to minimize or eliminate noise impacts to nearby residential dwellings. If the request is approved, the City's approval shall include the specific construction activities, dates and hours of operation, and any appropriate noise mitigation measures that must be met to commence such activities during the approved dates and times. Upon approval by the City, the applicant shall notify all property owners within 300 feet of the property of the approved nighttime construction hours at least three (3) days prior to commencement of the nighttime work by a notification method approved by the City. The City Manager or his/her designee may waive or modify the three (3) day notification requirement to affected property owners if the City Manager or his/her designee determines that a fire or life safety emergency exists that requires the work to be commenced prior to the end of the three (3) day notification period.

(j) The creation of sounds from gas-powered motorized foot scooters between the hours of 9:00 p.m. and 7:00 a.m. or during any "hours of darkness" as that phrase is defined in RCW 46.04.200. For purposes of this section, the times of sunset and sunrise shall be those times designated in a newspaper of local circulation including the King County Journal, the Seattle Times or the Seattle Post-Intelligencer.

(3) The prohibitions set forth in this section shall not apply to a civic event or gathering approved in advance by the City Manager or his/her designee; and provided, that the City shall approve the activities and hours of operation for which the noise level shall be exempt. (Ord. 21-04 § 1; Ord. 27-01 § 1; Ord. 96-98 § 1)

8.20.030 Violation – Penalty.

Any violation of or any failure to comply with any provision of this chapter shall be a Class 3 civil infraction as provided for in Chapter 7.80 RCW, and shall carry a fine of \$50.00 plus statutory assessments. (Ord. 96-98 § 1)

SUBJECT: CONSIDER APPOINTMENTS TO OPENINGS ON THE ARTS COMMISSION

RECOMMENDED BY: Pat Patterson, Recreation & Aquatics Manager
Scott Thomas, Parks & Recreation Director

ATTACHMENTS: See Interview Schedules and Applications provided separately.

PREPARED BY: Joan Michaud, Deputy City Clerk

EXPLANATION:

There are currently five open or replacement positions as follows:

- Three open positions (Position No. 5, 6, & 7) beginning June 1, 2012 with three-year terms for adults ending May 31, 2015.
- One replacement position (Position No. 2) beginning June 1, 2012 with a one-year term for an adult ending May 31, 2013.
- One replacement position (Position No. 4) beginning June 1, 2012 with a two-year term for an adult ending May 31, 2014.

Only three adult applications were received. There are currently no youth on the commission and no youth applications were received after several weeks of advertisement on the city’s website; Facebook; Covington Reporter; mailings to schools, churches, and PTAs; and emails to council, commissions, HOAs, contact lists, and previous candidates not chosen.

The current applicants are:

Name of Applicant

Inside or Outside

Lesli Cohan

Resides Inside Covington

Virginia (Gini) Cook (Reapplying; currently in Position #6)

Resides Inside Covington

Ed White (Reapplying; currently in Position #5)

Resides Inside Covington

NOTE: Ordinance No. 11-10. *Membership, terms, residence requirements:* “The Arts Commission shall consist of seven members appointed by the City Council, two of which may be youth members who must be between the ages of 14 and 18 at the start of their terms. Up to two of the members may reside outside the City, but those outside must reside within a three-mile radius of the City limits. The remaining five members must work or reside within the City limits.”

ALTERNATIVES:

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

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

Councilmember _____ moves, Councilmember _____ seconds, to appoint _____ to fill open Position No. 5 on the Arts Commission with a term expiring May 31, 2015.

Councilmember _____ moves, Councilmember _____ seconds, to appoint _____ to fill open Position No. 6 on the Arts Commission with a term expiring May 31, 2015.

Councilmember _____ moves, Councilmember _____ seconds, to appoint _____ to fill open Position No. 7 on the Arts Commission with a term expiring May 31, 2015.

Councilmember _____ moves, Councilmember _____ seconds, to appoint _____ to fill open Position No. 2 on the Arts Commission with a term expiring May 31, 2013.

Councilmember _____ moves, Councilmember _____ seconds, to appoint _____ to fill open Position No. 4 on the Arts Commission with a term expiring May 31, 2014.

REVIEWED BY: Derek Matheson, City Manager
Scott Thomas, Parks & Recreation Director
Pat Patterson, Recreation & Aquatics Manager

Agenda Item 3

Covington City Council Meeting

Date: May 22, 2012

SUBJECT: ADOPT A FEE RESOLUTION TO AMEND THE 2012 FEE RESOLUTION TO INCLUDE REVIEW FEES FOR INTEGRATED TRAFFIC CONCURRENCY MODELING AND REPORTS, WIRELESS COMMUNICATION FACILITIES, AND MULTIFAMILY TAX EXEMPTIONS.

RECOMMENDED BY: Richard Hart, Community Development Director

ATTACHMENT(S):

1. Resolution Amending 2012 Development and Zoning Land Use Fees

PREPARED BY: Salina Lyons, Senior Planner

EXPLANATION:

The attached resolution adopts review and processing fees for the city's new integrated traffic concurrency and report modeling, wireless communication facilities, and multifamily tax exemption ordinances.

Integrated Concurrency Model and Traffic Report Fees

When the city council adopted the 2012 Fee Resolution, Resolution No. 11-09, in December 2011, staff indicated that the concurrency and traffic review fees would be revised once David Evans and Associates (DEA) completed the city's integrated traffic model.

The benefit of upgrading the city's traffic model, as it applies to development review, is to provide a system where the concurrency and traffic analysis are calibrated to the specific circumstances that occur in Covington and the fees will be calculated by the city. The developer will see a higher traffic review fee from the city; however, there would be an overall net savings to the developer by eliminating the need for them to hire an outside consultant to conduct a separate traffic impact analysis.

In January 2012, staff presented the council various options for capturing our review costs for the integrated traffic review and the council's timeline for using these fees to pay back cumulative reserve funds. The council directed staff to apply a 62.5% "overhead" factor to the DEA's cost for review. Schedule A of the fee resolution reflects the fees that will be calculated for new development projects.

