

Covington: Unmatched quality of life



**AGENDA  
CITY OF COVINGTON  
CITY COUNCIL REGULAR MEETING**

[www.covingtonwa.gov](http://www.covingtonwa.gov)

**Tuesday, June 14, 2011  
7:00 p.m.**

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

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**CALL CITY COUNCIL REGULAR MEETING TO ORDER**

**ROLL CALL/PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

**PUBLIC COMMUNICATION - 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 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. Approval of Minutes (Scott)
- C-2. Approval of Vouchers. (Hendrickson)
- C-3. Resolution Adopting 2012-2017 Transportation Improvement Program (Vondran)
- C-4. Resolution Declaring Two Vehicles Surplus and Authorize Replacement (Akramoff)

**NEW BUSINESS**

- 1. Briefing on Proposed Promotion-in-Place Program (Beaufre)

**COUNCIL/STAFF COMMENTS**

- Future Agenda Topics

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

**EXECUTIVE SESSION:** Potential 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: June 14, 2011

SUBJECT: APPROVAL OF MINUTES: MAY 17, 2011 CITY COUNCIL SPECIAL JOINT STUDY SESSION WITH COVINGTON CHAMBER OF COMMERCE BOARD OF DIRECTORS AND COVINGTON ECONOMIC DEVELOPMENT COUNCIL MINUTES AND MAY 24, 2011 CITY COUNCIL REGULAR 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 17, 2011 City Council Special Joint Study Session with Covington Chamber of Commerce Board of Directors and Covington Economic Development Council Minutes and May 24, 2011 City Council Regular Meeting Minutes.**

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Unapproved Draft – May 17, 2011 Special Joint Study Session with Covington Chamber of Commerce Board of Directors and Covington Economic Development Council  
Submitted for Approval: June 14, 2011

**City of Covington**  
**City Council Special Joint Study Session with Covington Chamber of Commerce Board of Directors and Covington Economic Development Council**  
**Tuesday, May 17, 2011**

(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 271<sup>st</sup> Street, Suite 100, Covington, Washington, Tuesday, May 17, 2011, at 6:36 p.m., with Mayor Harto presiding.

**COUNCILMEMBERS PRESENT:**

Margaret Harto, Mark Lanza, David Lucavish, Marlla Mhoon, Jim Scott, Wayne Snoey, and Jeff Wagner.

**CHAMBER OF COMMERCE BOARD OF DIRECTORS PRESENT:**

Jennifer Gilbert, Jim Hutchinson, Craig Nickel, Rick Oliveira, Jessica Oliver, Tamara Paul, and Cathy Wahlin.

**CHAMBER OF COMMERCE BOARD OF DIRECTORS ABSENT:**

Kaye Eilers, Jennifer Gaines, Trey Hovinga, and Scott Tenner.

**ECONOMIC DEVELOPMENT COUNCILMEMBERS PRESENT:**

Hugh Kodama, Jeff Wagner, Paul Bernal, Jennifer Gilbert, Kevin Holland, Jim Hutchinson, Rick Oliveira, and Steven Pand.

**ECONOMIC DEVELOPMENT COUNCILMEMBER ABSENT:**

Doug Mergenthaler and Edwin Cook.

**STAFF PRESENT:**

Derek Matheson, City Manager; Richard Hart, Community Development Director; 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. Chamber Update.

Covington Chamber of Commerce Chair Rick Oliveira gave the report on the financial status and activities of the Chamber.

Several questions were asked, and Mr. Oliveira provided responses.

2. CEDC Work Plan Update.

Covington Economic Development Council Co-Chair Hugh Kodama gave the report on the work plan for CEDC. Plans included efforts to promote Covington, business retention and bringing in new businesses, reviewing economic trends, Destination Covington, Covington Business Expo, and several other ideas.

3. Destination Covington Update.

City Manager Derek Matheson gave the report on Destination Covington including background information on previous events and the goals of this event. Mr. Matheson noted the event is scheduled for Thursday, October 6, 2011, from 11 a.m. to 2 p.m. at Covington City Hall. Mr. Matheson also mentioned the event is by invitation only and will include approximately 60 to 75 developers, property owners, brokers, trade groups representing those groups, target businesses, government, utilities, and media.

Group members offered comments and suggestions. Questions were asked by group members, and Mr. Matheson provided responses.

4. Value Proposition Discussion.

CEDC Member Paul Bernal gave the presentation on this item. Mr. Bernal indicated that the information presented was an overview of the type of material that could be used at the Destination Covington event. Mr. Bernal reviewed the presentation noting the historical perspective of the city; showing the region and how the city is centrally located; and mentioning the positive features of the city including an award winning community pool, senior living downtown, parks, community sports, community events, a gateway to recreation, easy access to SR 18, golf courses, motor sports, etc.

There was discussion among members and comments were provided.

The groups agreed to meet again the first week in September.

**PUBLIC COMMENTS:**

Mayor Harto called for public comments.

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

**ADJOURNMENT:**

There being no further business, the meeting was adjourned at 8:15 p.m.

Prepared by:

Submitted by:

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Joan Michaud  
Deputy City Clerk

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Sharon Scott  
City Clerk

**City of Covington  
Regular City Council Meeting Minutes  
Tuesday, May 24, 2011**

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

The Regular Meeting of the City Council of the City of Covington was called to order in the City Council Chambers, 16720 SE 271<sup>st</sup> Street, Suite 100, Covington, Washington, Tuesday, May 24, 2011, at 7:04 p.m., with Mayor Harto presiding.

**COUNCILMEMBERS PRESENT:**

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

**COUNCILMEMBERS ABSENT:**

Wayne Snoey.

**Council Action: Councilmember Wagner moved and Councilmember Mhoon seconded to excuse Councilmember Snoey. Vote: 6-0. Motion carried.**

**STAFF PRESENT:**

Derek Matheson, City Manager; Glenn Akramoff, Public Works Director; Noreen Beaufriere, Personnel Manager; Kevin Klason, Covington Police Chief; Scott Thomas, Parks & Recreation Director; Sara Springer, City Attorney; Salina Lyons, Senior Planner; and Sharon Scott, City Clerk/Executive Assistant.

Mayor Margaret Harto opened the meeting with the Pledge of Allegiance.

**APPROVAL OF AGENDA:**

**Council Action: Councilmember Wagner moved and Councilmember Lucavish seconded to approve the Agenda. Vote: 6-0. Motion carried.**

**PUBLIC COMMUNICATION:**

- Megan Vaughn, RN BSN, Kentwood graduate, local pediatric nurse, and doctoral student at University of Washington, gave a presentation entitled, “An Unmatched (Healthy) Quality of Life.”

**PUBLIC COMMENT:**

Mayor Harto called for public comments.

**Pam Kramer, Lead Dietician at Multicare, 26027 158<sup>th</sup> Avenue SE, Covington, Lead for Coalition for a Healthy Community,** urged Council support for the coalition’s programs.

**Chele Dimmett, 26626 190<sup>th</sup> Avenue SE, Covington, Board Member of Timberlane Homeowners Association,** gave an update on the association’s recent activities and upcoming events. Ms. Dimmett also mentioned a speeding problem on 265<sup>th</sup> by the stairs to the school.

**Gregg Lobdell, 26222 198<sup>th</sup> Place SE, Covington,** suggested that the Arts Commission would benefit from new members who are proficient in creating policies and writing grants.

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

**APPROVE CONSENT AGENDA:**

- C-1. Approval of Minutes: May 10, 2011 City Council Study Session Minutes and May 10, 2011 City Council Regular Meeting Minutes.
- C-2. Vouchers #25278-25340, in the Amount of \$109,170.63, Dated May 2, 2011; Vouchers #25341-25342, in the Amount of \$2,030.22, Dated May 12, 2011; and Covington Payroll Check #1035 and Paylocity Payroll Checks #1000003702-1000003719, Inclusive, Plus Employee Direct Deposits in the Amount of \$135,011.18, Dated May 13, 2011.
- C-3. Covington Community Sports Agreement for Use of Kent School District Recreational Facilities.
- C-4. Appoint Councilmember Marlla Mhoon as Voting Delegate for the 2011 Association of Washington Cities Annual Business Meeting.

**Council Action: Councilmember Lucavish moved and Councilmember Lanza seconded to approve the Consent Agenda. Vote: 6-0. Motion carried.**

**REPORTS OF COMMISSIONS:**

**Arts Commission** – Chair Gregg Lobdell reported on the May 12 meeting.

**Parks & Recreation Commission** – Chair David Aldous reported on the May 18 meeting.

**Planning Commission** – Chair Sean Smith reported on the May 5 and May 19 meetings.

**Economic Development Council** – Co-Chair Jeff Wagner reported on the April 26 meeting.

**Human Services Commission** – No report. May meeting was canceled; next meeting scheduled for June 9.

**NEW BUSINESS:**

- 1. Consider Appointments to the Arts Commission.

**Council Action: Councilmember Lanza moved and Councilmember Scott seconded to appoint Katrina Alegado to fill open Position No. 4 on the Arts Commission with a term expiring May 31, 2014. Vote: 6-0. Motion carried.**

**Council Action: Councilmember Wagner moved and Councilmember Lucavish seconded to appoint Brienne Berg to fill replacement Position No. 2 on the Arts Commission with a term expiring May 31, 2013. Vote: 6-0. Motion carried.**

**COUNCIL/STAFF COMMENTS:**

Councilmembers and staff discussed Future Agenda Topics and made comments.

City Manager Derek Matheson reported on the medical marijuana dispensary and shooting range issues and asked for Council’s feedback on how it would like to address these topics.

**Council Action: There was Council consensus to add the medical marijuana dispensary and shooting range topics to the Planning Commission’s current work plan.**

**PUBLIC COMMENTS:**

Mayor Harto called for public comments.

**Chele Dimmett, 26626 190<sup>th</sup> Avenue SE, Covington, Board Member of Timberlane Homeowners Association,** spoke regarding four items: 1) concerned that putting a moratorium on a medical marijuana application could be a public relations nightmare; 2) complimented the Fire Department response and after event education; 3) requested notification on any changes to the parade route; and 4) suggested using Timberlane greenbelts for trail connections.

Covington Police Chief Kevin Klason advised that signs will be posted a couple of weeks before the parade.

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

**EXECUTIVE SESSION:**

Real Estate Acquisition. (RCW 42.30.110(1)(b)) from 8:38 to 8:45 p.m.

**ADJOURNMENT:**

There being no further business, the meeting was adjourned at 8:45 p.m.

Prepared by:

Submitted by:

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Joan Michaud  
Deputy City Clerk

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Sharon Scott  
City Clerk

**Consent Agenda Item C-2**

Covington City Council Meeting

Date: June 14, 2011

SUBJECT: APROVAL OF VOUCHERS.

RECOMMENDED BY: Rob Hendrickson, Finance Director

ATTACHMENT(S): Vouchers #25343-25405, in the Amount of \$69,337.41, Dated May 16, 2011; Vouchers #25406-25454, in the Amount of \$147,648.26, Dated June 1, 2011; Paylocity Payroll Checks #1000017573-1000017599, Inclusive, Plus Employee Direct Deposits in the Amount of \$140,248.35, Dated May 27, 2011; and Paylocity Payroll Checks #1000029572-1000029594, Inclusive, Plus Employee Direct Deposits in the Amount of \$132,746.87.

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 #25343-25405, in the Amount of \$69,337.41, Dated May 16, 2011; Vouchers #25406-25454, in the Amount of \$147,648.26, Dated June 1, 2011; Paylocity Payroll Checks #1000017573-1000017599, Inclusive, Plus Employee Direct Deposits in the Amount of \$140,248.35, Dated May 27, 2011; and Paylocity Payroll Checks #1000029572-1000029594, Inclusive, Plus Employee Direct Deposits in the Amount of \$132,746.87.**

May 16, 2011

City of Covington

City of Covington

City of Covington  
Voucher/Check Register

Check # 25343 through Check # 25405

In the Amount of \$69,337.41

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.

