



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

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**Tuesday, September 9, 2014
7:00 p.m.**

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

CALL CITY COUNCIL REGULAR MEETING TO ORDER

ROLL CALL/PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

PUBLIC COMMUNICATION

- Mayor's Day of Concern for the Hungry Proclamation – Saturday, September 27, 2014 (Lila Henderson, Executive Director, Maple Valley Food Bank)
- Fire Prevention Week Proclamation – Week of October 5-11, 2014
- Domestic Violence Awareness Month Proclamation – October 2014 (Throm)

PUBLIC COMMENT Speakers will state their name, address, and organization. Comments are directed to the City Council, not the audience or staff. Comments are not intended for conversation or debate and are limited to no more than four minutes per speaker. Speakers may request additional time on a future agenda as time allows.*

APPROVE CONSENT AGENDA

- C-1. Minutes: June 3, 2014 Joint City Council Meeting and June 24, 2014 Regular Meeting (Scott)
- C-2. Vouchers (Hendrickson)
- C-3. Award Bid for 156th Avenue SE Pavement Rehabilitation (Vondran)

PUBLIC HEARING

- 1. Receive Comments and Consider Ordinance Adopting Proposed 2014 Comprehensive Plan Amendments (Hart)

CONTINUED BUSINESS

- 2. Review and Direction on Potential Amendments to the Temporary Sign Code (Hart)

NEW BUSINESS

- 3. Approve School Resource Officer Agreement (Klason)
- 4. Annual Aquatics Update Presentation (Bahl)

COUNCIL/STAFF COMMENTS - Future Agenda Topics

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

EXECUTIVE SESSION – If Needed

ADJOURN

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

Consent Agenda Item C-1

Covington City Council Meeting

Date: September 9, 2014

SUBJECT: APPROVAL OF MINUTES: JUNE 3, 2014 JOINT CITY COUNCIL MINUTES
AND JUNE 24, 2014 CITY COUNCIL REGULAR MEETING MINUTES
MINUTES

RECOMMENDED BY: Sharon G. Scott, City Clerk

ATTACHMENT(S): Proposed Minutes

PREPARED BY: Joan Michaud, Senior Deputy City Clerk

EXPLANATION:

ALTERNATIVES:

FISCAL IMPACT:

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

**Councilmember _____ moves, Councilmember _____
seconds, to approve the June 3, 2014 Joint City Council Minutes
and June 24, 2014 City Council Regular Meeting Minutes.**

**City of Black Diamond/City of Covington/City of Maple Valley
Joint City Council Meeting Minutes
Tuesday, June 3, 2014**

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

The Joint Meeting of the City Councils for the cities of Black Diamond, Covington and Maple Valley was called to order at Covington City Hall Council Chambers, 16720 SE 271st Street, Covington, Washington, Tuesday, June 3, 2014, at 7:02 p.m., with Black Diamond Mayor Dave Gordon presiding.

BLACK DIAMOND COUNCILMEMBERS PRESENT:

Mayor Dave Gordon, Mayor Pro Tem Carol Benson, Tamie Deady, Janie Edelman, Erika Morgan, and Ron Taylor.

COVINGTON COUNCILMEMBERS PRESENT:

Mayor Margaret Harto, Mayor Pro Tem Jeff Wagner, Joe Cimaomo, Mark Lanza, Jim Scott, and Wayne Snoey.

COVINGTON COUNCILMEMBERS ABSENT:

Marlla Mhoon.

MAPLE VALLEY COUNCILMEMBERS PRESENT:

Mayor Bill Allison, Deputy Mayor Sean Kelly, Layne Barnes, Linda Johnson, Victoria Laise Jonas, and Erin Weaver.

MAPLE VALLEY COUNCILMEMBERS ABSENT:

Noel Gerken.

CALL MEETING TO ORDER:

Mayor Gordon called the meeting to order at 7:02 p.m.

PLEDGE OF ALLEGIANCE/INTRODUCTIONS:

Mayor Gordon opened the Joint Meeting with the Pledge of Allegiance.

APPROVAL OF AGENDA:

Mayor Gordon called for approval of the agenda.

There was a motion and a second to approve the agenda. Motion **passed** with all voting in favor.

OPENING REMARKS – MAYOR GORDON:

Mayor Gordon welcomed all attendees and introduced King County Councilmember Reagan Dunn.

ITEMS FOR JOINT COUNCIL DISCUSSION:

1. King County Council Update from Councilmember Reagan Dunn.

King County Councilmember Reagan Dunn provided an update on the following items: \$25 million cut in general fund, criminal justice programs, Ravensdale Park grand opening, emergency management and EMS Flood District update, and a grant program for cities with applications due by June 15, 2015.

2. Sound Cities Association Update.

Executive Director Deanna Dawson reported on the Sound Cities Association’s background, mission and vision statement, Public Issues Committee, recent issues, long range goals, and 2014 priority policies.

3. Comprehensive Planning.

The community development directors of all three cities reported on their constant communication with each other. Discussion included Covington transportation, housing, capital facility plans, and public outreach programs.

4. Emergency Management Planning

The emergency management directors of all three cities shared each city’s zone map and provided an update on NIMS trainings, emphasizing the importance of table top exercises and all three cities participating in future exercises.

5. Previous Initiatives Update.

- Tri-City Trail.

The parks directors of all three cities reported on funding availability to proceed with the next phase of the project due to the county’s park levy passage in August 2013. They also reported on King County’s completion of the full 11 mile corridor of the Green to Cedar Rivers Trail with a trail easement through the Yarrow Bay development. There was also discussion of the county’s next steps in the project and its timeline.

COUNCIL CLOSING REMARKS:

Mayor Allison thanked staff and the councils for getting together over the past seven years.

Mayor Gordon closed by thanking everyone for their attendance.

ADJOURNMENT:

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

Prepared by:

Submitted by:

Joan Michaud
Senior Deputy City Clerk

Sharon Scott
City Clerk

**City of Covington
Regular City Council Meeting Minutes
Tuesday, June 24, 2014**

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

The Regular Meeting of the City Council of the City of Covington was called to order in the City Council Chambers, 16720 SE 271st Street, Suite 100, Covington, Washington, Tuesday, June 24, 2014, at 7:15 p.m., with Mayor Harto presiding.

COUNCILMEMBERS PRESENT:

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

COUNCILMEMBERS ABSENT:

Marlla Mhoon.

Council Action: Councilmember Scott moved and Mayor Pro Tem Wagner seconded to excuse Councilmember Mhoon who was on vacation. Vote: 6-0. Motion carried.

STAFF PRESENT:

Derek Matheson, City Manager; Noreen Beaufreere, Personnel Manager; Rob Hendrickson, Finance Director; Kevin Klason, Covington Police Chief; Richard Hart, Community Development Director; Karla Slate, Communications & Marketing Manager; Scott Thomas, Parks & Recreation Director; Sara Springer, City Attorney; Bob Lindskov, City Engineer; and Sharon Scott, City Clerk/Executive Assistant.

Mayor Harto opened the meeting with the Pledge of Allegiance.

APPROVAL OF AGENDA:

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

PUBLIC COMMUNICATION:

Morgan Shook, consultant with ECONorthwest, gave a presentation on the Town Center Economic Impact and Infrastructure Cost Study.

PUBLIC COMMENT:

Mayor Harto called for public comments.

Walt Stockla, 26621 167th Place SE, Covington, spoke regarding vehicle break-ins at Soos Creek Park trailhead on 256th Street and 148th Avenue SE and asked Council to consider a surveillance camera.

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

APPROVE CONSENT AGENDA:

- C-1. Minutes: May 13, 2014 City Council Regular Meeting Minutes and May 27, 2014 City Council Regular Meeting Minutes.
- C-2. Vouchers: Vouchers #31153-31153, in the Amount of \$25.00, Dated June 9, 2014; Vouchers #31154-31216, Including ACH Payments in the Amount of \$104,733.99, Dated June 10, 2014; Paylocity Payroll Checks #1002488469-1002488482 and Paylocity Payroll Checks #1002488484-1002488484 Inclusive, Plus Employee Direct Deposits in the Amount of \$162,586.71, Dated June 6, 2014; and Paylocity Payroll Checks #1002527254-1002527269 Inclusive, Plus Employee Direct Deposits in the Amount of \$168,018.74, Dated June 20, 2014.
- C-3. Resolution Authorizing Investment in the Washington State Local Government Investment Pool.

RESOLUTION NO. 14-12

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON PROVIDING AUTHORITY TO INVEST CITY FUNDS IN THE WASHINGTON STATE LOCAL GOVERNMENT INVESTMENT POOL

- C-4. Approve Interlocal Agreement with King County to Accept Parks Levy Funds.
- C-5. Approve Agreement to Obligate Federal Funds for Citywide Safety Project.

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

REPORTS OF COMMISSIONS:

Human Services Commission – Chair Fran McGregor reported on the June 12 meeting.

Parks & Recreation Commission – Vice Chair Laura Morrissey reported on the June 18 meeting.

Planning Commission – both June meetings were canceled; next meeting July 3.

Economic Development Council – next meeting June 26.

Arts Commission – June meeting canceled; next meeting July 10.

NEW BUSINESS:

- 1. Approve Ordinance Revising Commission Charters.

ORDINANCE NO. 09-14

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON AMENDING CHAPTERS 2.15, 2.40, 2.45 AND 2.70 OF THE COVINGTON MUNICIPAL CODE TO ADOPT NEW COMMISSIONER REMOVAL PROCEDURES, REMOVE PLANNING COMMISSION TERM LIMITS, AND ESTABLISH A PROVISION TO ALLOW INCUMBENT COMMISSIONERS TO SERVE UNTIL A REPLACEMENT HAS BEEN APPOINTED; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

Council Action: Councilmember Scott moved and Mayor Pro Tem Wagner seconded to adopt Ordinance No. 09-14 amending the city’s commission charters to define removal procedures, remove Planning Commission term limits and establish a provision to allow incumbent commissioners to serve until a replacement has been appointed. Vote: 6-0. Motion carried.

2. Discuss Selection of Citizen and Honorary Citizen of the Year.

Council Action: Councilmember Lanza nominated Krista Bates as Honorary Citizen of the Year. Councilmember Snoey seconded. Vote: 5-1 (voting yes: Cimaomo, Harto, Lanza, Snoey, and Wagner; voting no: Scott). Motion carried.

Council Action: Mayor Pro Tem Wagner nominated Steve Pand as Citizen of the Year. Councilmember Snoey seconded. Vote: 3-3 (voting yes: Harto, Snoey, and Wagner; voting no: Cimaomo, Lanza, and Scott). Motion failed.

Council Action: Councilmember Cimaomo nominated Laura Morrissey as Citizen of the Year. Councilmember Scott seconded. Vote: 3-3 (voting yes: Cimaomo, Lanza, and Scott; voting no: Harto, Snoey, and Wagner). Motion failed.

Council Action: Councilmember Snoey nominated Steve Pand as Citizen of the Year. Mayor Pro Tem Wagner seconded. Vote: 6-0. Motion carried.

COUNCIL/STAFF COMMENTS:

Councilmembers and staff discussed Future Agenda Topics and made comments.

Council Action: There was Council consensus to direct staff to schedule the Master Builders Association issue on the July 22 City Council meeting agenda.

Councilmember Scott advised that he would not be in attendance at the July 8 City Council meeting due to a family issue.

City Clerk Sharon Scott advised she would be out of the office on medical leave from July 8 to July 21, and Deputy City Clerk Joan Michaud would be Acting City Clerk.

PUBLIC COMMENTS:

Mayor Harto called for public comments.

Phillip Jones, Covington resident, advised Council that some of the roundabouts are in need of trimming and thanked Council for recognizing Steven Pand as a scout leader.

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

ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:30 p.m.

Prepared by:

Submitted by:

Joan Michaud
Senior Deputy City Clerk

Sharon Scott
City Clerk

Consent Agenda Item C-2

Covington City Council Meeting

Date: September 9, 2014

SUBJECT: APPROVAL OF VOUCHERS

RECOMMENDED BY: Rob Hendrickson, Finance Director

ATTACHMENT(S): Vouchers #31377-31437, including ACH Payments, in the Amount of \$452,587.81, Dated August 5, 2014; Vouchers #31438-31439, in the Amount of \$6,849.55, Dated August 14, 2014; Vouchers #31440-31494, including ACH Payments, in the Amount of \$244,480.88, Dated August 19, 2014; Paylocity Payroll Checks #1002732253-1002732267 and Paylocity Payroll Checks #1002732420-1002732420 and City of Covington Vouchers #5015-5015 Inclusive, Plus Employee Direct Deposits in the Amount of \$221,806.44, Dated August 15, 2014; and Paylocity Payroll Checks #1002778667-1002778683 Inclusive, Plus Employee Direct Deposits in the Amount of \$170,999.61, Dated August 29, 2014.

PREPARED BY: Joan Michaud, Senior Deputy City Clerk

EXPLANATION: Not applicable.

ALTERNATIVES: Not applicable.

FISCAL IMPACT: Not applicable.

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

Councilmember _____ moves, Councilmember _____ seconds, to approve for payment Vouchers #31377-31437, including ACH Payments, in the Amount of \$452,587.81, Dated August 5, 2014; Vouchers #31438-31439, in the Amount of \$6,849.55, Dated August 14, 2014; Vouchers #31440-31494, including ACH Payments, in the Amount of \$244,480.88, Dated August 19, 2014; Paylocity Payroll Checks #1002732253-1002732267 and Paylocity Payroll Checks #1002732420-1002732420 and City of Covington Vouchers #5015-5015 Inclusive, Plus Employee Direct Deposits in the Amount of \$221,806.44, Dated August 15, 2014; and Paylocity Payroll Checks #1002778667-1002778683 Inclusive, Plus Employee Direct Deposits in the Amount of \$170,999.61, Dated August 29, 2014.

August 5, 2014

City of Covington

City of Covington

City of Covington
Voucher/Check Register

Check # 31377 through Check # 31437, including ACH payments

In the Amount of \$452,587.81

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
Interim Deputy Finance Director

Mark Lanza
City Councilmember

Wayne Snoey
City Councilmember

Marlla Mhoon
City Councilmember

Council Meeting Date Approved _____

Accounts Payable

Checks by Date - Detail by Check Date

User: scles
 Printed: 8/7/2014 3:36 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	0771 346603	David Evans & Associates, Inc. Traffic concurrency, Multicare Traffic Addendum	08/05/2014	2,500.00
Total for this ACH Check for Vendor 0771:				2,500.00
ACH	0780 0780-2Qtr 0780-2Qtr	DAWN Human services; 2nd Quarter 2014 Human services, joint funding; 2nd Quarter 2014	08/05/2014	2,000.00 6,370.00
Total for this ACH Check for Vendor 0780:				8,370.00
ACH	1007 1007-8 1007-8 1007-8	Ross Junkin Tri-City Maintenance; picnic Tri-City Maintenance; picnic Tri-City Maintenance; picnic	08/05/2014	64.64 64.65 32.32
Total for this ACH Check for Vendor 1007:				161.61
ACH	1178 1178-2Qtr 1178-2Qtr	Child Care Resources Human services; joint funding; 2nd Quarter 2014 Human services; 2nd Quarter 2014	08/05/2014	5,000.00 896.25
Total for this ACH Check for Vendor 1178:				5,896.25
ACH	1408 11067 11075	Washington Workwear Stores Inc. Conway; jacket, shirts Digitize new logo	08/05/2014	207.64 65.16
Total for this ACH Check for Vendor 1408:				272.80
ACH	1622 14-CV07	Law Offices of Thomas R Hargan, PLLC Prosecution services through 7/31/14	08/05/2014	4,528.64
Total for this ACH Check for Vendor 1622:				4,528.64
ACH	1828 1828-8	Kathleen Kirshenbaum Reimbursement; Derek's farewell supplies	08/05/2014	28.83
Total for this ACH Check for Vendor 1828:				28.83
ACH	2250 C041 C041 C041	SBS Legal Services Mixed Use Development Agreement; July Personnel Litigation; July Legal services; July	08/05/2014	1,595.00 2,668.00 7,769.50
Total for this ACH Check for Vendor 2250:				12,032.50
ACH	2262 869285460430	Voyager Fleet Systems Inc. Vehicle fuel	08/05/2014	2,047.87
Total for this ACH Check for Vendor 2262:				2,047.87

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	2555 42502097	NuCO2 LLC Aquatics; CO2 for pH control	08/05/2014	124.60
Total for this ACH Check for Vendor 2555:				124.60
ACH	2621 2621-8	Jaquelyn Martinsons Covington Days; supplies reimbursement	08/05/2014	102.08
Total for this ACH Check for Vendor 2621:				102.08
ACH	2811 I000146 I000146	Planet Technologies, Inc. Salazar; Office 365 subscription, 7/14-5/15 Salazar; Office 365 subscription, use tax	08/05/2014	117.29 -9.29
Total for this ACH Check for Vendor 2811:				108.00
31377	2826 S14-0013	Advanced Signs, LLC Refund; sign permit withdrawn	08/05/2014	276.00
Total for Check Number 31377:				276.00
31378	2223 988801	ARC Imaging Resources Plotter/scanner; usage, 6/9-7/9/14	08/05/2014	234.07
Total for Check Number 31378:				234.07
31379	2631 2631-2Qtr	Auburn Youth Research - Outreach Human services; 2nd Quarter 2014	08/05/2014	375.00
Total for Check Number 31379:				375.00
31380	0499	Bank of America	08/05/2014	
	0405-8	Aquatics; merit award gift card, Blakely		25.00
	0405-8	Aquatics; merit award gift card, Tomalik		25.00
	0405-8	Summer Spectacular event; ice		6.76
	0405-8	Bahl; WCIA training, hotel		86.34
	0405-8	Aquatics; AED pads		67.38
	1030-8	Bring Child to Work Day; refreshments		18.00
	1030-8	Barrels with covers for stage		849.26
	1030-8	Tri-City Maintenance Picnic; ice		1.35
	1030-8	Training video/books, use tax		-4.38
	1030-8	Training video/books, use tax		-8.77
	1030-8	Training video/books, use tax		-8.77
	1030-8	Training video/books		110.71
	1030-8	Training video/books		110.71
	1030-8	Tri-City Maintenance Picnic; ice		0.68
	1030-8	Crystal View; dog waste bag dispenser		99.31
	1030-8	Tri-City Maintenance Picnic; ice		1.35
	1030-8	Training video/books		55.35
	1030-8	Barrels with covers for stage, use tax		-67.25
	1908-8	Projector, video mounting parts		804.69
	1908-8	Replacement video card		43.79
	2923-8	Volunteer Appreciation; music cd's		23.55
	2923-8	Classified ads; referee/umpires		25.00
	2923-8	Volunteer Appreciation; decorations, tableware, 1		-33.74
	2923-8	Volunteer Appreciation; decorations, tableware		425.96
	2923-8	Volunteer Appreciation; music cd's, use tax		-1.86
	2959-8	Covington Days; ice pops for parade, weights, fl		164.79
	3331-8	Snoey; Highway Users Briefing, registration		55.00
	3331-8	Matheson's farewell scrapbook, gift wrap, card		80.31
	3544-8	CEDC agenda meeting, breakfast		46.36

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	3544-8	Matheson; CEDC agenda meeting, breakfast		12.85
	3544-8	Hart; CEDC agenda meeting, breakfast		10.72
	6093-8	Tri-City Maintenance Picnic; shelter rental, 7/16		20.20
	6093-8	Tri-City Maintenance Picnic; shelter rental, 7/16		40.40
	6093-8	Tri-City Maintenance Picnic; shelter rental, 7/16		40.40
	7314-8	Video conferencing webcam, tripod, sound wave		190.23
	7314-8	Last pass premium, 1 year		13.03
	7314-8	Last pass premium, use tax		-1.03
	7768-8	Event sign screws		9.84
	7768-8	Athletic postcards, use tax		-6.96
	7768-8	Covington Days; chair/table rental		252.76
	7768-8	#3468; car wash		9.00
	7768-8	Covington Days; paper towels, ice, register recei		51.73
	7768-8	Athletic postcards to give out at Covington Days		87.94
	8227-8	Covington Days; city booth art activity, use tax		-4.59
	8227-8	Open canopies for city events		217.18
	8227-8	City logo items; give aways		311.54
	8227-8	Covington Days; wristbands, prizes, plastic bags		108.52
	8227-8	Covington Days; city booth art activity		57.94
	8227-8	Office storage bins		27.81
	8227-8	Council meeting; refreshments		48.43
			Total for Check Number 31380:	4,499.82
31381	2801 7697-06-14	Berk Consulting, Inc. Infrastructure study; 5/1-6/30/14	08/05/2014	5,129.93
			Total for Check Number 31381:	5,129.93
31382	1997 002283 016629	Capital One Commercial City booth canopies Oyster team meeting; cookies	08/05/2014	434.38 6.99
			Total for Check Number 31382:	441.37
31383	2270 6317966698B-8	CenturyLink City hall; telephone, 7/13-8/13/14	08/05/2014	267.76
			Total for Check Number 31383:	267.76
31384	2825 2825-8	City of DuPont Hagen; Springbrook User Group training, lunch	08/05/2014	11.91
			Total for Check Number 31384:	11.91
31385	2382 Hutch-01-13	Close Call Plumbing Minor housing repair; #HUTC-01-13	08/05/2014	403.39
			Total for Check Number 31385:	403.39
31386	2653 2653-8	Clown Buggie Entertainment KidsFest; entertainment	08/05/2014	500.00
			Total for Check Number 31386:	500.00
31387	1170 W2686963	Coastwide Laboratories Aquatics; cleaning supplies	08/05/2014	583.79
			Total for Check Number 31387:	583.79
31388	1699 1699-2Qtr	Communities in Schools of Kent Human services; 2nd Quarter 2014	08/05/2014	750.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 31388:	750.00
31389	0537	Covington Water District	08/05/2014	
	104587-8	Crystal view; water, 6/21-7/18/14		158.10
	105731-8	SR 516; water, 6/21-7/18/14		54.50
	107666-8	CCP; water, 5/17-7/18/14		40.00
	108188-8	Skate park; water, 5/17-7/18/14		56.95
	115324-8	Aquatics; water, 5/17-7/18/14		1,705.10
	122505-8	Maint shop; water, 5/17-7/18/14		26.44
	122505-8	Maint shop; water, 5/17-7/18/14		52.88
	122505-8	Maint shop; water, 5/17-7/18/14		52.88
	132669-8	CCP; water, 5/17-7/18/14		56.95
	132670-8	CCP; water, 6/21-7/18/14		2,292.85
			Total for Check Number 31389:	4,496.65
31390	0699	Department of Licensing	08/05/2014	
	0699-8	Driver abstracts		39.00
			Total for Check Number 31390:	39.00
31391	0361	Employment Security Department	08/05/2014	
	000-013167-00-0	Unemployment compensation; 2nd Quarter 2014		557.98
			Total for Check Number 31391:	557.98
31392	2658	Fabulous Face Painting	08/05/2014	
	2014-08-16	KidsFest; face painting		213.00
			Total for Check Number 31392:	213.00
31393	1733	The Good Earth Works, Inc.	08/05/2014	
	129375	Maint shop; gas cans, air filters, nylon line, auto		155.03
	129375	Maint shop; gas cans, air filters, nylon line, auto		310.05
	129375	Maint shop; gas cans, air filters, nylon line, auto		310.05
			Total for Check Number 31393:	775.13
31394	2045	Goodbye Graffiti Seattle	08/05/2014	
	20636	Everclean program, August		431.14
			Total for Check Number 31394:	431.14
31395	0302	Gray & Osborne	08/05/2014	
	13577.00-9	CIP 1057, engineering; 6/22-7/19/14		7,609.37
	13599.00-9	Timberlane/Jenkins Park SW LID; 6/22-7/19/14		8,195.52
	14528.00-1	CIP 1014, engineering; 6/22-7/19/14		15,072.46
			Total for Check Number 31395:	30,877.35
31396	2616	Greater Maple Valley Community Center	08/05/2014	
	2616-2Qtr	Human services; 2nd Quarter 2014		1,000.00
			Total for Check Number 31396:	1,000.00
31397	2168	H.D. Fowler Company, Inc.	08/05/2014	
	I3694399	Sewer pipe, coupling		209.82
			Total for Check Number 31397:	209.82
31398	0867	Home Depot Credit Services	08/05/2014	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	1012270	Lumber, post, screws		152.88
	1161294	Lumber, bolts, nuts, washers		12.76
	4010357	Stage; plywood for footings		117.20
	4595343	Tap/ties for signs		21.59
	574132	Covington Days; water nozzle, wrench		13.51
	594616	Stage; barrel pads		108.47
	6013713	Lumber		14.09
	6060174	Storage unit racks		583.18
	6090290	Return, step stones		-10.46
	7010638	Paint, rollers, roller covers		83.17
	7113206	Return; lumber		-77.04
	7141715	Step stones, pier blocks, screws		73.78
	7583582	Cargo net		21.69
	9074413	Event supplies; storage boxes, bungees, gloves		41.44
			Total for Check Number 31398:	1,156.26
31399	1722 1-966099	Honey Bucket CCP; portable toilet service, 7/13-8/12/14	08/05/2014	258.00
			Total for Check Number 31399:	258.00
31400	2827 2827-8	Ian McFeron Band, LLC Summer concert; Ian McFeron, 8/8/14	08/05/2014	500.00
			Total for Check Number 31400:	500.00
31401	0533 0533-2Qtr 0533-2Qtr	KC Sexual Assault Resource Ctr Human services; joint funding, 2nd Quarter 2014 Human services; 2nd Quarter 2014	08/05/2014	26,876.25 1,216.00
			Total for Check Number 31401:	28,092.25
31402	0271 0271-2Qtr 0271-2Qtr-1	Kent Youth & Family Services Human services; Clinical, 2nd Quarter 2014 Human services; Early childhood education, 2nd	08/05/2014	2,500.00 625.00
			Total for Check Number 31402:	3,125.00
31403	1514 1514-8	King County District Court Court services; 2013 reconciliation	08/05/2014	20,426.00
			Total for Check Number 31403:	20,426.00
31404	1258 12-024G GIS	King County Finance - GIS Comp plan update maps; March-May 2014	08/05/2014	1,820.00
			Total for Check Number 31404:	1,820.00
31405	0204 0204-8	King County Pet Licensing Pet license remittance; July	08/05/2014	330.00
			Total for Check Number 31405:	330.00
31406	0641 14-608 14-608	King County Sheriff's Office Sheriff's office; lease, July Police services; July	08/05/2014	-1,879.17 281,035.09
			Total for Check Number 31406:	279,155.92
31407	0273 44719	King County Water & Land WRIA based watershed planning; 1st trimester 2	08/05/2014	2,543.67

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 31407:	2,543.67
31408	1431	Valerie Lyon	08/05/2014	
	1431-8	Council meeting; dinner		106.66
	1431-8	Council meeting; cake		30.99
			Total for Check Number 31408:	137.65
31409	2367	Magnum Print Solutions	08/05/2014	
	128895	Toner		245.43
			Total for Check Number 31409:	245.43
31410	0333	Maple Valley Food Bank	08/05/2014	
	0333-2Qtr	Human services; 2nd Quarter 2014		3,750.00
			Total for Check Number 31410:	3,750.00
31411	2550	Motorplex Pro-Tow	08/05/2014	
	72874	#3420; EGR valve replacement		995.71
			Total for Check Number 31411:	995.71
31412	2650	Ann Mueller	08/05/2014	
	2650-8	Mueller; Puget Sound Epic Conference, light rail		5.00
			Total for Check Number 31412:	5.00
31413	0004	Office Depot	08/05/2014	
	720036229001	Office supplies		438.59
	721140737001	Junkin; planner		4.34
	721140737001	Junkin; planner		8.68
	721140737001	Junkin; planner		8.68
	721140778001	Office supplies		164.60
	721140779001	Paper		5.64
	724321898001	Planner		21.70
	724500765001	Return; planner		-21.70
			Total for Check Number 31413:	630.53
31414	0818	Pacific Office Automation	08/05/2014	
	42127429	Copier lease, 7/15-8/14/14		122.47
			Total for Check Number 31414:	122.47
31415	1452	Palmer Coking Coal Company	08/05/2014	
	IN035552	Crushed gravel		125.02
	IN035576	Crushed gravel		44.34
	IN35540	Washed sand		79.59
			Total for Check Number 31415:	248.95
31416	1407	Parametrix, Inc.	08/05/2014	
	14-81069	Plan review services; 6/1-7/5/14		1,304.50
			Total for Check Number 31416:	1,304.50
31417	2233	Pediatric Interim Care Center	08/05/2014	
	2233-2Qtr	Human services; 2nd Quarter 2014		375.00
			Total for Check Number 31417:	375.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
31418	2828 120370	Pro-Tow Maple Valley #3307; towing service	08/05/2014	680.38
Total for Check Number 31418:				680.38
31419	2196 3217 3217	Revize, LLC Annual software subscription service; 8/23/14-8/ Annual software subscription service, use tax	08/05/2014	2,150.28 -170.28
Total for Check Number 31419:				1,980.00
31420	2207 1527071714	db Secure Shred, LLC Secure document destruction; 7/17/14	08/05/2014	22.39
Total for Check Number 31420:				22.39
31421	2514 2514-8	SevenJam, USA Summer Concert; sound for concert extension, 8.	08/05/2014	75.00
Total for Check Number 31421:				75.00
31422	1905 C909624-701	Sharp Electronics Corporation Reception copier; usage, 6/24-7/22/14	08/05/2014	11.57
Total for Check Number 31422:				11.57
31423	1903 650503 650503 650503	Sound Publishing, Inc. Comprehensive Plan notice Monthly full page ads Weekly bulletins; 6/6, 6/20, 6/27	08/05/2014	96.65 3,345.40 1,137.23
Total for Check Number 31423:				4,579.28
31424	2469 2469-2Qtr	South King Council of HS Human services; 2nd Quarter 2014	08/05/2014	375.00
Total for Check Number 31424:				375.00
31425	0281 006355510001-8 006355510001-8 006355510001-8 006355510001-8 006355510001-8 006355510001-8 006355510001-8 006355510001-8 006355510001-8 006355510001-8 006355510001-8 006355510001-8 006355510001-8 006355510001-8 006355510001-8 006355510001-8 006355510001-8 006355510001-8	Standard Insurance Company Life Insurance Premiums, August Life Insurance Premiums, August	08/05/2014	95.02 307.44 595.30 257.22 95.06 100.83 113.00 43.27 498.17 7.91 678.48 86.63 316.11 183.82 164.89
Total for Check Number 31425:				3,543.15
31426	0409 0409-2Qtr	The Storehouse Human services; 2nd Quarter 2014	08/05/2014	1,785.75
Total for Check Number 31426:				1,785.75