Wireless Communication Facilities Review Fees

The city is proposing a new wireless communications facilities ordinance. Upon adoption, the ordinance will create three new review processes for permitting wireless communication facilities that are not reflected in the current fee resolution. Staff used the City of Kent's wireless communication facilities review fees as a baseline for determining the associated review fees for a Type 1, 2 or 3 review process. The baseline fees were modified to account for staff's time to review each application at a \$132.00 per hour rate.

Multifamily Tax Exemptions Fees

On February 28, 2012, the council adopted the Multifamily Tax Exemption Ordinance No. 05-12. In accordance with the provision of the ordinance, a developer or property owner can apply for a tax exemption for multifamily developments in identified target areas of the city. The proposed fees follow each step in the process and are necessary to recoup staff and city attorney time for processing the application, drafting the contracts, and issuing final certificates. Staff used the cities of Renton, Kent, Federal Way and Auburn as a baseline for determining these fees. The proposed fees were modified to account for staff’s time to review each application at a \$132.00 per hour rate.

ALTERNATIVES:

Direct staff to make any other changes.

FISCAL IMPACT:

The creation of new fees associated with the adoption of new policy procedures will result in new fees collected if one of the new processes are utilized by an applicant.

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

Council member _____ moves, Council member _____ seconds, to pass a resolution to amend the 2012 fee resolution to include review fees for integrated traffic concurrency modeling and reports, wireless communication facilities, and multifamily tax exemptions.

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

RESOLUTION NO. 12-05

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINGTON, WASHINGTON, AMENDING THE 2012 FEE RESOLUTION NO. 11-09 TO INCLUDE REVIEW FEES FOR INTEGRATED TRAFFIC CONCURRENCY MODELING AND REPORTS, WIRELESS COMMUNICATION FACILITIES, AND MULTIFAMILY TAX EXEMPTIONS.

WHEREAS, the Council passed Resolution No. 11-09 adopting the development fees, administrative charges and transportation impact fees for 2012; and

WHEREAS, certain sections of the Covington Municipal Code authorize the city to charge a fee for services; and

WHEREAS, the Council desires to modify the 2012 fee resolution to establish certain new fees for reviewing and processing applications for integrated traffic concurrency modeling and reports, wireless communication facilities and multifamily tax exemptions that reflect the actual time and cost of providing these services and to make other limited changes to the fee resolution; and

WHEREAS, the Council is not amending the fees provided in Sections III through VI of the city’s fee schedule. These fees shall remain as adopted in Resolution No. 11-09.

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

Section 1. Adoption of Fees. Effective May 22, 2012, Sections I and II of the city’s fee schedule is are hereby amended and adopted in the form as attached hereto as Exhibit “A”, fully incorporated herein by this reference.

Section 2. Fee Waiver. The City Manager shall have the right to waive a fee if deemed in the best interest of the city.

PASSED in open and regular session on this 22nd day of May 2012.

MAYOR MARGARET HARTO

ATTESTED:

Sharon Scott, City Clerk

APPROVED AS TO FORM:

Sara Springer, City Attorney



2012 CITY OF COVINGTON FEE NOTEBOOK
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DEVELOPMENT AND PERMIT CHARGES

I. DEVELOPMENT FEES

A. Integrated Traffic Concurrency Modeling and Reports-Certificate

1. Administrative Fee <u>Integrated Traffic Concurrency Modeling and Reports, Residential</u>	\$784 <u>See Schedule A</u>	CMC 12.100.090
2. Administrative Fee, Commercial (non-residential)	\$784	
3. <u>Request for Extension of Concurrency and Traffic Report Approval Certificate</u>	\$392	

B. Pre-application Conferences/Use Determinations

1. Pre-application conference.....	\$708	CMC 14.30.030(1)
2. Downtown permitted use determination.....	\$659	CMC 18.31.085

C. Residential Land Development

1. Short Subdivisions		
a. Preliminary application review fees	\$12,882	CMC 17.20.010
b. Request for extension.....	\$295	CMC 17.20.040
c. Final short plat	\$6,235	CMC 17.25.030
d. Alteration to recorded short plat.....	\$1,766	CMC 17.25.080
e. Vacation of short plat	\$824	CMC 17.25.090
f. Affidavit of correction	\$527	CMC 17.15.120(5)
2. Subdivisions		
a. Preliminary application review fees	\$28,346	CMC 17.20.010
PLUS per lot fee	\$325	
b. Major revision to approved preliminary subdivision	\$7,411	CMC 17.20.030
c. Request for extension	\$295	CMC 17.20.020
d. Final subdivision		
(i) Final subdivision fee	\$10,586	CMC 17.25.030
PLUS per lot fee	\$90	
(ii) Subdivision alteration	\$2,353	CMC 17.25.070(1)
e. Vacation of plat	\$824	CMC 17.25.090
f. Affidavit of correction	\$527	CMC 17.15.120(5)

D. Commercial Development

1. Commercial Site Dev. Permit (includes multifamily)	\$12,350	CMC 18.110.010(2)
2. Binding Site Plan		
a. Binding site plan	\$12,939	CMC 17.30.020
b. Binding site plan, in conjunction with commercial site development permit	\$1,054	CMC 17.30.020
c. Alteration of binding site plan.....	\$12,939	CMC 17.30.040
d. Vacation of binding site plan	\$12,939	CMC 17.30.050
3. Condominium Survey Map Review	\$1,054	CMC 17.35.010

E. Boundary Line Adjustment

Request for boundary line adjustment	\$884	CMC 17.40.010
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F. Environmental Review

1. State Environmental Policy Act (SEPA) Review		CMC 16.10.260(1)
a. Environmental checklist	\$942	
b. Threshold determination		
(i) MDNS	\$4,941	
(ii) DS	\$4,941	
PLUS hourly fee to review EIS		
2. Critical Area Review Fees		
a. Reviews associated with single-family residential building permits, shoreline permits, individual short subdivision, boundary line adjustments, right-of-way permits (Level 1 Report)	\$884	CMC 18.65.100(1)
b. Reviews associated with commercial and/or multifamily building permits, commercial site development, grading permits, subdivisions, rezones, variances, and conditional use permits (Level 1 Report), to be collected as follows:		CMC 18.65.100(1)
(i) at time of application	\$2,058	
(ii) at time of engineering review.....	\$1,029	
(iii) at commencement of monitoring.....	\$1,971	
c. If Level 2, 3, or 4 critical area report required	Same fees as in (b) above	CMC 18.65.100(1)
PLUS hourly fee	\$132/hr	
e. Critical area exceptions/reasonable use ...	\$2,455	CMC 18.65.070(4)
3. <u>Flood Damage Prevention Variance</u>	<u>\$1,054</u>	<u>CMC 16.15.180(1)</u>