\_\_\_\_\_  
Robert Hendrickson  
Finance Director

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

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

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

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

				<u>Check Amount</u>
<b>Check No:</b> 25343	<b>Check Date:</b> 05/16/2011			
<b>Vendor:</b> 0206	<b>AFLAC</b>			
273378	Insurance premiums; May	05/16/2011		433.17
814545	Insurance premiums; April	05/16/2011		433.17
<b>Check Total:</b>				866.34
<b>Check No:</b> 25344	<b>Check Date:</b> 05/16/2011			
<b>Vendor:</b> 1381	<b>Glenn Akramoff</b>			
1381-5	Akramoff; APWA Congress, airfare	05/16/2011		125.70
1381-5	Akramoff; APWA Congress, airfare	05/16/2011		125.70
<b>Check Total:</b>				251.40
<b>Check No:</b> 25345	<b>Check Date:</b> 05/16/2011			
<b>Vendor:</b> 0463	<b>Allied Waste Services</b>			
0176-00310	Maint shop; disposal, 4/1-4/31/11	05/16/2011		220.69
0176-00310	Maint shop; disposal, 4/1-4/31/11	05/16/2011		110.35
0176-00310	Maint shop; disposal, 4/1-4/31/11	05/16/2011		220.69
0176-00310	Aquatics; disposal, 4/1-4/30/11	05/16/2011		226.15
<b>Check Total:</b>				777.88
<b>Check No:</b> 25346	<b>Check Date:</b> 05/16/2011			
<b>Vendor:</b> 1705	<b>Alpine Products, Inc.</b>			
TM-11493	Vandalism remover	05/16/2011		90.57
<b>Check Total:</b>				90.57
<b>Check No:</b> 25347	<b>Check Date:</b> 05/16/2011			
<b>Vendor:</b> 2159	<b>Archer Construction, Inc.</b>			
19334	SR516; backflow prevention test	05/16/2011		70.00
19334	Aquatics; backflow prevention test	05/16/2011		70.00
19334	Crystal view; backflow prevention test	05/16/2011		70.00
<b>Check Total:</b>				210.00
<b>Check No:</b> 25348	<b>Check Date:</b> 05/16/2011			
<b>Vendor:</b> 2243	<b>Paul Bernal</b>			
1042584.00	Refund; administrative fee, Lexi Bernal	05/16/2011		-10.00
1042584.00	Refund; competition class, Lexi Bernal	05/16/2011		116.00
<b>Check Total:</b>				106.00
<b>Check No:</b> 25349	<b>Check Date:</b> 05/16/2011			
<b>Vendor:</b> 1676	<b>Bravo Environmental</b>			
530876	Street sweeping, 5/8	05/16/2011		412.68
530679	Street sweeping; 4/27	05/16/2011		705.90
<b>Check Total:</b>				1,118.58
<b>Check No:</b> 25350	<b>Check Date:</b> 05/16/2011			
<b>Vendor:</b> 2136	<b>Carbonic Systems, Inc.</b>			
05023511	Aquatics; carbomizer rental	05/16/2011		59.73
<b>Check Total:</b>				59.73
<b>Check No:</b> 25351	<b>Check Date:</b> 05/16/2011			
<b>Vendor:</b> 0395	<b>City of Buckley</b>			
0395-5	Jail costs; 4/1-4/30/11	05/16/2011		7,239.50
<b>Check Total:</b>				7,239.50
<b>Check No:</b> 25352	<b>Check Date:</b> 05/16/2011			
<b>Vendor:</b> 0208	<b>City of Kent</b>			
RI 20946	Fire personnel; 1st Quarter 2011	05/16/2011		7,010.00
RI 20946	Fire investigations; 1st Quarter 2011	05/16/2011		1,239.00
<b>Check Total:</b>				8,249.00
<b>Check No:</b> 25353	<b>Check Date:</b> 05/16/2011			
<b>Vendor:</b> 0364	<b>Code Publishing Company</b>			
37966	Municipal code; web hosting, 5/11-5/12	05/16/2011		383.25
38007	Municipal code; update	05/16/2011		121.00
<b>Check Total:</b>				504.25
<b>Check No:</b> 25354	<b>Check Date:</b> 05/16/2011			
<b>Vendor:</b> 0699	<b>Department of Licensing</b>			
0699-5-1	Drivers abstracts	05/16/2011		20.00
<b>Check Total:</b>				20.00

				<u>Check Amount</u>
<b>Check No:</b> 25355	<b>Check Date:</b> 05/16/2011			
<b>Vendor:</b> 0765	<b>ESRI</b>			
92334241	ArcView/ArcPad maintenance, 5/11-5/12	05/16/2011		705.90
			<b>Check Total:</b>	705.90
<b>Check No:</b> 25356	<b>Check Date:</b> 05/16/2011			
<b>Vendor:</b> 2091	<b>Fastenal Company</b>			
WAKNT61571	Maint shop; storage cabinet	05/16/2011		89.92
WAKNT61571	Maint shop; storage cabinet	05/16/2011		89.92
WAKNT61572	Maint shop; cutting disks	05/16/2011		23.89
WAKNT61572	Maint shop; cutting disks	05/16/2011		47.79
WAKNT61572	Maint shop; cutting disks	05/16/2011		47.79
WAKNT61572	Nuts, bolts	05/16/2011		8.34
WAKNT61571	Maint shop; storage cabinet	05/16/2011		44.96
			<b>Check Total:</b>	352.61
<b>Check No:</b> 25357	<b>Check Date:</b> 05/16/2011			
<b>Vendor:</b> 1473	<b>Ferguson Enterprises, Inc.</b>			
2042942	Aquatics; faucet parts	05/16/2011		148.23
			<b>Check Total:</b>	148.23
<b>Check No:</b> 25358	<b>Check Date:</b> 05/16/2011			
<b>Vendor:</b> 1875	<b>FirstChoice</b>			
368276	Coffee service	05/16/2011		198.04
			<b>Check Total:</b>	198.04
<b>Check No:</b> 25359	<b>Check Date:</b> 05/16/2011			
<b>Vendor:</b> 2213	<b>Fleet Services</b>			
25953843	Vehicle fuel	05/16/2011		1,700.19
			<b>Check Total:</b>	1,700.19
<b>Check No:</b> 25360	<b>Check Date:</b> 05/16/2011			
<b>Vendor:</b> 1967	<b>Anastasiya Golubovich</b>			
1967-Reiss	Piano award; honorable mention-reissue	05/16/2011		15.00
			<b>Check Total:</b>	15.00
<b>Check No:</b> 25361	<b>Check Date:</b> 05/16/2011			
<b>Vendor:</b> 2045	<b>Goodbye Graffiti Seattle</b>			
14022	Everclean program; May	05/16/2011		376.84
			<b>Check Total:</b>	376.84
<b>Check No:</b> 25362	<b>Check Date:</b> 05/16/2011			
<b>Vendor:</b> 0302	<b>Gray &amp; Osborne</b>			
10445.00-1	Aqua Vista; engineering, 4/2-4/30/11	05/16/2011		321.40
			<b>Check Total:</b>	321.40
<b>Check No:</b> 25363	<b>Check Date:</b> 05/16/2011			
<b>Vendor:</b> 1770	<b>Richard Hart</b>			
1770-5	Hart; Planning Law conference, parking	05/16/2011		3.90
1770-5	Hart; Planning Law conference, parking	05/16/2011		9.10
			<b>Check Total:</b>	13.00
<b>Check No:</b> 25364	<b>Check Date:</b> 05/16/2011			
<b>Vendor:</b> 1271	<b>Rob Hendrickson</b>			
11-24	Hendrickson; 2011 flexible spending	05/16/2011		133.43
			<b>Check Total:</b>	133.43
<b>Check No:</b> 25365	<b>Check Date:</b> 05/16/2011			
<b>Vendor:</b> 1658	<b>Hertz Equipment Rental Corp.</b>			
25552189-0	Rental; excavator, 4/5-5/5/11	05/16/2011		1,610.53
			<b>Check Total:</b>	1,610.53
<b>Check No:</b> 25366	<b>Check Date:</b> 05/16/2011			
<b>Vendor:</b> 1997	<b>HSBC Business Solutions</b>			
076323	Citizens Academy; refreshments	05/16/2011		52.32
			<b>Check Total:</b>	52.32
<b>Check No:</b> 25367	<b>Check Date:</b> 05/16/2011			
<b>Vendor:</b> 1032	<b>iddings inc.</b>			
12294	Soil disposal	05/16/2011		5.00
12298	Soil disposal	05/16/2011		5.00
12304	Soil disposal	05/16/2011		5.00
12299	Soil disposal	05/16/2011		5.00

				<u>Check Amount</u>
12291	Soil disposal	05/16/2011		5.00
<b>Check Total:</b>				<b>25.00</b>
<b>Check No:</b>	<b>25368</b>	<b>Check Date:</b>	<b>05/16/2011</b>	
<b>Vendor:</b>	<b>1342</b>	<b>Integra Telecom</b>		
8277783	City hall; telephone, 5/8-6/7/11	05/16/2011		1,343.90
<b>Check Total:</b>				<b>1,343.90</b>
<b>Check No:</b>	<b>25369</b>	<b>Check Date:</b>	<b>05/16/2011</b>	
<b>Vendor:</b>	<b>2116</b>	<b>International E-Z UP, Inc.</b>		
STD034750	Shelter canopy	05/16/2011		1,498.68
STD034750	Shelter canopy, use tax	05/16/2011		-118.68
<b>Check Total:</b>				<b>1,380.00</b>
<b>Check No:</b>	<b>25370</b>	<b>Check Date:</b>	<b>05/16/2011</b>	
<b>Vendor:</b>	<b>1803</b>	<b>Iron Mountain</b>		
DMD3861	Document storage, through 5/31/11	05/16/2011		131.00
<b>Check Total:</b>				<b>131.00</b>
<b>Check No:</b>	<b>25371</b>	<b>Check Date:</b>	<b>05/16/2011</b>	
<b>Vendor:</b>	<b>1701</b>	<b>Johnsons Home &amp; Garden</b>		
355210	Pull ring, extension rods	05/16/2011		33.41
<b>Check Total:</b>				<b>33.41</b>
<b>Check No:</b>	<b>25372</b>	<b>Check Date:</b>	<b>05/16/2011</b>	
<b>Vendor:</b>	<b>0111</b>	<b>Kenyon Disend, PLLC</b>		
14517	General city attorney services, April	05/16/2011		5,500.00
14519	Cable franchise; legal, April	05/16/2011		118.32
<b>Check Total:</b>				<b>5,618.32</b>
<b>Check No:</b>	<b>25373</b>	<b>Check Date:</b>	<b>05/16/2011</b>	
<b>Vendor:</b>	<b>0143</b>	<b>King County Finance</b>		
1613994	Disposal fees	05/16/2011		54.09
<b>Check Total:</b>				<b>54.09</b>
<b>Check No:</b>	<b>25374</b>	<b>Check Date:</b>	<b>05/16/2011</b>	
<b>Vendor:</b>	<b>1828</b>	<b>Kathleen Kirshenbaum</b>		
1828-5	Kirshenbaum; defense screening, mileage	05/16/2011		12.61
<b>Check Total:</b>				<b>12.61</b>
<b>Check No:</b>	<b>25375</b>	<b>Check Date:</b>	<b>05/16/2011</b>	
<b>Vendor:</b>	<b>1622</b>	<b>Law Offices of Thomas R Hargan</b>		
11-CV04	Prosecution services through 4/30/11	05/16/2011		4,368.55
<b>Check Total:</b>				<b>4,368.55</b>
<b>Check No:</b>	<b>25376</b>	<b>Check Date:</b>	<b>05/16/2011</b>	
<b>Vendor:</b>	<b>1989</b>	<b>Richard N. Little Consulting, LLC</b>		
1989-5	Government relations; April	05/16/2011		2,000.00
<b>Check Total:</b>				<b>2,000.00</b>
<b>Check No:</b>	<b>25377</b>	<b>Check Date:</b>	<b>05/16/2011</b>	
<b>Vendor:</b>	<b>1736</b>	<b>Salina Lyons</b>		
1736-5	Lyons; GIS meeting, parking	05/16/2011		6.40
1736-5	Lyons; GIS meeting, parking	05/16/2011		1.60
11-25	Lyons; 2011 flexible spending	05/16/2011		30.00
<b>Check Total:</b>				<b>38.00</b>
<b>Check No:</b>	<b>25378</b>	<b>Check Date:</b>	<b>05/16/2011</b>	
<b>Vendor:</b>	<b>1901</b>	<b>Modern Building Systems, Inc.</b>		
0042254	Maint shop; building lease, 6/1-7/1/11	05/16/2011		284.53
0042254	Maint shop; building lease, 6/1-7/1/11	05/16/2011		569.06
0042254	Maint shop; building lease, 6/1-7/1/11	05/16/2011		569.07
<b>Check Total:</b>				<b>1,422.66</b>
<b>Check No:</b>	<b>25379</b>	<b>Check Date:</b>	<b>05/16/2011</b>	
<b>Vendor:</b>	<b>1928</b>	<b>Mayson Morrissey</b>		
11-26	Morrissey; 2011 flexible spending	05/16/2011		40.00
<b>Check Total:</b>				<b>40.00</b>
<b>Check No:</b>	<b>25380</b>	<b>Check Date:</b>	<b>05/16/2011</b>	
<b>Vendor:</b>	<b>1688</b>	<b>Mountain Mist</b>		
054257-5	Aquatics; bottled water, April	05/16/2011		36.07
054257-5	Maint Shop; bottled water, April	05/16/2011		13.99
054257-5	Maint Shop; bottled water, April	05/16/2011		7.00