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
31427	2028 2028-8	Scott Thomas Covington Days; reimbursement for rope	08/05/2014	14.09
Total for Check Number 31427:				14.09
31428	2526 138	Topsy Turvy Bouncers KidsFest; bouncers	08/05/2014	562.55
Total for Check Number 31428:				562.55
31429	2556 114-2183408	United Site Services Covington Days; portable toilet rentals	08/05/2014	1,434.98
Total for Check Number 31429:				1,434.98
31430	2103 257857284 258150879 258279496	US Bancorp Equip Finance Inc. Workroom; copier lease Reception; copier lease Police; copier lease	08/05/2014	639.10 93.40 93.40
Total for Check Number 31430:				825.90
31431	0357 15128	Valley Communications 800 MHz access fee; July	08/05/2014	75.00
Total for Check Number 31431:				75.00
31432	0046 9729001395 9729001395 9729001395 9729001395 9729001395 9729001395 9729001395 9729001395	Verizon Wireless Cellular service, 7/21-8/20/14 Cellular service/tablet data, 7/21-8/20/14 Cellular service/tablet data, 7/21-8/20/14 Cellular service/tablet data, 7/21-8/20/14 Cellular service, 7/21-8/20/14 Cellular service, 7/21-8/20/14 Cellular service, 7/21-8/20/14 Cellular service, 7/21-8/20/14 Cellular service, 7/21-8/20/14	08/05/2014	29.98 192.49 355.97 86.24 216.35 28.87 -42.26 67.74
Total for Check Number 31432:				935.38
31433	0925 0925-8	Jeff Wagner Wagner; GMPC meeting, mileage	08/05/2014	34.38
Total for Check Number 31433:				34.38
31434	2254 1712-2014-Qtr2	Washington Department of Revenue Business license credit card fees; 2nd Quarter 20	08/05/2014	258.29
Total for Check Number 31434:				258.29
31435	2652 5001352848	Wells Fargo Financial Leasing Plotter/scanner; lease, 8/10-9/9/14	08/05/2014	227.09
Total for Check Number 31435:				227.09
31436	0368 159257371606943	WMTA Hagen; Merchant card processing, registration	08/05/2014	35.00
Total for Check Number 31436:				35.00
31437	0781 0781-2Qtr	YWCA of Seattle & King County Human services; 2nd Quarter 2014	08/05/2014	1,664.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 31437:	1,664.00
			Total for 8/5/2014:	452,587.81
			Report Total (73 checks):	452,587.81

August 14, 2014

City of Covington

City of Covington

City of Covington
Voucher/Check Register

Check # 31438 through Check # 31439

In the Amount of \$6,849.55

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
Interim Deputy Finance Director

Mark Lanza
City Councilmember

Wayne Snoey
City Councilmember

Marlla Mhoon
City Councilmember

Council Meeting Date Approved _____

Accounts Payable

Checks by Date - Detail by Check Date

User: scles
Printed: 8/22/2014 10:53 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
31438	2829 5630874A	BSN Sports, Inc. Athletic supplies; balls, flags, whistles, cones, pi	08/14/2014	6,496.60
			Total for Check Number 31438:	6,496.60
31439	2526 2526-8	Topsy Turvy Bouncers KidsFest; dunk tank rental	08/14/2014	352.95
			Total for Check Number 31439:	352.95
			Total for 8/14/2014:	6,849.55
			Report Total (2 checks):	6,849.55

August 19, 2014

City of Covington

City of Covington

City of Covington
Voucher/Check Register

Check # 31440 through Check # 31494, including ACH payments

In the Amount of \$244,480.88

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

Cassandra Parker
Interim Deputy Finance Director

Mark Lanza
City Councilmember

Wayne Snoey
City Councilmember

Marlla Mhoon
City Councilmember

Council Meeting Date Approved _____

Accounts Payable

Checks by Date - Detail by Check Date

User: scles
 Printed: 8/22/2014 10:41 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	0345 0345-8	Sharon Scott Reimbursement; file folders	08/19/2014	33.10
Total for this ACH Check for Vendor 0345:				33.10
ACH	0418 20144	Olympic Environmental Resource Business recycling program implementation	08/19/2014	1,500.00
Total for this ACH Check for Vendor 0418:				1,500.00
ACH	0456 2015-WAR045510	Department of Ecology Stormwater general permit; 7/1-12/31/14	08/19/2014	4,252.00
Total for this ACH Check for Vendor 0456:				4,252.00
ACH	0706 0706-8 0706-8 0706-8-1 0706-8-1	Covington Retail Associates 1st floor; operating expenses, September 1st floor; building lease, September 2nd floor; building lease, September 2nd floor; operating expenses, September	08/19/2014	10,757.40 25,717.00 3,280.83 1,484.75
Total for this ACH Check for Vendor 0706:				41,239.98
ACH	0734 0734-8	Joan Michaud Michaud; defender screening, mileage	08/19/2014	8.85
Total for this ACH Check for Vendor 0734:				8.85
ACH	1007 1007-8	Ross Junkin Junkin; 10 year service award	08/19/2014	100.00
Total for this ACH Check for Vendor 1007:				100.00
ACH	1091 1113205-0 1114451-0 1114451-0	Complete Office Solutions Office supplies Paper Paper towels, napkins	08/19/2014	263.47 22.75 59.76
Total for this ACH Check for Vendor 1091:				345.98
ACH	1408 1578	Washington Workwear Stores Inc. Parrish; jacket/shirts	08/19/2014	242.12
Total for this ACH Check for Vendor 1408:				242.12
ACH	1688 054257-8 054257-8 054257-8 054257-8 054257-8	Mountain Mist Maint shop; bottled water, July Maint shop; bottled water, July City hall; bottled water, July Maint shop; bottled water, July Aquatics; bottled water, July	08/19/2014	23.59 11.80 106.78 23.59 134.07

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for this ACH Check for Vendor 1688:				299.83
ACH	1705 TM-142416	Alpine Products, Inc. Bridge closed sign	08/19/2014	93.08
Total for this ACH Check for Vendor 1705:				93.08
ACH	1828 1828-8	Kathleen Kirshenbaum Kirshenbaum; defense screening, mileage	08/19/2014	16.64
Total for this ACH Check for Vendor 1828:				16.64
ACH	1901 0061391 0061391 0061391	Modern Building Systems, Inc. Maint shop; building lease, 9/1-10/1/14 Maint shop; building lease, 9/1-10/1/14 Maint shop; building lease, 9/1-10/1/14	08/19/2014	569.06 284.54 569.06
Total for this ACH Check for Vendor 1901:				1,422.66
ACH	2105 2105-8 2105-8-1	Rachel Bahl Bahl; mileage reimbursement, July Bahl; WCIA Building Supervisory training, mile	08/19/2014	70.95 276.44
Total for this ACH Check for Vendor 2105:				347.39
ACH	2500 50824424	Tetra Tech, Inc. CIP 1127; engineering, 6/28-7/25/14	08/19/2014	9,320.04
Total for this ACH Check for Vendor 2500:				9,320.04
ACH	2654 32849	Canber Corps CCP; park maintenance, July	08/19/2014	3,898.72
Total for this ACH Check for Vendor 2654:				3,898.72
31440	0206 213778	AFLAC Insurance premiums; August	08/19/2014	666.04
Total for Check Number 31440:				666.04
31441	0088 145408-1454 145408-1454	American Planning Association Lyons; APA/AICP membership, 10/1/14-9/30/15 Lyons; APA/AICP membership, 10/1/14-9/30/15	08/19/2014	447.20 111.80
Total for Check Number 31441:				559.00
31442	2033 7020 7020	Aquatic Specialty Services Aquatics; clean/calibration service, July Aquatics; pool chemicals	08/19/2014	179.19 1,041.15
Total for Check Number 31442:				1,220.34
31443	2223 788667	ARC Imaging Resources Plotter; paper	08/19/2014	507.38
Total for Check Number 31443:				507.38
31444	0019 100315L0920140 100315L0920140 100315L0920140 100315L0920140	AWC Employee Benefits Trust Medical Insurance Premiums, September Medical Insurance Premiums, September Medical Insurance Premiums, September Medical Insurance Premiums, September	08/19/2014	422.56 1,084.95 7,253.85 5,611.53

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	100315L0920140	Medical Insurance Premiums, September		1,816.87
	100315L0920140	Medical Insurance Premiums, September		2,093.71
	100315L0920140	Medical Insurance Premiums, September		2,149.70
	100315L0920140	Medical Insurance Premiums, September		6,615.72
	100315L0920140	Medical Insurance Premiums, September		1,684.38
	100315L0920140	Medical Insurance Premiums, September		3,862.75
	100315L0920140	Medical Insurance Premiums, September		770.20
	100315L0920140	Medical Insurance Premiums, September		2,288.38
	100315L0920140	Medical Insurance Premiums, September		6,295.26
	100315L0920140	Medical Insurance Premiums, September		10,829.25
Total for Check Number 31444:				52,779.11
31445	2646	Balloon Specialties	08/19/2014	
	0714rnt752	Helium; DOT tracking report		24.82
	0814rnt115	Helium; DOT tracking report		24.82
	B14080710	Balloon helium		138.27
	B14080710	Balloon helium		138.28
Total for Check Number 31445:				326.19
31446	2368	Best Parking Lot Cleaning Inc.	08/19/2014	
	132664	MV; Street cleaning, July		1,320.58
	132665	Street cleaning, July		3,192.84
Total for Check Number 31446:				4,513.42
31447	2471	Bitco Software, LLC	08/19/2014	
	2471-8	Thompson; PermitTrax user conference, registrat		127.50
	2471-8	Thompson; PermitTrax user conference, registrat		22.50
Total for Check Number 31447:				150.00
31448	0026	C&B Awards	08/19/2014	
	1044	Matheson; plaque		92.31
	1045	Hendrickson; name badge/desk plate		16.84
	1045	Parker; desk plate		7.87
	140502	Finazzo; name badge		8.96
Total for Check Number 31448:				125.98
31449	1997	Capital One Commercial	08/19/2014	
	020855	Volunteer appreciation; food/decorations		117.61
Total for Check Number 31449:				117.61
31450	2366	CenturyLink Business Services	08/19/2014	
	1310007094	Aquatics; loop/internet, July		360.00
Total for Check Number 31450:				360.00
31451	2715	Joseph Cimaomo, Jr.	08/19/2014	
	2715-8	Cimaomo; various meetings, mileage		41.68
Total for Check Number 31451:				41.68
31452	0366	City of Covington	08/19/2014	
	0366-8	SWM utility tax, July		184.44
Total for Check Number 31452:				184.44
31453	2830	City of Lynnwood Police Dept	08/19/2014	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	LPDAMT0014	Williams; Advanced Motor Operator course, regi		55.00
			Total for Check Number 31453:	55.00
31454	0184 199	Cordi & Bejarano Public defender services; 7/1-7/29/14	08/19/2014	1,860.00
			Total for Check Number 31454:	1,860.00
31455	2689 2689-8	Dance Arts Instructor payment; Disney Dance Camp	08/19/2014	192.00
			Total for Check Number 31455:	192.00
31456	0750 A7667	Emergency Preparedness Service Emergency heat packs, water supplies	08/19/2014	234.37
			Total for Check Number 31456:	234.37
31457	1213 073249 073308	Everson's Econo-Vac, Inc. Storm system cleaning, 7/14-7/18/14 Storm system cleaning, 7/24-7/29/14	08/19/2014	10,905.65 10,335.40
			Total for Check Number 31457:	21,241.05
31458	2821 2821-8	Dominic Finazzo Finazzo; mileage reimbursement, July	08/19/2014	24.81
			Total for Check Number 31458:	24.81
31459	1733 129718 129718 129718	The Good Earth Works, Inc. Maint shop; choke knob Maint shop; choke knob Maint shop; choke knob	08/19/2014	2.70 2.70 1.35
			Total for Check Number 31459:	6.75
31460	2553 July14 1123	Gordon Thomas Honeywell Governmental Governmental Affairs services; July	08/19/2014	1,705.00
			Total for Check Number 31460:	1,705.00
31461	0354 9505779984 9505779984 9505779984 9509166436	Grainger Maint shop; wrench Maint shop; wrench Maint shop; wrench CCP; pipe fittings	08/19/2014	8.96 8.96 4.48 18.55
			Total for Check Number 31461:	40.95
31462	2648 2648-8	Hart's Gymnastics Instructor payments; Gymnastics Summer Progr	08/19/2014	1,589.20
			Total for Check Number 31462:	1,589.20
31463	1722 1-986842	Honey Bucket Skate park; portable toilet, 8/5-9/4/14	08/19/2014	204.75
			Total for Check Number 31463:	204.75
31464	1483 363939-0001/2	Inslee, Best, Doezie & Ryder, P.S. Legal services through 7/31/14	08/19/2014	2,106.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 31464:	2,106.00
31465	1342	Integra Telecom	08/19/2014	
	12251541	City hall; telephone, 8/8-9/7/14		1,233.54
	12251541	Maint shop; telephone, 8/8-9/7/14		177.10
	12251541	Maint shop; telephone, 8/8-9/7/14		177.11
	12251541	Maint shop; telephone, 8/8-9/7/14		88.55
	12251541	Aquatics; telephone, 8/8-9/7/14		90.20
			Total for Check Number 31465:	1,766.50
31466	1803	Iron Mountain	08/19/2014	
	KPG7559	Document storage; 8/1-8/31/14		153.92
			Total for Check Number 31466:	153.92
31467	2234	Issaquah Honda Kubota	08/19/2014	
	35067	#3370/3371; parts		38.02
	35067	#3370/3371; parts		38.02
	35067	#3370/3371; parts		19.01
	35111	#3370/3371; gaskets		29.76
	35111	#3370/3371; gaskets		14.89
	35111	#3370/3371; gaskets		29.76
			Total for Check Number 31467:	169.46
31468	1701	Johnsons Home & Garden	08/19/2014	
	387095	Parks; nuts, bolts, screws		117.72
	387106	Parks; nuts, bolts, screws		25.30
	387520	Stage; hardware		15.86
			Total for Check Number 31468:	158.88
31469	0385	Kent School #415	08/19/2014	
	1400000841	Basket ball camp; gym usage, 6/30-7/3/14		262.50
			Total for Check Number 31469:	262.50
31470	2831	Kentwood Cross Country & Track Booster	08/19/2014	
	2831-8	Instructor services; Track Camp		2,609.24
			Total for Check Number 31470:	2,609.24
31471	2790	Kidz Love Soccer	08/19/2014	
	2014SU-F280	Instructor payment; Summer Soccer		1,099.15
			Total for Check Number 31471:	1,099.15
31472	2795	Tatyana Kiselyov	08/19/2014	
	2795-8	Kiselyov; mileage reimbursement, July		11.65
			Total for Check Number 31472:	11.65
31473	2832	Brian Kunz	08/19/2014	
	08017561	Refund; community room damage deposit, 8/9/1.		250.00
			Total for Check Number 31473:	250.00
31474	2813	Rachael Leung	08/19/2014	
	2813-8	Leung; mileage reimbursement, July		4.73
	2813-8	Leung; mileage reimbursement, July		4.73

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 31474:	9.46
31475	2833 BL14-065	Claudine Rene Lubic Refund; business license withdrawn	08/19/2014	60.00
			Total for Check Number 31475:	60.00
31476	1878 6942	MacLeod Reckord CCP; Phs 2 Design, engineering, 7/1-7/31/14	08/19/2014	12,777.13
			Total for Check Number 31476:	12,777.13
31477	1487 719516 719516 719516	NAPA Auto Parts #3370; battery #3370; battery #3370; battery	08/19/2014	10.52 21.04 21.03
			Total for Check Number 31477:	52.59
31478	2495 42133-680544	NorMed City hall; first aid supplies	08/19/2014	290.26
			Total for Check Number 31478:	290.26
31479	0004 722037819001 723547337001 723547337001 723547882001 724500764001	Office Depot Credit; weekly planner Conway; filing trays Office supplies Office supplies Weekly planner	08/19/2014	-21.70 12.45 191.33 19.10 21.70
			Total for Check Number 31479:	222.88
31480	1407 14-81130	Parametrix, Inc. SoCo Acq; parcel appraisals, 6/1-7/25/14	08/19/2014	142.08
			Total for Check Number 31480:	142.08
31481	2499 6619	Partner Construction Products Pavement maintenance supplies	08/19/2014	7,906.08
			Total for Check Number 31481:	7,906.08
31482	0841 0841-8	PNWSTMA Dalton; PNWSTMA annual dues	08/19/2014	50.00
			Total for Check Number 31482:	50.00
31483	0161 2000022909689-8 200003986730-8 200003987282-8 200003987464-8 200004045635-8 200004045866-8 200005568858-8 200013103656-8 200013951476-8 200014568881-8 200014568881-8 200014568881-8	Puget Sound Energy Skate park; electricity, 7/4-8/4/14 Streets; electricity, 7/3-8/1/14 Streets; electricity, 7/4-8/4/14 Streets; electricity, 7/4-8/4/14 Streets; electricity, 7/3-8/1/14 Streets; electricity, 7/4-8/4/14 Streets; electricity, 7/1-7/30/14 CCP; electricity, 7/1-7/30/14 Streets; electricity, 7/1-7/30/14 Maint shop; electricity, 7/1-7/30/14 Maint shop; electricity, 7/1-7/30/14 Maint shop; electricity, 7/1-7/30/14	08/19/2014	11.91 59.69 51.61 10.84 59.99 54.17 66.90 41.32 67.86 35.84 71.66 71.66

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	200022909309-8	Streets; electricity, 7/3-8/1/14		72.11
	300000001770-8	City tree; electricity, 7/3-8/1/14		10.84
	300000001770-8	Streets; electricity, 7/3-8/1/14		10.84
	300000001788-8	Streets; electricity, 7/2-7/31/14		53.78
	300000001788-8	Streets; electricity, 7/2-7/31/14		8,247.35
	300000001804-8	Streets; electricity, 7/1-7/30/14		80.77
	300000007744-8	Aquatics; natural gas, 7/1-7/30/14		1,654.54
	300000007744-8	Aquatics; electricity, 7/1-7/30/14		2,015.73
	300000007934-8	City hall; electricity, 7/3-8/1/14		1,749.90
	300000007934-8	City hall; natural gas, 7/3-8/1/14		35.47
	300000011266-8	Crystal view; electricity, 7/3-8/1/14		10.84
	300000011266-8	SR516; electricity, 7/3-8/1/14		127.05
			Total for Check Number 31483:	14,672.67
31484	1780	Rainier Gravel	08/19/2014	
	146	Repair traffic cone racks		34.75
	146	Repair traffic cone racks		34.75
	146	Repair traffic cone racks		17.38
			Total for Check Number 31484:	86.88
31485	2680	Safeguard Business Systems	08/19/2014	
	700578	Covington Days; volunteer t-shirt		14.88
			Total for Check Number 31485:	14.88
31486	2474	SCORE	08/19/2014	
	869	Jail costs; July		17,730.00
			Total for Check Number 31486:	17,730.00
31487	1905	Sharp Electronics Corporation	08/19/2014	
	C809535-701	Workroom copier; usage, 7/1-8/1/14		803.71
			Total for Check Number 31487:	803.71
31488	2668	Sonsray Machinery, LLC	08/19/2014	
	R00035-08	Rental; side arm mower, 7/7-8/3/14		5,677.06
	R00035-08	Rental; side arm mower, 7/7-8/3/14		1,001.84
			Total for Check Number 31488:	6,678.90
31489	0993	Soos Creek Water & Sewer Dist.	08/19/2014	
	0700-906800-8	Aquatics; sewer, 6/1-7/31/14		1,710.28
	0700-927900-8	Maint shop; sewer, 6/1-7/31/14		22.86
	0700-927900-8	Maint shop; sewer, 6/1-7/31/14		45.71
	0700-927900-8	Maint shop; sewer, 6/1-7/31/14		45.71
			Total for Check Number 31489:	1,824.56
31490	0736	Sound Security, Inc.	08/19/2014	
	730033	Security monitoring; 8/1-8/31/14		1,003.00
	730033	Maint shop; secure monitoring, 8/1-8/31/14		40.80
	730033	Maint shop; secure monitoring, 8/1-8/31/14		40.80
	730033	Maint shop; secure monitoring, 8/1-8/31/14		20.40
			Total for Check Number 31490:	1,105.00
31491	0217	State Auditor's Office	08/19/2014	
	L104380	Audit fees; July		19,380.84

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 31491:	19,380.84
31492	2028 2028-8	Scott Thomas Thomas; RCO grant application, parking	08/19/2014	3.00
			Total for Check Number 31492:	3.00
31493	2103 259054856 259054856	US Bancorp Equip Finance Inc. Copier; lease Copier; lease	08/19/2014	130.32 86.88
			Total for Check Number 31493:	217.20
31494	1105 I15000337	Washington State Patrol Background checks	08/19/2014	40.00
			Total for Check Number 31494:	40.00
			Total for 8/19/2014:	244,480.88
			Report Total (70 checks):	244,480.88

August 15, 2014

City of Covington

Payroll Approval

- Request Council approval for payment of Payroll dated 08/15/14 consisting of:

PAYLOCITY CHECK # 1002732253 through PAYLOCITY CHECK # 1002732267 and PAYLOCITY CHECK # 1002732420 through PAYLOCITY CHECK # 1002732420 and CITY OF COVINGTON CHECK# 5015 through CITY OF COVINGTON CHECK# 5015 inclusive, plus employee direct deposits

IN THE AMOUNT OF \$221,806.44

WE, THE UNDERSIGNED, DO HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE MATERIALS HAVE BEEN FURNISHED, THE SERVICES RENDERED OR THE LABOR PERFORMED AS DESCRIBED HEREIN AND THAT THE CLAIMS ARE JUST, DUE AND UNPAID OBLIGATIONS AGAINST THE CITY OF COVINGTON, WASHINGTON, COUNTY OF KING, AND THAT WE ARE AUTHORIZED TO AUTHENTICATE AND CERTIFY SAID CLAIMS PER THE ATTACHED COUNCIL APPROVAL REPORT.

Cassandra Parker
Interim Deputy Finance Director

Mark Lanza
City Councilmember

Wayne Snoey
City Councilmember

Marlla Mhoon
City Councilmember

Council Meeting Date Approved: _____

08/15/14 Payroll Voucher

Payroll Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount
107945	Regular	8/15/2014	235	Hendrickson, Robert	4,164.71
107946	Regular	8/15/2014	246	Kirshenbaum, Kathleen	569.01
107947	Regular	8/15/2014	243	Lyon, Valerie	1,452.27
107948	Regular	8/15/2014	278	Matheson, Derek M	19,571.22
107949	Regular	8/15/2014	234	Mhoon, Darren S	1,437.30
107950	Regular	8/15/2014	162	Michaud, Joan M	2,140.00
107951	Regular	8/15/2014	123	Scott, Sharon G	2,488.19
107952	Regular	8/15/2014	313	Slate, Karla J	2,352.46
107953	Regular	8/15/2014	444	Ziolkowski, Diana	135.76
107954	Regular	8/15/2014	275	Hart, Richard	3,491.72
107955	Regular	8/15/2014	368	Mueller, Ann M	1,269.22
107956	Regular	8/15/2014	180	Cles, Staci M	1,780.70
107957	Regular	8/15/2014	146	Hagen, Lindsay K	1,536.57
107958	Regular	8/15/2014	105	Parker, Cassandra	2,970.16
107959	Regular	8/15/2014	374	Allen, Joshua C	1,932.94
107960	Regular	8/15/2014	353	Dalton, Jesse J	2,244.14
107961	Regular	8/15/2014	373	Fealy, William J	1,917.62
107962	Regular	8/15/2014	301	Gaudette, John J	1,868.09
107963	Regular	8/15/2014	186	Junkin, Ross D	2,799.60
107964	Regular	8/15/2014	443	Matthews, Paul E	803.04
107965	Regular	8/15/2014	440	Rosales, Rafael	1,016.46
107966	Regular	8/15/2014	457	Smith, Nathan H	996.64
107967	Regular	8/15/2014	268	Bykonen, Brian D	2,100.68
107968	Regular	8/15/2014	279	Christenson, Gregg R	2,091.38
107969	Regular	8/15/2014	270	Lyons, Salina K	2,323.13
107970	Regular	8/15/2014	269	Meyers, Robert L	3,285.62
107971	Regular	8/15/2014	284	Ogren, Nelson W	2,751.59
107972	Regular	8/15/2014	266	Thompson, Kelly	2,107.91
107973	Regular	8/15/2014	307	Morrissey, Mayson	2,778.57
107974	Regular	8/15/2014	199	Bahl, Rachel A	2,010.86
107975	Regular	8/15/2014	292	Carkeek, Lena	677.29
107976	Regular	8/15/2014	451	Conway, Sean	1,468.94
107977	Regular	8/15/2014	428	Feser, Angela M	2,174.47
107978	Regular	8/15/2014	448	Finazzo, Dominic V	1,485.88
107979	Regular	8/15/2014	305	Kiselyov, Tatyana	1,523.86
107980	Regular	8/15/2014	453	Leung, Rachael M	1,232.19
107981	Regular	8/15/2014	397	Martinsons, Jaquelyn	276.90
107982	Regular	8/15/2014	195	Patterson, Clifford	2,430.73
107983	Regular	8/15/2014	306	Thomas, Scott R	3,602.31
107984	Regular	8/15/2014	106	Bates, Shellie L	1,903.02
107985	Regular	8/15/2014	349	Buck, Shawn M	1,680.76
107986	Regular	8/15/2014	273	French, Fred	989.44
107987	Regular	8/15/2014	436	Lindskov, Robert T	2,885.16
107988	Regular	8/15/2014	257	Parrish, Benjamin A	1,926.60
107989	Regular	8/15/2014	173	Vondran, Donald M	3,719.62
107990	Regular	8/15/2014	252	Wesley, Daniel A	2,175.38
107991	Regular	8/15/2014	388	Andrews, Kaitlyn E	618.93
107992	Regular	8/15/2014	318	Archuleta, Alexander A	1,015.99
107993	Regular	8/15/2014	393	Blakely, Coleman P.	804.64
107994	Regular	8/15/2014	379	Carrillo, Anthony G	418.23
107995	Regular	8/15/2014	380	Cox, Cory R	88.08
107996	Regular	8/15/2014	258	Cox, Melissa	196.88
107997	Regular	8/15/2014	385	Cranstoun, Alexander M	459.40
107998	Regular	8/15/2014	338	Felcyn, Adam	730.67

107999 Regular	8/15/2014	409 Hanger, Austin R.	48.80
108000 Regular	8/15/2014	460 Hatch, Christopher	25.02
108001 Regular	8/15/2014	425 Knox, John Q	500.95
108002 Regular	8/15/2014	426 Knox, Patrick L	409.86
108003 Regular	8/15/2014	410 Lanz, Avalon A.	194.98
108004 Regular	8/15/2014	201 Loeppky, Janna	815.19
108005 Regular	8/15/2014	423 McCarthy, Joseph	482.62
108006 Regular	8/15/2014	340 Middleton, Jordan	467.86
108007 Regular	8/15/2014	439 Newman, Ashley M	351.21
108008 Regular	8/15/2014	413 Perko, Alyssa M.	93.83
108009 Regular	8/15/2014	312 Perko, Roxanne H	79.54
108010 Regular	8/15/2014	445 Portin, Andrew	215.09
108011 Regular	8/15/2014	319 Praggastis, Alexander	1,003.36
108012 Regular	8/15/2014	412 Reynolds, Shannon J.	83.03
108013 Regular	8/15/2014	429 Sizemore, Christine A	307.69
108014 Regular	8/15/2014	390 Tomalik, Stefan A	882.32
108015 Regular	8/15/2014	392 Wardrip, Spencer A	852.41
108016 Regular	8/15/2014	432 Wilton, Sara J	302.58
108017 Regular	8/15/2014	116 Beaufrere, Noreen	2,780.90
108018 Regular	8/15/2014	137 Throm, Victoria J	1,901.86
1002732253 Regular	8/15/2014	364 Newell, Nancy J	52.64
1002732254 Regular	8/15/2014	458 Burns, Mark E	873.00
1002732255 Regular	8/15/2014	459 Ensign, Tanner J	950.00
1002732256 Regular	8/15/2014	446 Kemp, Wyatt	433.98
1002732257 Regular	8/15/2014	452 Meisenheimer, Joseph	502.01
1002732258 Regular	8/15/2014	456 Pfefferkorn, Sharesa	88.66
1002732259 Regular	8/15/2014	378 Bell, Colin Q	658.01
1002732260 Regular	8/15/2014	437 George, James C	55.61
1002732261 Regular	8/15/2014	274 Goldfoos, Rhyan	275.75
1002732262 Regular	8/15/2014	430 Hanson, Sean C	156.40
1002732263 Regular	8/15/2014	399 Jensen, Emily A	305.49
1002732264 Regular	8/15/2014	316 Johansen, Andrea	538.62
1002732265 Regular	8/15/2014	387 Praggastis, Elena C	93.59
1002732266 Regular	8/15/2014	400 Quintos, Edward Louie D	314.00
1002732267 Regular	8/15/2014	395 Wunschel, Ethan G.	584.35
Totals for Payroll Checks	89 Items		130,554.14

Third Party Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount
108019	AGENCY	8/15/2014	401SS	ICMA Retirement Trust	22,821.26
108020	AGENCY	8/15/2014	457Ex	Vantagepoint Transfer Agent-	383.82
108021	AGENCY	8/15/2014	CICOV	City of Covington	2,647.94
108022	AGENCY	8/15/2014		Emp City of Covington Employee	88.00
108023	AGENCY	8/15/2014	IC401	ICMA Retirement Trust	19,416.37
108024	AGENCY	8/15/2014	IC457	ICMA Retirement Trust	1,792.34
108025	AGENCY	8/15/2014	ROTH	ICMA Retirement Trust	150.00
108026	AGENCY	8/15/2014	VEBA	HRA VEBA Trust Contributions	12,959.13
1002732420	AGENCY	8/15/2014	JG1	WASH CHILD SUPPORT	110.41
5015	AGENCY	8/15/2014		City of Covington	152.34
Totals for Third Party Checks	9 Items				60,521.61

Tax Liabilities	30,512.07
Paylocity Fees	218.62

Grand Total	<u><u>\$221,806.44</u></u>
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August 29, 2014

City of Covington

Payroll Approval

- Request Council approval for payment of Payroll dated 08/29/14 consisting of:

PAYLOCITY CHECK # 1002778667 through PAYLOCITY CHECK # 1002778683 inclusive, plus employee direct deposits

IN THE AMOUNT OF \$170,999.61

WE, THE UNDERSIGNED, DO HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE MATERIALS HAVE BEEN FURNISHED, THE SERVICES RENDERED OR THE LABOR PERFORMED AS DESCRIBED HEREIN AND THAT THE CLAIMS ARE JUST, DUE AND UNPAID OBLIGATIONS AGAINST THE CITY OF COVINGTON, WASHINGTON, COUNTY OF KING, AND THAT WE ARE AUTHORIZED TO AUTHENTICATE AND CERTIFY SAID CLAIMS PER THE ATTACHED COUNCIL APPROVAL REPORT.