G. ~~Traffic Engineering Review~~ Parking Demand/Trip Reduction

1. Traffic Engineering Review Fees		CMC 17.15.145(2)
a. Residential subdivision	\$2,444	
b. Commercial/multifamily/public /institutional		
(i) 0 – 20 parking spaces	\$2,444	
(ii) 21 – 100 parking spaces	\$4,274	
(iii) 101 or more parking spaces	\$6,105	
<u>21. Parking Management Plan Review Fee</u>	<u>\$264.00</u>	CMC 18.31.110(6)
<u>2. Commute Trip Reduction</u>		<u>CMC 12.90.050</u>
<u>a. Program review</u>	<u>\$132/hr</u>	
<u>b. Request for extension</u>	<u>\$132/hr</u>	
<u>c. Request for modification</u>	<u>\$132/hr</u>	

H. Engineering Review

1. Engineering Plan Review Fees		CMC 17.15.145(3)
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a. Short subdivision		
(i) Base fee	\$8,177	
(ii) Resubmittal or revision, each occurrence		
Base fee	\$132	
PLUS hourly fee	\$132/hr	
b. Subdivision		
(i) Application plan review		
Base fee	\$7,800	
PLUS per lot fee	\$61	
(ii) Resubmittal or revision, each occurrence		
Base fee	\$132	
PLUS hourly fee	\$132/hr	
c. Commercial/multifamily		CMC 18.110.030(b)
(i) Base fee	\$5,294	
(ii) Resubmittal or revision, each occurrence		
Base fee	\$132	
PLUS hourly fee.....	\$132/hr	
2. Engineering Design Review		
a. Design and Construction Standards design deviation (Type 1)	\$395	CMC 12.60.050 (Standards 1.08G)
b. Design and Construction Standards design variance (Type 2)	\$659	CMC 12.60.050 (Standards 1.08)
3. Drainage Review Fees		
a. Drainage plan review	\$132/hr	CMC 13.25.040(3)
b. Stormwater Manual design deviation (Type 1).....	\$395	CMC 13.25.050(1) (Standards 1.08G)
c. Stormwater Manual design variance (Type 2).....	\$772.00	CMC 13.25.050(6, 7)

I. Clearing and Grading		
1. Clearing & Grading Permit Plan Review Fees		CMC 18.60.035(1)
a. Permit plan review		
The plan review fee shall be calculated by adding the applicable amounts from Tables 1 and 2, provided the maximum plan review fee shall not exceed \$69,286 .		
Table 1		
Volume (yd³)	Base	PLUS, per 100 yd³ (For Total)
0 - 500	\$0	\$38
501 - 3,000	\$70	\$52
3,001 - 10,000	\$429	\$35
10,001 - 20,000	\$2,713	\$13
20,001 - 40,000	\$4,172	\$8
40,001 - 80,000	\$4,522	\$7
Over 80,000	\$5,327	\$6

Table 2

Disturbed Area (acres)	Base	PLUS, per acre (For Total)
Up to 1 Acre	\$222	\$1,033
1.1 to 10 Acres	\$481	\$774
10.1 to 40 Acres	\$3,663	\$457
40.1 to 120 Acres	\$12,663	\$219
120.1 to 360 Acres	\$28,815	\$87
360.1 Acres and more	\$31,269	\$48

- b. Plan revision fee
 - (i) Base fee, each occurrence \$471
 PLUS hourly fee..... \$132/hr
 - (ii) SEPA re-review \$5,058
- 2. Grading Permit Fee Reductions CMC 18.60.035(3)
 - a. Grading permit fee reduction for projects completed within one year 40%
 - b. Grading permit fee reduction for projects reviewed in conjunction with building permits, subdivisions, short subdivisions or planned unit developments 50%
- 3. Tree Removal and Clearing Fees
 - a. Minor tree removal \$262 CMC 18.45.060(6)
 - b. Major tree clearing \$787 CMC 18.45.060(6)

J. Construction Inspection

- 1. Construction Inspection Fee Table CMC 17.15.145(4)

Bond Quantities Worksheet Amount	Fee	PLUS, per each \$1,000 assured
\$0 - \$30,000	\$41	\$213
\$30,001 - \$120,000	\$5,410	\$90
More than \$120,001	\$11,762	\$39

- 2. Annual Inspections \$132/hr CMC 17.15.145(4)
- 3. Supplemental Inspection, base fee \$341 CMC 17.15.145(4)
 PLUS hourly fee..... \$132/hr
- 4. Landscape Installation Inspection \$341 CMC 18.40.150(4)
- 5. Landscape Maintenance Bond Release Inspection..... \$341 CMC 18.40.150(4)
- 6. Request for Extension of Performance Guarantee \$263 CMC 18.40.150(4)
- 7. Inspection outside of business hours -
 Weekdays, 2 hour minimum \$132/hr
- 8. Inspection on weekends/holidays - 4 hour minimum \$132/hr

K. Re-inspections and Missed Appointments (Construction, Planning, Engineering, Fire)

Re-inspection fees will be assessed at **\$132 per occurrence** when an inspection has been requested or is required and (1) the previous inspection correction items are not complete, and/or (2) access to the site is not provided, and/or (3) approved plans are not on-site.