			<u>Check Amount</u>
054257-5	Maint Shop; bottled water, April	05/16/2011	13.99
054257-5	City Hall; bottled water, April	05/16/2011	104.85
<b>Check Total:</b>			<b>175.90</b>
<b>Check No:</b>	<b>25381</b>	<b>Check Date:</b> 05/16/2011	
<b>Vendor:</b>	<b>1249</b>	<b>Orca Pacific Inc.</b>	
048818	Aquatics; pool chemicals	05/16/2011	187.33
<b>Check Total:</b>			<b>187.33</b>
<b>Check No:</b>	<b>25382</b>	<b>Check Date:</b> 05/16/2011	
<b>Vendor:</b>	<b>1432</b>	<b>Pacific Topsoils, Inc.</b>	
987440	SWM ponds; disposal fees	05/16/2011	163.50
<b>Check Total:</b>			<b>163.50</b>
<b>Check No:</b>	<b>25383</b>	<b>Check Date:</b> 05/16/2011	
<b>Vendor:</b>	<b>1452</b>	<b>Palmer Coking Coal Company</b>	
IN023338	Community park; topsoil	05/16/2011	59.59
<b>Check Total:</b>			<b>59.59</b>
<b>Check No:</b>	<b>25384</b>	<b>Check Date:</b> 05/16/2011	
<b>Vendor:</b>	<b>1407</b>	<b>Parametrix, Inc.</b>	
10-33169	Plan review; 2/27-4/2/11	05/16/2011	635.07
<b>Check Total:</b>			<b>635.07</b>
<b>Check No:</b>	<b>25385</b>	<b>Check Date:</b> 05/16/2011	
<b>Vendor:</b>	<b>1103</b>	<b>Pat Patterson</b>	
1103-5	Patterson; WRPA conf, perdiem/mileage	05/16/2011	48.99
1103-5	Patterson; WRPA conf, perdiem/mileage	05/16/2011	146.97
<b>Check Total:</b>			<b>195.96</b>
<b>Check No:</b>	<b>25386</b>	<b>Check Date:</b> 05/16/2011	
<b>Vendor:</b>	<b>0057</b>	<b>Petty Cash</b>	
0057-5	Vondran; APWA meeting, parking	05/16/2011	2.00
0057-5	Vondran; APWA meeting, parking	05/16/2011	3.00
0057-5	Washing truck	05/16/2011	5.00
0057-5	Vondran; GIS meeting, parking	05/16/2011	3.20
0057-5	Vondran; GIS meeting, parking	05/16/2011	4.80
0057-5	Door stop	05/16/2011	2.70
0057-5	Morrissey; GIS meeting, parking	05/16/2011	6.00
0057-5	SECTOR adapter	05/16/2011	14.11
<b>Check Total:</b>			<b>40.81</b>
<b>Check No:</b>	<b>25387</b>	<b>Check Date:</b> 05/16/2011	
<b>Vendor:</b>	<b>0161</b>	<b>Puget Sound Energy</b>	
4077639500	Skate park; electricity, 4/6-5/4/11	05/16/2011	12.38
5282721009	Aquatics; electricity, 4/1-4/29/11	05/16/2011	2,025.34
7042890538	Streets; electricity, 4/5-5/3/11	05/16/2011	63.68
5282721009	Aquatics; natural gas, 4/1-4/29/11	05/16/2011	3,625.44
047532379-	Streets; electricity, 4/1-4/29/11	05/16/2011	84.04
8732768927	Maint shop; electricity, 4/1-4/29/11	05/16/2011	68.57
8732768927	Maint shop; electricity, 4/1-4/29/11	05/16/2011	34.29
7042895297	Streets; electricity, 4/6-5/4/11	05/16/2011	9.92
7042898374	Streets; electricity, 4/6-5/4/11	05/16/2011	59.03
7042897053	Streets; electricity, 4/5-5/3/11	05/16/2011	7,641.98
7042894886	Streets; electricity, 4/6-5/4/11	05/16/2011	50.20
1777131457	Streets; electricity, 4/1-4/29/11	05/16/2011	69.41
8732768927	Maint shop; electricity, 4/1-4/29/11	05/16/2011	68.57
4513241002	Crystal view; electricity, 4/1-4/29/11	05/16/2011	9.92
4513241002	SR 516; electricity, 4/5-5/3/11	05/16/2011	123.97
7042899661	Streets; electricity, 4/5-5/3/11	05/16/2011	101.05
7042898077	Streets; electricity, 4/5-5/3/11	05/16/2011	62.94
8910394751	City hall; electricity, 4/5-5/3/11	05/16/2011	2,128.22
4077636381	Streets; electricity, 4/5-5/3/11	05/16/2011	77.02
7042894027	City tree; electricity, 4/5-5/3/11	05/16/2011	9.92
7042894027	Streets; electricity, 4/5-5/3/11	05/16/2011	9.92
<b>Check Total:</b>			<b>16,335.81</b>
<b>Check No:</b>	<b>25388</b>	<b>Check Date:</b> 05/16/2011	
<b>Vendor:</b>	<b>1508</b>	<b>Louis Quintanar</b>	
11-23	Quintanar; 2011 flexible spending	05/16/2011	65.40

				<u>Check Amount</u>
				<b>Check Total:</b>
<b>Check No:</b> 25389	<b>Check Date:</b> 05/16/2011			65.40
<b>Vendor:</b> 0006	<b>Qwest</b>			
2536381431	Maint shop; telephone, 4/25-5/25/11	05/16/2011		77.47
2536381431	Maint shop; telephone, 4/25-5/25/11	05/16/2011		77.48
2536381431	Maint shop; telephone, 4/25-5/25/11	05/16/2011		38.74
				<b>Check Total:</b>
				193.69
<b>Check No:</b> 25390	<b>Check Date:</b> 05/16/2011			
<b>Vendor:</b> 1851	<b>Qwest Business Services</b>			
1162138319	Aquatics; internet/loop service, April	05/16/2011		475.00
				<b>Check Total:</b>
				475.00
<b>Check No:</b> 25391	<b>Check Date:</b> 05/16/2011			
<b>Vendor:</b> 1958	<b>Reber Ranch</b>			
518249	SWM; straw	05/16/2011		16.43
				<b>Check Total:</b>
				16.43
<b>Check No:</b> 25392	<b>Check Date:</b> 05/16/2011			
<b>Vendor:</b> 1478	<b>Rent Me Storage, LLC</b>			
49739	Maint shop storage, lease, 5/22-6/22	05/16/2011		58.02
49739	Maint shop storage; interest, 5/22-6/22	05/16/2011		8.58
49739	Maint shop storage; interest, 5/22-6/22	05/16/2011		8.58
49739	Maint shop storage, lease, 5/22-6/22	05/16/2011		29.02
49739	Maint shop storage, lease, 5/22-6/22	05/16/2011		58.02
49739	Maint shop storage; interest, 5/22-6/22	05/16/2011		4.29
				<b>Check Total:</b>
				166.51
<b>Check No:</b> 25393	<b>Check Date:</b> 05/16/2011			
<b>Vendor:</b> 2244	<b>Safe Havens Visitation Center</b>			
2244-1Qtr	Human services; 1st Quarter 2011	05/16/2011		250.00
				<b>Check Total:</b>
				250.00
<b>Check No:</b> 25394	<b>Check Date:</b> 05/16/2011			
<b>Vendor:</b> 2207	<b>db Secure Shred, LLC</b>			
66039	Document destruction service	05/16/2011		21.94
				<b>Check Total:</b>
				21.94
<b>Check No:</b> 25395	<b>Check Date:</b> 05/16/2011			
<b>Vendor:</b> 1106	<b>SKCDPH</b>			
FA0009803	Aquatics; year round pool permit renewal	05/16/2011		548.00
				<b>Check Total:</b>
				548.00
<b>Check No:</b> 25396	<b>Check Date:</b> 05/16/2011			
<b>Vendor:</b> 1903	<b>Sound Publishing, Inc.</b>			
371157	Weekly bulletins; 4/15, 4/22, 4/29	05/16/2011		887.59
371157	Monthly full page ad	05/16/2011		2,800.00
				<b>Check Total:</b>
				3,687.59
<b>Check No:</b> 25397	<b>Check Date:</b> 05/16/2011			
<b>Vendor:</b> 2103	<b>US Bank Office Equip Finance</b>			
176834240	Copier lease, 5/3-6/2/11	05/16/2011		100.54
176834240	Copier lease, 5/3-6/2/11	05/16/2011		150.82
177067535	Copier lease	05/16/2011		101.89
				<b>Check Total:</b>
				353.25
<b>Check No:</b> 25398	<b>Check Date:</b> 05/16/2011			
<b>Vendor:</b> 0819	<b>Don Vondran</b>			
711-26	Vondran; 2011 flexible spending	05/16/2011		68.80
				<b>Check Total:</b>
				68.80
<b>Check No:</b> 25399	<b>Check Date:</b> 05/16/2011			
<b>Vendor:</b> 1421	<b>Ward's Power Equipment</b>			
33184	Maint shop; weed eater parts, chains	05/16/2011		33.24
33184	Maint shop; weed eater parts, chains	05/16/2011		66.49
33184	Maint shop; weed eater parts, chains	05/16/2011		66.48
				<b>Check Total:</b>
				166.21
<b>Check No:</b> 25400	<b>Check Date:</b> 05/16/2011			
<b>Vendor:</b> 1105	<b>Washington State Patrol</b>			
I11008659	Background checks	05/16/2011		90.00
				<b>Check Total:</b>
				90.00

			<u>Check Amount</u>
<b>Check No:</b> 25401	<b>Check Date:</b> 05/16/2011		
<b>Vendor:</b> 1408	<b>Washington Workwear Stores Inc</b>		
248	Hall; hard hat, safety vest	05/16/2011	8.69
248	Hall; hard hat, safety vest	05/16/2011	17.37
248	Hall; hard hat, safety vest	05/16/2011	17.36
6023	Adopt-A-Street; safety supplies	05/16/2011	332.16
6023	Adopt-A-Street; safety supplies	05/16/2011	332.15
285	Parrish; cap	05/16/2011	26.49
		<b>Check Total:</b>	734.22
<b>Check No:</b> 25402	<b>Check Date:</b> 05/16/2011		
<b>Vendor:</b> 0355	<b>WRPA</b>		
11-363	Praggastis; Diving clinic registratioin	05/16/2011	75.00
		<b>Check Total:</b>	75.00
<b>Check No:</b> 25403	<b>Check Date:</b> 05/16/2011		
<b>Vendor:</b> 0995	<b>Xerox Corporation</b>		
599951230	Color copier; lease	05/16/2011	425.71
599952601	B&W Copier; lease	05/16/2011	518.30
		<b>Check Total:</b>	944.01
<b>Check No:</b> 25404	<b>Check Date:</b> 05/16/2011		
<b>Vendor:</b> 1894	<b>Diana Ziolkowski</b>		
1894-5	Facility monitoring; 5/9	05/16/2011	27.00
		<b>Check Total:</b>	27.00
<b>Check No:</b> 25405	<b>Check Date:</b> 05/16/2011		
<b>Vendor:</b> 2104	<b>Zones, Inc.</b>		
S213376401	Computer software	05/16/2011	2,072.11
		<b>Check Total:</b>	2,072.11
		<b>Date Totals:</b>	69,337.41
		<b>Report Total:</b>	0.00 69,337.41