Cassandra Parker
Interim Deputy Finance Director

Mark Lanza
City Councilmember

Wayne Snoey
City Councilmember

Marilla Mhoon
City Councilmember

Council Meeting Date Approved: _____

08/29/2014 Payroll Voucher

Payroll Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount
108032	Regular	8/29/2014	235	Hendrickson, Robert	4,017.22
108033	Regular	8/29/2014	246	Kirshenbaum, Kathleen	1,254.77
108034	Regular	8/29/2014	243	Lyon, Valerie	1,534.23
108035	Regular	8/29/2014	234	Mhoon, Darren S	1,456.01
108036	Regular	8/29/2014	162	Michaud, Joan M	2,158.72
108037	Regular	8/29/2014	123	Scott, Sharon G	2,553.76
108038	Regular	8/29/2014	313	Slate, Karla J	2,392.23
108039	Regular	8/29/2014	444	Ziolkowski, Diana	44.32
108040	Regular	8/29/2014	275	Hart, Richard	3,904.78
108041	Regular	8/29/2014	368	Mueller, Ann M	1,357.92
108042	Regular	8/29/2014	180	Cles, Staci M	1,922.26
108043	Regular	8/29/2014	146	Hagen, Lindsay K	1,636.69
108044	Regular	8/29/2014	105	Parker, Cassandra	2,921.89
108045	Regular	8/29/2014	454	Salazar-Delatorre, Viviana J	193.39
108046	Regular	8/29/2014	433	Cimaomo, Joseph T	392.11
108047	Regular	8/29/2014	323	Harto, Margaret	461.75
108048	Regular	8/29/2014	324	Lanza, Mark	392.11
108049	Regular	8/29/2014	326	Mhoon, Marlla	392.15
108050	Regular	8/29/2014	327	Scott, James A	415.57
108051	Regular	8/29/2014	329	Wagner, Jeffrey	415.61
108052	Regular	8/29/2014	374	Allen, Joshua C	1,889.87
108053	Regular	8/29/2014	353	Dalton, Jesse J	2,107.31
108054	Regular	8/29/2014	373	Fealy, William J	2,016.64
108055	Regular	8/29/2014	301	Gaudette, John J	2,914.28
108056	Regular	8/29/2014	186	Junkin, Ross D	2,971.49
108057	Regular	8/29/2014	443	Matthews, Paul E	954.14
108058	Regular	8/29/2014	440	Rosales, Rafael	846.12
108059	Regular	8/29/2014	457	Smith, Nathan H	884.52
108060	Regular	8/29/2014	268	Bykonen, Brian D	2,119.39
108061	Regular	8/29/2014	279	Christenson, Gregg R	2,150.75
108062	Regular	8/29/2014	270	Lyons, Salina K	2,524.64
108063	Regular	8/29/2014	269	Meyers, Robert L	3,372.28
108064	Regular	8/29/2014	284	Ogren, Nelson W	2,815.16
108065	Regular	8/29/2014	266	Thompson, Kelly	2,249.21
108066	Regular	8/29/2014	307	Morrissey, Mayson	2,898.42
108067	Regular	8/29/2014	199	Bahl, Rachel A	2,025.53
108068	Regular	8/29/2014	292	Carkeek, Lena	425.88
108069	Regular	8/29/2014	451	Conway, Sean	1,540.57
108070	Regular	8/29/2014	428	Feser, Angela M	2,191.17
108071	Regular	8/29/2014	448	Finazzo, Dominic V	1,502.59
108072	Regular	8/29/2014	305	Kiselyov, Tatyana	1,540.57
108073	Regular	8/29/2014	453	Leung, Rachael M	1,298.90
108074	Regular	8/29/2014	397	Martinsons, Jaquelyn	385.73
108075	Regular	8/29/2014	195	Patterson, Clifford	2,457.40
108076	Regular	8/29/2014	306	Thomas, Scott R	3,866.79
108077	Regular	8/29/2014	106	Bates, Shellie L	2,158.71
108078	Regular	8/29/2014	349	Buck, Shawn M	1,697.47
108079	Regular	8/29/2014	273	French, Fred	509.94
108080	Regular	8/29/2014	436	Lindskov, Robert T	3,005.01
108081	Regular	8/29/2014	257	Parrish, Benjamin A	1,961.95
108082	Regular	8/29/2014	173	Vondran, Donald M	3,838.50
108083	Regular	8/29/2014	252	Wesley, Daniel A	2,247.34

108084 Regular	8/29/2014	388 Andrews, Kaitlyn E	513.95
108085 Regular	8/29/2014	393 Blakely, Coleman P.	686.18
108086 Regular	8/29/2014	379 Carrillo, Anthony G	277.47
108087 Regular	8/29/2014	258 Cox, Melissa	616.70
108088 Regular	8/29/2014	385 Cranstoun, Alexander M	22.91
108089 Regular	8/29/2014	338 Felcyn, Adam	154.40
108090 Regular	8/29/2014	418 Greene, Lyndsey B	163.88
108091 Regular	8/29/2014	409 Hanger, Austin R.	53.09
108092 Regular	8/29/2014	425 Knox, John Q	432.69
108093 Regular	8/29/2014	426 Knox, Patrick L	293.43
108094 Regular	8/29/2014	410 Lanz, Avalon A.	592.62
108095 Regular	8/29/2014	416 Lipinski, Matthew	430.72
108096 Regular	8/29/2014	201 Loeppky, Janna	696.46
108097 Regular	8/29/2014	438 Mashika, Myroslav	713.32
108098 Regular	8/29/2014	423 McCarthy, Joseph	413.43
108099 Regular	8/29/2014	340 Middleton, Jordan	318.05
108100 Regular	8/29/2014	439 Newman, Ashley M	741.97
108101 Regular	8/29/2014	445 Portin, Andrew	411.33
108102 Regular	8/29/2014	319 Praggastis, Alexander	900.65
108103 Regular	8/29/2014	429 Sizemore, Christine A	236.90
108104 Regular	8/29/2014	390 Tomalik, Stefan A	876.10
108105 Regular	8/29/2014	392 Wardrip, Spencer A	1,107.19
108106 Regular	8/29/2014	392 Wardrip, Spencer A	16.61
108107 Regular	8/29/2014	432 Wilton, Sara J	503.90
108108 Regular	8/29/2014	116 Beaufrere, Noreen	2,900.88
108109 Regular	8/29/2014	137 Throm, Victoria J	2,007.25
1002778667 Regular	8/29/2014	364 Newell, Nancy J	135.76
1002778668 Regular	8/29/2014	328 Snoey, Wayne	189.61
1002778669 Regular	8/29/2014	458 Burns, Mark E	890.33
1002778670 Regular	8/29/2014	459 Ensign, Tanner J	899.55
1002778671 Regular	8/29/2014	446 Kemp, Wyatt	916.00
1002778672 Regular	8/29/2014	456 Pfefferkorn, Sharesa	88.66
1002778673 Regular	8/29/2014	378 Bell, Colin Q	863.52
1002778674 Regular	8/29/2014	437 George, James C	348.38
1002778675 Regular	8/29/2014	274 Goldfoos, Rhyan	195.79
1002778676 Regular	8/29/2014	430 Hanson, Sean C	559.29
1002778677 Regular	8/29/2014	387 Praggastis, Elena C	136.20
1002778678 Regular	8/29/2014	400 Quintos, Edward Louie D	365.39
1002778679 Regular	8/29/2014	465 Demecilio, Bryce D	14.77
1002778680 Regular	8/29/2014	464 Gill, Armann S	13.93
1002778681 Regular	8/29/2014	461 Miller, Austin	14.77
1002778682 Regular	8/29/2014	463 Quick, Joseph	16.62
1002778683 Regular	8/29/2014	462 Rogers, Trask	14.34
Totals for Payroll Checks	95 Items		116,930.75

Third Party Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount
108110	AGENCY	8/29/2014	401SS	ICMA Retirement Trust	17,672.96
108111	AGENCY	8/29/2014	IC401	ICMA Retirement Trust	14,748.87
108112	AGENCY	8/29/2014	IC457	ICMA Retirement Trust	225.00
Totals for Third Party		3 Items			32,646.83

Tax Liabilities 20,998.00
Paylocity Fees 424.03

35 of 126 Grand Total **\$ 170,999.61**

Consent Agenda Item C-3

Covington City Council Meeting

Date: September 9, 2014

SUBJECT: CONSIDER AWARDING THE CONSTRUCTION CONTRACT FOR THE 156TH AVENUE SE PAVEMENT REHABILITATION PROJECT (CIP 1057) AND AUTHORIZING THE EXECUTION OF A TASK ORDER FOR CONSTRUCTION MANAGEMENT SUPPORT.

RECOMMENDED BY: Don Vondran, Public Works Director

ATTACHMENT(S):

1. Engineer's Estimate for CIP 1057 Construction
2. WSDOT Local Agency Agreement Supplement to obligate construction funds for Advertisement
3. Independent Consultant Estimate for CIP 1057 Construction Management

PREPARED BY: Robert Lindskov, City Engineer

EXPLANATION:

On August 15th, the City advertised a call for bids for the 156th Avenue SE Pavement Rehabilitation Project. Bid opening for the project is scheduled for September 8th.

This pavement rehabilitation project is programmed to be fully funded through the Surface Transportation Program (STP). The Soos Creek Water District has been involved with the construction of a new lift station (Lift Station 46) which has installed pipe along 156th Place SE from SE 272nd Street to near the intersection of 159th Avenue SE. As part of interagency cooperation, the Soos Creek Water District completed their underground pipe installation and has prepared the road for paving with compaction and grading. Our intent is to get a contractor on board as quickly as possible as the roadway is currently in a graveled state and weather could soon become a factor.

In order to meet the necessary notice requirements, coordinate with council meetings and have a contractor on board to pave the roadway as soon as possible, we felt it necessary to request awarding the project the following day after bid opening. Since the council packets are due prior to the bid opening, we will email out the results of the bid opening as soon as possible in order to give council members the opportunity to review prior to the council meeting.

ALTERNATIVES:

1. Delay award to the following council meeting. This would delay the paving of the roadway well into October which could have weather implications.
2. Reject all bids and re-advertise. This would significantly delay the paving of the roadway and could cause the paving to be delayed until the spring of next year. (Note: As of the writing of this blue sheet, we do not have the results of the bid and depending on those results this may be the recommended action.)

FISCAL IMPACT:

This project is fully funded as part of a legislative appropriation through the Surface Transportation Program (STP). The following breakdown will show how the completion of the project will most likely occur.

Revenue:

• STP Construction Funds	<u>\$340,000</u>
Total Revenue	\$340,000

Expenditures:

• Estimated Construction Contract Costs	\$301,000
• Construction Management Consultant Costs	\$33,000
• Construction Management City Costs	\$5,000
• WSDOT Administration Costs	<u>\$1,000</u>
Total Costs	\$340,000

Therefore, funds are budgeted to cover the costs of the project. The above estimates do not include a construction contingency amount. Typically a 10% contingency cost is budgeted in order to cover unforeseen issues/costs associated with more complex and variable construction. Our intent is to remain diligent in our asphalt quantities and keep this project entirely funded through the grant. We will provide bid results and staff recommendation at the council meeting in order to award the contract to the lowest most qualified bidder.

In addition, we are requesting authorization for the Interim City Manager to execute a task order with our on-call consultant Gray & Osborne for Construction Management for this project, not to exceed \$33,000 (Attachment 3).

CITY COUNCIL ACTION: _____Ordinance _____Resolution X Motion _____Other

Council member _____ moves, Council member _____ seconds, to award the bid of the 156th Avenue SE Rehabilitation Project to _____ in the amount of _____.

Council member _____ moves, Council member _____ seconds, to authorize the Interim City Manager to execute a task order with the city’s on-call consultant, Gray & Osborne, for Construction Management not to exceed \$33,000.

REVIEWED BY: Interim City Manager, Deputy Finance Director, City Attorney

CITY OF COVINGTON
156TH AVE SE REHABILITATION PROJECT
ENGINEER'S CONSTRUCTION COST ESTIMATE
UPDATED: JULY 14, 2014
G & O #13577

ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY	UNIT PRICE	AMOUNT
1.	SPCC Plan (1-07.15(1))	1	LS \$2,000.00	\$2,000.00
2.	Minor Changes (1-04.4(1))	1	MC \$5,000.00	\$5,000.00
3.	Roadway Surveying (S.P. 1-05)	1	LS \$3,500.00	\$3,500.00
4.	Licensed Surveying (S.P. 1-05)	1	FA \$500.00	\$500.00
5.	Mobilization (1-09.7)	1	LS \$30,000.00	\$30,000.00
6.	Project Temporary Traffic Control (1-10.5(3))	1	LS \$30,000.00	\$30,000.00
7.	Pulverize, Grade, Shape and Compact Existing Asphalt Roadway (S.P. 2-03.5)	7,800	SY \$4.50	\$35,100.00
8.	Crushed Surfacing Top Course (S.P. 4-04.5)	200	TN \$24.00	\$4,800.00
9.	HMA Cl. 1/2" PG 64-22 (S.P. 5-04.5)	2,000	TN \$90.00	\$180,000.00
10.	Job Mix Compliance Price Adjustment (S.P. 5-04.5)	1	CALC \$0.00	\$0.00
11.	Compaction Price Adjustment (S.P. 5-04.5)	1	CALC \$0.00	\$0.00
12.	Adjust Storm Manhole (S.P. 7-05.5)	2	EA \$500.00	\$1,000.00
13.	Adjust Catch Basin (S.P. 7-05.5)	4	EA \$500.00	\$2,000.00
14.	Erosion / Water Pollution Control (S.P. 8-01.5)	1	LS \$2,500.00	\$2,500.00
15.	Removing and Resetting Guardrail (S.P. 8-11.5)	60	LF \$60.00	\$3,600.00
16.	Adjust Monument Case and Cover (S.P. 8-13.5)	1	EA \$500.00	\$500.00
17.	Paint Line (8-22.5)	7,300	LF \$0.20	\$1,460.00
	Subtotal All Items			\$301,960.00
	Sales Tax at 0% per W.S. Revenue Rule No. 171			\$0.00
	TOTAL CONSTRUCTION COST:			\$301,960.00

Notes:

- 1 Cost Estimate includes a **3" HMA pavement depth** and project limits between Station 10+77 and Station 47+00 which includes the Soos Creek Water and Sewer District project limits.
- 2 Pulverization of existing asphalt within sewer project area is *excluded* from the Cost Estimate. Approximate limits are from Station 12+27 to Station 24+00.



Local Agency Agreement Supplement

Agency City of Covington		Supplement Number 1
Federal Aid Project Number STP-1195(001)	Agreement Number LA-8237	CFDA No. 20.205 (Catalog of Federal Domestic Assistance)

The Local Agency requests to supplement the agreement entered into and executed on 10/23/2013

All provisions in the basic agreement remain in effect except as modified by this supplement.

The changes to the agreement are as follows:

Project Description

Name 156th Avenue SE Pavement Rehabilitation Project Length 0.75 Miles

Termini SE 272nd Street to SE 261st Street

Description of Work No Change

The project will pulverize the existing roadway, prep and grade the pulverized roadway and finish with a new asphalt pavement layer.

Reason for Supplement

Obligate funds to construction for an ad date of July 24th, 2014.

No Right of Way (acquisition) Required. Rehabilitation can be entirely constructed within the existing roadway facility.

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

Type of Work	Estimate of Funding				
	(1) Previous Agreement/Suppl.	(2) Supplement	(3) Estimated Total Project Funds	(4) Estimated Agency Funds	(5) Estimated Federal Funds
PE					
100 % a. Agency	4,000.00		4,000.00		4,000.00
b. Other consultant	35,000.00		35,000.00		35,000.00
c. Other consultant "non-participating"					
Federal Aid Participation Ratio for PE d. State	1,000.00		1,000.00		1,000.00
e. Total PE Cost Estimate (a+b+c+d)	40,000.00		40,000.00		40,000.00
Right of Way					
f. Agency					
g. Other					
Federal Aid Participation Ratio for RW h. Other					
i. State					
j. Total RW Cost Estimate (f+g+h+i)					
Construction					
k. Contract		301,000.00	301,000.00		301,000.00
l. Other consultant - CM		33,000.00	33,000.00		33,000.00
m. Other consultant "non-participating"					
100 % n. Other					
Federal Aid Participation Ratio for CN o. Agency		5,000.00	5,000.00		5,000.00
p. State		1,000.00	1,000.00		1,000.00
q. Total CN Cost Estimate (k+l+m+n+o+p)		340,000.00	340,000.00		340,000.00
r. Total Project Cost Estimate (e++q)	40,000.00	340,000.00	380,000.00		380,000.00

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

Agency Official
By Derek Matheson
Title Derek Matheson
City Manager

Washington State Department of Transportation
By _____
Director of Highways and Local Programs
Date Executed _____



Independent Estimate For Consulting Services

Direct Salary Cost (Composite) :			
Breakdown Of Work	Manhours	Average Rate Of Pay	Estimated Cost
Project Management	50.0	50.00	2,500.00
Civil Engineer	50.0	35.00	1,750.00
Survey Technician	50.0	35.00	1,750.00
Survey Crew	50.0	75.00	3,750.00
Principal-in-Charge	8.0	56.00	448.00
Totals	208.0	251.00	10,198.00

Overhead Cost (including payroll additives) 192.26 % \$ 19,606.67

Fixed Fee 24 % \$ 2,447.52

Reimbursable

- A. Travel and Per Diem \$ 150.00
 - B. Reproduction Expenses \$ 250.00
 - C. Computer Expense \$ _____
 - D. Communication \$ _____
 - E. Sampling and Testing \$ _____
 - F. Outside Consultants \$ _____
 - G. Other (Specify) \$ _____
- Total \$ 400.00**

Sub-total \$ 32,652.19

Contingencies _____ % *Contingencies \$ 0.00

Grand Total \$ 32,652.19

* Use only on cost plus net fee type of payment

Agency City of Covington	File No. LA 8237	Project No. STP-1195(001)
Project Title 156th Avenue SE Rehabilitation Project		
Estimate Prepared By: (signature) 		Date July 16, 2014

Agenda Item 1

Covington City Council Meeting

Date: September 9, 2014

SUBJECT: CITY COUNCIL DISCUSSION AND POSSIBLE ACTION ON THE 2014 COMPREHENSIVE PLAN AMENDMENT DOCKET AS RECOMMENDED BY THE PLANNING COMMISSION.

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

ATTACHMENT(S):

1. Proposed Ordinance for Updating the City's comprehensive Plan by amending the Park and Recreation element and the Capital Facilities Plan

PREPARED BY: Ann Mueller, Senior Planner

EXPLANATION:

On May 13, 2014, the City Council formally docketed amendments to the Comprehensive Plan's Park and Recreation Element (Chapter 6) and the Capital Facilities Plan Element (Chapter 10) proposed by the city's Park and Recreation Department.

CPA 2014-01- Amendments to update information in the Park and Recreation Element and the Capital Facilities Plan Element including the deletion of out of date information and insertion of corrected data. The amendments to the Park and Recreation Element include the replacement of table 6.2 (Park System Inventory by Type (Summary)), figure 6.1 (Existing City-owned Parks and Natural Areas), figure 6.2 (Existing Trails, Bikeways and Paths) and figure 6.3 (Parks and Recreation Capital Improvement Plan Map). In the Capital Facilities Element, the amendments include replacing table 10.3 (Cost/Funding Sources for Parks and Recreation (Times \$1,000)).

These amendments are primarily an update of information derived from the updated Park Capital Facilities Plan approved by the City Council at their April 22, 2014 meeting.

No goal or policy changes are proposed to the Park and Recreation Element. In the Capital Facilities Element, there is an amendment to policy CFP 3.0 as it relates to the level of service standards for Neighborhood Parks and Open Space, changing the standard from two acres of developed neighborhood parks acres per 1,000 population to three acres per 1,000 population and adding a new open space level of service standard of six acres per 1,000 population.

The Planning Commission held the required public hearing on these proposed amendments on July 17, 2014. There have been no written comments received from the public or agencies on these proposed amendments. No public testimony was given at the public hearing on these amendments. Legal notice of the Planning Commission's public hearing was published in the Covington Reporter on June 27, 2014, and posted on the city's website and at city hall. A SEPA determination of non-significance was issued on May 30, 2014, and a 60-day notice of the

proposed change to the city's Comprehensive Plan was sent to the Washington Department of Commerce on June 2, 2014, as required by the Growth Management Act (GMA).

At the July 17, 2014 public hearing no comments were provided by the public; the Planning Commission listened to a staff report on the proposed amendments, asked clarifying questions and discussed the proposed amendments, and then voted unanimously to forward to the City Council a recommendation to approve the proposed amendments.

On August 22, 2014, notice of the City Council's September 9, 2014 public hearing on these 2014 Comprehensive Plan amendments was published in the Covington Reporter, posted at city hall and on the city's website.

Decision Criteria for Review of Comprehensive Plan & Development Regulation Amendments

Following is the criteria (in italics) that the Planning Commission used to determine their recommendation to approve the proposed comprehensive plan amendments to the City Council for their final review and decision.

Comprehensive Plan Amendment Review Criteria (CMC 14.25.060)

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

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

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

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

Staff Findings: N/A. The proposed amendments are not required by law or a decision of the court.

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

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

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

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

Staff Findings:

CPA 2014-01 - The amendments proposed by the Park and Recreation Department will update information in the Park and Recreation Element and Capital Facilities Element consistent with the most recently approved Park Capital Facility Plan.

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

Staff Findings:

CPA 2014-01 - There have been no similar amendments proposed in either of these two elements in the last three years.

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

Staff Findings:

CPA 2014-01 - No, these amendments include corrections to the existing Comprehensive Plan text and incorporate the latest data from the recently approved Park Capital Facility Plan.

(d) The proposed amendment addresses significantly changed conditions since the last time the pertinent comprehensive plan map or text was amended. “Significantly changed conditions” are those resulting from unanticipated consequences of an adopted policy, or changed conditions on the subject property or its surrounding area, or changes related to the pertinent comprehensive plan map or text, where such change has implications of a magnitude that need to be addressed for the comprehensive plan to function as an integrated whole.

Staff Findings:

CPA 2014-01 - The Comprehensive Plan’s Park and Recreation Element and Capital Facilities Element contains out of date information. In the intervening years since the last major update, conditions have changed which are reflected in the revised text, new tables and figures being included as part of these amendments.

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

Staff Findings:

CPA 2014-01 - One of the GMA’s goals is to “retain open space, enhance recreational opportunities, conserve fish and wildlife habitat, increase access to natural resource lands and water, and develop parks and recreational facilities” (RCW 36.70A.020(9)). In addition, all cities and counties planning under GMA must ensure that all urban growth areas include greenbelt and open space areas, and that open space corridors are identified within and between urban growth areas (RCW 36.70A.110(2) and RCW 36.70A.160).

The proposed amendments are consistent with the Countywide Planning Policies, the GMA, SEPA and the Washington Administrative Code and these amendments are intended to ensure the orderly planning and development of park and open space land within the city’s UGA so as to guide development in a predictable manner for the benefit of the city and its residents.

ALTERNATIVES:

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

FISCAL IMPACT:

None associated directly with these amendments to the Comprehensive Plan. Minor printing costs will be required to print new elements of the plan which will be accomplished within existing budgeted items of the city.

CITY COUNCIL ACTION: Ordinance Resolution Motion Other

Council member _____ moves, Council member _____ seconds, to adopt an ordinance relating to amendments to the Park and Recreation Element and the Capital Facilities Plan Element of the City's Comprehensive Plan.

REVIEWED BY: Interim City Manager; City Attorney.

ORDINANCE NO. 11-14

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON UPDATING THE CITY OF COVINGTON COMPREHENSIVE PLAN BY AMENDING THE PARK AND RECREATION ELEMENT, CHAPTER 6; AND AMENDING THE CAPITAL FACILITIES PLAN ELEMENT, CHAPTER 10; PROVIDING FOR SEVERABILITY; AND SETTING THE EFFECTIVE DATE.

WHEREAS, the city has adopted procedures for amending the Comprehensive Plan, consistent with the requirements for amendment prescribed by the Growth Management Act, Chapter 36.70A of the Revised Code of Washington (RCW); and

WHEREAS, pursuant to Section 14.25.050 of the Covington Municipal Code (CMC), a number of proposals for Comprehensive Plan amendments were submitted by the Parks and Recreation Department for City Council consideration; and

WHEREAS, on May 13, 2014, the City Council considered these proposed amendments and adopted an official docket, directing the Planning Commission to further review and analyze the docketed amendments; and

WHEREAS, the Planning Commission reviewed and analyzed the docketed amendments and held a public hearing on July 17, 2014, to receive public comments on the docketed amendments; and

WHEREAS, based on their review and analysis of the docketed amendments the Planning Commission forwarded its recommendations to the City Council on July 17, 2014, and

WHEREAS, the City Council has reviewed and considered the city's staff report and the recommendations of the Planning Commission; and

WHEREAS, the City Council finds that the docketed amendments are consistent with the Growth Management Act, Chapter 36.70A RCW, and will protect and promote the health, safety, and welfare of the general public;

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

Section 1. Adoption of Park and Recreation Element. The Park and Recreation Element, Chapter 6 of the City of Covington Comprehensive Plan is hereby amended as set forth in the attached Exhibit A, and incorporated herein.

Section 2. Adoption of Capital Facilities Plan Element. The Capital Facilities Plan Element, Chapter 10 of the City of Covington Comprehensive Plan, is hereby amended as set forth in the attached Exhibit B, and incorporated herein.

Section 3. Effective Date. This ordinance shall be in full force and effect five (5) days after proper posting and publication. A summary of this ordinance may be published in lieu of publishing the ordinance in its entirety.

Section 4. Severability. 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.

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

ADOPTED BY THE CITY COUNCIL OF THE CITY OF COVINGTON,
WASHINGTON, at a regular meeting thereof this 9th day of September, 2014.

Mayor Margaret Harto

PUBLISHED: September 12, 2014

EFFECTIVE: September 17, 2014

ATTESTED:

Sharon Scott
City Clerk

APPROVED AS TO FORM:

Sara Springer
City Attorney

6.0

PARKS AND RECREATION ELEMENT

6.1 Introduction

The purpose of the Parks and Recreation Element is to provide goals and policies that guide the acquisition, development and management of parks, natural areas, trails and recreation facilities and programs for the City of Covington. This Element is divided into seven sections to address planning context, service standards, community needs, goals and policies, and implementation.

The Parks and Recreation Element is derived from the community planning process and analysis used to develop the 2010 Parks, Recreation and Open Space (PROS) Plan, which is a companion document to this Element and is incorporated herein by reference. It provides an inventory of park and recreation facilities and programs in Covington; outlines services standards for parks and facilities; identifies near-term community recreation demand; and presents a strategy for providing additional facilities and programs to meet the needs of the City's residents and visitors.

6.2 Planning Context

This section discusses legislative directives (including the GMA and the CPP) as well as the Parks and Recreation Element's relationship to other Comprehensive Plan elements and other community plans.

6.2.1 Legislative Directives

Growth Management Act

While the Parks Element is considered an optional element under the GMA, park and recreation facilities are required to be included in the mandatory capital facilities plan element. The Act identifies 13 broad planning goals to guide the development of comprehensive plans and development regulations (codified in RCW 36.70A). Of these, three goals directly influence the development and implementation of the City's parks, recreation and open space programs.

- Retain open space, enhance recreational opportunities, conserve fish and wildlife habitat, increase access to natural

resource lands and water, and develop parks and recreation facilities. (RCW 36.70A.020(9))

- Protect the environment and enhance the state's high quality of life, including air and water quality, and the availability of water. (RCW 36.70A.020(10))
- Identify and encourage the preservation of lands, sites, and structures, that have historical or archaeological significance. (RCW 36.70A.020(13))

This Parks and Recreation Element aims to meet the intent of the requirements outlined in the GMA and provide a clear direction toward the protection and expansion of recreation opportunities for the citizens of Covington.