L. Maintenance Bond Fees

Bond/Assurance Amount	Fee	PLUS, per each \$1,000 assured
\$0 - \$30,000	\$707	\$25
\$30,001 - \$120,000	\$1,178	\$12
More than \$120,001	\$1,766	\$8

M. Latecomers' Agreements

1. Application Fee		CMC 13.45.020(1)
a. Latecomer's costs \$20,000 or less	\$546	
b. Latecomer's costs \$20,001 - \$100,000	\$1,093	
c. Latecomer's costs more than \$100,000.	\$2,186	
2. Review by City Engineer; 4-hour deposit required....	\$132/hr	CMC 13.45.020(2)
3. Processing Fee	\$132	CMC 13.45.050(6)
4. Segregation Processing Fee	\$132	CMC 13.45.060(1)

N. Shoreline Management Fees

1. Substantial Development Permit		CMC 16.05.050												
a.	<table border="1" style="margin-left: 20px;"> <thead> <tr> <th style="background-color: #d9ead3;">Total Cost of Proposed Development</th> <th style="background-color: #d9ead3;">Fee</th> </tr> </thead> <tbody> <tr> <td>\$5,001 - 10,000</td> <td>\$1,609</td> </tr> <tr> <td>\$10,001 - 100,000</td> <td>\$3,217</td> </tr> <tr> <td>\$100,001 - 500,000</td> <td>\$8,039</td> </tr> <tr> <td>\$500,001 - 1,000,000</td> <td>\$12,056</td> </tr> <tr> <td>More than \$1,000,000</td> <td>\$16,072</td> </tr> </tbody> </table>	Total Cost of Proposed Development	Fee	\$5,001 - 10,000	\$1,609	\$10,001 - 100,000	\$3,217	\$100,001 - 500,000	\$8,039	\$500,001 - 1,000,000	\$12,056	More than \$1,000,000	\$16,072	
Total Cost of Proposed Development	Fee													
\$5,001 - 10,000	\$1,609													
\$10,001 - 100,000	\$3,217													
\$100,001 - 500,000	\$8,039													
\$500,001 - 1,000,000	\$12,056													
More than \$1,000,000	\$16,072													
b. Single-family Joint-Use Dock	\$3,529													
2. Shoreline Conditional Use Permit	\$12,350													
3. Shoreline Variance														
Up to \$10,000 project value	\$3,647													
Over \$10,000 project value	\$9,646													
4. Shoreline Environment Redefinition														
Base fee	\$18,133													
PLUS per shoreline lineal foot.....	\$37													
Maximum charge	\$67,992													
5. Shoreline Exemption	\$414													
6. Supplemental Fees														

a. Request for extension, calculated as % of original permit	20%
b. Revision, as % of original permit	20%
c. Surcharge when public hearing required, as % of original permit	12%
Minimum charge	\$3,764
d. Compliance investigation not to exceed cost of permit (including travel time)	\$132/hr

O. Administrative ~~Other~~ Fees

1. Administrative fee for school impact fees, per residential unit	\$80	CMC 18.120.030(1)
2. Administrative fee for development permits subject to transportation impact fees, per lot.....	\$80	CMC 12.105.070(3)
3. Administrative fee for development permits subject to individually-determined transportation impact fees, per development ...	\$403	CMC 12.105.050(5)
4. Commute Trip Reduction	CMC 12.90.050
a. Program review	\$132/hr	
b. Request for extension	\$132/hr	
c. Request for modification	\$132/hr	
5. Flood Damage Prevention Variance	\$1,054	CMC 16.15.180(1)

P. Consultant Pass-Through Fees

In the review of a land-use permit application, including but not limited to environmental (SEPA) review, the City may determine that such review requires the retention of professional consultant services. In addition to the above development fees that an applicant is required to submit, the applicant shall also be responsible for reimbursing the City for the cost of professional consultant services if the City determines that such services are necessary to complete its review of the application submittal. The City may also require the applicant to deposit an amount with the City which is estimated, at the discretion of the Community Development Director, to be sufficient to cover anticipated costs of retaining professional consultant services and ensure reimbursement to the City for such costs. (CMC 14.30.040(6))

1. Consultant costs	Actual costs
2. Administrative fee	10% of actual consultant costs

(Insert SCHEDULE A)

ZONING AND LAND USE FEES

II. ZONING AND LAND USE FEES

A. Zoning Fees

1. Annexation Petitions and Election Requests ²		
Base Fee	\$12,812	
PLUS per acre	\$77	
2. Comprehensive Plan Amendment	\$3,825	CMC 14.25.020(2)
(includes \$500 non-refundable docketing fee)		
PLUS consultant costs if accepted by Planning Commission	Billed separately	
3. Development Regulation Amendment	\$3,278	
(includes \$500 non-refundable docketing fee)		
PLUS consultant costs if accepted by Planning Commission	Billed separately	
4. Land Use Written Determination/Certification ¹		
Type 1 decision letter	\$414	Multiple cities

1. Some written determinations may require additional consultant pass-through costs as authorized by the Covington Municipal Code.

2. Fee does not include any costs associated with development of Sub-Area Plans and development regulations.

B. Conditional Use Permits

1. Conditional Use Permit (CUP)		CMC 18.125.020
a. CUP (stand alone permit)	\$10,125	
b. CUP w/ Commercial Site Development	\$2,881	
c. Amendment to CUP	\$3,540	

C. Temporary Use/Re Use of a facility

1. Temporary Use Permit	\$263	CMC 18.85.100
2. Re-use of Closed Public School Facilities	\$1,761	CMC 18.85.220

D. Zoning Variance/Downtown Design Departure/Appeals

1. Zoning Variance (Type 3).....	\$8,881	CMC 18.125.030
2. Design Departure from the <i>City of Covington Design Guidelines and Standards</i>	\$263	CMC 18.31.050
3. Appeals to Hearing Examiner	\$619	CMC 14.35.110(1)

E. Sign Permits

1. Sign Permits		CMC 18.55.050(1)
a. Freestanding sign, each	\$590	
b. Wall-mounted signs (up to 3)	\$590	

Additional per sign over 3 signs	\$132	
c. Temporary sign	\$132	
2.. Sign Variance	\$8,881	CMC 18.55.090

F. Wireless Communications Facilities

1. <u>Wireless Communications Facilities (WCF)</u>		<u>CMC 18.70</u>
<u>a. WCF - Type 1.....</u>	<u>\$396</u>	
<u>b. WCF - Type 2 Administrative</u>	<u>\$1,452</u>	
<u>c. WCF - Type 3- New WCF Tower or Height Waiver.....</u>	<u>\$1,904</u>	