June 1, 2011

City of Covington

City of Covington

City of Covington  
Voucher/Check Register

Check # 25406 Through Check # 25454

In the Amount of \$147,648.26

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>
<b>Check No:</b> 25406	<b>Check Date:</b> 06/01/2011			
<b>Vendor:</b> 0476	<b>Accela, Inc.</b>			
MR052673	Permit plus; maintenance, 7/1-6/30/12	06/01/2011		14,227.05
			<b>Check Total:</b>	14,227.05
<b>Check No:</b> 25407	<b>Check Date:</b> 06/01/2011			
<b>Vendor:</b> 0254	<b>American Public Works Assoc</b>			
159814-6	APWA agency dues; 7/1/11-6/30/12	06/01/2011		322.50
159814-6	APWA agency dues; 7/1/11-6/30/12	06/01/2011		322.50
			<b>Check Total:</b>	645.00
<b>Check No:</b> 25408	<b>Check Date:</b> 06/01/2011			
<b>Vendor:</b> 2245	<b>Auto Additions</b>			
IN0002376	#2674; low dome beacon	06/01/2011		184.08
IN0002318	#2909/#2882/#2673; lightbars	06/01/2011		318.58
			<b>Check Total:</b>	502.66
<b>Check No:</b> 25409	<b>Check Date:</b> 06/01/2011			
<b>Vendor:</b> 0019	<b>AWC Employee Benefits Trust</b>			
100315L062	Medical Insurance Premiums, June	06/01/2011		4,392.76
100315L062	Medical Insurance Premiums, June	06/01/2011		768.29
100315L062	Medical Insurance Premiums, June	06/01/2011		7,760.60
100315L062	Medical Insurance Premiums, June	06/01/2011		8,529.00
100315L062	Medical Insurance Premiums, June	06/01/2011		5,642.72
100315L062	Medical Insurance Premiums, June	06/01/2011		1,920.39
100315L062	Medical Insurance Premiums, June	06/01/2011		1,839.57
100315L062	Medical Insurance Premiums, June	06/01/2011		2,751.66
100315L062	Medical Insurance Premiums, June	06/01/2011		5,286.73
100315L062	Medical Insurance Premiums, June	06/01/2011		1,321.00
100315L062	Medical Insurance Premiums, June	06/01/2011		2,061.56
100315L062	Medical Insurance Premiums, June	06/01/2011		480.08
			<b>Check Total:</b>	42,754.36
<b>Check No:</b> 25410	<b>Check Date:</b> 06/01/2011			
<b>Vendor:</b> 2247	<b>Big Lots Stores, Inc.</b>			
R11-009201	B11-0040; overage on permit	06/01/2011		319.80
			<b>Check Total:</b>	319.80
<b>Check No:</b> 25411	<b>Check Date:</b> 06/01/2011			
<b>Vendor:</b> 1075	<b>Bowen Scarff Ford Sales, Inc.</b>			
300250	272/Cov Way; landscaping, May	06/01/2011		250.00
			<b>Check Total:</b>	250.00
<b>Check No:</b> 25412	<b>Check Date:</b> 06/01/2011			
<b>Vendor:</b> 1676	<b>Bravo Environmental</b>			
530886	Street sweeping; 5/10/11	06/01/2011		1,031.70
530923	Street sweeping; 5/15/11	06/01/2011		1,031.70
			<b>Check Total:</b>	2,063.40
<b>Check No:</b> 25413	<b>Check Date:</b> 06/01/2011			
<b>Vendor:</b> 0026	<b>C&amp;B Awards</b>			
23949	Buck; name badge	06/01/2011		7.87
			<b>Check Total:</b>	7.87
<b>Check No:</b> 25414	<b>Check Date:</b> 06/01/2011			
<b>Vendor:</b> 1444	<b>Covington Days Festival</b>			
1444-6	Covington Days; booth space	06/01/2011		50.00
1444-6	Covington Days; booth space	06/01/2011		50.00
			<b>Check Total:</b>	100.00
<b>Check No:</b> 25415	<b>Check Date:</b> 06/01/2011			
<b>Vendor:</b> 0706	<b>Covington Retail Associates</b>			
3498	1st floor; building lease, June	06/01/2011		23,880.83
3498	1st floor; operating expenses, June	06/01/2011		9,398.95
3503	2nd floor; operating expenses, June	06/01/2011		1,515.88
3503	2nd floor; building lease, June	06/01/2011		3,046.58
			<b>Check Total:</b>	37,842.24
<b>Check No:</b> 25416	<b>Check Date:</b> 06/01/2011			
<b>Vendor:</b> 0537	<b>Covington Water District</b>			
122505-6	Maint shop; water, 3/11-5/16/11	06/01/2011		12.81

				<u>Check Amount</u>
107666-6	Community park; water, 3/11-5/16/11	06/01/2011		33.00
104587-6	Crystal view; water, 4/19-5/16/11	06/01/2011		23.48
108188-6	Skate park; water, 3/11-5/16/11	06/01/2011		46.95
122505-6	Maint shop; water, 3/11-5/16/11	06/01/2011		25.62
122505-6	Maint shop; water, 3/11-5/16/11	06/01/2011		25.62
115324-6	Aquatics; water, 3/11-5/13/11	06/01/2011		885.55
105731-6	SR 516; water, 4/19-5/16/11	06/01/2011		44.90
<b>Check Total:</b>				<b>1,097.93</b>
<b>Check No:</b>	<b>25417</b>	<b>Check Date:</b>	<b>06/01/2011</b>	
<b>Vendor:</b>	<b>1409</b>	<b>Delta Communications Systems</b>		
916199	Aquatics; long distance, 6/1-6/30/11	06/01/2011		51.26
<b>Check Total:</b>				<b>51.26</b>
<b>Check No:</b>	<b>25418</b>	<b>Check Date:</b>	<b>06/01/2011</b>	
<b>Vendor:</b>	<b>0136</b>	<b>Department of Transportation</b>		
RE41JA4992	CIP 1039; engineering, April	06/01/2011		64.84
<b>Check Total:</b>				<b>64.84</b>
<b>Check No:</b>	<b>25419</b>	<b>Check Date:</b>	<b>06/01/2011</b>	
<b>Vendor:</b>	<b>0127</b>	<b>GFOA</b>		
0151438S	GASB Subscription Plan, 7/1-6/30/12	06/01/2011		215.00
<b>Check Total:</b>				<b>215.00</b>
<b>Check No:</b>	<b>25420</b>	<b>Check Date:</b>	<b>06/01/2011</b>	
<b>Vendor:</b>	<b>1271</b>	<b>Rob Hendrickson</b>		
1271-6	Hendrickson; GFOA conf. hotel, per diem	06/01/2011		1,308.52
<b>Check Total:</b>				<b>1,308.52</b>
<b>Check No:</b>	<b>25421</b>	<b>Check Date:</b>	<b>06/01/2011</b>	
<b>Vendor:</b>	<b>1722</b>	<b>Honey Bucket</b>		
1-285374	Skate park; portable toilet, 5/5-6/4/11	06/01/2011		198.36
<b>Check Total:</b>				<b>198.36</b>
<b>Check No:</b>	<b>25422</b>	<b>Check Date:</b>	<b>06/01/2011</b>	
<b>Vendor:</b>	<b>2183</b>	<b>HOW</b>		
001941756	HOW Design subscription	06/01/2011		29.96
<b>Check Total:</b>				<b>29.96</b>
<b>Check No:</b>	<b>25423</b>	<b>Check Date:</b>	<b>06/01/2011</b>	
<b>Vendor:</b>	<b>1997</b>	<b>HSBC Business Solutions</b>		
1945322322	Maint shop; coffee, creamer, tissue	06/01/2011		16.55
1945322322	Maint shop; coffee, creamer, tissue	06/01/2011		33.12
1945322322	Maint shop; coffee, creamer, tissue	06/01/2011		33.12
1945322322	Creamer, cocoa, paper products, cleaner	06/01/2011		192.61
<b>Check Total:</b>				<b>275.40</b>
<b>Check No:</b>	<b>25424</b>	<b>Check Date:</b>	<b>06/01/2011</b>	
<b>Vendor:</b>	<b>0083</b>	<b>ICMA</b>		
168758	Matheson; ICMA membership dues	06/01/2011		1,280.81
<b>Check Total:</b>				<b>1,280.81</b>
<b>Check No:</b>	<b>25425</b>	<b>Check Date:</b>	<b>06/01/2011</b>	
<b>Vendor:</b>	<b>1702</b>	<b>J.J. Keller &amp; Associates, Inc.</b>		
008785046	FMLA Revealed, renewal, 8/11-7/12	06/01/2011		222.61
008793057	Prospera; renewal 8/11-7/12	06/01/2011		2,161.14
<b>Check Total:</b>				<b>2,383.75</b>
<b>Check No:</b>	<b>25426</b>	<b>Check Date:</b>	<b>06/01/2011</b>	
<b>Vendor:</b>	<b>0050</b>	<b>Kent School District</b>		
0050-6	School mitigation payable; April	06/01/2011		268.00
<b>Check Total:</b>				<b>268.00</b>
<b>Check No:</b>	<b>25427</b>	<b>Check Date:</b>	<b>06/01/2011</b>	
<b>Vendor:</b>	<b>0143</b>	<b>King County Finance</b>		
1614395	Street services; 4/1-4/30/11	06/01/2011		87.81
1614397	Street services; 4/1-4/30/11	06/01/2011		3,912.46
1615191	Jail costs; 4/1-4/30/11	06/01/2011		20,503.54
1614398	Street services; 4/1-4/30/11	06/01/2011		857.47
1614396	Street services; 4/1-4/30/11	06/01/2011		1,307.77
<b>Check Total:</b>				<b>26,669.05</b>

				<u>Check Amount</u>
<b>Check No:</b> 25428	<b>Check Date:</b> 06/01/2011			
<b>Vendor:</b> 0204	<b>King County Pet Licensing</b>			
0204-6	Pet license remittance; May	06/01/2011		650.00
			<b>Check Total:</b>	650.00
<b>Check No:</b> 25429	<b>Check Date:</b> 06/01/2011			
<b>Vendor:</b> 1131	<b>Lincoln Equipment, Inc.</b>			
SI161774	Aquatics; pool vacuum repair/parts	06/01/2011		1,717.26
SI162405	Aquatics; safety strips	06/01/2011		287.46
SI61619	Aquatics; SeaKlear stain prevention	06/01/2011		750.43
			<b>Check Total:</b>	2,755.15
<b>Check No:</b> 25430	<b>Check Date:</b> 06/01/2011			
<b>Vendor:</b> 1768	<b>McGraw Hill Construction</b>			
0000111658	ENR subscription, 1 year	06/01/2011		82.00
			<b>Check Total:</b>	82.00
<b>Check No:</b> 25431	<b>Check Date:</b> 06/01/2011			
<b>Vendor:</b> 0682	<b>Nextel Communications</b>			
550142028-	Cellular service, 5/8-6/7/11	06/01/2011		248.33
550142028-	Cellular service, 5/8-6/7/11	06/01/2011		27.26
550142028-	Cellular phone	06/01/2011		30.40
550142028-	Cellular service, 5/8-6/7/11	06/01/2011		27.26
550142028-	Cellular service, 5/8-6/7/11	06/01/2011		105.04
550142028-	Cellular service, 5/8-6/7/11	06/01/2011		79.05
550142028-	Cellular service, 5/8-6/7/11	06/01/2011		33.19
550142028-	Cellular service, 5/8-6/7/11	06/01/2011		304.03
550142028-	Cellular phone	06/01/2011		30.40
550142028-	Cellular phone	06/01/2011		15.20
550142028-	Cellular service, 5/8-6/7/11	06/01/2011		82.61
			<b>Check Total:</b>	982.77
<b>Check No:</b> 25432	<b>Check Date:</b> 06/01/2011			
<b>Vendor:</b> 0004	<b>Office Depot</b>			
5645447570	Computer screen cleaner	06/01/2011		6.46
5624596870	Laminating aerial photos	06/01/2011		15.56
5624596870	Laminating aerial photos	06/01/2011		15.56
5645447150	Office supplies	06/01/2011		163.62
5642354390	Calculator	06/01/2011		16.50
5642353690	Tamper resistant deposit bags	06/01/2011		22.43
5642353690	Office supplies	06/01/2011		241.21
			<b>Check Total:</b>	481.34
<b>Check No:</b> 25433	<b>Check Date:</b> 06/01/2011			
<b>Vendor:</b> 1407	<b>Parametrix, Inc.</b>			
10-33203	Plan review services; 4/3-4/30/11	06/01/2011		379.06
			<b>Check Total:</b>	379.06
<b>Check No:</b> 25434	<b>Check Date:</b> 06/01/2011			
<b>Vendor:</b> 0056	<b>Cassandra Parker</b>			
11-28	Parker; 2011 flexible spending	06/01/2011		151.99
			<b>Check Total:</b>	151.99
<b>Check No:</b> 25435	<b>Check Date:</b> 06/01/2011			
<b>Vendor:</b> 2184	<b>PRINT</b>			
2184-6	PRINT subscription	06/01/2011		40.00
			<b>Check Total:</b>	40.00
<b>Check No:</b> 25436	<b>Check Date:</b> 06/01/2011			
<b>Vendor:</b> 2048	<b>PRSA</b>			
1624960	Slate; PRSA membership	06/01/2011		337.00
			<b>Check Total:</b>	337.00
<b>Check No:</b> 25437	<b>Check Date:</b> 06/01/2011			
<b>Vendor:</b> 0006	<b>Qwest</b>			
6392827698	City hall; telephone, 5/8-6/8/11	06/01/2011		133.52
			<b>Check Total:</b>	133.52
<b>Check No:</b> 25438	<b>Check Date:</b> 06/01/2011			
<b>Vendor:</b> 1197	<b>Rainier Wood Recyclers</b>			
00040650	Disposal fees	06/01/2011		35.00