Countywide Planning Policies

The King County Countywide Planning Policies state that an open space system should be provided and that physical and visual access to rivers, lakes, and streams should be protected throughout the county. The Parks, Open Space and Cultural Resources chapter of the King County Comprehensive Plan makes significant references to the King County Park, Recreation, and Open Space Plan adopted in 2004 and outlines 32 policy statements pertaining to the provision of regional parks, natural areas and resource lands. The plan notes the need for cooperation, coordination and partnerships with public agencies, private groups and individuals to develop the regional parks and open space system.

6.2.2 Relationship to Other Comprehensive Plan Elements

The vision, goals, policies and recommendations of the Parks and Recreation Element have all been coordinated with, and are supportive of, the framework that has been established in Covington's Comprehensive Plan. This Element not only provides for the recreational needs of Covington's residents, but also is supportive of a broader network of regional greenspace and trails to surround the community.

The Parks and Recreation Element functions in concert with the Environmental Element by establishing policies for the acquisition, development and management of City-owned natural areas. The Land Use Element is supported through policies aimed at the continued provision of facilities and services to support anticipated growth. In addition, the Parks and Recreation Element establishes policies for the coordination of funding and level of service requirements set forth in the Capital Facilities Element.

6.2.3 Relationship to Other Parks and Recreation Plans

In preparing the Parks and Recreation Element, the park, trail and open space systems of the City of Kent, Maple Valley and King County were considered. The planning direction established by Washington's Statewide Comprehensive Outdoor Recreation Planning (SCORP) program and RCW 36.70 also provided a regional basis for the Parks and Recreation Element. In addition, several planning documents and studies have been prepared since Covington incorporated in 1997 that have influenced parks and recreation service in the City. A summary of each of these is listed below.

2006 Covington Parks and Recreation Department Strategic Plan

This strategic plan is based in the Parks and Recreation Department's mission, vision and values and has three major purposes: present a long-term vision of success to direct planning and management efforts; prioritize projects to focus funding and budgeting; develop a management process that considers existing commitments when new requests and initiatives are presented.

2006 Community Forestry Plan

This draft plan includes the City's tree ordinance, tree establishment and maintenance procedures, a park and open space tree inventory and a 2007-2013 action plan. The Arbor Day program and the annual application to the Tree City USA membership program are highlighted as part of the educational component of the action plan.

2003 Arts Comprehensive Plan

This 6-year plan outlines the goals, objectives and performance measures for the Arts Commission and the Parks Department. The plan promotes the use and appreciation of the arts in the City's activities and facilities, while assisting the City in meeting the planning requirements for potential funding sources.

2002 Comprehensive Recreation Program Plan

The plan outlines a specific focus for city recreation services and identifies key recreation policies and practices to facilitate service delivery. The plan lists the vision, guiding principles, goals, implementation strategies and a pricing policy for recreational programming.

6.2.4 Community Vision for Parks & Recreation

The future vision for Covington's park and recreation system is summarized as follows:

- *Covington is responsive to community needs.* The City will establish specialized recreation services and acquire additional parkland to meet the needs of its growing and diverse community. Partnering with other agencies, Covington will pursue opportunities and innovative solutions for new facilities and inclusive access to services.
- *Covington promotes active lifestyles, personal fitness and a greater sense of place and community.* Through joint marketing efforts and partnership development with regional health and fitness providers, Covington will strive to be one of the healthiest cities in Washington.
- *Covington is a walkable community with an expanded trails network connecting parks and natural areas with neighborhoods and downtown.* This includes a comprehensive system of on-road bicycle routes as well as off-road trails, so people have alternative transportation options and access to passive recreation opportunities for wellness and exploration.
- *Safe, attractive, well-kept parks and natural areas will be a key contributor to the city's health and economic prosperity.* Community outreach and education will build awareness of the benefits of parks, trails and recreation, along with encouraging residents to participate in improving their park system.

6.2.5 Planning Area Description

The City of Covington is situated in King County, between the cities of Kent and Maple Valley and maintains a modest system of neighborhood and community parklands, along with providing an aquatic center and aquatics programming. Additionally, a significant number of small, private pocket parks and greenspaces have been added throughout the City as a result of significant new residential development over the past ten years.

Covington's landscape character includes rolling foothills divided by three major creek drainages: Soos Creek, Little Soos Creek and Jenkins Creek. These drainage courses and forested slopes are among some of Covington's most striking features. With the exception of the commercial town center, most of the community retains natural greenbelts, and the vegetation and topography of these greenspaces offer a variety of recreational, aesthetic and educational opportunities which serve as the context for the Parks and Recreation Element.

6.3 Park System Definitions and Standards

This section provides information for adopted service standards and describes the following park classifications within the City:

- Community parks
- Neighborhood parks
- Pocket Parks
- Natural Areas & Greenspaces
- Trails & Bikeways
- Special Facilities

6.3.1 Community Parks

Community parks are larger sites developed for organized play, contain a wider array of facilities and, as a result, appeal to a more diverse group of users. Community parks are generally 20 to 50 acres in size, should meet a minimum size of 20 acres when possible and serve residents within a 1-mile radius of the site. In areas without neighborhood parks, community parks can also serve as local neighborhood parks.

In general, community park facilities are designed for organized or intensive recreational activities and sports, although passive components such as pathways, picnic areas and natural areas are highly encouraged and complementary to active use facilities. Since community parks serve a larger area and offer more facilities than neighborhood parks, parking and restroom facilities are provided. Community parks may also incorporate community facilities, such as community centers, senior centers or aquatic facilities.

6.3.2 Neighborhood Parks

Neighborhood parks are small park areas designed for unstructured play and limited active and passive recreation. They are generally 3 to 5 acres in size, depending on a variety of factors including neighborhood need, physical location and opportunity, and should meet a minimum size of 2 acre in size when possible.

Neighborhood parks are intended to serve residential areas within short walking distance (up to ½-mile radius) of the park and should be geographically distributed throughout the community. Access is mostly pedestrian, and park sites should be located so that persons living within the service area will not have to cross a major arterial street or other significant natural or man-made barrier, such as ravines and railroad tracks, to get to the site. Additionally, these

parks should be located along road frontages to improve visual access and community awareness of the sites.

Generally, developed neighborhood parks include amenities such as pedestrian paths, picnic tables, benches, play equipment, a multi-use open field for youth soccer and baseball, sport courts or multi-purpose paved areas, landscaping and irrigation. Restrooms are not provided due to high construction and maintenance costs. Parking is also not usually provided; however, on-street, ADA accessible parking may be included.

6.3.3 Pocket Parks

Pocket parks are very small and serve a limited radius (up to ¼-mile) from the site; they provide passive and play-oriented recreational opportunities. Examples of pocket parks can include a tot lot with play equipment such as a climber, slide or swings; a viewpoint; or waterfront access areas such as at street ends. A small urban plaza or civic recognition project may also be considered a pocket park. Parking is not provided at pocket parks, although lighting may be used for security and safety.

6.3.4 Natural Areas & Greenspaces

Natural areas

Natural areas are those which are preserved to maintain the natural character of the site and are managed to protect valuable ecological systems, such as riparian corridors and wetlands, and to preserve native habitat and biodiversity. In managing for their ecological value, these natural areas may contain a diversity of native vegetation that provides fish and wildlife habitat and embodies the beauty and character of the local landscape. Low-impact activities, such as walking, nature observation, and fishing are allowed, where appropriate, and horseback riding is also permitted on certain sites.

Greenspaces

Greenspaces are passive-use open spaces and turf areas without developed amenities or structured functions.

6.3.5 Trails & Bikeways

Trails

Trails are non-motorized transportation networks separated from roads. Trails can be developed to accommodate multiple uses or shared uses, such as pedestrians, in-line skaters, bicyclists and equestrians. Trail alignments aim to emphasize a strong

relationship with the natural environment and may not provide the most direct route from a practical transportation viewpoint.

Bikeways

Bikeways are different than trails in that they are within road rights-of-way and their principal focus is on safe and efficient transportation routes. Bikeways serve distinctly different user groups than trail users. Typical bikeway user groups would include bicycle commuters, fitness enthusiasts and competitive athletes. Their emphasis is on speed, which can create conflicts with recreation-type trails and their respective user groups.

6.3.6 Special Facilities

Special facilities include single-purpose recreational areas such as skate parks and display gardens, along with community centers, aquatic centers and public plazas in or near the downtown core. Additionally, publicly-accessible sport fields and play areas of public schools are classified as special facilities; while they often serve as proxies to public parks, school sites have restricted daytime access and offer limited recreational use during non-school hours.

6.3.7 Service Standards

Service standards for park facilities are one recognized method of expressing the quantity of recreation service provided for a given level of demand. It is represented as a ratio of quantity versus demand, and it is commonly expressed as a number of acres or miles of facilities per a given population, such as 3 acres of neighborhood park per every 1,000 people or 0.75 miles of trail per 1,000 people.

Table 6.1 shows the adopted service standards for parks and recreational facilities, including trails, in Covington. It is important to bear in mind that the suggested standards are an expression of minimum acceptable facilities for the citizens of Covington. The service standards are a starting point for local level of service assessments. Only the four (4) service standards that will be adopted for the purposes of funding in Chapter 10 (Capital Facilities Element) are presented in the section below.

Table 6.1. Parks & Recreation Service Standards

Classification	Size Guideline	Proximity Guideline	Service Standard
Community Parks	20-50 acres; 20-acre minimum desired	up to 1-mile radius	5 acres / 1,000
Neighborhood Parks	3-5 acres; 2-acre minimum desired	up to 1/2-mile radius	3 acres / 1,000
Pocket Parks	NA	up to 1/4-mile radius	
Natural Areas & Greenspace	NA	NA	6 acres / 1,000
Trails & Bikeways	NA	NA	0.75 miles / 1,000

Neighborhood and pocket parks are combined for a service standard of 3 acres per 1,000 residents.

6.4 Park Inventory and Facilities

This section provides a summary inventory and overview of Covington’s existing public and private developed parks, trails, and recreational facilities.

Covington provides nearly 170 acres of public parkland and natural areas distributed among 24 city-owned sites. A number of other public and private open spaces exist throughout Covington and add to the City’s recreation resources.

The major non-city, public open space is Soos Creek Park, a 731-acre regional park which partially lies within the western edge of the City's boundaries. This park forms a greenbelt that separates Covington from Kent and includes the Soos Creek Trail, a 1.4-mile multi-purpose trail with parallel equestrian trail [within the City limits](#). Lake Meridian Park, operated by the Kent Parks Department, is located immediately west of Soos Creek Park and is also heavily used by Covington residents.

Covington residents are also served by several small parks operated by homeowner associations as private parks. The largest privately-owned, publicly-accessible open space is Camp McCullough, a 38-acre Christian campground, located on the western shore of Pipe Lake.

Schools of the Kent and Tahoma School Districts provide additional open space and active recreation opportunities for area youth with athletic fields, tennis courts, basketball courts and playgrounds. Since the City does not own or operate [any many](#) athletic fields at the present, individual [private](#) sports leagues work with each school district via use and maintenance agreements to facilitate practice and game play for local youth sport teams.

Table 6.2 summarizes the existing parks and facilities inventory by park type. The maps on the following pages (Figures 6.1 & 6.2) identify public parks, trails and natural areas managed by the City of Covington. A detailed inventory and assessment of existing parks, natural areas and recreational facilities is contained in the PROS Plan.

Table 6.2. Park System Inventory by Type (Summary)

Type	Number of Sites	Acreage
Community Parks	2	51.98
Neighborhood Parks	10	68.95
<i>Public, City-owned</i>	3	4.46
<i>Private</i>	7	64.49
Pocket Parks	11	5
<i>Public, City-owned</i>	1	0.39
<i>Private</i>	10	4.61
Natural Areas & Greenspace	30	182.4
<i>Public, City-owned</i>	16	109.75
<i>Private</i>	14	72.65
Special Facilities	3	39.56
<i>Public, City-owned</i>	2	1.41
<i>Private</i>	1	38.15
County	5	276.5
Schools	8	77.9
	Total Acreage	702.29

[A park system inventory updated was completed in 2014 and is reflected in the following table.](#)

[Figures 6.1 and 6.2 redlines reflect the 2014 inventory update.](#)

Type	Number of Sites	Acreage
Community Parks	<u>2</u>	<u>50.20</u>
Neighborhood Parks	<u>11</u>	<u>73.22</u>
<i>Public, City-owned</i>	<u>3</u>	<u>4.20</u>
<i>Private</i>	<u>8</u>	<u>69.02</u>
Pocket Parks	<u>13</u>	<u>5.07</u>
<i>Public, City-owned</i>	<u>0</u>	<u>0.00</u>
<i>Private</i>	<u>13</u>	<u>5.07</u>
Natural Areas and Greenspace	<u>33</u>	<u>184.16</u>

<u>Public, City-owned</u>	<u>17</u>		<u>110.48</u>	
<u>Private</u>	<u>16</u>		<u>73.68</u>	
<u>Special Facilities</u>		<u>3</u>		<u>39.90</u>
<u>Public, City-owned</u>	<u>2</u>		<u>1.75</u>	
<u>Private</u>	<u>1</u>		<u>38.15</u>	
<u>County</u>		<u>5</u>		<u>276.5</u>
<u>Schools</u>		<u>8</u>		<u>77.9</u>
			<u>Total Acreage</u>	<u>706.95</u>

Source: Angie Feser, Park and Recreation Department staff 05/20/2014

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Figure 6.1. Existing City-owned Parks and Natural Areas

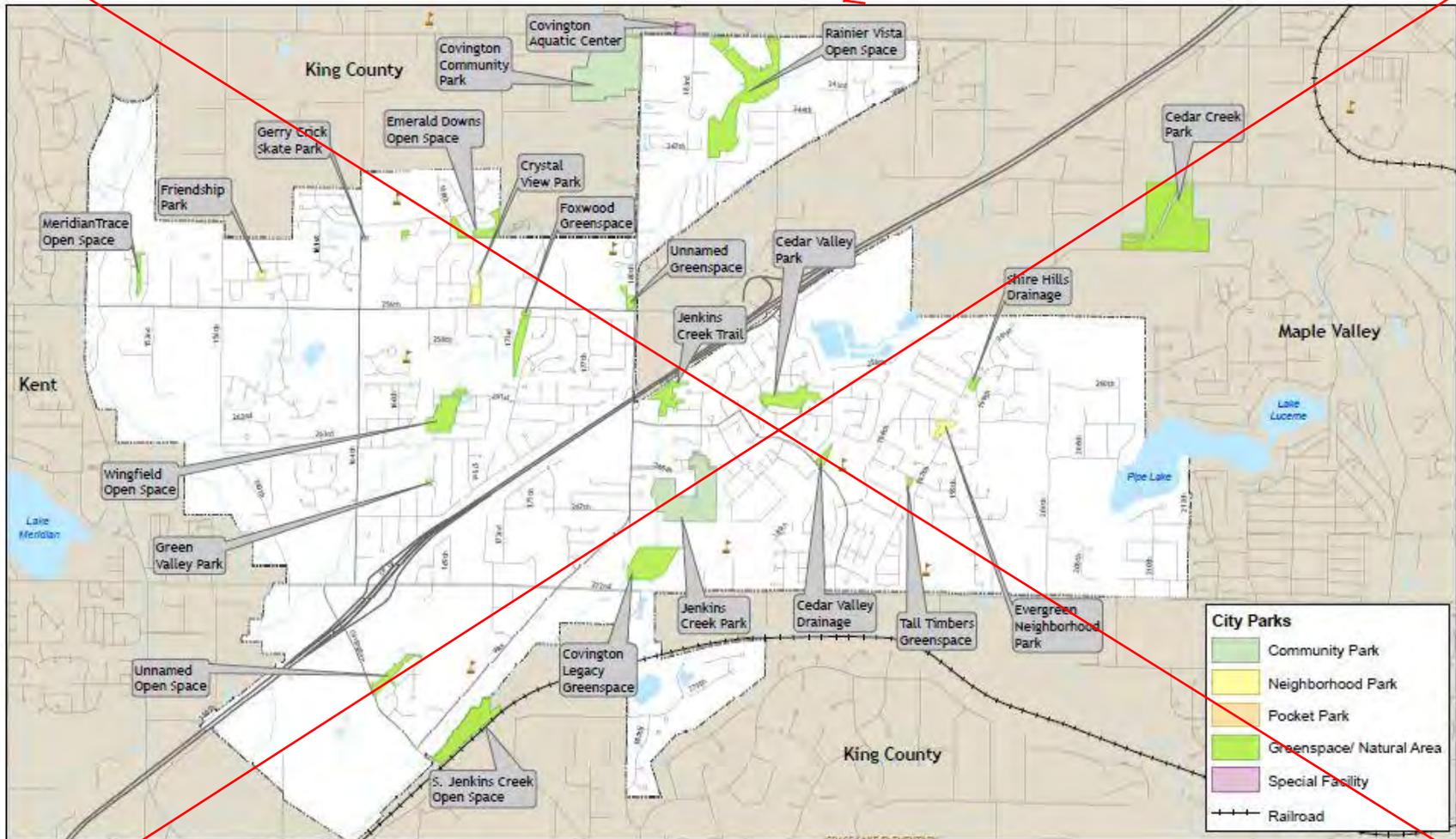


Figure 6.1. Existing City-owned Parks and Natural Areas

Covington Parks & Recreation Element

NOTE: Property names may be temporary place-holder names for administrative purposes and do not necessarily indicate park classification.



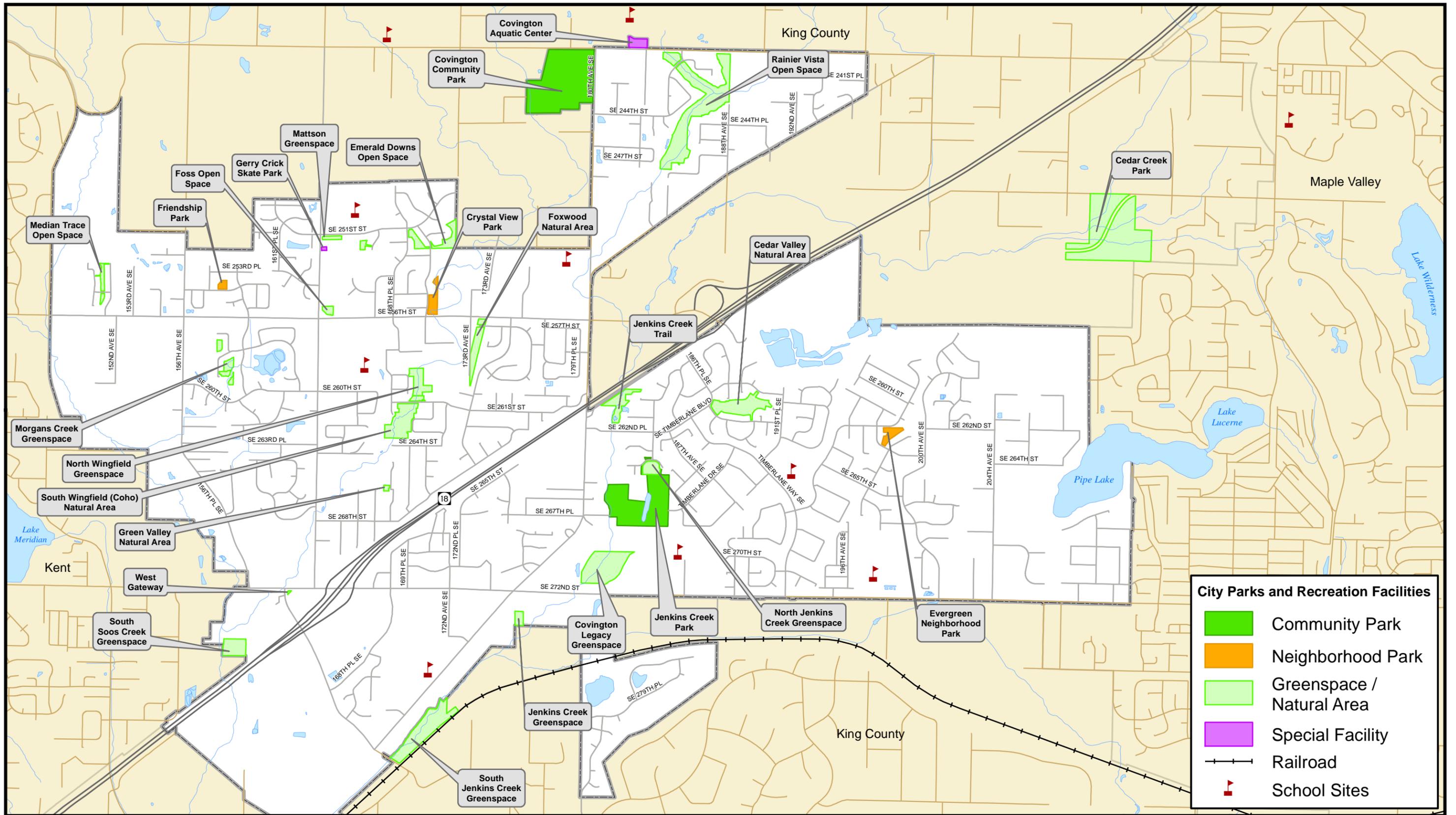
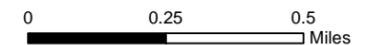


Figure 6.1 - Existing City Park and Recreation Facilities Map

Covington
 Parks Recreation & Open Space (PROS) Plan
 Source: King County
 Author: KV and HK
 Date: April 2010 Revised: May 2014



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Figure 6.2. Existing Trails, Bikeways and Paths

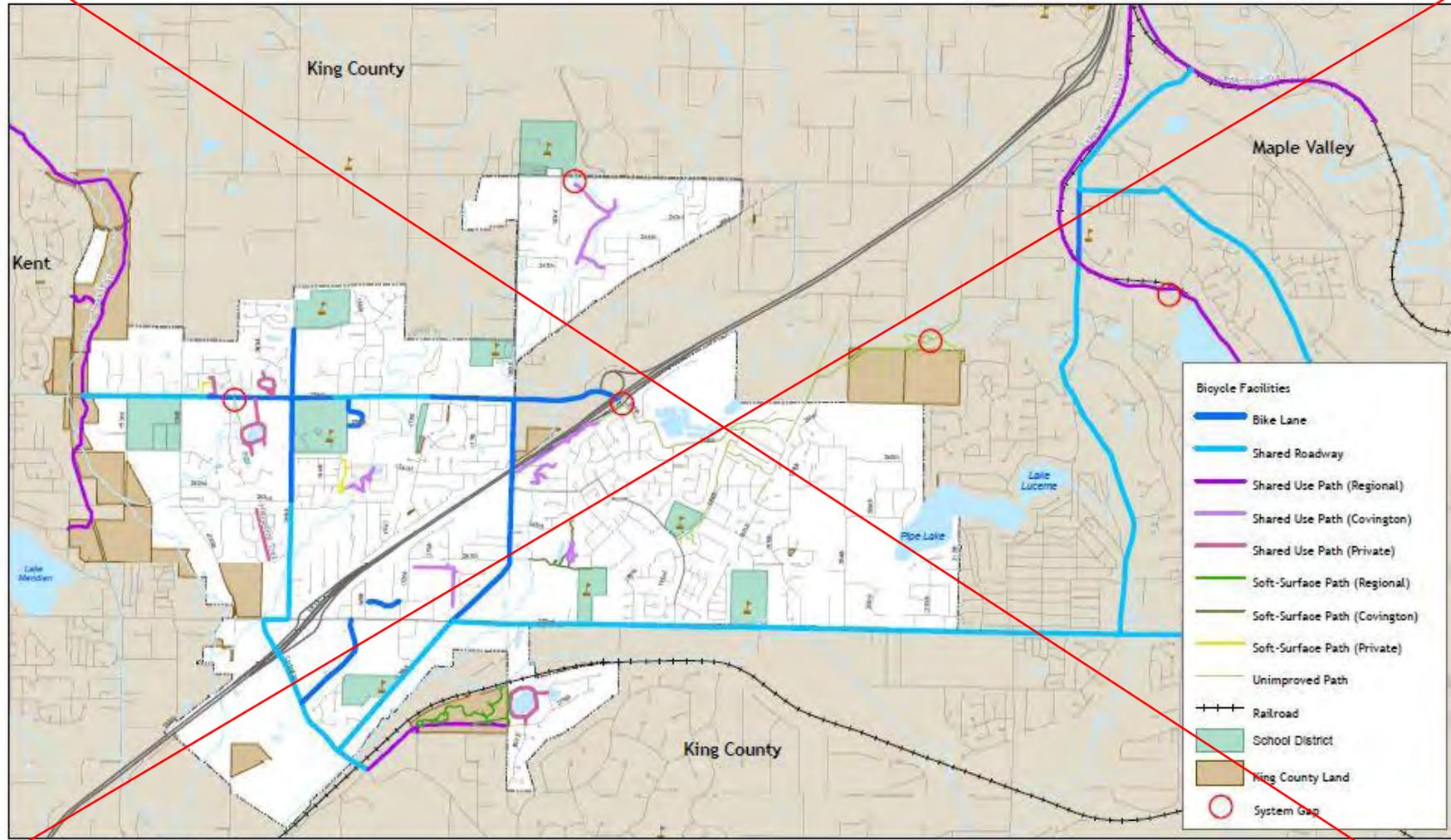


Figure 6.2. Existing Trails, Bikeways and Paths
Covington Parks & Recreation Element

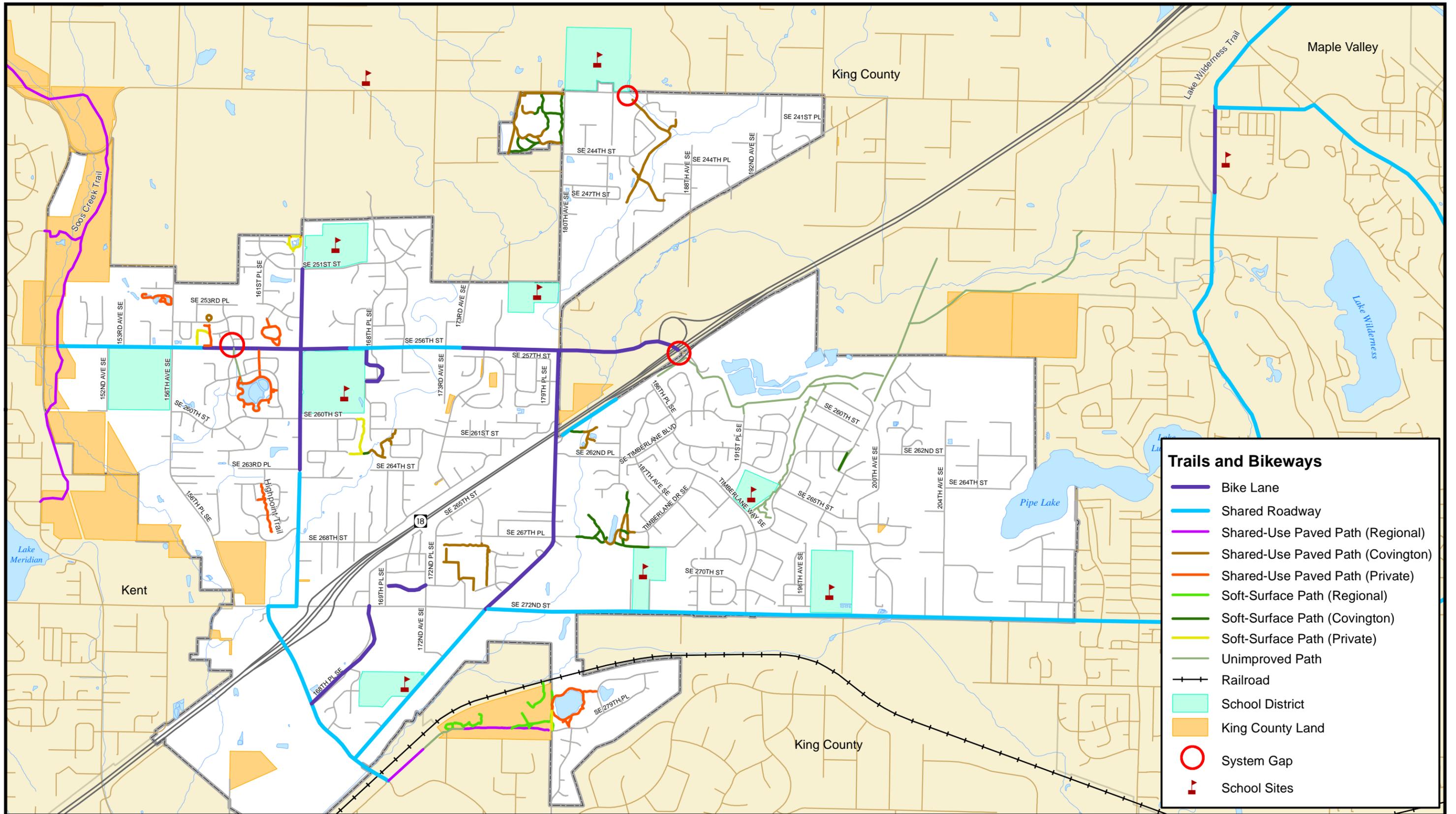


Figure 6.2 - Existing Trails and Bikeways

Covington
 Parks Recreation & Open Space (PROS) Plan
 Source: King County
 Author: KV and HK
 Date: April 2010 Revised: May 2014



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6.5 Needs Assessment

This section summarizes the core needs resulting from a review of the park system, community feedback and stakeholder input. A summary of level of service (LOS) measurements for park and trail facilities is also provided.