G. Multifamily Tax Exemption Fees

1. <u>Multifamily property tax exemption application</u>	<u>\$760</u>	<u>CMC 3.80</u>
2. <u>Amendment of approved contract.....</u>	<u>\$528</u>	
3. <u>Extension time for the conditional tax exempt certificate.....</u>	<u>\$264</u>	
4. <u>Application for final certificate of tax exemption¹</u>	<u>\$760</u>	

1. If approved a \$150 processing fee for filing with King County Department of Records and Elections will be required.

H. Other services \$132/hr

**Traffic Review Fee Table
Per Council Direction 1/10/2012
Formula 1 - SMALL Developments**

Formula: Total Fee = Base Fee + Rate per Unit * DevelopmentUnits
If calculated fee is **MORE** than \$10,563 use formula for Large Developments instead

Land Use Category	Typical examples or indicators	Development Unit	(a) Base Fee1	(b) Rate1 Per Unit	(c) Enter Development Size	(a)+(b)*(c) Calculate Total Fee	MAXIMUM No. of Units for this formula
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RESIDENTIAL

Residential - independent living	Single family, apartments, townhomes, condos	DU	\$ 2,437.50	\$ 81.25		\$0	100
Assisted living facilities	Residents don't drive; caregivers are employed	<i>bed</i>	\$ 2,437.50	\$ 20.31		\$0	400

RETAIL BUSINESS

Small Retail < 10KSF	Restaurants, banks, mini-mart ¹	1000sf	\$ 2,437.50	\$812.50		\$0	10
General Retail 10KSF-200KSF	Most stores, small shopping centers	1000sf	\$ 2,437.50	\$203.13		\$0	40
Large Retail >200ksf	Most shopping centers, superstores				use other table	use other table	NA
Day care	Child-care facilities	1000sf	\$ 2,437.50	\$203.13		\$0	40
Medical facilities - all	Clinic, hospital, dental, veterinary	1000sf	\$ 2,437.50	\$203.13		\$0	40
Hotel, motel by size	All types of rooms for rent	1000sf	\$ 2,437.50	\$ 81.25		\$0	100
Automotive services	Gas station, car wash, quick lube, tire store ¹	<i>vehicle servicing position</i>	\$ 2,437.50	\$203.13		\$0	40

¹ If vehicle servicing is secondary to convenience market or fast food business, use small retail rate above for building space only

NONRETAIL BUSINESS

Office	Workers at desks	1000sf	\$ 2,437.50	\$101.56		\$0	80
Industrial	Workers on shop floor	1000sf	\$ 2,437.50	\$101.56		\$0	80
Education	Schools, colleges	1000sf	\$ 2,437.50	\$101.56		\$0	80
Warehouse	Storage with minimal employment	1000sf	\$ 2,437.50	\$ 20.31		\$0	400

OTHER

Church, theater	Large space used in off-hours	1000sf	\$ 2,437.50	\$ 61.10		\$0	133
Recreation bldg	Health club, community center	1000sf	\$ 2,437.50	\$ 81.25		\$0	100
Movie theater	single or multi-screen	1000sf	\$ 2,437.50	\$ 81.25		\$0	100
Recreation land	Golf course, park	<i>acre</i>	\$ 2,437.50	\$ 20.31		\$0	400
Marina	Moorage for boats	<i>slip</i>	\$ 2,437.50	\$ 12.19		\$0	667
Park & Ride	Transit related car parking	<i>stall</i>	\$ 2,437.50	\$ 61.10		\$0	133

SPECIAL CASES

Not specified above	Use rate per peak hour trip	<i>pk hr trip</i>	\$ 2,437.50	\$ 81.25		\$0	100
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Fee schedule is based on typical trip generation rates, standardized across groups of similar land use categories

SCHEDULE A

Formula 2 - LARGE Developments

Fee = Base Fee + Rate per Unit * DevelopmentUnits

If calculated fee is **LESS** than \$10,563, use formula for Small Developments instead

Land Use Category	Typical examples or indicators	Development Unit	(a) Base Fee ¹	(b) Rate ¹ Per Unit	(c) Enter Development Size	(a)+(b)*(c) Calculate Total Fee	MINIMUM No. of Units for this formula
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RESIDENTIAL

Residential - independent living	Single family, apartments, townhomes, condos	DU	\$ 6,500.00	\$ 40.63		\$0	100
Assisted living facilities	Residents don't drive; caregivers are employed	<i>bed</i>	\$ 6,500.00	\$ 10.16		\$0	400

RETAIL BUSINESS

Small Retail < 10KSF	Restaurants, banks, mini-mart ¹	1000sf	\$ 6,500.00	\$ 406.25	use other table	use other table	NA
General Retail 10KSF-200KSF	Most stores, small shopping centers	1000sf	\$ 6,500.00	\$101.57		\$0	40
Large Retail >200ksf	Most shopping centers, superstores	1000sf	\$ 6,500.00	\$ 18.75		\$0	200
Day care	Child-care facilities	1000sf	\$ 6,500.00	\$101.57		\$0	40
Medical facilities - all	Clinic, hospital, dental, veterinary	1000sf	\$ 6,500.00	\$101.57		\$0	40
Hotel, motel by size	All types of rooms for rent	1000sf	\$ 6,500.00	\$ 40.63		\$0	100
Automotive services	Gas station, car wash, quick lube, tire store ¹	<i>vehicle servicing position</i>	\$ 6,500.00	\$101.57		\$0	40

¹ If vehicle servicing is secondary to convenience market or fast food business, use small retail rate above for building space only

NONRETAIL BUSINESS

Office	High density employment	1000sf	\$ 6,500.00	\$ 50.78		\$0	80
Industrial	Low density employment	1000sf	\$ 6,500.00	\$ 50.78		\$0	80
Education	Schools, colleges	1000sf	\$ 6,500.00	\$ 50.78		\$0	80
Warehouse	Storage with minimal employment	1000sf	\$ 6,500.00	\$ 10.16		\$0	400