			<u>Check Amount</u>
00040650	Disposal fees	06/01/2011	567.00
			<b>Check Total:</b> 602.00
<b>Check No:</b>	<b>25439</b>	<b>Check Date:</b> 06/01/2011	
<b>Vendor:</b>	<b>1905</b>	<b>Sharp Electronics Corporation</b>	
C718990-70	Copier; usage, 4/22-5/20/11	06/01/2011	21.27
C718498-70	Copier; usage, 4/14-5/17/11	06/01/2011	33.57
C718498-70	Copier; usage, 4/14-5/17/11	06/01/2011	22.38
			<b>Check Total:</b> 77.22
<b>Check No:</b>	<b>25440</b>	<b>Check Date:</b> 06/01/2011	
<b>Vendor:</b>	<b>0736</b>	<b>Sound Security, Inc.</b>	
0549157-IN	Security monitoring; June	06/01/2011	707.50
			<b>Check Total:</b> 707.50
<b>Check No:</b>	<b>25441</b>	<b>Check Date:</b> 06/01/2011	
<b>Vendor:</b>	<b>0281</b>	<b>Standard Insurance Company</b>	
0063555100	Life insurance premiums; June	06/01/2011	11.25
0063555100	Life insurance premiums; June	06/01/2011	52.88
0063555100	Life insurance premiums; June	06/01/2011	128.76
0063555100	Life insurance premiums; June	06/01/2011	103.88
0063555100	Life insurance premiums; June	06/01/2011	33.75
0063555100	Life insurance premiums; June	06/01/2011	79.33
0063555100	Life insurance premiums; June	06/01/2011	64.57
0063555100	Life insurance premiums; June	06/01/2011	20.93
0063555100	Life insurance premiums; June	06/01/2011	42.92
0063555100	Life insurance premiums; June	06/01/2011	35.03
0063555100	Life insurance premiums; June	06/01/2011	11.25
0063555100	Life insurance premiums; June	06/01/2011	85.84
0063555100	Life insurance premiums; June	06/01/2011	69.45
0063555100	Life insurance premiums; June	06/01/2011	22.50
0063555100	Life insurance premiums; June	06/01/2011	169.33
0063555100	Life insurance premiums; June	06/01/2011	130.98
0063555100	Life insurance premiums; June	06/01/2011	44.55
0063555100	Life insurance premiums; June	06/01/2011	270.08
0063555100	Life insurance premiums; June	06/01/2011	202.42
0063555100	Life insurance premiums; June	06/01/2011	71.11
0063555100	Life insurance premiums; June	06/01/2011	7.91
0063555100	Life insurance premiums; June	06/01/2011	46.66
0063555100	Life insurance premiums; June	06/01/2011	42.92
0063555100	Life insurance premiums; June	06/01/2011	185.83
0063555100	Life insurance premiums; June	06/01/2011	222.16
0063555100	Life insurance premiums; June	06/01/2011	310.54
0063555100	Life insurance premiums; June	06/01/2011	201.72
0063555100	Life insurance premiums; June	06/01/2011	81.68
0063555100	Life insurance premiums; June	06/01/2011	23.58
0063555100	Life insurance premiums; June	06/01/2011	9.00
0063555100	Life insurance premiums; June	06/01/2011	34.34
0063555100	Life insurance premiums; June	06/01/2011	25.09
0063555100	Life insurance premiums; June	06/01/2011	64.88
0063555100	Life insurance premiums; June	06/01/2011	95.18
0063555100	Life insurance premiums; June	06/01/2011	8.44
0063555100	Life insurance premiums; June	06/01/2011	27.85
0063555100	Life insurance premiums; June	06/01/2011	32.19
			<b>Check Total:</b> 3,070.78
<b>Check No:</b>	<b>25442</b>	<b>Check Date:</b> 06/01/2011	
<b>Vendor:</b>	<b>2246</b>	<b>Jason Stanley</b>	
2246-6	Reimbursement; police bicycle tire	06/01/2011	39.34
			<b>Check Total:</b> 39.34
<b>Check No:</b>	<b>25443</b>	<b>Check Date:</b> 06/01/2011	
<b>Vendor:</b>	<b>0146</b>	<b>USPS</b>	
0146-6	Postage	06/01/2011	18.32
0146-6	Postage	06/01/2011	22.65
0146-6	Postage	06/01/2011	545.89
0146-6	Postage	06/01/2011	105.77

				<u>Check Amount</u>
0146-6	Postage	06/01/2011		48.30
0146-6	Postage	06/01/2011		213.95
0146-6	Postage	06/01/2011		9.28
0146-6	Postage	06/01/2011		36.52
0146-6	Postage	06/01/2011		3.42
0146-6	Postage	06/01/2011		502.04
0146-6	Postage	06/01/2011		362.40
0146-6	Postage	06/01/2011		53.02
<b>Check Total:</b>				<b>1,921.56</b>
<b>Check No:</b>	<b>25444</b>	<b>Check Date:</b>	<b>06/01/2011</b>	
<b>Vendor:</b>	<b>0357</b>	<b>Valley Communications</b>		
0012201	800 MHz access fee; May	06/01/2011		75.00
<b>Check Total:</b>				<b>75.00</b>
<b>Check No:</b>	<b>25445</b>	<b>Check Date:</b>	<b>06/01/2011</b>	
<b>Vendor:</b>	<b>0819</b>	<b>Don Vondran</b>		
11-29	Vondran; 2011 flexible spending	06/01/2011		63.60
<b>Check Total:</b>				<b>63.60</b>
<b>Check No:</b>	<b>25446</b>	<b>Check Date:</b>	<b>06/01/2011</b>	
<b>Vendor:</b>	<b>0119</b>	<b>WABO</b>		
23183	International Zoning Code book	06/01/2011		31.77
<b>Check Total:</b>				<b>31.77</b>
<b>Check No:</b>	<b>25447</b>	<b>Check Date:</b>	<b>06/01/2011</b>	
<b>Vendor:</b>	<b>1421</b>	<b>Ward's Power Equipment</b>		
33334	Chain, files	06/01/2011		111.20
33550	#2879; fuel tank	06/01/2011		34.10
<b>Check Total:</b>				<b>145.30</b>
<b>Check No:</b>	<b>25448</b>	<b>Check Date:</b>	<b>06/01/2011</b>	
<b>Vendor:</b>	<b>0348</b>	<b>Wescom Communications</b>		
20571	Expert radar testimony	06/01/2011		270.00
<b>Check Total:</b>				<b>270.00</b>
<b>Check No:</b>	<b>25449</b>	<b>Check Date:</b>	<b>06/01/2011</b>	
<b>Vendor:</b>	<b>1496</b>	<b>Dan Wesley</b>		
1496-6	Wesley; 5 year service award	06/01/2011		75.00
<b>Check Total:</b>				<b>75.00</b>
<b>Check No:</b>	<b>25450</b>	<b>Check Date:</b>	<b>06/01/2011</b>	
<b>Vendor:</b>	<b>1708</b>	<b>Western Equipment Distributors</b>		
669245	#2766; leveling switch repair	06/01/2011		238.44
<b>Check Total:</b>				<b>238.44</b>
<b>Check No:</b>	<b>25451</b>	<b>Check Date:</b>	<b>06/01/2011</b>	
<b>Vendor:</b>	<b>0789</b>	<b>White River Family Care</b>		
0789-6	Medical bill; inmate Keven Foy	06/01/2011		110.00
<b>Check Total:</b>				<b>110.00</b>
<b>Check No:</b>	<b>25452</b>	<b>Check Date:</b>	<b>06/01/2011</b>	
<b>Vendor:</b>	<b>0995</b>	<b>Xerox Corporation</b>		
599994358	B&W Copier; lease	06/01/2011		518.30
599993001	Color copier; lease	06/01/2011		425.71
<b>Check Total:</b>				<b>944.01</b>
<b>Check No:</b>	<b>25453</b>	<b>Check Date:</b>	<b>06/01/2011</b>	
<b>Vendor:</b>	<b>0019</b>	<b>AWC Employee Benefits Trust</b>		
100106158E	Nemens; COBRA insurance, June	06/01/2011		195.87
100106158E	Nemens; COBRA insurance, June	06/01/2011		457.04
<b>Check Total:</b>				<b>652.91</b>
<b>Check No:</b>	<b>25454</b>	<b>Check Date:</b>	<b>06/01/2011</b>	
<b>Vendor:</b>	<b>1327</b>	<b>Ethan Newton</b>		
1327-6	Newton; mileage reimbursement, May	06/01/2011		75.74
<b>Check Total:</b>				<b>75.74</b>
<b>Date Totals:</b>				<b>147,648.26</b>
<b>Report Total:</b>				<b>0.00 147,648.26</b>

May 27, 2011

City of Covington

Payroll Approval

- Request Council approval for payment of Payroll dated 05/27/11 consisting of:

PAYLOCITY CHECK # 1000017573 through PAYLOCITY CHECK # 1000017599 inclusive,  
plus employee direct deposits

IN THE AMOUNT OF \$140,248.35

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: \_\_\_\_\_

05/27/11 Payroll Voucher

Payroll Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Name	Net Amount
100246	Regular	5/27/2011	Agnish, Ashley	147.46
100247	Regular	5/27/2011	Kirshenbaum, Kathleen	968.13
100248	Regular	5/27/2011	Lyon, Valerie	1,370.68
100249	Regular	5/27/2011	Matheson, Derek M	4,280.04
100250	Regular	5/27/2011	Mhoon, Darren S	1,242.06
100251	Regular	5/27/2011	Michaud, Joan M	1,696.24
100252	Regular	5/27/2011	Scott, Sharon G	2,159.89
100253	Regular	5/27/2011	Slate, Karla J	2,075.74
100254	Regular	5/27/2011	Van Tassel, Stacey	16.62
100255	Regular	5/27/2011	Hart, Richard	3,331.33
100256	Regular	5/27/2011	Quintanar, Louis A	944.56
100257	Regular	5/27/2011	Cles, Staci M	1,597.70
100258	Regular	5/27/2011	Hagen, Lindsay K	1,314.87
100259	Regular	5/27/2011	Hendrickson, Robert	3,202.18
100260	Regular	5/27/2011	Parker, Cassandra	2,140.64
100261	Regular	5/27/2011	Harto, Margaret	461.75
100262	Regular	5/27/2011	Lanza, Mark	390.86
100263	Regular	5/27/2011	Mhoon, Marlla	390.86
100264	Regular	5/27/2011	Scott, James A	415.57
100265	Regular	5/27/2011	Wagner, Jeffrey	415.57
100266	Regular	5/27/2011	Dalton, Jesse J	1,579.54
100267	Regular	5/27/2011	Egbert, Thomas	941.53
100268	Regular	5/27/2011	Garnett, Stuart W	944.66
100269	Regular	5/27/2011	Guest, Robert	708.49
100270	Regular	5/27/2011	Hall, Ron	987.35
100271	Regular	5/27/2011	Junkin, Ross D	2,462.36
100272	Regular	5/27/2011	Marchefka, Joe A	2,026.11
100273	Regular	5/27/2011	Wesley, Daniel A	2,157.74
100274	Regular	5/27/2011	Bykonen, Brian D	1,539.97
100275	Regular	5/27/2011	Christenson, Gregg R	2,171.23
100276	Regular	5/27/2011	Lyons, Salina K	2,138.82
100277	Regular	5/27/2011	Meyers, Robert L	3,017.21
100278	Regular	5/27/2011	Ogren, Nelson W	2,368.75
100279	Regular	5/27/2011	Thompson, Kelly	1,751.86
100280	Regular	5/27/2011	Morrissey, Mayson	2,377.73
100281	Regular	5/27/2011	Bahl, Rachel A	1,467.34
100282	Regular	5/27/2011	Newton, Ethan A	1,913.09
100283	Regular	5/27/2011	Patterson, Clifford	2,228.21
100284	Regular	5/27/2011	Thomas, Scott R	3,106.24
100285	Regular	5/27/2011	Akramoff, Glenn A	3,209.02
100286	Regular	5/27/2011	Bates, Shellie L	1,793.11
100287	Regular	5/27/2011	Buck, Shawn M	1,396.00
100288	Regular	5/27/2011	French, Fred	1,622.83
100289	Regular	5/27/2011	Parrish, Benjamin	1,592.70
100290	Regular	5/27/2011	Vondran, Donald M	3,221.08
100291	Regular	5/27/2011	Archuleta, Alexander A	220.41
100292	Regular	5/27/2011	Carrillo, Cameron	615.51
100293	Regular	5/27/2011	Cox, Melissa	337.68
100294	Regular	5/27/2011	Evans, Kristin	163.04
100295	Regular	5/27/2011	Felcyn, Adam	228.34

**Check Register**  
**CITY OF COVINGTON (B1951)**

Check Date: 05/27/2011  
 Process: 2011052701  
 Pay Period: 05/08/2011 to 05/21/2011