6.5.1 Parks & Natural Areas

A gap analysis of the park system was conducted to examine and assess the current distribution of parks throughout the City. The analysis reviewed the locations and types of existing facilities, land use classifications, transportation/access barriers and other factors as a means to identify preliminary acquisition target areas. The gap analysis showed that much of the city lacks reasonable access to public parkland, with significant gaps in the west-central and eastern areas of the City. A total of nine potential acquisition areas were identified and discussed in more detail in the PROS Plan.

The greatest documented need is for additional community park sites to provide the land base for a blend of passive and active recreation opportunities, such as sport fields, picnicking and walking. The City should consider an acquisition along Pipe Lake to provide for these recreational needs and to also provide water access. Secondly, new neighborhood parks are needed to improve overall distribution and equity, while promoting recreation within walking distance of residential areas. Also, the need for an urban plaza in the downtown core was identified, as was the need for the acquisition of natural area to connect current City ownership south of Jenkins Creek Park.

Regarding park development, the planned construction of the Covington Community Park will provide needed recreation opportunities and improve the City's level of service. The redevelopment and renovation of Jenkins Creek Park as a second community park serving the City is also a noted priority. Although many Covington residents benefit from access to private, homeowner parks, the City should remain committed to developing additional neighborhood parks, especially for those residents not affiliated with private park amenities.

6.5.2 Sport Fields & Sport Courts

~~The City currently does not provide youth athletic programs, but it works in support of the various youth leagues and organizations with regard to field access and broad dialogue about long term needs and facility planning.~~ A significant deficit of sport fields exists for local practice and game play, as well as for quality tournament play. To help address this need, the City should

continue to facilitate discussions with area leagues and staff from [Kent](#), Maple Valley and Black Diamond for the purposes of field planning and coordination, addressing geographic proximity of fields to the player base and for strategizing about long-term financing opportunities. In addition to the needs of the existing leagues, field demands exist for rugby, football and lacrosse which also should be considered.

Aside from field sport needs, a current deficiency and limited distribution of sport courts exist. School sites provide limited access to basketball courts, and no public tennis or volleyball courts exist within the City.

6.5.3 Trails

Currently many of the existing bicycle and pedestrian trails are limited in length, and few connect to the regional trail network, schools, parks or other key destinations. The pathway system is further hindered by physical barriers, such as SR-18, which bisects the City. The PROS Plan identifies the development of several trail segments and corridors in an effort to create a robust trail network that provides logical connections to key destinations and are convenient for the community to use. In support of an expanded trail network, the City should continue to pursue the purchase or dedication of access easements or greenspace corridors to facilitate linkages with existing trail segments.

6.5.4 Recreation Facilities & Programming

Community events, fitness programs and educational classes were ranked as the most desired programming options. While the City participates in Covington Days and other community events, such as the tree lighting and run/walk events, the City should consider incremental growth in recreation services to focus on programs not currently offered by local or regional providers, such as health and fitness education for youth and fall prevention programs for seniors. As the City considers offering more events, it should seek to share costs with private sponsors and develop a series of seasonal activities.

Past discussions regarding the development of a community recreation center were also reviewed in light of current community attitudes and potential operational challenges. One option includes the expansion of the Covington Aquatic Center. While this center can accommodate a second story for a fitness room, it would not be large enough to accommodate extensive recreation programming or a teen center.

Recent discussions by city officials have expanded the concept of a recreation center to discuss the potential of a multi-jurisdictional facility to support residents of Covington, Maple Valley and Black Diamond. Such a facility would be jointly funded by the cities and/or require voter support from the wider area. Given the interest in recreation facility space for programming, it is recommended that an additional review of alternatives for providing recreation center “services” be performed, while addressing the initial financial considerations, understanding and modeling user demand and analyzing options for facility and program cost recovery.

6.5.5 Repair, Renovation & Safety Projects

A major theme from community planning process for the PROS Plan was that the maintenance and upkeep of public parklands is paramount to residents’ use and enjoyment of the facilities. Covington residents are keenly interested in the renovation of their parks and natural areas system. The desire for better and more consistent maintenance of parks and facilities, along with a variety of suggestions for specific site upgrades and enhancements suggests that the City’s park system must improve its facilities to establish the respect and patronage of its citizens. Several renovation projects are noted in the Capital Facilities Plan, with special attention toward improvements at Jenkins Creek Park.

6.5.6 Level of Service Assessment

A level of service (LOS) assessment was conducted as a means to understand the distribution of parkland acreage and trails by classification and for a broader measure of how well the City is serving its residents with access to these recreation amenities. Using the service standards discussed above, Table 6.3 illustrates the current and projected levels of service for parkland, natural areas and trails for Covington.

Table 6.3: Current & Projected Levels of Service by Park Classification

Facility Type	Service Standard	Existing Inventory	Current Surplus / (Deficit)	Projected Surplus / (Deficit) (2020) ¹
Parks:		<i>acres</i>	<i>acres</i>	<i>acres</i>
Community	5 acres / 1,000	39.7 ac.	(36.9) ac.	(49.7) ac.
Neighborhood & Pocket	3 acres / 1,000	52.0 ac.	(13.6) ac.	(21.3) ac.
Natural Areas & Greenspace	6 acres / 1,000	109.8 ac.	3.0 ac.	(12.3) ac.
Trails:		<i>miles</i>	<i>miles</i>	<i>miles</i>
Trails	0.75 miles / 1,000	4.7 mi.	(8.6) mi.	(10.6) mi.
Bikeways	0.75 miles / 1,000	7.1 mi.	(6.3) mi.	(8.2) mi.

¹ Assumes growth projection between current population of 17,785 and 2020 population of 20,335.

The current level of service for community parks is 2.9 acres per 1,000 residents, which includes the [partially undeveloped](#) properties of the Covington Community Park and Jenkins Creek. The current deficit of 37 acres is expected to grow to approximately 50 acres by 2020. A small current deficit exists for neighborhood parks, which is expected to grow to approximately 20 acres. The current level of service for natural areas is meeting the standard, but it is also expected turn to a deficit in the coming 10 years.

The current level of service indicates a deficiency of over 8 miles of pathways and over 6 miles of bikeways; however, the pathway system expansion projects listed in the Capital Facilities Plan will help ameliorate some of this projected deficit and create a dynamic network of on-street and off-street pathways linking major destinations throughout Covington.

6.6 Goals and Policies

The following section presents the goals and policy statements that have been developed through the community planning process for the PROS Plan. These statements have been derived by analyzing the strengths and weaknesses of the existing park system; input of Covington residents' responses to the Parks Survey; review and feedback from the Parks and Recreation Commission; national and local recreation trends and issues; and from identifying opportunities for strategic progress during the next 5 to 10 years.

6.6.1 Community Engagement

PRG 1.0 Encourage meaningful public involvement in park and recreation planning and engage residents through department communications.

PRP 1.1 Involve residents and stakeholders in system planning, park site facility design and recreation program development to solicit community input, facilitate project understanding and engender public support.

PRP 1.2 Use a variety of methods and media to increase resident awareness about Parks and Recreation Department activities via community events, interpretive tours, presentations to neighborhood, homeowner and civic groups and other venues.

PRP 1.3 Expand and update the city's web site to enhance citizen communication, expand

access to information and improve public outreach and marketing.

PRP 1.4 Prepare and publish a comprehensive park and trail facilities map for online and print distribution to highlight existing and proposed routes and promoting Covington as an active-lifestyles community.

PRP 1.5 Host special events, festivals, concerts and cultural programming to promote wellness and community identity, foster civic pride and promote tourism and the benefits of recreation.

PRP 1.6 Expand community-based volunteer and stewardship development and improvements opportunities, such as planting and restoration activities, in conformance to established City standards.

PRP 1.7 Conduct periodic joint sessions between the Parks and Recreation Commission, City Council and other commissions to improve coordination and discuss policy matters of mutual interest.

6.6.2 Health, Wellness & Programming

PRG 2.0 Establish a varied and inclusive suite of recreation programs that accommodate a spectrum of ages, interests and abilities.

PRP 2.1 Leverage City resources by forming and maintaining partnerships with other public, non-profit and private recreation providers to deliver recreation services and secure access to existing facilities (e.g. schools) for field sports and other community recreation.

PRP 2.2 Emphasize service provision to children, teens, seniors, people with disabilities and other population groups with limited access to market-based recreation options.

PRP 2.3 Explore partnership opportunities with regional healthcare providers and services, such as MultiCare, Valley Medical Center and the King County Health Department, to promote wellness activities, healthy lifestyles and communications about local

facilities and the benefits of parks and recreation.

- PRP 2.4 Promote and expand special events and programming, such as summer programs and environmental education. Utilize the region's parks, trails, waterfronts and recreation facilities as settings to provide and/or facilitate a wider array programs and activities.*
- PRP 2.5 Continue to foster the partnership with the Kent and Tahoma School Districts to utilize school sites to provide active recreation facilities. Explore opportunities to co-develop facilities on school property or property adjacent to schools.*
- PRP 2.6 Explore options with Maple Valley, Black Diamond and King County for the development of a joint community facility for recreation, fitness and leisure activities.*
- PRP 2.7 Periodically undertake a comprehensive evaluation of existing recreation program offerings in terms of persons served, customer satisfaction, cost/subsidy and availability of similar programs via other providers.*
- PRP 2.8 Study and create cost recovery guidelines for existing and planned recreation programs and services.*
- PRP 2.9 Coordinate with the Covington Art Commission to encourage participation in, appreciation of and education in the arts and to improve the capacity of local arts agencies in providing art programs that benefit community residents.*

6.6.3 Parks, Natural Areas & Trails

PRG 3.0 Acquire and develop a high-quality, diversified system of parks, recreation facilities and open spaces that is attractive, functional, accessible and safe – providing equitable access to all residents.

- PRP 3.1 All city residents should live within one-half mile of a developed neighborhood park and one mile of a developed community park.*

- PRP 3.2 Provide a combined service standard of 8 acres per 1,000 resident-equivalents of developed neighborhood and community parks.*
- PRP 3.3 Provide an overall parks and natural areas service standard of 14 acres per 1,000 resident-equivalents.*
- PRP 3.4 Preserve and protect parks and open space within Covington's boundaries. Prepare and adopt a "no net loss" of public parks policy, such that the City will consider parkland losses only when converted parkland is replaced in equal to or better size and/or quality.*
- PRP 3.5 Designate parks, recreational areas, trails and natural areas to be of local or regional significance if they contain significant recreation or cultural opportunities or facilities, unusual or special botanical resources, environmentally sensitive areas that serve a significant role or provide a significant function in the natural systems within the City, or public art and are associated in a significant way with an historic event, structure or person with a significant effect upon the City, state or nation.*
- PRP 3.6 Adopt plans, development and building regulations, and review procedures to protect locally or regionally significant parks, urban separators, and recreation and open space areas from adverse physical and environmental impacts caused by incompatible land uses in the vicinity of these resources.*
- PRP 3.7 Develop and implement minimum design and development standards for park and recreation amenities within private developments to maintain minimally-acceptable standards of development and to address community facility needs, equipment types, accessibility and installation procedures.*

- PRP 3.8 Identify and protect areas of local or regional significance and increase and enhance public access to shoreline areas.*
- PRP 3.9 Pursue low-cost and/or non-purchase options to preserve open space and greenbelts, including the use of conservation easements, current use assessment and development covenants.*
- PRP 3.10 Actively plan and coordinate with King County, Kent, Black Diamond and Maple Valley for the acquisition of parks and open space within or in close proximity to the urban growth area.*
- PRP 3.11 Encourage and support the participation of community-based or non-profit conservation organizations, which offer options and alternatives to development in the interest of preserving desirable lands as a public benefit.*
- PRP 3.12 Encourage large residential and mixed-use developments to include publicly accessible gathering spaces to serve as neighborhood focal points and event venues.*
- PRG 4.0 Protect and manage the City's environmentally-sensitive lands, remnant open spaces and natural and cultural resources to highlight their uniqueness and local history.
- PRP 4.1 Retain as open space those areas having a unique combination of open space values, including the separation or buffering between incompatible land uses; visual delineation of the City or a distinct area or neighborhood of the City; aquifer recharge areas; floodwater or stormwater storage; stormwater purification; recreational value; aesthetic value; and educational value.*
- PRP 4.2 Retain and protect as open space those areas that provide habitat for rare, threatened or endangered plant or wildlife species, may serve as a corridor for wildlife movement, and may include and encourage public use for wildlife interpretation and observation.*

- PRP 4.3 Develop management plans for the City's larger natural areas and greenspaces and facilitate community-based volunteer restoration. Plan for and manage the use of natural areas in coordination with the City's Critical Areas Ordinance and other resource protection guidelines.*
- PRP 4.4 Manage vegetation in natural areas to support or maintain native plant species, habitat function and other ecological values; remove and control non-native or invasive plants as appropriate.*
- PRP 4.5 Coordinate with King County, Kent, Black Diamond and Maple Valley to explore opportunities to preserve and enhance the ecological function, habitat quality and recreational value of the Soos Creek, Little Soos Creek and Jenkins Creek corridors.*
- PRP 4.6 Coordinate with other public agencies and private landowners for the protection of valuable natural resources and sensitive lands through the purchase of development rights, easements or title and make these lands available for passive recreation, as appropriate.*
- PRP 4.7 Recognize that designating private property for open space uses does not establish or promote any public access rights to such property.*
- PRP 4.8 Revise and adopt the draft Covington Community Forestry Plan to articulate a long-term strategy for tree protection, urban forestry management and public education and outreach.*
- PRP 4.9 Consider creating community-based volunteer and stewardship opportunities as a ways to inform and engage residents about urban forestry issues, such as tree planting, tree care and management and the benefits of urban trees.*
- PRP 4.10 Analyze the City's existing tree canopy cover, establish canopy cover goals and*

promote urban forestry programs in order to maintain healthy atmospheric conditions.

- PRP 4.11 Establish and promote a recognition program for the City's Heritage Trees.*
- PRP 4.12 Comply with the Evergreen Communities Act (RCW 35.105) and obtain and maintain Evergreen Community status.*
- PRP 4.13 Maintain Tree City USA status.*
- PRP 4.14 Promote the installation and management of street trees as an extension of urban habitat and providing green infrastructure benefits.*
- PRP 4.15 Where feasible, encourage use of wetland buffers, stream buffers, and habitat corridors for passive recreational use, such as wildlife viewing and trails, provided that such uses would not have a negative impact upon the protected natural resources.*
- PRP 4.16 In the Hawk Property Subarea, develop park and greenspace areas as both publicly accessible recreational and habitat amenities.*
- PRG 5.0 Develop a high-quality system of shared-use park trails and bicycle & pedestrian corridors that connect significant local landscapes, public facilities, neighborhoods and the downtown core.
- PRP 5.1 Create a network of interconnected, shared-use trails for walking, hiking and cycling to promote connectivity between parks, neighborhoods and public amenities.*
- PRP 5.2 Provide a trails service standard of 0.75 miles per 1,000 resident-equivalents.*
- PRP 5.3 Integrate the siting of proposed trail segments into the development review process. Require development projects along designated trail routes to be designed to incorporate the trail as part of the project.*
- PRP 5.4 Work with local agencies, utilities and private landholders to secure trail easements and access to greenspace for trail connections.*

- PRP 5.5 Require development projects along designated trail routes to be designed to incorporate the trail as part of the project. Sensitive area buffers within proposed subdivisions and short-subdivisions shall be widened to accommodate additional open space and a public easement for future trails.*
- PRP 5.6 Designate publicly-owned trails and City-dedicated easements on private lands as community trails and manage the use, maintenance and operation of each trail accordingly.*
- PRP 5.7 Coordinate with Burlington Northern Santa Fe Railroad for a potential rail-with-trail opportunity.*
- PRP 5.8 Coordinate with King County, Kent, Black Diamond and Maple Valley for the joint planning, development and maintenance of a regional pedestrian-bicycle trail system, to include linkages to the Soos Creek Trail, Lake Wilderness Trail, Cedar River Trail and the proposed SR-18 Trail.*
- PRP 5.9 Address pedestrian safety and access across Kent-Kangley Road, SR-18 and the railroad tracks.*
- PRP 5.10 Provide trailhead accommodations, as appropriate, to include parking, wayfinding signage, restrooms and other amenities.*
- PRP 5.11 In the Hawk Property Subarea create a trail network that connects to the surrounding neighborhoods and regional trail system. At the time of commercial or residential development, trail connections and on-site segments of regional trails should be provided connecting development to surrounding neighborhoods.*
- PRP 5.12 Development of all or part of the regional trail system within or adjacent to the Hawk Property Subarea shall be phased as commercial and/or residential development occurs and shall be connected to other trails to provide continuous pedestrian routes.*

PRP 5.13 In the Hawk Property Subarea create a walkable and safe community with an integrated system of sidewalks and trails. Non-motorized connections should be provided to increase pedestrian safety and reduce overall vehicle trips.

6.6.4 Concurrency

PRG 6.0 Ensure that new park and recreational services are provided concurrent with new development.

PRP 6.1 New development shall provide funds or parkland for concurrent park development and maintenance.

PRP 6.2 Require on-site (or nearby off-site) development of recreation facilities or appropriate and usable parkland in conjunction with the approval of any development project involving more than 20 new dwelling units. The development of recreational amenities shall conform to the City's minimum guidelines and the general needs outlined in this Plan. Fees in lieu of development may be accepted by the City if such mitigation is not practicable.

PRP 6.3 Mixed use development involving more than 20 new dwelling units in the downtown area shall be exempted from the requirement to develop on-site park, recreation or open space facilities. Instead, upon approval by the City, in lieu of fees may be accepted for such mixed-use developments, to be spent on designated park, recreation or open space resources within the City that serve the development.

PRP 6.4 New commercial development shall be responsible for financing and providing downtown amenities such as parks, open spaces and public art.

6.6.5 Management & Operations

PRG 7.0 Provide a parks, trails and open space system that is efficient to administer and operate, while providing a high level of user comfort, safety, aesthetic quality and protection of capital investment.

- PRP 7.1 Provide sufficient financial and staff resources to maintain the overall parks system to high standards.*
- PRP 7.2 Maintain all parks and facilities in a manner that keeps them in safe and attractive condition; repair or remove damaged components immediately upon identification.*
- PRP 7.3 When developing new facilities or redeveloping existing facilities, review and consider the projected maintenance and operations costs prior to initiating design development. Emphasize the maintenance, enhancement and renovation of existing parks prior to the development of new facilities.*
- PRP 7.4 Formulate illustrative master plans for the development or redevelopment of each city park, as appropriate, to take maximum advantage of grant or other funding opportunities.*
- PRP 7.5 Design and maintain parks, trails and facilities to offer universal accessibility for residents of all physical capabilities, skill levels and age. All facilities shall conform to the American with Disabilities Act (ADA) guidelines and requirements.*
- PRP 7.6 Incorporate sustainable development and low impact design practices into the design, planning and rehabilitation of new and existing facilities. Prepare sustainability best management practices for grounds maintenance and operations. Consider the use of non-invasive, native vegetation for landscaping in parks and natural areas to minimize maintenance requirements and promote wildlife habitat and foraging.*
- PRP 7.7 Standardize the use of graphics and signage to establish a consistent identity at all parks, trailheads and other facilities.*
- PRP 7.8 Standardize park furniture (trash cans, tables, benches, fencing, water fountains) to reduce inventory costs and improve*

appearance of, and maintenance consistency within, parks.

PRP 7.9 Coordinate park planning, acquisition and development with other City projects and programs that implement the comprehensive plan. Seek partnerships with other public agencies and the private sector to meet the demand for cultural and recreational facilities in the City.

PRP 7.10 Encourage volunteer park improvement and maintenance projects from a variety of individuals, service clubs, scouting organizations, churches and businesses.

PRP 7.11 Periodically evaluate user satisfaction and numerical use of parks, facilities and programs; share this information with staff, Parks and Recreation Commission and City Council as part of the decision making process to revise offerings or renovate facilities.

PRP 7.12 Pursue alternative funding options for the acquisition and development of parks and facilities, such as through private donation, sponsorships, partnerships, county, state and federal grant sources, among others. Place priority on maximizing grants and other external sources of funding, or inter-agency cooperative arrangements, to develop the City's park resources.

PRP 7.13 Promote professional development opportunities that strengthen the core skills and engender greater commitment from staff, Commission members and key volunteers, to include trainings, materials and/or affiliation with the National Recreation & Park Association (NRPA) and the Washington Recreation & Park Association (WRPA).

6.7 Implementation

The PROS Plan summarizes information found elsewhere in the Comprehensive Plan that is required as basic elements of a capital facilities plan under the GMA, including the inventory of existing

facilities and a forecast of future needs. In addition, a table listing proposed new facilities with estimated acquisition and development costs can be found in the PROS Plan CIP. Additionally, park and recreation facilities are included in the Capital Facilities Element of the Comprehensive Plan (Chapter 10).

The total amount of funding to support the documented community demand for parks and recreation services exceeds the City's current financial capacity. Since park projects and recreation services must compete for funds with many other vital City functions and services, the proposed park and trail capital improvement projects identified in the PROS Plan were prioritized according to high, medium and low priorities, in consideration of an analysis of the community's needs, population and geographic distribution, project opportunities and potential funding. The PROS Plan also addresses various sources of park and recreation funding that are available to the City of Covington. Some of these sources are limited to particular types of projects or programs, while others are more general and may be applied to most any park project.

A number of strategies exist to improve service delivery for the Covington Parks and Recreation Department; however, clear decisions must be made in an environment of competing interests and limited resources. A strong community will is necessary to bring many of the projects listed in the PROS Plan to fruition. Given the current operating and capital budgets for the Department, general fund and grants alone will be unable to support both land acquisition and development for the highest priority projects, and a future bond, levy and/or special assessment backed by the support of local voters may be necessary.

6.7.1 Capital Facilities Planning

The Capital Facilities Element summarizes information, provided in more detail in the PROS Plan, regarding the proposed park and trail facilities for Covington's 6-year capital improvement projects. Figure 6.3 illustrates the locations of the capital improvement plan projects identified in the PROS Plan.

[Figure 6.3 includes redlines and revisions reflecting the updated Parks Capital Improvement Program.](#)

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Figure 6.3. Parks and Recreation Capital Improvements Plan Map

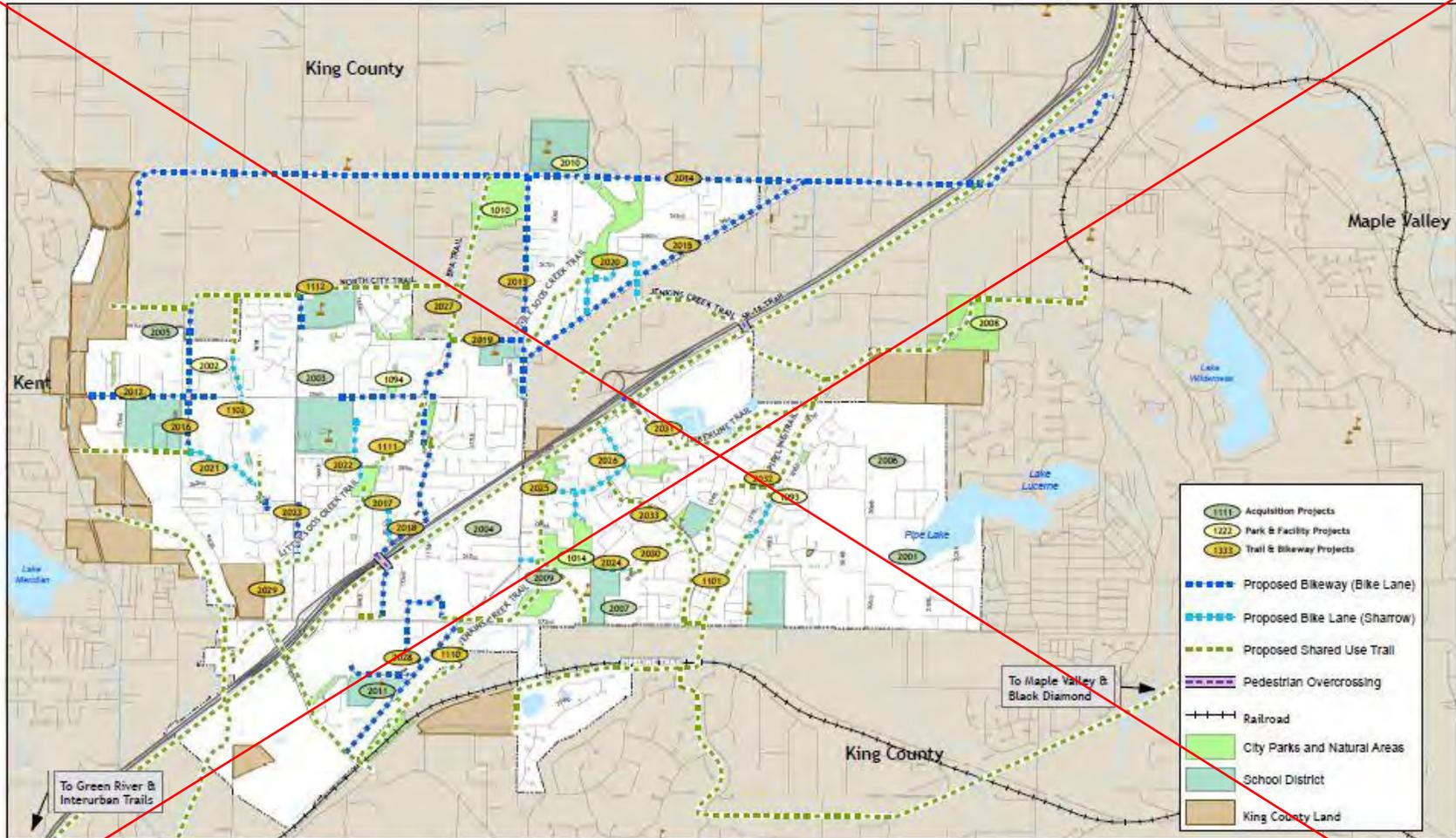
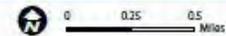


Figure 6.3. Parks and Recreation Capital Improvements Plan Map

Covington Parks & Recreation Element



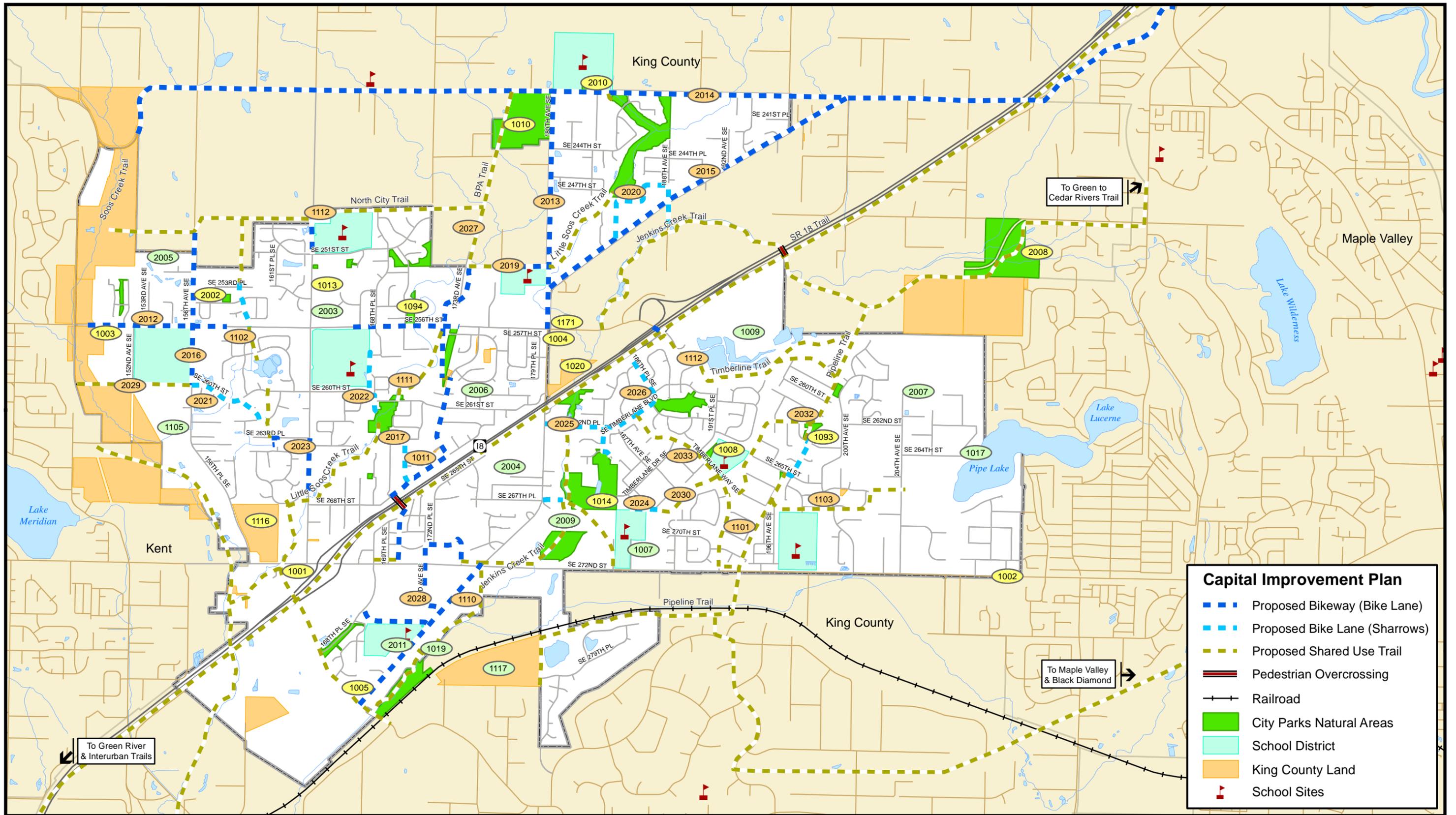


Figure 6.3 - Capital Improvements Plan Map

Covington
 Parks Recreation & Open Space (PROS) Plan
 Source: King County
 Author: KV and HK
 Date: April 2010 Revised: May 2014

- 1111 Acquisition Projects
- 1222 Park & Facility Projects
- 1333 Trail & Bikeway Projects



Back of Figure 6.3.