OTHER

Church, theater	Large space used in off-hours	1000sf	\$ 6,500.00	\$ 30.55		\$0	133
Recreation bldg	Health club, community center	1000sf	\$ 6,500.00	\$ 40.63		\$0	100
Movie theater	single or multi-screen	1000sf	\$ 6,500.00	\$ 40.63		\$0	100
Recreation land	Golf course, park	<i>acre</i>	\$ 6,500.00	\$ 10.16		\$0	400
Marina	Moorage for boats	<i>slip</i>	\$ 6,500.00	\$ 6.10		\$0	667
Park & Ride	Transit related car parking	<i>stall</i>	\$ 6,500.00	\$ 30.55		\$0	133

SPECIAL CASES

Not specified above	Use rate per peak hour trip	<i>pk hr trip</i>	\$ 6,500.00	\$ 40.63		\$0	100
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Fee schedule is based on typical trip generation rates, standardized across groups of similar land use categories

Agenda Item 4

Covington City Council Meeting

Date: May 22, 2012

SUBJECT: AN ORDINANCE AMENDING SECTION 3.70.040 OF THE CMC ENACTING A TAX ON THE GROSS REVENUES OF THE SURFACE WATER UTILITY

RECOMMENDED BY: Rob Hendrickson, Finance Director

ATTACHMENT(S):

1. Proposed ordinance
2. REET forecast and cash flow
3. Updated general fund forecast
4. Updated SWM fund forecast

PREPARED BY: Rob Hendrickson, Finance Director

EXPLANATION:

When the city council adopted a utility tax in November 2007 (ordinance 16-07), the proposed ordinance was amended to remove surface water management charges from the services that would be impacted by adding a utility tax.

Since 2007, the city along with the rest of the nation entered a period of recession unprecedented in recent history. In the face of declining revenues and increasing costs, the city has been challenged with finding ways to maintain services, cover debt service payments for the 2007 Transportation Bonds, and respond to emergency situations such as the recent ice storm.

At the January council summit, staff provided an updated six year revenue and expenditure forecast. The bottom line of that review was that given current and expected trends, it appears the debt service reserve, which is funded from revenues in the general fund, could be in trouble as early as 2014. (the most recent update pushes that out to 2015)

The debt service reserve was created in response to declining revenues from real estate excise tax. At the time of the bond sale, real estate excise taxes (REET) was expected to be the primary source of funding for the 2007 bonds. With housing still slumping, REET continue to stay well below 2007 levels when collections topped \$1 million. Since then, collections have fallen significantly and the general fund has been tapped to provide the reserve to pay for the bonds.

This is a two edged sword. On one hand, the money used to fund the debt service reserve could be used to fund other city services; on the other hand, the city is fortunate it is able to pay the debt service.

The depth and duration of the recession has put enormous pressure on the general fund to continue to make up this deficit in the debt service payment while continuing to support ongoing day to day operations.

Continuing the discussion at the January council summit, council identified a number of options to help with the budget situation. One option was to enact a six percent utility tax on the SWM fund. The money received from that utility tax would be placed into the general fund. The amount of the tax is estimated at \$102,000 annually.

In 2010, the Public Works department contracted for a review of surface water management fees. The findings of that review¹ uncovered additional sources of revenue. The additional revenue has allowed SWM to suspend annual fee increases for the foreseeable future.

In addition, the Department of Justice ruled that federal properties must pay SWM fees. For Covington that includes the Bonneville Power Association (BPA) and the Post Office. They had not paid SWM fees prior to the ruling. BPA's fee for 2012 is \$167,943.

ALTERNATIVES:

1. Do not impose a utility tax on SWM.
2. Adjust the percentage allocation to a number less than six percent.
3. Review other options for the general fund.

FISCAL IMPACT:

For 2012, total SWM fees are estimated at \$1.7 million. A six percent utility tax on the SWM fees is estimated to be \$102,000 annually. This money will be transferred to the general fund to support city services, capital requirements and the debt service reserve.

BPA's fees are \$167,943 annually. The SWM fund will net about \$65,000 after the transfer is made to the general fund.

Normally, utilities are granted a 60 day grace period for implementation purposes. In this case, because the city operates the utility, the tax could be in place by June 1. Seven months of collections equals about \$59,500. This will help offset the loss of liquor excise tax revenue (approximately \$30,500) which begins July 1. Between these two items, the general fund will realize an estimated net increase in revenue of \$29,000 for 2012, \$71,500 in 2013 and \$102,000 in 2014.

The general fund forecast reflects the addition of the SWM utility tax, changes to the liquor excise tax, and updated beginning fund balance.

The SWM forecast reflects the addition of the SWM utility tax as a transfer out and updated beginning fund balance.

Within the next month additional factors will be added to the forecasts of all funds that will have an impact to the bottom line.

This tax will not be passed on to the rate payers. It will be absorbed by the SWM fund.

¹ See CONSIDERATION OF FINDINGS FROM AN AUDIT OF THE SURFACE WATER ACCOUNTS – Public Works presentation September 28, 2010 City Council meeting

CITY COUNCIL ACTION: X Ordinance Resolution Motion Other

**Council member _____ moves, Council member _____
seconds, to adopt an ordinance amending section 3.70.040 of the CMC
enacting a tax on the gross revenues of the surface water utility.**

REVIEWED BY: City Manager; City Attorney.

ORDINANCE NO. 08-12

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON AMENDING SECTION 3.70.040 OF THE COVINGTON MUNICIPAL CODE ENACTING A TAX ON THE GROSS REVENUES OF THE SURFACE WATER UTILITY OPERATING WITHIN THE CITY TO PROVIDE REVENUE FOR CITY SERVICES AND CAPITAL REQUIREMENTS.