100296 Regular	5/27/2011	Golan, Samuel	21.43
100297 Regular	5/27/2011	Kiselyov, Tatyana	287.53
100298 Regular	5/27/2011	Lusebrink, Christa	301.53
100299 Regular	5/27/2011	MacConaghy, Hailey	345.80
100300 Regular	5/27/2011	Mathison, Matthew	448.52
100301 Regular	5/27/2011	Middleton, Jordan	372.41
100302 Regular	5/27/2011	Miller, Thomas	92.17
100303 Regular	5/27/2011	Mooney, Lynell	221.91
100304 Regular	5/27/2011	Perko, John	36.41
100305 Regular	5/27/2011	Perko, Roxanne H	22.88
100306 Regular	5/27/2011	Praggastis, Alexander	221.43
100307 Regular	5/27/2011	Reynolds, Taylor	67.60
100308 Regular	5/27/2011	Wonio, Reece	266.67
100309 Regular	5/27/2011	Beaufriere, Noreen	2,551.28
100310 Regular	5/27/2011	Throm, Victoria J	1,803.90
1000017573 Regular	5/27/2011	Lucavish, David	415.57
1000017574 Regular	5/27/2011	Snoey, Wayne	188.36
1000017575 Regular	5/27/2011	Gaudette, John J	1,579.01
1000017576 Regular	5/27/2011	Beatty, Kyle B	46.81
1000017577 Regular	5/27/2011	Campbell, Noel M	87.49
1000017578 Regular	5/27/2011	Carkeek, Lena	333.82
1000017579 Regular	5/27/2011	Cochran, Neil A	57.21
1000017580 Regular	5/27/2011	Eastin, Tatiana	268.80
1000017581 Regular	5/27/2011	Gehring, John T	37.76
1000017582 Regular	5/27/2011	Goldfoos, Rhyan	408.39
1000017583 Regular	5/27/2011	Hatch, Jenessa	121.39
1000017584 Regular	5/27/2011	Houghton, Cassandra L	67.60
1000017585 Regular	5/27/2011	Jensen, Rachel	240.63
1000017586 Regular	5/27/2011	Johansen, Andrea	278.92
1000017587 Regular	5/27/2011	Milburn, Luke	21.43
1000017588 Regular	5/27/2011	Milburn, Matthew	21.43
1000017589 Regular	5/27/2011	Mohr, Emily A	20.80
1000017590 Regular	5/27/2011	Panzer, Erika	377.21
<b>Totals for Payroll Checks</b>	<b>83 Items</b>		<b>90,484.80</b>

Third Party Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Name	Net Amount
100311	AGENCY	5/27/2011	Paylocity Corporation	125.00
1000017591	AGENCY	5/27/2011	Vantagepoint Transfer Agent-457	348.55
1000017592	AGENCY	5/27/2011	City of Covington	2,651.37
1000017593	AGENCY	5/27/2011	City of Covington Employee Fund	70.00
1000017594	AGENCY	5/27/2011	ICMA Retirement Trust	2,043.00
1000017595	AGENCY	5/27/2011	WASH CHILD SUPPORT	110.41
1000017596	AGENCY	5/27/2011	King County Superior Court	236.17
1000017597	AGENCY	5/27/2011	Nationwide	26,176.31
1000017598	AGENCY	5/27/2011	United Way of King County	18.00
1000017599	AGENCY	5/27/2011	HRA VEBA Trust Contributions	1,050.00
<b>Totals for Third Party Checks</b>		<b>10 Items</b>		<b>32,828.81</b>

Tax Liabilities 16,625.54  
 Paylocity fees 309.20

**Grand Total \$ 140,248.35**

June 10, 2011

City of Covington

Payroll Approval

- Request Council approval for payment of Payroll dated 06/10/11 consisting of:

PAYLOCITY CHECK # 1000029572 through PAYLOCITY CHECK # 1000029594 inclusive,  
plus employee direct deposits

IN THE AMOUNT OF \$132,746.87

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: \_\_\_\_\_

06-10-11 Payroll Voucher

Payroll Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Name	Net Amount
100317	Regular	6/10/2011	Agnish, Ashley	117.60
100318	Regular	6/10/2011	Kirshenbaum, Kathleen	740.53
100319	Regular	6/10/2011	Lyon, Valerie	1,370.68
100320	Regular	6/10/2011	Matheson, Derek M	4,280.04
100321	Regular	6/10/2011	Mhoon, Darren S	1,242.07
100322	Regular	6/10/2011	Michaud, Joan M	1,696.24
100323	Regular	6/10/2011	Scott, Sharon G	2,159.90
100324	Regular	6/10/2011	Slate, Karla J	2,120.23
100325	Regular	6/10/2011	Hart, Richard	3,331.33
100326	Regular	6/10/2011	Quintanar, Louis A	944.56
100327	Regular	6/10/2011	Cles, Staci M	1,597.70
100328	Regular	6/10/2011	Hagen, Lindsay K	1,314.88
100329	Regular	6/10/2011	Hendrickson, Robert	3,202.18
100330	Regular	6/10/2011	Parker, Cassandra	2,204.67
100331	Regular	6/10/2011	Dalton, Jesse J	1,699.11
100332	Regular	6/10/2011	Egbert, Thomas	531.19
100333	Regular	6/10/2011	Garnett, Stuart W	853.03
100334	Regular	6/10/2011	Guest, Robert	639.77
100335	Regular	6/10/2011	Hall, Ron	895.73
100336	Regular	6/10/2011	Junkin, Ross D	2,462.36
100337	Regular	6/10/2011	Marchefka, Joe A	1,882.15
100338	Regular	6/10/2011	Wesley, Daniel A	1,938.72
100339	Regular	6/10/2011	Bykonen, Brian D	1,539.97
100340	Regular	6/10/2011	Christenson, Gregg R	2,171.23
100341	Regular	6/10/2011	Lyons, Salina K	2,138.82
100342	Regular	6/10/2011	Meyers, Robert L	3,017.21
100343	Regular	6/10/2011	Ogren, Nelson W	2,368.75
100344	Regular	6/10/2011	Thompson, Kelly	1,751.86
100345	Regular	6/10/2011	Morrissey, Mayson	2,377.73
100346	Regular	6/10/2011	Bahl, Rachel A	1,467.33
100347	Regular	6/10/2011	Newton, Ethan A	1,913.10
100348	Regular	6/10/2011	Patterson, Clifford	2,228.21
100349	Regular	6/10/2011	Thomas, Scott R	3,106.24
100350	Regular	6/10/2011	Akramoff, Glenn A	3,209.03
100351	Regular	6/10/2011	Bates, Shellie L	1,793.11
100352	Regular	6/10/2011	Buck, Shawn M	1,396.00
100353	Regular	6/10/2011	French, Fred	955.69
100354	Regular	6/10/2011	Parrish, Benjamin A	1,592.70
100355	Regular	6/10/2011	Vondran, Donald M	3,221.08
100356	Regular	6/10/2011	Carrillo, Cameron	585.16
100357	Regular	6/10/2011	Cox, Melissa	191.09
100358	Regular	6/10/2011	Evans, Kristin	66.34
100359	Regular	6/10/2011	Felcyn, Adam	123.71
100360	Regular	6/10/2011	Houghton, Cassandra L	62.41
100361	Regular	6/10/2011	Kiselyov, Tatyana	254.75
100362	Regular	6/10/2011	Loeppky, Janna	285.03
100363	Regular	6/10/2011	Lusebrink, Christa	184.30
100364	Regular	6/10/2011	MacConaghy, Hailey	329.68

**Check Register**

CITY OF COVINGTON (B1951)

Check Date: 06/10/2011

Process: 2011061001

Page 2 of 2

Pay Period: 05/22/2011 to 06/04/2011

100365 Regular	6/10/2011	Mathison, Matthew	275.39
100366 Regular	6/10/2011	Middleton, Jordan	268.80
100367 Regular	6/10/2011	Mohr, Emily A	28.60
100368 Regular	6/10/2011	Mooney, Lynell	141.54
100369 Regular	6/10/2011	Perko, Roxanne H	40.05
100370 Regular	6/10/2011	Praggastis, Alexander	305.05
100371 Regular	6/10/2011	Reynolds, Taylor	28.60
100372 Regular	6/10/2011	Wonio, Reece	191.89
100373 Regular	6/10/2011	Beaufriere, Noreen	2,551.27
100374 Regular	6/10/2011	Throm, Victoria J	1,803.89
1000029572 Regular	6/10/2011	Gaudette, John J	1,655.17
1000029573 Regular	6/10/2011	Archuleta, Alexander A	491.21
1000029574 Regular	6/10/2011	Beatty, Kyle B	83.22
1000029575 Regular	6/10/2011	Campbell, Noel M	92.17
1000029576 Regular	6/10/2011	Carkeek, Lena	248.01
1000029577 Regular	6/10/2011	Cochran, Neil A	67.60
1000029578 Regular	6/10/2011	Eastin, Tatiana	201.31
1000029579 Regular	6/10/2011	Goldfoos, Rhyan	242.38
1000029580 Regular	6/10/2011	Hatch, Jenessa	165.00
1000029581 Regular	6/10/2011	Jensen, Rachel	88.94
1000029582 Regular	6/10/2011	Johansen, Andrea	19.31
1000029583 Regular	6/10/2011	Milburn, Luke	64.27
1000029584 Regular	6/10/2011	Milburn, Matthew	21.43
1000029585 Regular	6/10/2011	Panzer, Erika	363.72

**Totals for Payroll Checks 72 Items 84,994.02**

Third Party Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Name	Net Amount
100375	AGENCY	6/10/2011	Paylocity Corporation	125.00
1000029586	AGENCY	6/10/2011	Vantagepoint Transfer Agent-	348.55
1000029587	AGENCY	6/10/2011	City of Covington	2,598.13
1000029588	AGENCY	6/10/2011	City of Covington Employee	70.00
1000029589	AGENCY	6/10/2011	ICMA Retirement Trust	2,080.00
1000029590	AGENCY	6/10/2011	WASH CHILD SUPPORT	110.41
1000029591	AGENCY	6/10/2011	King County Superior Court	213.26
1000029592	AGENCY	6/10/2011	Nationwide	25,137.99
1000029593	AGENCY	6/10/2011	United Way of King County	18.00
1000029594	AGENCY	6/10/2011	HRA VEBA Trust Contributions	1,050.00

**Totals for Third Party Checks 10 Items 31,751.34**

Tax Liabilities 15,835.21  
 Paylocity Fees 166.30

**Grand Total \$ 132,746.87**

## Consent Agenda Item C-3

Covington City Council Meeting

Date: June 14, 2011

SUBJECT: CONSIDER RESOLUTION TO ADOPT THE PROPOSED SIX-YEAR (2012 – 2017) TRANSPORTATION IMPROVEMENT PROGRAM (TIP).

RECOMMENDED BY: Glenn Akramoff, Public Works Director

ATTACHMENT(S):

1. Proposed Resolution

PREPARED BY: Shawn Buck, Engineering Technician and Don Vondran, City Engineer

EXPLANATION:

The City is required by RCW 35.77.010 to annually prepare and adopt a comprehensive transportation program for the ensuing six calendar years and to forward a copy of that Six-Year Transportation Improvement Program (TIP) to the Washington State Secretary of Transportation by July 31<sup>st</sup>. The TIP represents the first six years of the 20-year transportation (street) capital investment program. The projects contained in the proposed City of Covington Six-Year TIP 2012 - 2017 are consistent with the transportation projects identified in the Capital Facilities Element of the City's Comprehensive Plan adopted December 16, 2003.

A Public Hearing for the proposed 2012 – 2017 Six-Year TIP was held before the City Council on May 10, 2011.

The projects listed in the Six-Year TIP are primarily focused on projects that would help alleviate current congestion problems along SE 272<sup>nd</sup> Street (Kent-Kangley, SR 516). The first three projects listed (1127, 1128, and 1124) significantly increases capacity or provides alternatives to SE 272<sup>nd</sup> Street.

Due to the lack of funding, the following Annual Safety Improvement and Annual Pedestrian Improvement programs will be removed from the 2012 – 2017 TIP:

### Annual Safety Improvements

This program provides for the ability to address minor transportation safety issues as they are identified. The scope of each improvement is anticipated to be \$10,000 to \$20,000 with a total of \$50,000 in the program. The project list and priorities will be submitted separately.

### Annual Pedestrian Improvements

New pedestrian facilities are provided as an integral part of major street improvements. This program will provide improvements for pedestrian facilities on an interim basis until the associated street project secures funding or to fill gaps generated by development activity. The scope of each improvement is anticipated to be \$5,000 to \$15,000 with a total of \$50,000 in the program. The project list and priorities will be submitted separately.