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10.0 CAPITAL FACILITIES ELEMENT

The Capital Facilities Plan Element identifies the various capital improvements to support the City's current and future population, the proposed future land use, the transportation system and the general local economic climate. The capital improvements plans are funded plans, rather than a "wish list". The needed capital improvements are based on several standards for levels of service. The Capital Facilities Plan also contains broad goals and specific policies that guide and implement the provision for adequate public facilities. The requirement to fully finance the Capital Facilities Plan provides a reality check on the vision set forth in the comprehensive plan. The capacity of capital facilities provided in the Capital Facilities Plan affects the size and configuration of the urban growth area.

The purpose of the Capital Facilities Plan is to use sound fiscal policies to provide adequate public facilities consistent with the land use element and concurrent with, or prior to, the impacts of development in order to achieve and maintain adopted standards for levels of service, and to exceed the adopted standards when possible.

The Growth Management Act requires the Capital Facilities Plan to identify public facilities that will be required during the six years following adoption of the comprehensive plan. The Capital Facilities Plan includes the location and cost of the facilities, and the sources of revenue used to fund the facilities. The Capital Facilities Plan must be financially feasible; in other words, dependable revenue sources must equal or exceed anticipated costs.

The requirements of the Growth Management Act mandate forecasts of future needs for capital facilities, and the use of minimum standards for levels of service of facility capacity as the basis for public facilities contained in the Capital Facilities Plan (see Revised Code of Washington 36.70A.020 (12)). Therefore, public facilities contained in the Capital Facilities Plan must be based on quantifiable, objective measures of capacity. While the Growth Management Act does not specify the particular measures to be used, examples may include traffic volume capacity per mile of road, or acres of park per capita.

The Growth Management Act also requires the City to develop and adopt regulations frequently called a Concurrency Management System (CMS). The CMS provides the basis to prohibit development approval if the proposed

development causes the level of service of public facilities to decline below the adopted level of service, unless improvements or strategies to accommodate the impacts of development are made concurrent with the development. "Concurrent with development" means that the improvements or strategies are in place at the time of development, or that a financial commitment is in place to complete the improvements or strategies within a specified time. In the case of transportation, the specified time is normally considered to be within six years from the time of development. While concurrency can be applied to other elements, in 2003, the City of Covington has only applied concurrency on the transportation system.

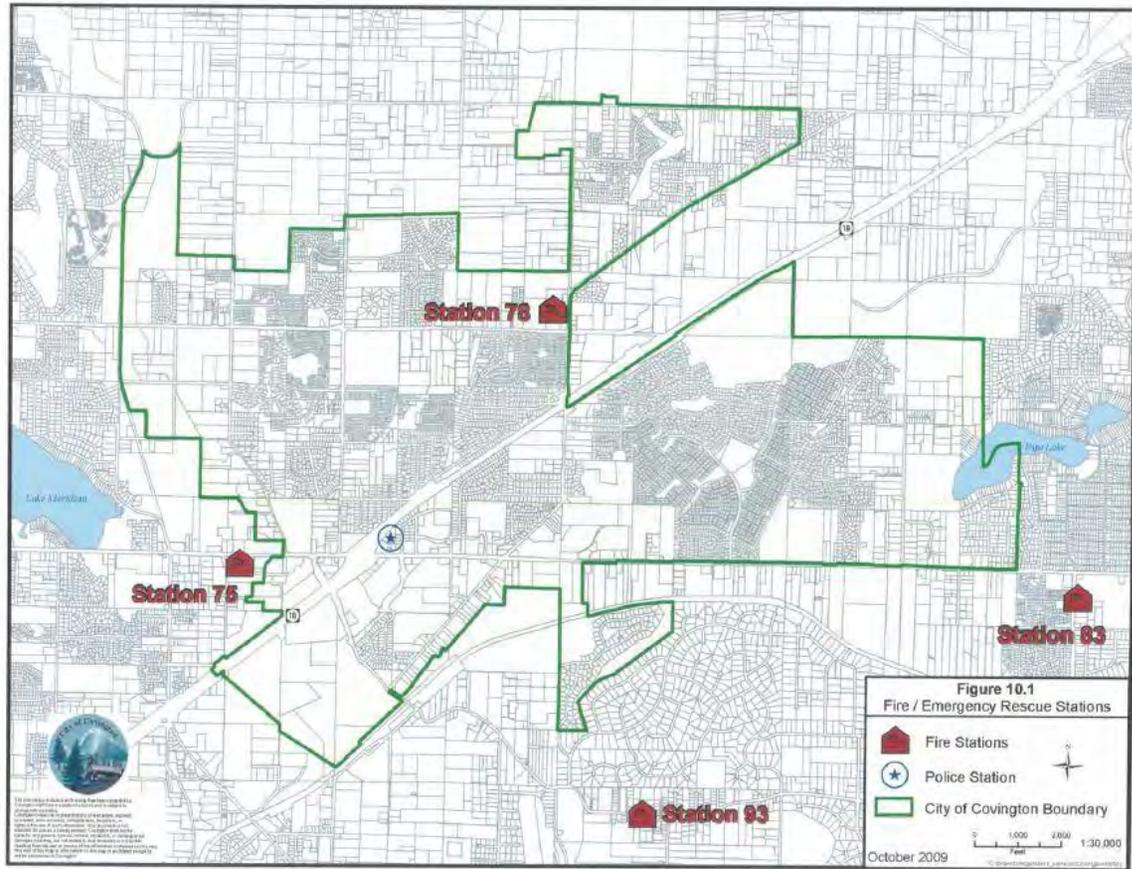
10.1 Fire and Rescue

The City of Covington was annexed into Fire District 37 at the time of the City's incorporation. Fire District 37 delivers services in connection with the Kent Fire Department, through agreements that have been in place since 1974. Prior to annexation, a portion of incorporated Covington was served by Fire District #43. Portions of that area are still served through a contractual agreement with Fire District 37 (Figure 10.1).

The combined agency of Kent Fire and Fire District 37 operates eight (8) fire stations, a fire prevention and investigation office, public education unit, a regional training center and special operations teams trained in hazardous materials and various forms of rescue. There are 166 uniformed and 23 non-uniformed personnel for a total of 189. Total 24 hour staffing of command, suppression, and special operations personnel is maintained at a minimum of 30.

Four fire stations provide primary service to Covington, Kent Station 72, located at 25620 140th Ave SE, Kent Station 75, located at 15635 SE 272nd Street, Fire District 37 Station 78, located at 17820 SE 256th and Fire District 43 Station 83, located at 27250 216th Ave SE.

The Kent Fire Department and Fire District 37 developed and adopted a Concurrency Management Plan in 2007. This Plan identifies the need for future fire service facilities and capacity within the City of Covington.



10.2 Schools

The Kent School District serves approximately 5,700 students residing in the City of Covington although the district serves a larger area including the City of Kent and unincorporated King County. The school district operates four high schools, seven junior high schools, twenty-six elementary schools, and one learning center (Figure 10.2). The following schools are within the City of Covington.

Table 10.1 – Kent School District Schools

Elementary Schools	Junior High Schools	High School
Cedar Valley Covington Crestwood Jenkins Creek	Cedar Heights Mattson	Kentwood

The total public school district program capacity of permanent facilities for student enrollment is 24,552 (April, 2003 6 Year CIP, Kent School Dist. #415), with portable buildings meets actual headcount of 26,717 students (October, 2002). The district's current standard of service (based on average class size) is as follows:

- Grades 1 to 3 = 22
- Grades 4 to 9 = 29
- Grades 10 to 12 = 31

The Kent School District conducted a "Strategic Planning Process" to develop a mission, statement of principles, vision, and strategies to guide the School District into the 21st Century.

The results of the planning process caused a revised standard of service for future capital facilities plans for the District, affecting future capacity projections of the District. Recent state law changes to class sizes made additional changes on facilities requirements.

10.3 Municipal Building

The City of Covington is currently leasing approximately 16,000 SF of professional office space at the first floor of an office/retail building located on the north side of SE 271st Street and just east of SR-18. The new two story office building may be adequate for the City's current staff size and for the 6 year staffing projections, although the site is quite limited for all anticipated municipal parking and operational storage yard and maintenance related facilities (vehicles, streets, storm water, parks, etc.). The Council Chambers are configured well for effective public presentations and regional meeting uses. The current office/retail complex limits the ability of the City to expand yet the 15 year lease allows for 2 five year extensions and an option to buy out the lease at the end of 10 year period. The building contains significant additional

space currently occupied by other tenants that could be occupied by the City in the future.

10.4 Trends and Projections

10.4.1 Fire and Rescue

In 2007, Fire District 37 developed the "King County Fire District 37 Concurrency Management Plan" which outlines the service delivery challenges Fire District 37 faces as a result of current and future development. Growth projected by the Plan through 2016 will outpace Fire District 37's ability to meet fire and life safety service demand with current resources. Fire Station 78, located at 17820 SE 256th opened for service in February of 2009 with one engine company but will need approximately \$2 million in additional equipment to help meet current and future service demand. A second Covington fire station is also needed to meet future growth and will cost approximately \$6 million. A target site for this additional station will be identified in 2009. A financing plan has not yet been created for these additional resources. Fire Districts are not currently eligible to collect facility impact fees under RCW 82.02

10.4.2 Schools

In 1993, the Kent School District's Strategic Planning Task Force developed a document "*Report and Strategic Plan: 1993-2000*" to guide the School District into the 21st Century. The largest capital facility in Kent School District's adopted plan is the reconfiguration of Kentwood High School (\$9.6 million budgeted) including parking facility and a large regional stormwater facility.

10.4.3 Municipal Buildings

In the future, as the City matures and municipal service needs increase, the City of Covington will want to further develop its identity by considering ownership of its own Municipal Building. Nationally accepted level of service guideline is a range of 1,100 to 1,800 square feet of office space per 1,000 population for the purposes of calculating cost for the capital facilities finance plan. The range of floor space per employee is dependent on the types of services that are provided at City Hall (For Example, contracted police services, with some functions located at other facilities while a limited number of City's contracted police force are located within City Hall). The space allocation guidelines do not include the support areas that may be required for meeting rooms and other activity areas. The City conducted a Space Needs Analysis to determine the approximate size of City Hall facility required for the 20 year planning period. The results of the study indicate that a 22,000 SF to 28,000 SF facility may be appropriate, for long term city needs, while the current lease provides 16,000 SF thru 2007. However, based on the widely accepted ratio of 1,800 square feet of office per 1,000 population, city

will need 32,400 square feet, based on the projected population by 2017 of 18,000 residents, compared to 16,000 square feet currently under lease until 2017.

10.4.4 New Electrical Substation

City of Covington will need a new electrical substation to provide electrical power demand for Downtown area as an identified need. This facility has not yet been sited and a future amendment to the comprehensive plan will address the facility location and size issue. The site and facility will be the same size as the existing substation located at SE 240th Street and SR-18.

10.5 Planning Implications

10.5.1 Planning Consistency

The Capital Facilities Plan needs to be consistent with the land use, transportation, utilities, parks, recreation, and open space elements of the Comprehensive Plan, and with the plans of other governments and agencies.

Consistency means that the elements do not contradict each other, contain compatible policies, and use a common basis of objective data. The proposed elements all use the same urban growth boundaries, forecasts of population and other demand factors, standards for level of service, costs of capital facilities, and forecasts of sources and amounts of revenue. The transportation and utilities element lists of proposed capital improvement projects use the same projects lists.

10.5.2 Planning Coordination

Coordination is guided by the adopted King County Planning Policies (CPP) recently updated following the most recent amendments to the Growth Management Act.

Subjects to be coordinated that affect the City's Capital Facilities Plan include level of service standards on facilities that interface or are adjacent, operation and financing of facilities of regional significance, and identification of service areas for facilities that might otherwise overlap or compete.

The Capital Facilities Plan will need to be carefully coordinated with a variety of other agencies such as fire districts, school districts, water and sewer districts, Crest Air Park, King County Metro Transit and Sewer, etc. This coordination will assure consistency in growth and demand projections, service areas, level of service, and adequate funding for planned capital facilities. Sometimes comprehensive plans will provide data based on an old census while another plan may not provide growth projections at all. These differences in data must be considered when preparing the Capital Facilities Plan. Some plans may identify types of revenue that could be used to finance capital projects but did not forecast

revenues or identify a financing plan.

10.6 Level of Service Standards

The development of standards for level of service will require the resolution of several issues:

10.6.1 Sources of Standards

Standards can be obtained from many sources including State regulatory agencies, professional associations, and other local governments. Care must be used when applying these to ensure that the City can afford the most appropriate facilities. Local sources of standards include existing plans, policies, or studies being used by the City and/or other local providers of public facilities. These standards are important because they are locally accepted, particularly if the process of public review and debate has already occurred. However, such standards should be reevaluated occasionally in light of the requirement for financial feasibility of the Capital Facilities Plan.

Another standard is the current actual level of service within the City. Even if the current service level is adequate today, it may not be appropriate as a standard in the future. One option is to prepare the analysis using the current level of service as the standard to verify affordability of continuing current levels of service.

10.6.2 Quality versus Quantity of Services

Levels of service (LOS) standards are typically quantitative. The LOS measure the size, amount, or capacity of a capital facility. However, LOS standards typically do not address the quality of the facility. Care must be taken to assure that quality of capital facilities be considered along with quantity.

10.6.3 Standards for Facilities Owned by Other Providers

The Growth Management Act applies to general-purpose local governments. State law requires that local government must plan for capital facilities provided by other organizations (school district and/or utility district) or coordinate and review such plans (for school impact fee adoption). If the City selects a high standard that another agency cannot achieve, the failure to achieve the higher standard will violate the concurrency requirement and might cause a moratorium on development. If the City selects a standard lower than the other agency has adopted, the City may fail to require development to meet the other agency's standards (i.e. State Environmental Policy Act and/or impact fees).

10.6.4 Service Areas

Service areas for each public facility should be mapped in order to determine whether or not 1) any areas are not receiving service, 2) services are being

provided equally throughout the jurisdiction (except for differences due to policies regarding urban versus rural), 3) an area is receiving duplicate services.

10.7 Analysis of Public Facilities and Services and Concurrency

Taken as a whole, the statutory provisions of the Growth Management Act may be interpreted to require concurrency for all public facilities and services.

Concurrency is one of the few tools provided to implement the requirements of the Growth Management Act. Even if concurrency is not required for all public facilities, it is not prohibited for all public facilities either. This allows the City to impose a concurrency requirement on public facilities to implement its comprehensive plan. Achieving concurrency should be a goal for all capital facilities to include transportation facilities. A list of additional facilities should be locally defined. The Office of Community Development recommends that at least domestic water systems and sanitary sewer systems be added to concurrency lists applicable within urban growth areas.

The experience of other cities and counties shows potential for problems if some public facilities are subject to concurrency while others are not. Specifically, when revenues are limited, facilities that are subject to concurrency receive priority for funding while the "non-concurrency" facilities experience greater difficulty obtaining funding.

10.7.1 Shared Facilities

In the future when it becomes advantageous, the City of Covington should combine building space for the city departments with other public agencies or consider a public/private partnership for a building that fulfills the City's needs.

10.8 Summary of Countywide Planning Policies for Capital and Public Facilities

10.8.1 King County Policies

The Countywide planning policy regarding siting of capital facilities, of the King County Growth Management Planning Council's Countywide Planning Policies, ensures that capital facilities of a countywide or statewide nature be located to support the countywide land use pattern, economic activities, and minimize public costs. These facility types include, but are not limited to, utility and transportation corridors, airports, wastewater treatment plants, solid waste landfills, higher education facilities, correctional facilities, in-patient treatment facilities, and energy generating facilities. The Growth Management Planning Council will establish an inter-jurisdictional process by which facilities of a countywide or statewide nature will be prioritized, coordinated, planned, and sited.

King County Growth Management Planning Council's Countywide Planning Policies, "Contiguous and Orderly Development and Provision of Urban Services to Such Development" provides guidelines which require that planning and financing of services be coordinated and phased among jurisdictions. This will 1) ensure that development within urban areas is provided with a full range of urban services, using as guidelines the definitions of public service, public facilities, and urban government service in Revised Code of Washington 36.70A, 2) ensure that infrastructure improvements are provided in such a way to not undermine the countywide development process, and 3) protect natural resources.

Countywide policies also encourage the sharing of facilities and the participation of jurisdictions in countywide/regional projects such as the development of a regional surface water management system.

10.9 Six-Year Capital Facilities Plan

10.9.1 Adopted 2004 to 2009 Capital Improvement Projects for Roads, Surface Water Management, and Parks: Costs and Funding Sources

The City Council has prioritized proposed capital improvement projects and balanced project costs with funding sources pursuant to Revised Code of Washington 36.70A.070(3)(d) for the years 2004 through 2009. Some of the projects listed in the 2004-2009 list will carry over into the 2010+ timeframe. Additional information about anticipated project costs for 2010+ are shown for informational purposes only.

The proposed capital improvements will make available adequate facilities for future growth and repair or replace obsolete or worn out facilities through December 31, 2009. Each capital improvement project contains the name of the project, its cost, and the anticipated source(s) of funding that will be used to pay for the project. At the end of the list are the total cost and a summary financing plan that shows the subtotal of each funding source, and the total of all funds allocated to the project.

The process used to identify specific funding sources for the financing plan was:

1. Match existing beginning balance restricted funding sources to the projects to which they are restricted.
2. Apply anticipated new restricted funding sources to the projects for which they may be used.
3. Calculate the "non-funded" balance: subtract all restricted funding from total costs.
4. Allocate unrestricted funding sources to projects that have "non-funded" balances.

The costs and revenues are shown in FY2003 dollars. No inflation factor has been applied because the costs will be revised as part of the annual

review and update of the Capital Facilities Plan.

At the end of the tables listing proposed capital improvements projects is a summary of the funded balances and a description of revenue options that are available to the City. The City can also balance the capital facilities plan by reducing, eliminating, or substituting some proposed capital improvements projects identified within the other chapters of the Plan report document. This Six Year Capital Facilities Plan will be reviewed and revised annually to reconcile the work completed and to extend the plan out to the next year. A complete update to the following Tables will occur during the next 7 year mandate by GMA.

Capital improvements supporting the Hawk Property Subarea Plan are addressed in the Hawk Property Planned Action Ordinance, February 11, 2014, hereby incorporated by reference.

Table 10.2 – Cost/Funding Sources for Municipal Buildings (Times \$1000)

Cost/Funding Sources	2003	2004	2005	2006	2007	2008	6 Year Total	2009+	20 Year Total
Cost									
City Hall/Community Center	\$380	\$380	\$4,300	\$1,360	-	-	\$6,420	-	\$6,420
2009-2023 Project Costs	-	-	-	-	-	-	-	-	-
Debt Payments	-	-	-	-	\$337	\$337	\$674	\$4,381	\$5,055
Funding Sources									
General Fund	-	-	\$50	\$50	-	-	\$100	-	\$100
Capital Fund (REET)	\$380	\$380	\$380	\$380	\$337	\$337	\$2,194	\$4,381	\$6,575
SWM Funds	-	-	\$50	-	-	-	\$50	-	\$50
Debt Proceeds	-	-	\$3,820	\$930	-	-	\$4,750	-	\$4,750
Summary									
Costs	\$380	\$380	\$4,300	\$1,360	\$337	\$337	\$7,094	\$4,381	\$11,475
Funding Sources	\$380	\$380	\$4,300	\$1,360	\$337	\$337	\$7,094	\$4,381	\$11,475
Balance	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-

Following Table, provided by King County Fire District , to be included in update to Tables 10-2

Cost/Funding Sources	2010	2011	2012	2013	2014	2015	6 year total	2016+	20 year total
Fire/Rescue Cap.	\$100	\$200	\$875	\$900	\$925	\$1,000	\$4,000	\$3,000	\$7,000

Following Table, provided by King County Fire District , to be included in update to Tables 10-2

Cost/Funding Sources	2010	2011	2012	2013	2014	2015	6 year total	2016+	20 year total
Fire/Rescue Cap.	\$100	\$200	\$875	\$900	\$925	\$1,000	\$4,000	\$3,000	\$7,000

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City of Covington Comprehensive Plan		Capital Facilities Program Element							
Debt Payments				\$600	\$600	\$800	\$2,000	\$5,000	\$7,000
Summary									
Fire SDC / Mit Fee	\$100	\$200	\$875	\$900	\$925	\$1,000	\$4,000	\$3,000	\$7,000

Proposing to delete this Table and replace with the table inserted below

Table 10.3 – Cost/Funding Sources for Parks and Recreation (Times \$1000)

Cost/Funding Sources	CIP #	2003	2004	2005	2006	2007	2008	6 Year Total	2009+	20 Year Total
Cost										
Friendship Park	1115		\$149					\$149		\$149
Evergreen Park	1114		\$95					\$95		\$95
180P-240P Park	1010			\$600	\$850			\$1,450		\$1,450
SR 516 West Gateway	1001		\$26					\$26		\$26
Tax Tide Park	1008			\$350				\$350	\$50	\$400
City Park	1009					\$760	\$250	\$1,010	\$200	\$1,210
Covington School Park	1007			\$400	\$50	\$400		\$850		\$850
SR 516 East Gateway	1002			\$30				\$30		\$30
Jenkins Creek Trail	1087						\$602	\$602	\$400	\$1,202
SE 25th West Gateway	1003			\$35				\$35		\$35
Community Recreation Center	1113			\$9,000				\$9,000		\$9,000
Downtown Plaza	1008					\$500		\$500		\$500
Covington Way S Gateway	1005						\$40	\$40		\$40
Jenkins Creek Park 2009-2024 Project Costs	1014						\$200	\$200	\$450	\$650
									\$17,351	\$17,351
Funding Sources										
General Fund										
Capital Fund (REET)		\$270	\$710	\$85	\$960	\$665	\$2,290	\$4,841		\$7,131
Park Levy				\$500	\$500	\$300	\$1,300	\$7,806		\$8,106
Park Mitigation				\$20		\$2	\$22	\$101		\$123
Bond Proceeds				\$8,000			\$8,000	\$8,000		\$8,000
Grant			\$650	\$350	\$500	\$425	\$1,825	\$5,503		\$7,528
Street Funds								\$100		\$100
Summary		\$270	\$1,380	\$9,935	\$1,660	\$1,292	\$14,637	\$18,651	\$18,651	\$32,968
Funding Sources		\$270	\$1,380	\$9,935	\$1,660	\$1,292	\$14,637	\$18,651	\$18,651	\$32,968
Balance		\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-

(Updated) Table 10.3 – Cost/Funding Sources for Parks and Recreation

PARKS 2015 - 2020 Capital Improvement Plan (times \$1,000)

Project	CIP #	2015	2016	2017	2018	2019	2020	6 - Year Total
Covington Aquatic Center Renovation	2010	-	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ 400,000
Covington Community Park Ph 2	1010	700,752	2,992,758	-	-	-	-	3,693,510
South Covington (SoCo) Park	1019	1,010,500	-	823,125	-	3,689,974	-	5,523,599
Town Center Park Plaza	2011	20,000	-	-	-	-	-	20,000
Jenkins Creek Park	1014	30,000	45,000	186,794	1,722,330	-	-	1,984,124
Pipe Lake Access	1017	-	-	280,500	313,057	2,174,005	-	2,767,562
Gerry Crick Skate Park Renovation	1013	131,845	-	-	-	-	-	131,845
Friendship Park Renovation	2002	-	171,412	-	-	-	-	171,412
Crystal View Park Renovation	1094	-	-	224,663	-	-	-	224,663
Pipeline Trail North	1101	-	-	-	-	477,507	-	477,507
Jenkins Creek Trail	1110	20,000	-	-	30,000	30,000	-	80,000
Covington Community Park Ph 3	1010	-	-	-	-	1,500,000	13,500,000	15,000,000
Community Park #3	1178	-	-	-	-	2,010,000	2,500,000	4,510,000
Cedar Creek Park Clean up	2008	-	-	40,814	-	-	-	40,814
Off Leash Dog Park	1021	-	-	-	-	225,000	200,000	425,000

City of Covington Comprehensive Plan

Capital Facilities Element

TOI									
AL	1,913,097	3,209,170	1,555,896	2,065,387	10,106,486	16,200,000	35,450,036		
	Revision 2 submitted by Angie Fesser, Park and Recreation Department staff on May 30, 2014								

Table 10.4 - Cost/Funding Sources for Surface Water Management (Times \$1,000)

Cost/Funding Sources	CIP	2003	2004	2005	2006	2007	2008	6 Year Total	2009*	20 Year Total
Cost										
Timberlane Drainage Improvements Phase I	1023									
SE War Rd & 16th Ave SE	1033S	\$73	\$26	\$251.4				\$350.4		\$350.4
164 th Ave. SE Phase 2	1038							\$30		\$30
SRS16	1039	\$305						\$305		\$305
Safety/Widening Regional Stormwater Detention Pond Study	1039	\$100		\$80.5				\$180.5		\$180.5
Orto Photo Mapping	1024		\$200					\$200		\$200
159 th Ave. Flood Mitigation	1025		\$32.8	\$303.2				\$336		\$336
SRS16/160 th Ave. SE Intersection Imp.	1035			\$28.4				\$28.4		\$28.4
SE 262 nd Place Storm Drainage Improvement Study	1064					\$7		\$7		\$7
Timberlane Drainage Imp. Phase II	1026						\$128	\$128	\$1,085	\$1,213
Annual Drainage Improvements 2009-2023 Project Costs	1027						\$78	\$78	\$822	\$900
									\$52,565	\$52,565
Funding Sources										
General Fund Capital Fund (REBT)									2,100	
Street Fund SWM Fund		\$608	\$258.8	\$863.5		\$7	\$206	\$1,743.3	\$9,100.2	\$10,843.5
Developer Share									\$38,780	\$38,780
PWWF Loan									\$1,144.8	\$1,144.8
Other									\$1,440	\$1,440
Summary										
Costs		\$608	\$258.8	\$863.5		\$7	\$206	\$1,743.3	\$52,565	\$54,308.3
Funding Sources		\$608	\$258.8	\$863.5		\$7	\$206	\$1,743.3	\$52,565	\$54,308.3
Balance		\$--	\$--	\$--	\$--	\$--	\$--	\$--	\$--	\$--

~~February 19, 2014 053014 Proposed amendments per CPA 14-01 (rev. 2)~~

Table 10.5- Cost/Funding Sources for Transportation (Times \$1,000)

Cost/Funding Sources	CIP	2003	2004	2005	2006	2007	2008	5 Year Total	2009+	20 Year Total
Cost										
Annual Road Overlay Projects	1028	\$195	\$100	\$189	\$180	\$277	\$152	\$1,073		\$1,073
Annual Traffic Safety Projects	1029	\$100	\$100	\$100	\$100	\$150	\$100	\$650	\$100	\$750
SE 256 th Street/164 th Ave SE	1034	\$1,195	\$5,327	\$256	\$256	\$256	\$256	\$7,542		\$7,542
SE Wax Rd & 180 th Ave SE	1003	\$1117	\$184.6	\$3,697	\$875			\$5,683.6		\$5,683.6
SR 526 Safety/Widening	1009	\$165.5	\$1,205	\$1,249				\$2,619.5		\$2,619.5
SE Wax Road	1116	\$30	\$328					\$358		\$358
Wax Road/176 th Place SE	1073		\$25	\$233.5				\$258.5	\$75	\$333.5
188 Wy SE	1082	\$20	\$251	\$2,687	\$18.5	\$16.5	\$16.5	\$3,037.5	\$18.5	\$3,054
SE 279 th Street	1063B						\$162	\$162	\$2,334	\$2,496
SE 270 th Street	1125			\$90	\$251	\$516	\$516	\$1,373		\$1,373
SE 270 PL	1081			\$90.8	\$477	\$681.9		\$1,149.7		\$1,149.7
SR 516	1127				\$351	\$280	\$1,419.5	\$2,030.5	\$1,419.5	\$3,450
SR 516	1128			\$509	\$260	\$1,659	\$1,659	\$4,085		\$4,085
SR 516	1030	\$177.7	\$310					\$487.7		\$487.7
SR 516/160 th Ave SE Intersection Imp	1035			\$83.8	\$826.2			\$710		\$710
164 th Ave SE Phase 2	1038		\$391.1	\$582.1				\$973.2		\$973.2
180 th Ave SE Ext.	1124E				\$252	\$282	\$282	\$816	\$2,942	\$3,758
164 th Ave SE Storm/Sidewalk	1040					\$116.7	\$606.3	\$723		\$723
Se 256 th Street/156 th Ave SE	1044						\$87	\$87	\$739	\$826
SE Wax Road	1045						\$156	\$156	\$1,745	\$1,901
Circulation Needs Study	1042	\$100					\$100	\$200		\$200
SR 516 Access Control Project	1063		\$94		\$836	\$332.5	\$332.5	\$1,595		\$1,595
2009-2024 Projects									\$105,336	\$105,336
Funding Sources										
General Fund		\$195	\$200	\$289	\$280	\$429	\$252	\$1,625	\$100	\$1,725
Capital Fund (REET)			\$911.3	\$612.6	\$806.8	\$395.5	\$493	\$2,919.2		\$6,179
Street Fund								\$86		\$86
SWM Fund		\$438		\$138.7				\$573.7		\$2,943.7
Developer Road Impact Fees/LID		\$1,058.3	\$1,367.8	\$2,804.6	\$1,220	\$1,290.8	\$1,587.4	\$9,328.7	\$48,115.6	\$57,444.3
Grants (TIB & other)		\$683.3	\$1,813.5	\$2,564.7	\$848	\$997	\$188.4	\$6,894.9	\$20,599	\$27,493.9
Grants (STEA & HES)		\$150.8	\$1,231.6	\$52.5				\$1,434.9	\$709.1	\$2,144
PWTF Loan			\$4,036.7				\$748.8	\$4,785.5		\$4,785.5
Other		\$152.7		\$509	\$611	\$1,918	\$3,077.5	\$6,286.2	\$23,011.3	\$35,279.5
Debt Proceeds Summary										
Costs		\$3,130.2	\$8,326.7	\$9,736.2	\$4,459.7	\$4,455.6	\$5,852.8	\$35,930.2	\$116,707	\$150,837.2
Funding Sources		\$2,675.1	\$9,060.9	\$6,971.1	\$3,745.8	\$5,030.1	\$6,347.1	\$33,830.1	\$104,280.8	\$138,080.9
Balance		(\$455.1)	\$735.2	(\$1,765.1)	(\$713.9)	\$574.5	(\$484.3)	(\$7,500)	(\$10,457)	(\$12,557)

10.10 Capital Facilities Plan Projects and Financing Plan Summary

Table 10-6 is a summary of Tables 10-1 through 10-4. Table 10-6 shows subtraction of the known funding sources from total estimated costs to show the non-funded balances by facility type. The following tables represent updates in 2003 and 2004. King County Fire District provided updates for 2010. A complete update to the following Tables will occur during the next 7 year mandate by GMA. Refer to Section 10.16 below for a summary of action options and strategies to meet the unfunded gap.