WHEREAS, the economy continues to struggle and ongoing revenues continue to lag behind rising expenditures; and

WHEREAS, the city has made a concerted effort to address declining revenues through a combination of cost containment and revenue enhancement measures; and

WHEREAS, the city has forecasted deficits in the debt service fund beginning in 2014; and

WHEREAS, the City Council has determined that there is an ongoing need to protect the debt service fund; and

WHEREAS, real estate excise tax revenues do not cover the debt service payment causing the general fund to subsidize the debt service payment; and

WHEREAS, the city estimates that enacting the six percent surface water management service tax as provided for in Chapter 3.70 of the Covington Municipal Code (CMC) will generate \$100,000 annually; and

WHEREAS, the general fund will benefit through a reduced subsidy to the debt service fund; and

WHEREAS, the City Council has determined it is in the best interests of the public health, safety, and welfare to enact the surface water management utility service tax;

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

Section 1. Code Amendment. The following amendment shall be made to CMC 3.70.040:

3.70.040 Occupations subject to tax – Amount.

There is levied upon and shall be collected from a person engaged in or carrying on a light and power business, telephone business, solid waste collection business, gas distribution business,

surface water management services, or cable television services in the City of Covington, a tax equal to six percent of the total gross income from such business in the City during the period for which the tax is due.

Section 2. 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 3. Effective Date. This ordinance shall be published in the official newspaper of the city, and shall take effect and be in full force on May 30, 2012.

Passed by the City Council on the 22nd day of May, 2012.

Mayor Margaret Harto

PUBLISHED: May 25, 2012

EFFECTIVE: May 30, 2012

ATTESTED:

Sharon Scott
City Clerk

APPROVED AS TO FORM:

Sara Springer
City Attorney

City of Covington
Estimated REET Cash Flow, Debt Service, and General Fund Transfers
2011 - 2017

Estimated REET Funds Available Balance							
	2011	2012	2013	2014	2015	2016	2017
Current estimated balance (both REET 1 & 2)	140,184	-	-	1,055	1,851	1,085	1,000
Annual estimated revenue (both REET 1 & 2)	260,000	325,000	350,000	370,000	390,000	425,000	450,000
Subtotal Revenue	400,184	325,000	350,000	371,055	391,851	426,085	451,000
Less: PWTF Debt Service Payment:	(229,939)	(228,864)	(227,790)	(226,715)	(225,641)	(224,566)	(223,492)
Less: 2007 Bond Debt Service:	(1,025,554)	(1,024,976)	(1,027,938)	(1,024,217)	(1,023,779)	(1,026,409)	(1,024,634)
Subtotal Debt Service	(1,255,493)	(1,253,840)	(1,255,728)	(1,250,932)	(1,249,420)	(1,250,975)	(1,248,126)
Add: Transfer in from SWM/Street	251,000	-	-	-	-	-	-
Add: Transfers in from General Fund	604,309	928,840	906,783	881,728	858,654	825,890	798,126
Available REET balance at year end	-	-	1,055	1,851	1,085	1,000	1,000

**CITY OF COVINGTON
GENERAL FUND LONG RANGE FORECAST**

ATTACHMENT 3

2012-2017 Analysis in 000s

BASE BUDGET

	2012	2013	2014	2015	2016	2017
BEGINNING FUND BALANCE	\$ 3,013	\$ 2,431	\$ 1,835	\$ 1,234	\$ 593	\$ 179
REVENUES						
Sales Tax ¹	\$ 2,394	\$ 2,449	\$ 2,523	\$ 2,608	\$ 2,713	\$ 2,821
Property Tax	2,340	2,395	2,467	2,541	2,617	2,695
Utility Tax ²	2,072	2,166	2,231	2,298	2,367	2,438
Local Criminal Justice	354	365	379	394	410	427
Intergovernmental Revenue	279	287	326	336	346	357
Charges for Services	15	15	16	16	17	17
Fines & Forfeitures	132	139	146	153	160	168
Miscellaneous	28	29	30	31	32	33
Central Services Payment	392	411	432	454	476	500
Interfund Payment	262	249	262	275	288	303
BASE BUDGET REVENUES	8,268	8,506	8,811	9,106	9,427	9,759
EXPENDITURES						
Salaries and Wages	1,346	1,324	1,377	1,433	1,490	1,549
Personnel Benefits	516	553	631	719	820	935
Supplies	61	61	63	65	67	69
Other Services and Charges	1,323	1,337	1,377	1,418	1,461	1,504
Intergovernmental	3,789	3,922	4,059	4,201	4,348	4,501
Capital Outlay	10	11	12	13	14	15
Debt Service	13	13	14	15	15	16
Interfund Payment for Services	18	19	20	21	22	23
Operating Transfer Out less debt service transfer ³	593	616	641	666	693	721
BASE BUDGET EXPENDITURES	7,669	7,857	8,194	8,551	8,930	9,333
Operating Surplus/Deficit by Year	\$ 599	\$ 648	\$ 617	\$ 555	\$ 497	\$ 426
OTHER FINANCING USES						
Decision Cards	-	-	-	-	-	-
Budget Strategies	-	-	-	-	-	-
Debt Service Transfer	928	907	882	859	826	798
TOTAL OTHER FINANCING USES	928	907	882	859	826	798
Annual Surplus/Deficit	\$ (329)	\$ (259)	\$ (265)	\$ (304)	\$ (329)	\$ (372)
TOTAL USES	\$ 8,597	\$ 8,764	\$ 9,076	\$ 9,410	\$ 9,756	\$ 10,131
One-time Costco payout	253	337	337	337	84	-
Sources over Uses	\$ (582)	\$ (596)	\$ (602)	\$ (641)	\$ (413)	\$ (372)
TOTAL ENDING FUND BALANCE	2,431	1,835	1,234	593	179	(193)
Cumulative net amount available for debt service.	\$ 1,747	\$ 1,148	\$ 491	\$ (390)	\$ (1,249)	\$ (2,075)
Amount transferred to the debt service fund.	\$ 928	\$ 907	\$ 882	\$ 859	\$ 826	\$ 798
Remainder of debt service reserve.	\$ 819	\$ 241	\$ (390)	\$ (1,249)	\$ (2,075)	\$ (2,873)
COSTCO RESERVE	\$ 671	\$ 565	\$ 459	\$ 123	\$ 38	\$ -
UNRESERVED FUND BALANCE	\$ 941	\$ 1,029	\$ 1,165	\$ 1,719	\$ 2,216	\$ 2,680
TOTAL ENDING FUND BALANCE	\$ 2,431	\$ 1,835	\$ 1,234	\$ 593	\$ 179	\$ (193)
10% fund balance target	\$ 705	\$ 721	\$ 752	\$ 785	\$ 820	\$ 857
Fund balance policy	Meets 10%	Meets 10%	Meets 10%	Under 10%	Under 10%	Under 10%
Margin above/below the 10% threshold	\$ 1,726	\$ 1,115	\$ 482	\$ (192)	\$ (641)	\$ (1,050)

Notes:

- 1) This worksheet makes no assumptions as to new programs and decision cards past 2012 other than ongoing costs.
- 2) This update includes the 6% utility tax from SWM (partial for 2012) and reduces the liquor excise tax revenues for 2012 and 2013.