The proposed 2012 - 2017 Six-Year TIP is presented as follows:

**Major Capital Improvement Project Priorities**

1. **CIP 1127 SE 272<sup>nd</sup> Street between Jenkins Creek and 185<sup>th</sup> Place SE**

This project is to widen and reconstruct a portion of SE 272<sup>nd</sup> Street between Jenkins Creek and 185<sup>th</sup> Place SE. This project will include the crossing of Jenkins Creek with a new structure for the stream, widening the street from 2-lanes to 5-lanes including curb and gutter, 8' sidewalks, access control features, landscaping and provisions for u-turns.



2. **CIP 1128 SE 272<sup>nd</sup> Street between 185<sup>th</sup> Place SE and 192<sup>nd</sup> Avenue SE**

This project is to widen and reconstruct a portion of SE 272<sup>nd</sup> Street between 185<sup>th</sup> Place SE and 192<sup>nd</sup> Avenue SE. This project will widen the street from 2-lanes to 5-lanes including curb and gutter, 8' sidewalks, access control features, landscaping and provisions for u-turns.



3. **CIP 1124 185<sup>th</sup> Place SE Extension from Wax Road/180<sup>th</sup> Ave SE to SE 272<sup>nd</sup> Street**

This project connects SE Wax Road/180<sup>th</sup> Avenue SE to SE 272<sup>nd</sup> Street via a new route and alignment designated as 185<sup>th</sup> Place SE. The street section will consist of a 3-lane urban arterial standard with curb, gutter and 8' sidewalks, landscaping strips, illumination and stormwater infrastructure. The project will also include crossing Jenkins Creek. The actual route and alignment will be determined during design.



4. **CIP 1063 SE 272<sup>nd</sup> Street between 160<sup>th</sup> Avenue SE and 164<sup>th</sup> Avenue SE**

This project provides for design and future construction of additional turn lanes, channelization, and signal modifications. Widening SE 272<sup>nd</sup> Street will require modifications to the existing stream crossing at the intersection. Project length is 800 feet. Construct street section consistent with the existing SR 516 section including illumination, landscaping, 10' wide sidewalks with street trees in planting wells.



5. **CIP 1056 SE 256<sup>th</sup> Street between 172<sup>nd</sup> Avenue SE and 180<sup>th</sup> Avenue SE**  
**CIP 1149 180<sup>th</sup> Avenue SE between SE 256<sup>th</sup> Street and SE Wax Road (N)**

Portions of these two larger CIP projects (see map – Attachment 1) are being combined to provide improvements adjacent to the new fire station at SE 256<sup>th</sup> Street and 180<sup>th</sup> Avenue SE. The improvements will include widening the north side of SE 256<sup>th</sup> Street from 180<sup>th</sup> Avenue SE to 176<sup>th</sup> Avenue SE to match the section at 168<sup>th</sup> Avenue SE. The frontage along 180<sup>th</sup> Avenue SE will be widened from the intersection to Crestwood Elementary School.



**ALTERNATIVES:**

Direct Staff to modify the proposed 2012 - 2017 Six-Year TIP.

**FISCAL IMPACT:**

The fiscal impact of each proposed project is indicated in the proposed Six-Year TIP 2012 – 2017. The specific revenue source(s) for the City portion of the funds for each project is determined each year during the budget process. Additional revenues are needed to fund these projects. Possible sources are grants, traffic impact fees and municipal bonds.

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

**Councilmember \_\_\_\_\_ moves, Councilmember \_\_\_\_\_ seconds, to pass a Resolution adopting the City of Covington Six-Year (2012 - 2017) Transportation Improvement Program (TIP).**

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

**RESOLUTION NO. 11-02**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINGTON, WASHINGTON, ADOPTING A SIX-YEAR (2012 – 2017) TRANSPORTATION IMPROVEMENT PROGRAM AND DIRECTING THE SAME TO BE FILED WITH THE STATE SECRETARY OF TRANSPORTATION AND TRANSPORTATION IMPROVEMENT BOARD**

**WHEREAS**, pursuant to the requirements of Chapter 35.77 and 47.26 RCW, the City Council of the City of Covington has previously adopted a Comprehensive Plan including a Capital Facilities Element, and thereafter periodically modified said Capital Improvement Program (the “Program”) by resolution; and

**WHEREAS**, the City Council has reviewed the work accomplished under the Program, determined current and future City street needs, and based upon these findings has prepared a Six-Year Transportation Improvement Program for the ensuing six (6) calendar years; and

**WHEREAS**, a public hearing was held on the Six-Year Transportation Improvement Program on May 10, 2011;

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

**Section 1.**     Program Adopted. The Six-Year Transportation Improvement Program for the City of Covington, as revised and extended for the ensuing six (6) calendar years (2012 – 2017, inclusive), a copy of which is attached hereto as Exhibit A and incorporated herein by this reference, which Program sets forth the project location, type of improvement and the estimated cost thereof, is hereby adopted and approved.

**Section 2.**     Filing of Program. Pursuant to Chapter 35.77 RCW, the City Clerk is hereby authorized and directed to file a copy of this resolution forthwith, together with the Exhibit attached hereto, with the Secretary of Transportation and a copy with the Transportation Improvement Board for the State of Washington.

**Section 3.** Effective Date. In order to coincide with the State Environmental Policy Act (SEPA) timeline, the Plan identified as Exhibit “A” and adopted in Section 1 shall take effect on June 11, 2011.

**PASSED** in open and regular session on this 14<sup>th</sup> day of June, 2011.

\_\_\_\_\_  
Mayor Margaret Harto

Attested:

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

APPROVED AS TO FORM:

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



**ADDENDUM TO SEPA  
MITIGATED DETERMINATION OF NON-SIGNIFICANCE (MDNS)  
Transportation Improvements Projects (TIP) 2012-2017**

**Proponent:** City of Covington, Public Works Department  
16720 SE 271<sup>st</sup> Street, Suite 100  
Covington, Washington 98042  
253-638-1110

**Date of Original MDNS Issuance:** July 5, 2001

**Date of Addendum:** May 13, 2011

**City File No:** SEPA11-04

**Purpose of Addendum:** The proposal is to adopt the 2011 annual update to the City's Six Year Transportation Improvement Plan (TIP) for projects scheduled to be constructed in the years 2012 through 2017. An addendum is appropriate when a proposal has been modified, but the changes should not result in any new significant adverse impacts. The SEPA determination addresses environmental impacts for transportation support for land use consistency with City adopted plans and policies, impacts to environmental, transportation, utilities, and capital facilities. No significant adverse impacts are anticipated as a result of this proposal.

**Project Location:** The proposed TIP projects include right-of-way improvements in the vicinity of SE 272<sup>nd</sup> St, Jenkins Creek to 185<sup>th</sup> Place Extension (CIP 1127); SE 272<sup>nd</sup> St, 185<sup>th</sup> Place to 192<sup>nd</sup> Ave SE Extension (CIP 1128); 185<sup>th</sup> Place SE Extension, SE 272<sup>nd</sup> St to Wax Road/180<sup>th</sup> Ave SE (CIP 1124); portions of 180<sup>th</sup> Ave SE and SE 256<sup>th</sup> St (CIP 1056 and 1149); and SE 272<sup>nd</sup> St, 160<sup>th</sup> Ave SE to 172<sup>nd</sup> Ave SE (CIP 1063). All TIP improvements will occur within the boundaries of the City of Covington, King County Washington.

**Project Description:** The proposal is to adopt the City of Covington's Six Year TIP 2012-2017 by the Covington City Council. This proposal is for the overall Capital Improvement and Transportation Improvement (CIP/TIP) programs. Most of the projects under this SEPA review are exempt under WAC 197-11-800 because the improvements are located within existing street right-of-way and/or reconfiguration of existing streets. Additional SEPA review will be supplemented by individual project review of each non-exempt proposal, if not covered by the limits of the original MDNS. A map of the proposed projects and locations of this proposal are identified in Attachment A. The purpose and need of this proposal is in compliance with State law as defined in RCW 35.77.010 and 35.36.70A.

**Documents Reviewed:** 6-Year TIP 2012-2017 (Attachment A), Description of TIP/CIP (Attachment B), and other information on file with the lead agency.

**Responsible Official/  
Lead Agency:**

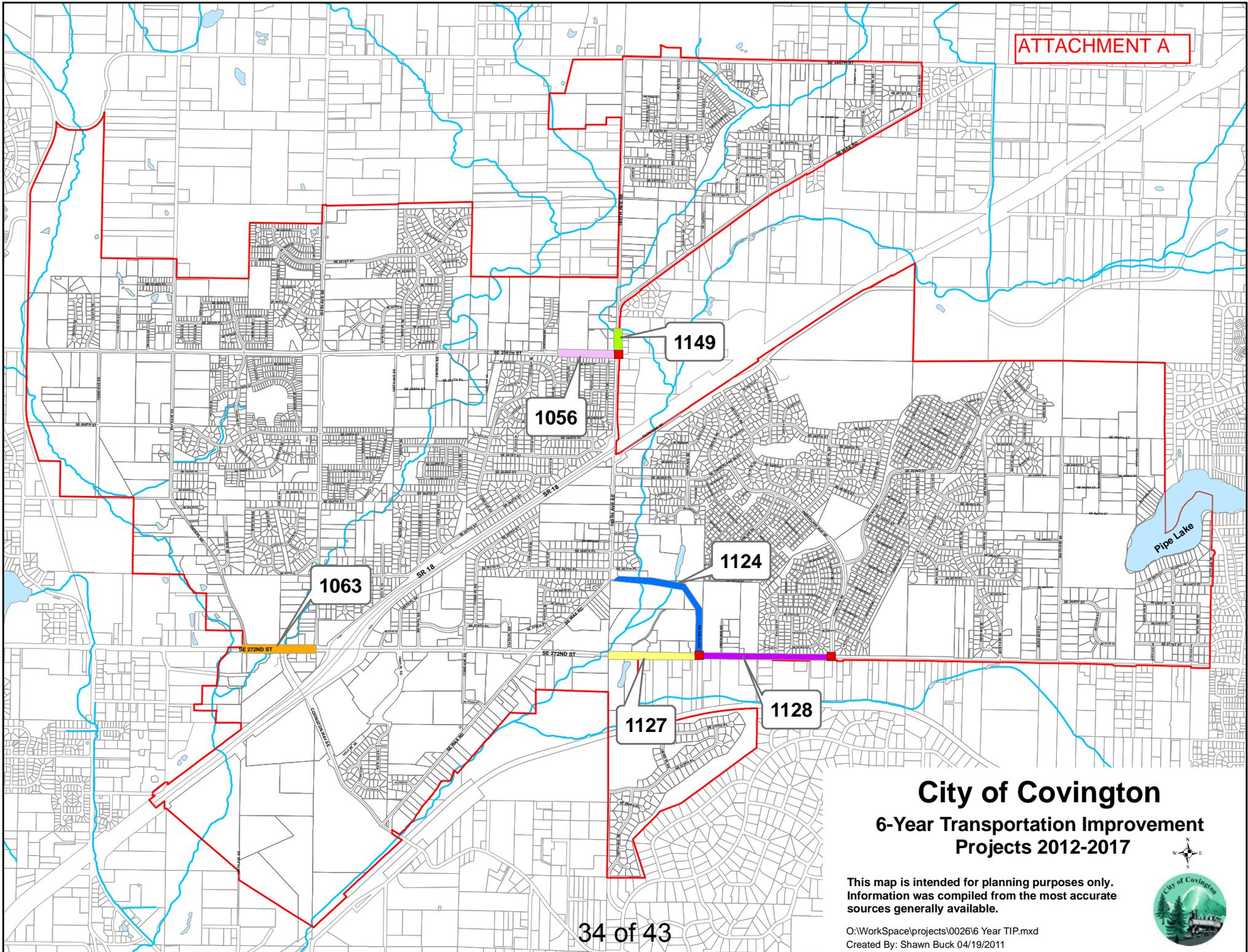
Richard Hart, Community Development Director  
City of Covington SEPA Official  
16720 SE 271<sup>st</sup> Street, Suite 100  
Covington, Washington 98042  
253-638-1110

X This MDNS is issued under WAC 197-11-350. The comment period is 14 calendar days and ends **May 27, 2010 at 5 PM.**

**Comments and Appeals Notice**

*Comments and appeals on this MDNS may be submitted by first class mail or delivered to the responsible official at the above lead agency address. Any notice of appeals must be filed in writing, with the required filing fee paid in cash or check and received within 14 calendar days of the end of the comment period at Covington City Hall Offices, i.e. **by June 10, 2011 at 5 PM.** You must make specific factual objections, identify error, harm suffered, or identify anticipated relief sought and raise specific issues in the statement of appeal. Contact the Community Development Department at Covington City Hall to read or to ask about the procedures for SEPA appeals.*

**Signature of Responsible Official:** \_\_\_\_\_ **Date:** \_\_\_\_\_



1063

1056

1149

1124

1127

1128

Pipe Lake

# City of Covington

## 6-Year Transportation Improvement Projects 2012-2017

This map is intended for planning purposes only. Information was compiled from the most accurate sources generally available.