Table 10-6 Capital Facilities Plan Summary of Costs and Funding Sources (Times \$1,000)

Cost/Funding Sources	2004	2005	2006	2007	2008	2009	6 Year Total	2010+	20 Year Total
Fire/Rescue Facility*	\$50	\$2,950	\$1,000	\$1,200	\$1,600	\$1,000	\$8,300	\$500	\$7,000
City Hall/Community Center	\$300	\$300	\$4,300	\$1,300	\$337	\$337	\$7,074	\$4,718	\$11,812
Parks and Recreation	\$270	\$1,300	\$9,935	\$1,680	\$1,292	\$699	\$16,258	\$17,782	\$32,538
Surface Water Management	\$258.8	\$983.8	\$7	\$7	\$29	\$29	\$1,097.3	\$0	\$1,097.3
Transportation	\$8,326.7	\$9,758.2	\$4,499.7	\$4,496.8	\$5,032.8	\$9,947.8	\$40,112.8	\$13,291.3	\$53,334.2
Funding Sources									
Revenue Fund	\$203	\$339	\$310	\$429	\$252	\$100	\$1,590	\$1,500	\$1,530
Capital Fund (PSEET)	\$1,281.3	\$1,782.8	\$1,271.8	\$1,382.6	\$1,305	\$1,490.6	\$8,214.8	\$11,294	\$19,508.3
Street Fund (Gas Tax and Vehicle License Fee)							\$0	\$188	\$188
SRM Funds	\$258	\$82.2		\$7	\$208	\$721	\$2,046	\$10,871	\$12,718
Grants (State & Federal)	\$388.1	\$3,287.2	\$1,109	\$1,467	\$918.4	\$542.4	\$8,998.1	\$28,818.1	\$38,794.2
Developer Road Impact	\$1,287.8	\$2,804.8	\$1,228	\$1,280.8	\$1,587.4	\$2,083.2	\$10,954.8	\$44,721	\$55,889.8
Developer Other (OSM)									
Other		\$899	\$811	\$1,918	\$3,077.5	\$1,541	\$7,658.5	\$38,780	\$38,780
King County DOT							\$0	\$26,682	\$26,682
City of Kent							\$0	\$894.5	\$894.5
Fire Dist #27 / City*	\$50	\$2,004	\$1,000	\$1,000	\$1,000	\$1,000	\$6,000	\$1,822.5	\$1,822.5
Park Levy							\$0	\$899	\$7,909
Park Mitigation							\$1,889	\$7,227	\$8,108
WWT/Lake	\$4,938.7	\$30	\$898	\$55	\$33	\$60	\$5,064.7	\$101	\$5,165.7
Street Promenade					\$748.8		\$748.8	\$4,148.8	\$4,897.6
Signaling Fund			\$8,056				\$8,056	\$0	\$8,056
Cost Proceeds			\$3,000	\$300			\$3,300	\$200.8	\$3,500.8
Summary Costs*	\$9,736.5	\$16,970.7	\$18,764.7	\$8,468.8	\$7,897.8	\$7,894.3	\$64,258.8	\$192,518	\$251,177.2
Funding Sources*	\$9,989.7	\$13,318.8	\$13,040.8	\$7,034.1	\$6,182.1	\$7,888.2	\$91,493.8	\$178,728	\$337,862.8
Balance**	\$252.2	\$1,658.1	\$1,723.9	\$1,434.3	\$1,017.5	\$1,014.0	\$2,764.0	\$73,789	\$14,685.0

* - Totals exclude KC Fire Dist #27 / City New Fire / Rescue Station cost and expense fee items. The net cost financing plan is for system development charges considered with SRM mitigation and WWT/Lake impact fees.

Following Table, provided by King County Fire District, to be included in update to Tables 10-6

Cost/Funding Sources	2010	2011	2012	2013	2014	2015	6 year total	2016+	20 year total
Fire/Rescue Cap.	\$100	\$200	\$875	\$900	\$925	\$1,000	\$4,000	\$3,000	\$7,000
Debt Payments				\$600	\$600	\$800	\$2,000	\$5,000	\$7,000
Summary									
Fire SDC / Mit Fee	\$100	\$200	\$875	\$900	\$925	\$1,000	\$4,000	\$3,000	\$7,000

Table 10-6 Capital Facilities Plan Summary of Costs and Funding Sources (Times \$1,000)

Cost/Funding Sources	2003	2004	2005	2006	2007	2008	6 Year Total	2009+	20 Year Total
Cost									
City Hall/Community Center	\$380	\$380	\$4,300	\$1,360	\$337	\$337	\$7,074	\$4,718	\$11,812
Parks and Recreation		\$270	\$1,380	\$9,935	\$1,680	\$1,292	\$14,537	\$18,401	\$32,538

Surface Water Management	\$508	\$258.8	\$663.5		\$7	\$206	\$1,743.3	\$92,565	\$54,308.3
Transportation	\$3,130.2	\$8,325.7	\$9,736.2	\$4,459.7	\$4,455.6	\$5,852.8	\$35,960.2	\$114,832	\$150,792.2
Funding Sources									
General Fund	\$195	\$200	\$339	\$310	\$429	\$252	\$1,725	\$100	\$1,825
Capital Fund (REET)	\$380	\$1,261.3	\$1,702.9	\$1,271.8	\$1,362.5	\$1,395	\$7,403.5	\$14,868.8	\$20,172
Street Fund (Gas Tax and Vehicle License Fee)							\$0	\$187	\$186
SWM Funds	\$1,043	\$258.8	\$852.2		\$7	\$206	\$2,367	\$11,470.2	\$13,837
Grants (State & Federal)	\$834.1	\$2845.1	\$3,287.2	\$1,198	\$1,497	\$613.4	\$10,254.8	\$26,911.1	\$37,166
Developer Road Impact Fees/LID	\$1,058.3	\$1,367.8	\$2,804.6	\$1,220	\$1,290.6	\$1,587.4	\$9,328.7	\$48,115.6	\$57,444
Developer Share (SWM)								\$38,780	\$38,780
Other	\$152.7		\$509	\$611	\$1,918	\$3,077.5	\$6,262.2	\$27,145.8	\$33,428
King County DOT							\$0	\$1,483	\$1,483
City of Kent							\$0	\$1,822.5	\$1,823
Kent School District									
Park Levy				\$500	\$500	\$300	\$1,300	\$7,806	\$9,106
Park Mitigation			\$20			\$2	\$22	\$101	\$123
PWTF Loan		\$4,036.7				\$748.8	\$4,785.5	\$1,144.8	\$5,930
Bond Proceeds				\$9,000			\$9,000	\$0	\$9,000
Debt Proceeds			\$3,820	\$930			\$4,750	\$0	\$4,750
Summary									
Costs	\$4,118.2	\$9,234.5	\$16,079.7	\$15,754.7	\$6,459.6	\$7,887.8	\$59,334.5	\$190,516	\$249,751
Funding Sources	\$3,663.1	\$9,969.7	\$13,314.9	\$15,040.8	\$7,034.1	\$8,182.1	\$57,204.7	\$179,736	\$235,053
Balance	(\$455.1)	\$735.2	(\$2764.8)	(\$713.9)	\$574.5	\$484.3	(\$2,129.8)	(\$10,780)	(\$14,698)

10.11 Revenue Options and Forecasts

The following is a description of each revenue source identified in the preceding Capital Facilities Plan Projects and Financing Plan Summary, along with assumptions used in the forecasts.

10.11.1 Park Impact Fees

Revised Code of Washington 82.02.050-090 authorizes a charge to be paid by new development for its "fair share" of the system (off-site) improvement costs of parks and recreational facilities that are required to serve the development.

Park impact fees are flat rates charged on the basis of the type of dwelling unit in each type of residential development, [and the square footage of commercial development](#). The fees are usually collected at the issuance of building permits ~~or at recording for subdivisions~~. Adjustments must be made to fee calculations to account for parks and recreational facilities costs that are paid by other sources of revenue, and additional "credits" can be given to developers who contribute land, improvements, or other assets.

GMA authorized impact fees under RCW 82.02 do not include any other form of developer contributions or extractions, such as mitigation or voluntary payments authorized by State Environmental Policy Act (RCW 43.21C), local improvement districts or other special assessment districts, linkage fees, or land donations or fees in lieu of land. ~~City expects a modest \$123,000 over a 20-year period from mitigation.~~

Impact fees must be used for capital facilities needed by growth, and not for current deficiencies in levels of service, and cannot be used for operating expenses. Impact fees must show a "rationale nexus of benefit" between the payer of the fee and the expenditure of the fee.

10.11.2 Impact Fee Revenue

The City of Covington presently has 5,048 dwelling units and anticipates an increase of approximately 900 units within the six- year planning period. A parks, trails and recreation facility impact fee rate has not been calculated at this time. ~~A separate analysis has been undertaken to study the merits of formation a metropolitan park district, including City of Covington and nearby unincorporated areas or adjacent communities.~~

~~No parks impact fee revenue has been included in the 6 year or 20 year plans.~~

10.12 Parks, Trails, and Open Space General Obligation Debt Capacity

10.12.1 Levies

Cities may issue voter-approved general obligation bonds for parks and open space. General obligation bonds are backed by the value of the property within the jurisdiction (full faith and credit). Voter- approved bonds will increase the property tax rate, with the increased revenues dedicated to paying principal and interest on the bonds.

Local governments are authorized to take "excess levies" as increases in the regular property tax levy (Revised Code of Washington 84.52) above the \$3.60 per \$1,000 statutory limit to repay Parks, Trails, and Open Space voter-approved bonds. There is no dollar limit for this levy. However, the total amount of debt for open space and park facilities is restricted by law to 2.5% of taxable value of property (Revised Code of Washington 39.36.020[2][a][ii]). The excess levy is in addition to the 2.5% for general purpose debt. A 60% majority vote is required for voter- approved bonds/excess levy.

10.12.2 Forecast of Park and Recreation Debt Capacity

The estimated park and recreation general obligation debt capacity and the basis for the forecast is provided in the 20 year Parks CIP periodically updated. Currently, the plan relies on use of debt in year 2006 and later in the 20 year period.

~~10.12.3 Recreation and Conservation Office (RCO) Interagency- Committee for Outdoor Recreation (Interagency- Committee)~~

10.12.3

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The well known ~~IAC-RCO~~ grant program is really a central clearinghouse agency for several federal and state grant programs primarily for acquisition, development and renovation of outdoor recreation and habitat conservation areas. There are currently eight (8) accounts or programs funded by grants provided by the Interagency Committee:

1. Boating Facility Grants: acquisition, development and renovation of public access boating facilities;
2. Firearms Range Account: acquisition, development and renovation of public and private non-profit firearm ranges and archery facilities
3. Non-Highway Off-Road Vehicles: planning, education and/or enforcement, acquisition and/or development, and maintenance/operation of off-road vehicle trails and facilities.
4. Traditional Park Grants
5. Wildlife and Recreation Program: acquisition and development of wildlife habitat
6. Habitat Conservation Account: acquisition and development of urban wildlife habitat
7. Outdoor Recreation Account: acquisition and development of local parks, including existing parks, regional trails, trail head facilities and water access sites
8. Aquatic Lands Enhancement Account (ALEA): The ALEA program was recently moved to IAC administration, from WDNR oversight. The ALEA program funds aquatic projects from shellfish lease revenues.

A comprehensive parks and recreation plan or a parks and recreation component in a local comprehensive plan is required for Boating Facility and Outdoor Recreation Account grants. A 50% local match is required for all grants and only occasionally will ~~IAC-RCO~~ grants exceed the \$1,000,000 grant funding level. ~~The City of Covington recently was awarded a \$500,000 grant from IAC.~~

10.13 Forecast for Interagency Committee Revenue

Revenue estimates are dependent on project eligibility for the following funds.

10.13.1 Surface Water Management Capital Funds

Upon incorporation the City formed its own surface water utility. Currently the fee rates are slightly more than parcels nearby in the King County system and the City of Covington fees are collected for the City by King County. There is a flat rate for single family dwellings. Multiple family, commercial

and industrial fees are based on the amount of impervious surface on each site. The City's annual budget anticipates revenue net of operational expenses, allowing for funding capital facilities improvements as well as operations and regulatory compliance funding. (See Chapter 8 Surface Water Resource Element for further explanation)

10.13.2 Forecast of Surface Water Management Project Revenue

The updates to the annual budget shows the revenue forecast for the stormwater utility. However, rate adjustments are subject to annual council review.

10.13.3 Transportation Equity Act for the 21st Century-Next Program

The Transportation Equity Act for the 21st Century (TEA-21) successor program for years 2004 thru 2010 is expected to provide federal funding for standard street improvement projects as well as enhancement projects that include alternative transportation modes such as bicycle paths. The federally funded grant program, administered locally by WSDOT and PSRC typically funds 80% of the project and requires the local government to fund the remaining 20%. The majority of projects that received TEA-21 funds were required to have a minimum local match of fifty percent (50%). Although final rules are not set for the 2004 renewal program and beyond, the grant program will likely have competitive rules similar to the former TEA-21 and ISTEA programs.

10.13.4 Forecast of Transportation Equity Act for the 21st Century Enhancement Project Revenue

Revenue estimates are dependent on project eligibility and regional competitive factors for federal funds, although the long term revenues expected are shown in annual budget updates. Most likely candidate projects for federal funding are multi-use trails in an open space greenway (Jenkins Creek or Little Soos Creek) or along a rural to urban transportation corridor of regional significance (SR-516 and SR-18).

10.14 State Grant and Loan Funding Sources

10.14.1 Funds Administered by the Transportation Improvement Board

Grant programs administered by the Transportation Improvement Board are designated for cities and counties for the design and construction of roadways that have arterial designations and for pedestrian facilities. Funds for the competitive grant programs are generated from the state gas tax that is collected at the gas pump. Applications for grants are normally requested on an annual basis when adequate funding is available. Both the Transportation Partnership Programs and the Arterial Improvement Program are programs that

are geared primarily towards street improvement projects and have eligible landscaping and illumination cost limited to three percent of the total project cost. Refer to Chapter 5, for an overview of transportation funding strategies. Here are some of the programs:

Pedestrian Safety and Mobility Program

The intent of this program is to enhance and promote pedestrian mobility and safety as a viable transportation choice by providing funding for pedestrian projects that provide access and address system continuity and connectivity of pedestrian facilities. Project applications will be rated and awarded point in several categories.

The program provides a maximum of \$150,000 in grant funds with local agencies match of not less than twenty percent. The local match may be from other grant sources or private funds. Highly ranked projects are listed by their score and are selected for funding in numerical order down to the funding level that is available each year.

Public Works Trust Fund

The Public Works Trust Fund provides interest-free or very low interest rate loans for the construction of new or expanded infrastructure. Loan funds can only be provided to correct existing deficiencies, improve unsafe conditions, and to meet current design and capacity standards. Funding cannot be provided for projects that provide substantial additional capacity.

Corridor Congestion Relief Program

A new state funded program began in 2000 that is funded by state gas taxes. The purpose of the new "Corridor Congestion Relief Program" is to provide funding for congested urban corridors, as defined and selected by the Washington State Department of Transportation in consultation with cities, counties and regional transportation planning organizations. Eligible projects include roadway widening, channelization, signalization, HOV lanes, and Intelligent Transportation Systems.

The grant program restricts the funding to urban corridors that connect urban or significant activity centers; begin or end at the intersection of another arterial, state highway, or limited access freeway system; and provides an alternative route to the limited access freeway system. Project applications will be rated and awarded points in several categories.

A minimum local match to this program is 10%. The program may be funded depending on the approved state budget.

Traffic Safety Near Schools Program

Similar to the Corridor Congestion Relief Program, the Traffic Safety Near Schools program is relatively new and successful. The purpose of this program is to fund capital projects for traffic and pedestrian safety improvements near schools. Eligible projects include sidewalks and walkways, school signing and

signals (except for fluorescent yellow green warning signs), improved pedestrian crossings (medians, curb bulbs, crosswalks flashing pavement warning lights, flashing beacons), turning lanes, school bus pullouts, roadway channelization and signalization. WSDOT Highways and Local Programs administers this program. The maximum amount of grant funds is \$150,000 per application and a twenty-five percent local match is required. Project applications will be rated and awarded points in the following categories:

10.14.5 Forecast of State Grant and Loan Funding Project Revenue

Revenue estimates are dependent on project eligibility and revenue for these funds. Any grant and loan funding updates are shown in annual City of Covington budget updates.

10.14.6 Gas Tax + Local Vehicle License Fees for Capital Expenditures

Revised Code of Washington 82.36 authorizes this tax, which is administered by the Department of Licensing, and paid by gasoline distributors. Cities and counties receive 11.53% and 22.78%, respectively, of the motor vehicle fuel tax receipts.

Revenues must be spent for "highway purposes including the construction, maintenance, and operation of city streets, county roads, and state highways.

10.14.7 Forecast of Gas and Vehicle License Tax Revenue

The City allocates this gas tax revenue to the Street Fund for maintenance, operation, reconstruction, and renovation of City streets. The gas tax revenue forecast is shown in the annual budget. The City also allocates Local Vehicle License fees to the Street Fund for maintenance, operation, reconstruction, and renovation of City streets. The local vehicle license tax revenue forecast is shown in the annual budget. Through various voter approved initiatives, gas tax revenue has declined approximately 10% in the six years for municipal use.

10.14.8 Transportation Mitigation Fees

The City has collected mitigation fees that are assessed to developers for their share of street improvements. The amount of the fee has been established by the Mitigation Payment System (MPS) for projects that includes two sources of projects. The arterial street projects budgeted by King County located within the City at the time of incorporation as well as City of Covington arterial street projects are included. For the single-family developments that are subject to impact fees, the current (Sept. 1, 2003) average rate per single family home is \$2,054, with multi-family residential units at 60% of the single family rate. Rates for commercial development are calculated for the City by King County and are based on the location and impacts on identified street projects. Transportation mitigation fees collected must be expended toward the identified mitigation within six years of

collection or returned to the payee.

Additional fees may be collected during the environmental review process for a development project. If during the review it is determined that concurrency cannot be reached within the required six year period additional fees may be collected to assure that the existing level of service is sustained. Transportation mitigation fees collected by the environmental review process must be expended toward the identified mitigation within five years of collection or returned to the payee.

The City of Covington also collects impact fees in a range from \$146 to \$2,010 per single family residence on behalf of King County, for the portion of nearby road projects located in unincorporated King County, through an Interlocal Agreement.

10.14.9 Forecast of Transportation Mitigation Fee Revenue

The updated revenue forecasts for mitigation fees are shown in the annual budget report. The 6 year model forecast for the period 2004 to 2009 reflects \$2,278,829 in impact fees for City and an additional \$1,877,200 collected by City and forwarded to King County, for projects on the adopted impact fee lists. In addition, there is a small undetermined amount of annual revenue regularly collected by King County and provided to City of Covington, under the reciprocal impact fee Interlocal Agreement currently in place, from development in King County that is served by City of Covington street projects. Covington is one of only a few cities with such a reciprocal impact fee collection program with King County.

10.14.10 Real Estate Excise Tax: 1st and 2nd 1/4%:

Revised Code of Washington 82.46 initially authorized real estate excise tax levy of 1/4%, and the state legislature later authorized another 1/4% for capital facilities, subject to the requirement that the existing 1/4% real estate excise tax to be used primarily for financing capital facilities specified in the local government's capital facilities plan.

Both the first and second 1/4% real estate excise tax revenue may be used for the following capital facilities:

1. The planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation or improvement of: Streets, Roads, Sidewalks, Street and Road Lighting Systems, and Storm and Sanitary Sewer Systems.
2. The planning, construction, reconstruction, repair, rehabilitation, or improvement of parks and recreation facilities.

In addition, the first 1/4% real estate excise tax may be used for the following capital facilities:

1. The acquisition of parks and recreation facilities;
2. The planning, acquisition, construction, reconstruction, repair,

replacement, rehabilitation or improvement of: Law Enforcement Facilities, Fire Protection Facilities, Trails, Libraries, Administrative and Judicial Facilities, River and/or Waterway Flood Control Projects (within certain dates), and Housing Projects (within certain dates).

10.14.11 Forecast of Real Estate Excise Tax Revenue

The City of Covington has enacted both the first and second 1/4% real estate excise tax. The REET revenue is allocated to the Capital Fund, as required.

The REET revenue forecast is based on assumptions and projections of past revenues in the City's annual budget. The forecast assumes continuation of the allocation of revenue for capital improvements.

10.14.12 General Obligation Debt Capacity

General Obligation (GO) Bonds are backed by the value of the property within the jurisdiction (full faith and credit). There are two types of General Obligation Bonds: councilmanic and voter-approved.

Councilmanic bonds are authorized by the jurisdiction's legislative body without the need for voter approval. Principal and interest payments for councilmanic bonds come from general government revenues, without a corresponding increase in taxes, which means that this method of bond approval does not utilize a dedicated funding source for repaying the bondholders.

Voter-approved bonds will increase the property tax rate, with the increased revenues dedicated to paying principal and interest on the bonds. Local governments are authorized "excess levies" (increases in the regular property tax levy [Revised Code of Washington 84.52] above the \$3.60 per \$1,000 assessed valuation statutory limit to repay voter-approved bonds). There is no dollar limit for this levy. However the total amount of debt (councilmanic and voter-approved combined) is restricted by law to 2.5% of taxable value of property. Of the 2.5% for general-purpose debt, the City may issue up to 1.5% in the form of councilmanic bonds.

10.14.13

Forecast of General Obligation Debt Capacity

The City does not currently have any voted general obligation or councilmanic general obligation debt. The forecast for remaining unused general obligation debt capacity for the planning period is adequate for capital needs (if used) and strategies to fund proposed plans. The proposed plan elements do not cause the City of Covington debt to be in excess of the state allowable maximum limits. The debt capacity forecast is based on the statutory debt limitations as of December, 2002.

Councilmanic Debt Capacity

The estimated councilmanic debt capacity (based on 1.5% of taxable valuation

of property) is currently \$16,045,179. The basis for the estimate is the 2003 assessed valuation of \$1,069,678,571.

Total Debt Capacity

The estimated voted and non-voted debt capacity, including parks and open space and utility purposes is \$80,225,893. The basis for the estimate is the 2003 assessed valuation is \$1,069,678,571.

The estimates for debt capacity do not include the projected assessed valuation of \$37,607,544 for any proposed annexation areas in 2003, after development, if annexed.

10.15 Six Year Capital Facilities Lists

This section contains the list of projects that have been identified in the other elements of the Plan that are needed to obtain and sustain the adopted levels of services. The Six Year list of capital facilities will be reviewed, prioritized and revised annually, by the City Council. Projects may be exchanged between the current Six Year Capital Facilities Plan and this list as priorities are established. The Twenty Year Capital Facilities list is used as the primary source to identify projects for future Six Year Capital Facilities Plans as budgets are developed and updated on an annual basis.

The six-year citywide Capital Facilities Plans is not required to be financially balanced, under GMA requirements, the long term plan must have either a financing plan or strategy to finance the plan.

10.16 Capital Facilities Plan and Financing Plan Summary

The forecast of cost of projects and anticipated revenues beyond a six-year period is uncertain. The identified revenue shortfalls (Tables 10.1 thru 10.4) could be reduced by several options. Possible sources to reduce shortfall are, but not limited to, the following:

- Increases to surface water management rates and using the increase in fees to fund a greater portion of the storm drainage portion of transportation projects. The proposed rate increase as currently presented in the Stormwater Element have already been assumed to be implemented for the both the Six Year Capital Facilities Plan and the long term Capital Facilities Plan.
- Use the City's general obligation debt capacity to finance some of the proposed improvements. The advantage of this option is that it provides the City with the benefits of the facility earlier than if the City saves for the needed funds. The disadvantage of this option is that funds used to make the payments on the interest and financing of the debt competes with funding resources for other projects and needs.

- Reduction in the adopted levels of service standards or changes in the designated land use plan that reduces the need for infrastructure capital improvements
- Addition of utilities taxes. City of Covington is nearly unique among adjacent cities in this regard. There are no utility taxes currently for telephone, cable TV, electricity, natural gas, water, solid waste, etc. while comparable size nearby cities currently obtain \$350,000 annually or more from a combination of utility taxes.
- Regular levies for capital improvements or maintenance and operations. City of Covington is similar compared to adjacent cities, because cities use levies infrequently. There are no municipal levies in Covington in 2003. Cities obtain funds from voter approved levies on a regular basis, typically for parks and recreation facility maintenance or specific needs, such as technology upgrades. In fall 2002, the Planning Commission and staff identified that a small levy amount (approximately \$2 million) used on regular basis (assuming a vote to approve each time) could create a rolling source of capital improvement funds, to fund all of the estimated unfunded \$56 million gap for the streets and stormwater capital improvements long term 20 year CIP.

10.17 Goals and Policies

CFG 1.0 Enhance the quality of life for Covington residents through the planned provision of public and private capital facilities, either directly by the City or via coordination with other public and private entities.

CFP 1.1 When planning, developing, and administering the City's capital investment program, give primary consideration to the following:

- *Protect public health and safety;*
- *Provide infrastructure to support the vision of Covington 's future as articulated in the Comprehensive Plan;*
- *Support the provision of City services consistent with the expectations of the community, as expressed in the City's adopted level of service standards;*
- *Maintain, rehabilitate, or replace the City's facilities and infrastructure as necessary to extend the useful life of existing facilities and ensure continued efficiency and conservation of energy and resources; and*

- *Provide facilities that meet special needs of the community, such as those supported by voter-approved bonds.*
- CFP 1.2 *Require water and sewer utilities, as well as those utility providers for which the City collects fees, to prepare a Capital Facilities Plan that includes:*
- *A long-range plan for capital improvements and construction needed to support the level and distribution of the adopted 20-year population and employment growth target;*
 - *A demonstration of how facility and service needs are determined;*
 - *At least a six-year finance plan, which is to be updated on an annual basis, demonstrating how needs are to be funded;*
 - *Population and employment projections consistent with those used in developing the Covington Comprehensive Plan; and*
 - *A strategy for achieving consistency between the land use and the capital facility plan beyond the six-year capital improvement program, including identified potential funding sources.*
- CFP 1.3 *Maintain an inventory of existing capital facilities owned by public entities. This inventory should include the locations and capacities of such facilities, and will be updated annually.*
- CFP 1.4 *Project needed capital facilities based on adopted level of service standards and forecasted growth in accordance with the Land Use Element of the Comprehensive Plan. This projection, along with project costs and financing should be updated annually. To ensure concurrency, the Kent School District and Fire Districts 37 and 43 shall submit their Six-Year Capital Facilities Plans to the City annually and the Plans shall be adopted by reference annually as a sub-element of the Capital Facilities Element of the Comprehensive Plan.*

- CFP 1.5 *Identify deficiencies in public facilities serving existing development, based on adopted level of service standards, and the means and timing by which those deficiencies will be corrected.*
- CFP 1.6 *The City will prepare and adopt a six year Capital Facilities Plan annually that identifies projects, outlines a schedule, and designates realistic funding sources for all City capital projects.*
- CFP 1.7 *Include acquisition and development costs for trails projects specified in the City Comprehensive Park and Recreational Facilities Plan within its six-year Capital Facilities Plan.*
- CFP 1.8 *Require new development to include storm water facilities in compliance with city ordinances and regulations and incorporate low-cost, long term maintenance methods and, whenever possible, recreational facilities and good aesthetics.*
- CFP 1.9 *Encourage public and private community service providers to share or reuse facilities when appropriate, to reduce costs, conserve land, and provide convenience and amenity for the public. Encourage joint siting and shared use of facilities for schools, community centers, health facilities, cultural and entertainment facilities, public safety/public works, libraries, swimming pools, and other social and recreational facilities.*
- CFG 2.0 *Ensure that public facilities (other than transportation) necessary to support new development are adequate or available without compromising public health and safety to serve the development at the time the development is available for occupancy and use, based on locally adopted level of service standards and guidelines and in accordance with State law.*
- CFP 2.1 *Maintain a long-term Capital Facilities Plan that demonstrates "plan-level" concurrency. "Plan-level" concurrency shall mean the demonstrated financial capacity to provide adequate capital facilities in support of the adopted Land Use Plan, 20-year growth targets, and adopted facility service standards.*

- CFP 2.2 *Eliminate concurrency determinations at the project level where feasible in instances where the City's Capital Facilities Plan demonstrates "plan level" concurrency. (This policy does not apply to transportation concurrency assessments, whose requirements are defined in the Transportation Element.)*
- CFP 2.3 *Request the applicable service providers to adopt a capital improvement program to remedy the deficiency when an area-wide service deficiency is identified.*
- CFP 2.4 *Evaluate the adequacy of school and fire facilities when reviewing new residential development in accordance with RCW using the annual inventories noted in CFP 1.3, CFP 3.1 and other sources.*
- CFG 3.0 Achieve consistency in capital facilities level of service standards within the Covington Planning Area for each public service provided by multiple purveyors.
 - CFP 3.1 *Require capital facility service standards to be established by the providing agency for the following types of facilities to determine long-term (CFP) facility and funding requirements. Such standards will take into consideration the requirements of the American Public Works Association (APWA), the American Water Works Association (AWWA) and Washington State Department of Ecology (WDOE) and the Washington Department of Health (WDOH).*

Water System:

Require that adequate water capacity, distribution, and transmission facilities are in place to accommodate new development at the current level of service to meet American Water Works (AWWA) and Washington State Department of Health (WDOH) requirements.