Footnotes:

¹ Sales tax is allocated at 84% of forecasted revenues to the General Fund and 16% to the Parks Fund.

² This represents gross receipts for utility tax collections. Transfers are made to other funds.

³ Operating transfers go to Streets, Parks, SWM, and Long Term Debt.

ATTACHMENT 4

CITY OF COVINGTON
SURFACE WATER MANAGEMENT FUND LONG RANGE FORECAST

2012-2017 Analysis in 000s
 BASE BUDGET

	2012	2013	2014	2015	2016	2017
BEGINNING FUND BALANCE	\$ 1,670	\$ 1,717	\$ 1,685	\$ 1,560	\$ 1,334	\$ 998
REVENUES						
Customer Charges ¹	1,704	1,704	1,704	1,704	1,704	1,704
Intergovernmental Revenues	145	150	156	163	169	176
Grant Revenue						
Misc	-	-	-	-	-	-
TOTAL REVENUES	<u>1,849</u>	<u>1,855</u>	<u>1,861</u>	<u>1,867</u>	<u>1,873</u>	<u>1,880</u>
Transfers In	-	-	-	-	-	-
TOTAL SOURCES	<u>1,849</u>	<u>1,855</u>	<u>1,861</u>	<u>1,867</u>	<u>1,873</u>	<u>1,880</u>
EXPENDITURES						
Salaries and Wages	538	560	582	606	630	655
Personnel Benefits	199	227	259	295	337	384
Supplies	44	46	48	51	53	56
Other Services and Charges	339	356	374	392	412	433
Intergovernmental	87	92	96	101	106	111
Capital Outlay						
Debt Service: Principal	-	4	4	4	4	4
Debt Service: Interest	35	31	31	31	31	31
Interfund Payment for Services	393	412	433	455	477	501
BASE BUDGET TOTAL	<u>1,635</u>	<u>1,728</u>	<u>1,828</u>	<u>1,935</u>	<u>2,050</u>	<u>2,175</u>
Decision Card	-	3	3	3	3	3
Budget Strategies	-	-	-	-	-	-
TOTAL EXPENDITURES	<u>1,635</u>	<u>1,731</u>	<u>1,830</u>	<u>1,938</u>	<u>2,053</u>	<u>2,178</u>
Operating Surplus/Deficit by Year	214	124	30	(71)	(180)	(298)
TOTAL ENDING FUND BALANCE	<u>1,884</u>	<u>1,841</u>	<u>1,716</u>	<u>1,489</u>	<u>1,154</u>	<u>700</u>
Reserved Ending Fund Balance	-	-	-	-	-	-
Equipment Replacement Cost	-	-	-	-	-	-
Operating Transfers Out	167	156	156	156	156	156
OPERATIONAL ENDING FUND BALANCE	<u>\$ 1,717</u>	<u>\$ 1,685</u>	<u>\$ 1,560</u>	<u>\$ 1,334</u>	<u>\$ 998</u>	<u>\$ 545</u>
10% fund balance target	\$ 121	\$ 128	\$ 136	\$ 145	\$ 154	\$ 164
	Meets 10%	Meets 10%	Meets 10%	Meets 10%	Meets 10%	Meets 10%
Margin above the 10% threshold	\$ 1,596	\$ 1,557	\$ 1,424	\$ 1,189	\$ 844	\$ 381

Notes:

- 1) This worksheet makes no assumptions as to new programs and decision cards past 2012 other than ongoing costs.
- 1) This worksheet reflects the utility tax transfer out (partial in 2012) to the general fund.

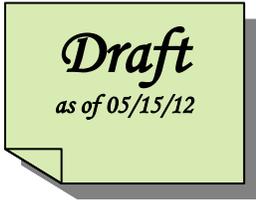
Footnotes:

¹ This reflects ongoing 0% increases.

**DISCUSSION OF
FUTURE AGENDA TOPICS:**

June 12, 2012 – City Council Regular Meeting

(Draft Agenda Attached)



Covington: Unmatched quality of life



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

Tuesday, June 12, 2012
7:00 p.m.

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

CALL CITY COUNCIL MEETING TO ORDER

ROLL CALL/PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

PUBLIC COMMUNICATION

- Annual Update from King County Councilmember Ragan Dunn

PUBLIC COMMENT *Persons addressing the Council shall state their name, address, and organization for the record. Speakers shall address comments to the City Council, not the audience or the staff. Public Comment shall be for the purpose of the Council receiving comment from the public and is not intended for conversation or debate. Public comments shall be limited to no more than four minutes per speaker. If additional time is needed a person may request that the Council place an item on a future agenda as time allows.**

APPROVE CONSENT AGENDA

- C-1. Minutes of May 22, 2012 Special & Regular Meetings (Scott)
- C-2. Vouchers (Hendrickson)
- C-3. Amend City Manager Employment Contract (Beaufreere)

PUBLIC HEARING

- 1. Public Testimony and Possibly Adopt 2013-2017 Transportation Improvement Program (Vondran)

NEW BUSINESS

- 2. Approve Contract for Animal Control Services (Matheson)
- 3. Consider Code Changes for Wireless Communications Facilities (Hart)
- 4. Park Impact Fee Analysis (Thomas/Hart)

COUNCIL/STAFF COMMENTS

- Future Agenda Topics

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

EXECUTIVE SESSION – If Needed

ADJOURN

Any person requiring disability accommodation should contact the City of Covington at 253-480-2400 a minimum of 24 hours in advance. For TDD relay service, please use the state's toll-free relay service 800-833-6384 and ask the operator to dial 253-480-2400.