ADOPTED \_\_\_\_\_ by RESOLUTION \_\_\_\_\_

<b>CITY OF COVINGTON</b>										
<b>2012 to 2017 Transportation Improvement Program</b>										
<b>Summary</b>					Expenditure Schedule in Thousands					
Priority	City CIP #, Project Name, Termini, Major Class of Work	Phase	Funded	Total Funds	1	2	3	4	5	6
					2012	2013	2014	2015	2016	2017
1	1127, SE 272nd Street (SR 516) Jenkins Creek to 185th Place SE Widen to 5 lanes & reconstruct, Sidewalks, New stream crossing	Dgn		1,474	1,474					
		R-o-W		1,194		1,194				
		Const		11,785			11,785			
		Total Cost		14,453	1,474	1,194	11,785	0	0	0
2	1128, SE 272nd Street (SR 516) 185th Place SE to 192nd Avenue SE Widen to 5 lanes & reconstruct, Sidewalks, New signal.	Dgn		1,229		1,229				
		R-o-W		704			704			
		Const		13,074				13,074		
		Total Cost		15,007	0	1,229	704	13,074	0	0
3	1124, 185th Place SE Extension Wax Road/180th Avenue SE Roundabout to SE 272nd Street New Route, New Alignment, Access management.	Dgn		947			947			
		R-o-W		4,472				4,472		
		Const		10,021					10,021	
		Total Cost		15,440	0	0	947	4,472	10,021	0
4	1063, SE 272nd Street (State Route 516) 160th Avenue SE to 164th Avenue SE Signal modifications, add turn lanes, stream crossing.	Dgn		922				922		
		R-o-W		1,317					1,317	
		Const		9,747						9,747
		Total Cost		11,986	0	0	0	922	1,317	9,747
5	Portions of 1056 and 1149 SE 256th Street and 180th Avenue SE Safety improvements, Sidewalks Signal modifications, add right turn lane.	Dgn		443				443		
		R-o-W		215					215	
		Const		4,723						4,723
		Total Cost		5,381	0	0	0	443	215	4,723
3.0% Annual Construction Cost Increase		TOTAL		62,267	1,474	2,423	13,436	18,911	11,553	14,470

## Consent Agenda Item C-4

Covington City Council Meeting

Date: June 14, 2011

SUBJECT: CONSIDER RESOLUTION DECLARING TWO VEHICLES AS SURPLUS PROPERTY AND AUTHORIZE REPLACEMENT.

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 two vehicles per the City's Fleet Management Policy Section 11.

The City currently owns the following vehicles:

- 1992 International 5-Yard Dump Truck (VIN 1HTGBNXR8NH406629) – Asset #2577, Replacement Date: 08/30/11
- 1999 Dodge Pickup Truck (VIN 3B7HC12Y7XG220180) – Asset #2673, Replacement Date: 12/05/11

In beginning research for a dump truck to replace the 1992 5-Yard International Dump Truck, we expected to spend approximately \$50,000. A few weeks ago maintenance staff found a replacement dump truck at King County surplus. This replacement dump truck will provide newer technology, be much more versatile, and will more effectively meet the needs of our small Covington maintenance fleet. This dump truck, a 2005 Freightliner SwapLoader has the capability to swap attachments in minutes. This will allow our crews to build on the capabilities of what we do without the added costs of additional large vehicles. The new purchase price for this type of dump truck is about \$175,000. The 2005 SwapLoader is currently being held at King County surplus with a price of \$47,000. Dump trucks of this caliber are very rare to find for sale in surplus especially in this condition and in this price range. Staff believes that we have met the equipment replacement guidelines in the Fleet Management Policy and therefore the Fleet Manager requests that the 5-Yard International Dump Truck be approved for early replacement (2 months early) and purchase authority for its replacement be approved.

The 1999 Dodge Pickup Truck is scheduled for replacement this December however, the transmission is currently failing. Transmission repair costs would exceed the value of this vehicle. Staff believes that we have met the equipment replacement guidelines in the Fleet Management Policy and therefore the Fleet Manger requests that this vehicle be approved for early replacement (6 month early) and purchase authority for its replacement be approved.

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

ALTERNATIVES:

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

FISCAL IMPACT:

These vehicles will be replaced with the funds set aside each month (\$333 per month per vehicle) during the last five years in the Equipment Replacement Fund.

The 1999 Dodge Pickup Truck (Asset #2673) currently has \$17,982 set aside for replacement. These funds will be adequate for the replacement of a similar vehicle.

The 1992 International 5-Yard Dump Truck (Asset #2577) currently has \$18,981 set aside for replacement. This vehicle will require approximately \$30,000 in additional monies from the Equipment Replacement Fund which currently has a balance of \$148,179 which is unassigned. Although it is difficult to predict future costs associated with replacing this type of vehicle, City staff will set aside what we anticipate to be adequate funds for replacement of this vehicle.

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

**Councilmember \_\_\_\_\_ moves, Councilmember \_\_\_\_\_ seconds, to pass a resolution declaring the 1992 International Dump Truck and 1999 Dodge Pickup Truck as surplus property and authorize replacement.**

REVIEWED BY: City Manager, City Attorney, Finance Director

**RESOLUTION NO. 11-03**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, DECLARING TWO VEHICLES AS SURPLUS PROPERTY AND AUTHORIZE REPLACEMENT.**

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

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

**WHEREAS**, the City of Covington owns a 1992 International 5-Yard Dump Truck (Asset #2577) and 1999 Dodge Pickup Truck (Asset #2673) which are due for the scheduled replacement in 2011; and

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

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

**Section 1.** The City Council does hereby declare that the 1992 International 5-Yard Dump Truck (VIN 1HTGBN XR8NH406629) and 1999 Dodge Pickup Truck (VIN 3B7HC12Y7XG220180) are surplus to the needs of the City and authorizes disposal of the vehicles in the most cost effective manner and to use these vehicle's replacement funds to purchase replacement vehicles in the future as needed.

**PASSED** in open and regular session on this 14th day of June, 2011.

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Mayor Margaret Harto

ATTESTED:

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Sharon Scott, City Clerk

APPROVED AS TO FORM:

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Sara Springer, City Attorney

## Agenda Item 1

Covington City Council Meeting

Date: June 14, 2011

SUBJECT: BRIEFING ON PROPOSED PROMOTION-IN-PLACE PROGRAM

RECOMMENDED BY: City Manager

ATTACHMENT (S): None

PREPARED BY: Noreen Beaufriere, Personnel Manager

### EXPLANATION:

Throughout 2009, it was necessary for the City of Covington to institute major staffing cutbacks in reaction to a floundering local and national economy. In January 2009, the City's FTE's (not including part-time Aquatics Center staff or seasonal workers) were at 46.5. At the present time, the number is down to 34.75 FTE's (with one position vacant)—representing a loss of 11.75 FTE's (not including the vacant position), or 25.3%. That loss is made up of two (2) Public Works Department FTE's (or 14.3% of the original department) and nine and three-quarters (9.75) Community Development Department FTE's (or 60.9% of the original department).

The city made the careful choice to cut positions that were directly affected by budgetary shortfalls rather than to make arbitrary cuts or to take general, widespread actions such as unpaid citywide furloughs that would have temporarily decreased expenditures but not fixed the longer-term issue. As a result of the dramatic decrease in personnel—especially in the Community Development Department—the city was left with a lean staff made up of core employees, many of whom are wearing multiple hats and/or taking on a significantly expanded workloads, especially during times such as the present when the economy appears to be at least temporarily rebounding. Further, it is highly unlikely that the city's current staffing level will significantly increase in the foreseeable future.

The city considers its employees especially valuable due to their skills, work ethic, and institutional knowledge. Because staffing is lean, the loss of even one key employee could have a very negative and long-lasting effect on city processes as well as the rest of the workforce. When a vacancy is created, institutional knowledge and efficiency is normally lost for a significant length of time. Additionally, even the best new hires take a great amount of time, effort and money to successfully complete complex hiring and training processes, placing a further burden on the remaining staff. The time is ripe, therefore, for the city to examine and incorporate ways to retain a workforce that is only a "single layer deep" in order to ensure it may continue to adequately serve its citizens and customers and strive to maintain high customer service standards.

In this regard, two recent surveys have been administered to staff. The first was an Employee Recognition Survey, in which all staff responded about their preferences surrounding employee recognition (appreciation). A second, more comprehensive Employee Satisfaction/Retention Survey queried benefitted staff about top reasons for either staying employed or considering

leaving employment with the city; the city's various forms of compensation and benefits; staff morale, and more. Prior to the execution of the survey, however, the city's management team had already embarked on designing a new, comprehensive compensation program for the following reasons: to update the city's compensation philosophy; provide a more predictable structure for salary surveys as well as an economically feasible way to fulfill indicated actions; review benefits with an eye toward increasing "intangible" benefits where practicable; and generally ensure the program's guidelines would be established in such a manner to not only aid in retaining the city's core staff, but also boost employee morale and, consequently, employee engagement.

Well in advance of distributing the Employee Satisfaction/Retention Survey, it was already known that a source of frustration to city employees was the lack of advancement opportunities within the city. This has proven to be particularly frustrating in recent years when a number of employees have increased their job scope and workload—either due to downsizing or to an increased number and sophistication of city programs or processes, or even a combination of both. Additionally, some of those employees may be "topped out" at the highest step of their salary range, further adding to their frustration. There are two logical solutions to this situation—the first is to ensure salary surveys are completed in a timely fashion so that job responsibilities may be correctly assessed in relation to salary range. The second solution the management team has begun to move forth with is a "Promotion-in-Place Program," based on a model already well into the planning stages in the Public Works Department by Public Works Director Glenn Akramoff.

The Promotion-in-Place Program highlights include the following:

- The city must have a demonstrated need for promotional opportunity.
- Pre-established guidelines have been set forth for every case considered for promotion.
- "Promotion-in-Place" refers only to those promotions that follow a logical career progression into a higher position, usually in a related job series—it does not include promotions into a supervisory or managerial position.
- The employee must initiate a form that will be used for considering a Promotion-in-Place, and ensure that pre-established requirements, including a complete job description for the proposed promotional opportunity, have been or will soon be fulfilled.
- Requesting employee's supervision grants initial approval.
- The Finance Department provides confirmation of budgetary alignment.
- A Review Committee screens each request and submits it to the City Manager for final approval.
- A limited number of Promotion-in-Place opportunities will be allowed for in the annual budget.

ALTERNATIVES: None

FISCAL IMPACT:

Fiscal impact will occur in as Promotion-in-Place opportunities are approved and in alignment with the approved annual budget.

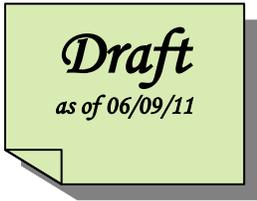
CITY COUNCIL ACTION: \_\_\_ Ordinance \_\_\_ Resolution \_\_\_ Motion \_\_\_ X Other

**No action is necessary. The content of this agenda bill is being provided to the City Council for informational purposes only.**

**DISCUSSION OF  
FUTURE AGENDA TOPICS:**

**June 28 – City Council Regular Meeting**

**(Draft Agenda Attached)**



Covington: Unmatched quality of life

AGENDA  
CITY OF COVINGTON  
CITY COUNCIL REGULAR MEETING



Tuesday, June 28, 2011  
7:00 p.m.

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

**CALL CITY COUNCIL REGULAR MEETING TO ORDER**

**ROLL CALL/PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

**PUBLIC COMMUNICATION**

- Parks & Recreation Month Proclamation – July 2011 (David Aldous)

**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. Approval of Minutes (Scott)
- C-2. Approval of Vouchers (Hendrickson)
- C-3. Extend McLeod Reckord Contract for Park Design Review (Thomas)

**REPORTS OF COMMISSIONS**

- Arts Chair Gregg Lobdell: June 9 Meeting.
- Parks & Recreation Chair David Aldous: June 15 Meeting.
- Planning Chair Sean Smith: June 2 and June 16 Meetings.
- Human Services Chair Haris Ahmad: June 9 Meeting.
- Economic Development Co-Chair Hugh Kodama: June 23 Meeting; May meeting canceled.

**NEW BUSINESS**

- 1. Discuss Selection of Citizen and Honorary Citizen of the Year (Slate)
- 2. Discuss Integra Franchise Renewal (Akramoff)
- 3. Citizen Police Volunteer Program (Klason)

**COUNCIL/STAFF COMMENTS**

- Future Agenda Topics

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

**EXECUTIVE SESSION: If needed**

**ADJOURN**

*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.*