Sewer System:

Require that adequate sewer capacity, distribution and transmission facilities are in place to accommodate new development at the current level of service to meet American Public Works Association (APWA) and

Washington State Department of Ecology (WDOE) requirements.

Storm Water System:

Require that adequate storm water systems are in place to accommodate new development at the current level of service to meet American Public Works Association (APWA) and Washington Department of Ecology (WDOE) requirements.

Transportation:

Level of Service E or better Citywide for non-arterial intersections

- o TSA designation of area wide average volume to capacity ratio (v/c) of 0.89 or LOS D or better.
- o SR 516 critical link v/c ratio, impacted by 50% of development peak hour traffic.

Parks and Recreation:

Neighborhood Parks

~~Two-Three~~ acres developed park acres per 1,000 population

Community Parks

Five acres developed park acres per 1,000 population

Open Space – Natural Areas and Greenspace

Six acres per 1,000 population.

Regional Parks

Six acres developed park acres per 1,000 population

Fire and Rescue

Require the addition of fire/emergency service facilities and associated equipment necessary to deliver a uniform level of service in response time for City residents and property located within City limits.

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Utilize Fire District 37's Standards of Coverage and Mitigation and Level of Service Contribution Policies for fire and emergency medical response times and consider implementing the benchmarks of the National Fire Protection Association (NFPA) standards for response times.

Schools:

Kent School District

Grades 1 to 3: 22 Students per Teaching Station

Grades 4 to 9: 29 Students per Teaching Station

Grades 10 to 12: 31 Students per Teaching Station

Municipal buildings:

City Offices: Utilize a level of service guideline of 1,100 to 1,800 square feet of office space per 1,000 population for the purposes of calculating costs for the capital facilities finance plan. The amount of office space will be determined by the services, which will be provided with the City Offices.

Prior to construction the City should reassess the level of service guideline.

City Maintenance Shops: Utilize a level of service guideline of a minimum of 800 to 1,200 square feet of maintenance shop space per 1,000 population for the purposes of calculating costs for the Capital Facilities Plan. The amount of shop space will be determined by the services, which will be provided by the City. Prior to construction the City should reassess the level of service guideline at that time.

Adequate administrative fee shall be assessed to offset associated program costs.

CFP 3.2 Reassess the Capital Facilities Plan annually to confirm that long-term financial capacity exists to provide adequate capital facilities and to ensure consistency between the Capital Facilities Plan and the Land Use Element.

- CFP 3.3 The City will continue to attend regular meetings with local purveyors to better assure continued coordination between agencies.*
- CFG 4.0 Achieve consistency in capital facilities level of service standards between the Covington Planning Area and surrounding jurisdictions' planning areas.
- CFP 4.1 Coordinate with other public entities which provide public services outside the Covington Planning Area, but within the designated urban growth area. Due to varying levels of progress on comprehensive plan updates among affected jurisdictions, this process may not be completed by the initial adoption of this plan. As other jurisdictions' comprehensive plan updates are completed, the City shall incorporate any necessary revisions in a subsequent updating of this plan.*
- CFG 5.0 Ensure that development pays a proportionate share of the cost of new facilities needed to serve such growth and development.
- CFP 5.1 Develop funding strategies for government infrastructure in cooperation with other jurisdictions that take into account economic development goals and consider the costs to, and benefits for, the jurisdictions and the region.*
- CFP 5.2 Utilize the following guidelines for any imposition of impact fees on new development by the City of Covington:*
- Fees shall be imposed only for system improvements that are reasonably related to the new development;*
 - Fees shall not exceed a roughly proportionate share of the costs of system improvements that are reasonably related to the new development;*
 - Impact fee revenues must be balanced with other public revenue sources to finance system improvements which serve new development;*
 - Proceeds shall be used for system improvements that will reasonably benefit*

the new development; and

- *Proceeds shall not be used to correct any existing capital facility deficiencies.*
- *Adequate administrative fees shall be assessed to offset associated program costs.*

CFP 5.3 Consider the exemption of certain land uses which have broad public purpose from payment of impact fees when adopting any impact fee ordinance.

CFP 5.4 Aggressively pursue funding from all levels of government and private agencies to accomplish its capital investment program while optimizing use of City resources.

CFP 5.5 Fund regional and area-wide storm water and flow control facilities through an adequate and equitable set of user charges.

SUBJECT: DISCUSSION OF COUNCIL POLICY DIRECTION FOR TEMPORARY SIGNS

RECOMMENDED BY: Richard Hart, Community Development Director

ATTACHMENT(S): NA

PREPARED BY: Richard Hart, Community Development Director

EXPLANATION:

In June of this year, the city council held a study session where they discussed temporary signs- both the current code requirements and potential changes to the existing sign code. The staff presentation included an overview of the practical and legal issues that govern any amendments to the current temporary sign regulations. Topics discussed included the following:

- A. **Development of Regulations:** Should all temporary signs within the city be subject to the same regulations, or should the city adopt different regulations for temporary commercial signs versus temporary noncommercial signs?
 - B. **Additional Community/Civic Event Classification:** Should temporary sign regulations be further segmented to provide for different regulations for community/civic events?
 - C. **Types of Temporary Signs:** What general types of temporary signs should the city allow?
 - D. **Premises and Off-Premises Signs:** Should the city allow temporary signs off-premises, or only allow them on premises?
 - E. **Quantity and Size of Temporary Signs:** Should the city restrict the size and quantity of temporary signs?
 - F. **Sign Locations-ROW:** Should temporary signs be allowed to be placed in the city's right-of-way (ROW)?
 - G. **Sign Locations-Fences:** Should temporary signs be allowed to be placed on fences on private property?
 - H. **Sign Locations-Over the Street Banners:** Should temporary banners be allowed to be hung across streets?
 - I. **Additional Street Pole Banner Sign Restrictions:** Should the use of street pole banner signs be restricted differently from other temporary signs (i.e. restricted to only geographic identification markers, civic events, and/or noncommercial organizations)?
 - J. **Duration of Display:** Should temporary signs be allowed to be posted at any time for an overall maximum duration, or should they be allowed to be posted for a specified period of time before and after the specified event/use/intent of the sign?
 - K. **Portable A-Frame Signs:** Should the city allow portable A-frame signs year-round?
 - L. **Sign Permits:** Should the city require permits for temporary signs?
 - M. **Sponsorship on Civic Event Signs:** Should the city allow a certain percentage of non-commercial sign facing to be used for commercial sponsorship?
 - N. **Sign Permit Fees:** If a sign permit is required, what fees, if any, should be collected?
- Council provided staff with policy direction regarding temporary signs which resulted in both slightly more restrictive and less restrictive regulations than what is currently provided in the

city's sign code (CMC 18.55). In addition, policy direction was provided for temporary signs in areas where none existed, such as regulations for A-frame or sandwich board signs.

Since the June study session, several council members have indicated to staff that they have reconsidered the agreed policy direction for various topics discussed at the study session and suggested that a review of the previous policy decisions of council might be appropriate before any further proposed sign regulations are brought before the planning commission and city council for analysis and adoption.

The purpose of tonight's discussion is to check-in with the council prior to staff moving forward with drafting proposed amendments to the CMC for temporary signs. In order to facilitate the discussion, staff is presenting the following three options for the council to consider regarding how staff and the council proceed with drafting new temporary sign regulations.

- 1.) Staff can proceed with drafting proposed amendments to the CMC based upon the policy direction provided by council at the June study session for temporary signs for the planning commission to review, analyze, and provide a recommendation to the council for eventual adoption. Staff would include annotations on why staff and/or the planning commission would recommend anything different than the original council policy direction, as well as comparisons to the existing sign code regulations;
- 2.) Staff can provide a written memorandum to council with an overview of the sign code policy direction provided by council at the June study session with comparisons to the existing code; or
- 3.) Staff can schedule another study session with the council to discuss areas of concern, how the previous policy direction compares to the existing sign code, highlight areas where that policy direction is more restrictive or less restrictive than the existing sign code, and provide any additional information to the council, as requested, to assist in making policy decisions.

Staff recommends option three, as that will provide the best opportunity to discuss any concerns and provide more information as needed. In addition, it is the most efficient use of staff time to clarify, refine, and reach a common understanding and consensus on the desired policy direction of council before staff drafts proposed code amendments. If the city council chooses option three, staff would like to hear from council members tonight on specific questions, concerns and information the council desires to discuss, and for staff to provide, at the study session.

ALTERNATIVES: Select one of the alternative options above.

FISCAL IMPACT: None at this time.

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

PROVIDE DIRECTION TO STAFF FOR DISCUSSION AT A FUTURE MEETING

REVIEWED BY: Community Development Director, City Attorney, Interim City Manager

Agenda Item 3

Covington City Council Meeting

Date: September 9, 2014

SUBJECT: SCHOOL RESOURCE OFFICER (SRO) AGREEMENT WITH KENT SCHOOL DISTRICT

RECOMMENDED BY: Rob Hendrickson, Interim City Manager

ATTACHMENT(S):

1. Proposed School Resource Officer Agreement between the City of Covington and Kent School District

PREPARED BY: Kevin P. Klason, Police Chief

EXPLANATION:

During the January 25, 2014 City of Covington City Council Strategic Planning Summit, Council was given a presentation regarding an opportunity for the city to enter into a partnership with the Kent School District to provide a School Resource Officer (SRO) at Kentwood High School. Council gave staff direction to work with the school district to develop a program for establishing an SRO at Kentwood High School.

A School Resource Officer primarily assigned to Kentwood High School (with some of their time spent at the middle schools) will provide a regular presence in the school, will handle 99% of the police related calls generated by the school (relieving the patrol officers to focus on other calls and patrols), aid in dispelling many myths about law enforcement and police officers, can provide training to students on life issues, and probably most important, establish better communication and establish trust with the students that will result in the officer being recognized as approachable and trusted.

The city was just informed Tuesday, September 2, 2014, that the Kent School District School Board has approved their upcoming budget. Included in the budget is the contract for the SRO. The proposed SRO agreement is attached hereto. (Attachment 1)

ALTERNATIVES:

Not enter into the agreement.

FISCAL IMPACT:

The Kent School District and the City of Covington would share the cost of the SRO. The current cost of an officer is about \$179, 730 per year. The district would cover 60% (\$107,838) of the cost and the city would cover 40% (\$71,892).

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

Council member _____ moves, Council Member _____ seconds, to authorize the Interim City Manager to enter into an agreement with Kent School District in substantial form of the proposed agreement, providing for a School Resource Officer.

REVIEWED BY: Interim City Manager; City Attorney.

ATTACHMENT 1

SCHOOL RESOURCE OFFICER AGREEMENT BETWEEN THE CITY OF COVINGTON AND THE KENT SCHOOL DISTRICT 2014-2015

THIS SCHOOL RESOURCE OFFICER (SRO) AGREEMENT (hereinafter "Agreement") is made and entered into this **XX** day of May, 2014, by and between the City of Covington (the "City"), a municipal corporation of Washington State, and the Kent School District (the "District"), a municipal corporation of Washington State, for the purpose of establishing a School Resource Officer ("SRO") program in the District.

RECITALS

WHEREAS, the District desires to have the presence and assistance on school campuses of a commissioned law enforcement officer to work collaboratively with school personnel to enforce the law, while building healthy relationships with students of the District; and

WHEREAS, the City desires to partner with local school districts and seeks an opportunity for its law enforcement officers to positively impact the community; and

WHEREAS, the District and the City share a compelling common value in seeing that the community enjoys a safe, sustainable, healthy, and respectful learning environment for its students and staff; and

WHEREAS, the City contracts with the King County Sheriff's Office (KCSO) for police services and is willing to adjust its agreement with the KCSO to provide for an additional officer to serve as the SRO to be placed within the District pursuant to this Agreement;

NOW, THEREFORE, for and in consideration of the mutual promises set forth herein, the parties hereto mutually agree as follows:

1. Purpose. The purpose of this Agreement is for the City, by and through its police department ("Department") as contracted with the KCSO for law enforcement services, to provide contract services in the form of a SRO to the District. The services provided include law enforcement and related services as provided for in this Agreement.

2. Term, Termination, and Renewal.

2.1. Term. The term of this Agreement shall commence September 1, 2014, and end August 31, 2015.

2.2. Extensions and Expiration.

2.2.1. The parties may opt to extend the term of this Agreement, on the same terms and conditions as in effect just prior to the then-current end of the term, for up to three (3) successive periods of twelve (12) months each, pursuant to the procedure in subsection B.2.b. herein. The City Manager is authorized to approve and execute said extensions

without further authorization of the Covington City Council.

2.2.2. The parties shall mutually agree in writing no later than May 1st of the then-current term whether the parties will opt to extend this Agreement for an additional twelve (12) months (September 1 – August 31) or will let the Agreement expire at the end of the then-current term. If the parties do not mutually agree in writing by May 1st to an extension of the then-current term, or if all three (3) extension have been optioned, then this Agreement will default to expire at the end of the then-current term.

3. Compensation and Method of Payment

3.1. Compensation. In consideration of the services provided by the City herein, the District shall pay the following:

3.1.1. One Time Cost. The parties agree that the District shall pay the City a one-time payment of \$71,892. This one-time cost represents the District's reimbursement obligation of sixty percent (60%) of the one-time acquisition costs of \$119,820 incurred by the City under its agreement with KCSO to provide the SRO under this Agreement.

3.1.2. Annual Cost. The parties agree that the District shall pay the City \$107,838 for the period from September 1, 2014, to August 31, 2015 (the "Base Year Rate"). The Base Year Rate represents the District's reimbursement obligation of sixty percent (60%) of the total compensation costs of \$179,730 (including salary, benefits, overhead, etc.) for the SRO provided by the City under this Agreement.

3.1.3. Annual Cost Rate Increases. For each successive twelve-month period this Agreement is extended beyond the Base Rate Year, pursuant to subsection 2.2 herein, the parties agree that the Base Year Rate shall increase based on actual costs as provided by the King County Sheriff's Office to the City of Covington.

3.2 Method of Payment.

3.1.4. One-Time Costs. The one-time compensation due to the City pursuant to subsection 3.1.1 herein shall be paid in full upon commencement of the performance term this Agreement on September 1, 2014. This payment shall be paid upon receipt of invoice from the City to the District.

3.1.5. Annual Costs. The annual compensation due pursuant to subsection 3.1.2 herein shall be made in twelve (12) equal monthly installments, with the first payment being due September 1st of the then-current term of the Agreement. Each payment shall be paid upon receipt of invoice from the City to the District.

3.2. Overtime. Any SRO overtime hours requested and authorized by either party to this Agreement shall be paid by the party requesting and authorizing the additional SRO overtime hours. If the District requests and authorizes the SRO overtime hours, the District will be separately invoiced by the City for the overtime hours worked by the SRO. SRO overtime shall be billed at the regular hourly rate for the officer pursuant to the terms of the City's agreement with the KCSO for law enforcement

services.

3.3. Unless modified by mutual agreement as set forth in subsection 10.4. herein, the compensation provided for in this section will be considered the District's total reimbursement obligation for the SRO provided by the City for the duration of the performance period of this Agreement, regardless of actual salary or benefit costs paid by the City.

4. Responsibilities of Both Parties.

4.1. Promote a coordinated effort among agencies and staff to achieve maximum public safety with the goal of reducing juvenile crime and delinquency.

4.2. Develop internal policies and cooperative procedures, as needed, to implement this Agreement to the maximum extent possible.

4.3. Comply with all relevant federal, state, and local laws and regulations related to the performance of this Agreement, including, but not limited to, the use, security, dissemination, and retention/destruction of records.

4.4. Except as provided for otherwise herein, the parties shall bear their own costs of enforcing the rights and responsibilities under this Agreement.

5. Responsibilities of the City. The City shall provide a SRO to the District as follows:

5.1. Provision of SRO.

5.1.1. The City shall assign one (1) commissioned police officer to serve as SRO in the District for the regular academic school year. The SRO will be assigned primarily to Kentwood High School and as needed to the campuses of Cedar Heights and Mattson Middle Schools, with time split between the campuses as agreed to by the Department, the District, and the respective school principals. Although generally assigned to the aforementioned schools, the SRO may provide coverage to other schools within the District upon mutual agreement of the District and the Department.

5.1.2. The SRO shall be available for regular school duty on a full-time basis of eight (8) hours on the days and during the hours that school is in session. The SRO will report each morning that school is in session at a time and in accordance with a schedule agreed upon between the Department and the District. This assignment does not prohibit the SRO from participating in emergency response in the City as needed or to fulfill training requirements as determined and required by the Department. The Department shall provide the District with ten (10) days advance notice of the SROs participation in training sessions required by the Department to allow the District to make other security arrangements in the absence of the SRO.

5.1.3. The Department reserves the right to utilize the SRO on a full-time basis from the end of the school year to the end of the then-current term of this Agreement (August 31) for Department operational needs as solely determined and directed by the City's Police

Chief. Upon the District's request, from the end of the school year to the end of the then-current term of this Agreement (August 31), the SRO may assist the District with security and safety issues as time permits as solely determined and directed by the City's Police Chief.

5.1.4. The services provided by the SRO are in addition to normal police services already provided by the City.

5.2. Duties of a SRO. While on duty, the SRO shall perform the following duties:

5.2.1. Develop a daily routine that ensures high visibility to staff, students, parents, and community stakeholders.

5.2.2. Work in collaboration with school officials in developing a positive relationship with the community, students/parents, and school officials.

5.2.3. Provide assistance to enforce the law on school grounds and conduct investigations as necessary.

5.2.4. Respond to school incidents in the District as necessary and support District administrators and staff with school safety inquiries and/or needs for assistance.

5.2.5. Advise/consult with school personnel regarding best practices for ensuring a safe and secure learning environment, including assistance, as needed, in the establishment and implementation of emergency operation and threat assessment procedures for buildings.

5.2.6. Work collaboratively with the District's Safety Services Director, including providing assistance with the preparation of reports for the District Superintendent and Board of Directors, as needed, regarding school safety activities.

5.2.7. Wear an official Department uniform, which shall be provided at the expense of the City, however, civilian attire may be worn on such occasions as may be mutually agreed upon by the principal and the SRO's supervisor.

5.2.8. Perform such other duties as mutually agreed upon by the District and Department, so long as the performance of such duties are legitimately and reasonably related to the purpose of the SRO program as described in this Agreement, and so long as such duties are consistent with state and federal law and the policies and procedures of the Department and the District.

5.2.9. Follow and conform to all District policies and procedures that do not conflict with the policies and procedures of the Department.

5.2.10. Attend all Department mandated training as required to maintain law enforcement qualifications and certifications.

5.3. Selection of an SRO. The hiring and appointment of the SRO shall be at the sole discretion of Covington’s Chief of Police based criteria including, but not limited to job knowledge, training, education, presence, attitude, and communication skills and with consideration given to input from the District.

5.4. Dismissal or Replacement of an SRO. Covington’s Chief of Police may dismiss or reassign the SRO when it is in the best interest of the parties, the students, and the citizens of Covington. In the event of the resignation, dismissal, or reassignment of the SRO, or in the case of long-term absences by the SRO, the Chief shall assign a temporary replacement for the SRO within thirty (30) school days of such absence, dismissal, resignation, or reassignment. As soon as practicable thereafter, the Chief shall appoint a permanent replacement for the SRO position.

6. Responsibilities of the District.

6.1. Student Discipline. The parties agree the responsibility for the administration of student discipline pursuant to the District’s policies and procedures shall be the duty of the District.

6.2. Facilities and Materials. The District shall provide the SRO in each school the SRO is assigned the following facilities and materials necessary to perform the duties of the SRO as required herein:

6.2.1. Access to a private office with a dedicated telephone to be used for general business purposes and a computer and necessary computer-related resources when necessary.

6.2.2. Access to such student records as may be needed by the SRO during his/her assignment and in whatever format they may exist. Disclosure of student education record information shall be in conformance with the Family Educational Rights and Privacy Act (FERPA), accompanying regulations, corresponding state law, and District policies regarding nonconsensual disclosure of such records to third parties without lawful authorization.

6.2.3. Location for files and records that can be properly locked and secured.

6.2.4. A desk with drawers, a chair, and other necessary office supplies.

6.2.5. Meet with the SRO on a regular basis in order to share information, as permitted by FERPA, follow-up, and provide assistance.

7. Personnel and Supervision.

7.1. The SRO shall remain an employee of the KCSO, as contracted by the City pursuant to the terms of the City’s law enforcement services agreement with the KCSO, and shall in no way be considered an employee of the District. KCSO, pursuant to the terms of the City’s law enforcement services agreement with the KCSO, shall be responsible for the hiring, training, discipline, and dismissal of its personnel.

7.2. The SRO shall be supervised and receive direction from their Department supervisor and will respond to service calls outside the assigned school campus as required and determined in the sole discretion of the Department.

8. Conflict Resolution. The parties, their agents, and employees will cooperate in good faith in fulfilling the terms of this Agreement. Unforeseen difficulties or conflicts in fulfilling the terms of this Agreement will be resolved by negotiations between designated representatives of the District and Department. The designated representatives will meet at least annually, or as needed, to resolve potential conflicts.

9. Indemnification; Limitation of Liability.

9.1. The District shall defend, indemnify, and hold harmless the City and its officers, officials, employees, volunteers, and agents from any and all claims, injuries, damages, losses, or suits of any nature whatsoever, including attorney fees, relating to, arising out of, or resulting from the acts, errors, or omissions of the District and its officers, employees, volunteers, or agents during the performance of this Agreement, except for claims, injuries, damages, losses, or suits caused by the sole negligence of the City.

9.2. The City shall defend, indemnify, and hold harmless the District and its officers, officials, employees, volunteers, and agents from any and all claims, injuries, damages, losses, or suits of any nature whatsoever, including attorney fees, relating to, arising out of, or resulting from the acts, errors, or omissions of the City and its officers, employees, volunteers, or agents during the performance of this Agreement, except for claims, injuries, damages, losses, or suits caused by the sole negligence of the District.

9.3. In the event of liability for claims, injuries, damages, losses, or suits of any nature whatsoever caused by, or resulting from the concurrent negligence of the District and the City and their respective officers, officials, employees, volunteers, and agents, each party's liability hereunder, including the duty and cost to defend, shall be only to the extent of their own negligence.

9.4. Notwithstanding any other provision of this Agreement, the City does not assume any liability or responsibility for, or in any way release the District from, any liability or responsibility that arises in whole or in part from the existence, effect, or enforcement of District policies, rules, or regulations. If any cause, claim, suit, action, or administrative proceeding is commenced in relation to the performance of this Agreement in which the enforceability or validity of any such District policy, rule, or regulation is at issue, the District shall defend the enforceability or validity of such policy, rule, or regulation at its sole expense, and if judgment is entered or damages are awarded against the District, the City, or both, the District shall solely satisfy the same, including all chargeable costs and attorney's fees.

9.5. The provisions of this section shall survive the expiration or termination of this Agreement.

10. General Provisions.

10.1. Nondiscrimination. The City and the District are equal opportunity employers. In the performance of this Agreement the City and the District agree to comply with all laws and regulations pertaining to discrimination. No person shall, on the grounds of race, creed, religion, color, national origin, sex, sexual orientation, age, marital status, disability, or any other class protected by federal, state, or local employment discrimination laws, be excluded from participation in, be denied the benefits of, or be otherwise subject to discrimination under any activity performed pursuant to this Agreement.

10.2. Assignment. Neither this Agreement nor any interest herein may be assigned by either party without first obtaining the written consent of the other party.

10.3. Entire Agreement. This Agreement constitutes the entire agreement between the parties with respect to the subject matter of this Agreement. There are no promises, terms, conditions, or obligations other than those contained herein, and this Agreement shall supersede all previous communications, negotiations, representations, or agreements, either verbal or written, between the parties hereto concerning the subject matter of this Agreement.

10.4. Amendments. This Agreement may not be modified or amended except by writing signed by all parties hereto.

10.5. Waiver and Severability. No provision of this Agreement or the right to receive reasonable performance of any act called for by the terms herein shall be deemed waived by a waiver of a breach thereof as to a particular transaction or occurrence. If any term or condition of this Agreement or application thereof to any person or circumstance is held invalid, such invalidity shall not affect other terms, conditions, or applications of the Agreement that can be given effect without the invalid term, condition, or application; to this end, the terms and conditions of this Agreement are deemed severable.

10.6. Ownership of Assets. All assets owned by the District and placed in service for the SRO during the term of this Agreement shall remain the property of the District. Any asset acquired by the City and placed in service for the SRO during the term of this Agreement shall remain the property of the City.

10.7. Governing Law / Venue. This Agreement shall be interpreted in accordance with the laws of the State of Washington. The venue for any cause of action arising out of this Agreement shall be King County, Washington.

10.8. Notices. All notices, payments, and other communications hereunder shall be in writing and shall be deemed to have been duly given if personally delivered or mailed, by first class or certified mail, with postage prepaid to the address included in the signature block below, or to such other person or place as one party shall furnish to the other in writing. Notices and payments shall be deemed given upon personal delivery or, if mailed, upon the earlier of actual receipt or three (3) business days after the date of mailing.

10.9. Attorney's Fees. In the event of any default under this Agreement, the substantially defaulting party agrees to pay the substantially non-defaulting party's reasonable expenses which the latter incurs by reason thereof, including but not limited to reasonable attorney's fees,

whether with respect to the investigation of such default or the determination of the application or the pursuit of remedies with respect thereto, or in legal proceedings, or otherwise. The term "legal proceedings" as used in this paragraph shall include all litigation, arbitration, administrative, bankruptcy, and judicial proceedings, including appeals therefrom.

10.10. Headings. The headings in this Agreement are intended solely for convenience of reference and shall be given no effect in the interpretation of this Agreement.

10.11. Authority. Each individual executing this Agreement on behalf of the City and the District represents and warrants that such individuals are duly authorized to execute and deliver this Agreement on behalf of the City or District, respectively.

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year written above.

CITY OF COVINGTON

KENT SCHOOL DISTRICT

By: Rob Hendrickson

By: Dr. Edward Lee Vargas

Its: Interim City Manager

Its: Superintendent

16720 SE 271st Street, Suite 100

Address: _____

Covington, WA 98042

Attest:

Approved as to form - District:

Sharon Scott, City Clerk

Kent School District Attorney

Approved as to form – City:

Covington City Attorney

Agenda Item 4
Covington City Council Meeting
Date: September 9, 2014

SUBJECT: AQUATICS ANNUAL UPDATE PRESENTATION TO CITY COUNCIL

RECOMMENDED BY: Scott Thomas, Parks & Recreation Director

ATTACHMENT(S):

1. None

PREPARED BY: Rachel Ann Bahl, Aquatics Supervisor

EXPLANATION:

The Aquatics Annual Update to City Council provides information regarding the operations, staffing, and programs of the Covington Aquatic Center. Staff will present an overview of the Aquatic Center's operations, highlighting programming and staffing changes, and will request feedback if any additional information is needed by Council.

FISCAL IMPACT:

Presentation only

CITY COUNCIL ACTION:

NO PUBLIC ACTION NECESSARY – DISCUSSION ITEM ONLY

REVIEWED BY: Interim City Manager, Parks and Recreation Director

**DISCUSSION OF
FUTURE AGENDA TOPICS:**

7:00 p.m. Tuesday, September 23, 2014 Regular Meeting

(Draft Agenda Attached)



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

**Tuesday, September 23, 2014
7:00 p.m.**

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

CALL CITY COUNCIL REGULAR MEETING TO ORDER

ROLL CALL/PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

PUBLIC COMMUNICATION - NONE

PUBLIC COMMENT Speakers will state their name, address, and organization. Comments are directed to the City Council, not the audience or staff. Comments are not intended for conversation or debate and are limited to no more than four minutes per speaker. Speakers may request additional time on a future agenda as time allows.*

APPROVE CONSENT AGENDA

- C-1. Minutes: July 8, 2014 Regular Meeting; July 22, 2014 Regular Meeting; August 12, 2014 Regular Meeting, and September 9, 2014 Regular Meeting (Scott)
- C-2. Vouchers (Hendrickson)
- C-3. Award Street Sweeping Contract (Vondran)

REPORTS OF COMMISSIONS

- Human Services Chair Fran McGregor: August 14 & September 11 meetings.
- Parks & Recreation Chair Steven Pand: August 20 & September 17 meetings.
- Planning Chair Sean Smith: August 21 & September 18 meetings.
- Arts Chair Lesli Cohan: August 14 & September 11 meetings.
- Economic Development Council Co-Chair Jeff Wagner: July 24 & August 28 meetings.

PUBLIC HEARING

- 1. Receive Public Comments and Consider Ordinance Extending Recreational Marijuana Interim Zoning Regulations (Hart)

CONTINUED BUSINESS

- 2. Continue Discussion of Right of Way Design Guidelines (Vondran)

NEW BUSINESS

- 3. Adopt Hazard Mitigation Plan (Vondran)

COUNCIL/STAFF COMMENTS - Future Agenda Topics

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

EXECUTIVE SESSION – If Needed

ADJOURN

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