

Covington: Unmatched quality of life
CITY OF COVINGTON
CITY COUNCIL REGULAR MEETING AGENDA
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Tuesday, November 12, 2013
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 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: October 8, 2013 Regular Meeting Minutes and October 22, 2013 Joint Meeting with Arts Commission Minutes (Scott)
- C-2. Vouchers (Hendrickson)
- C-3. Abaco Pacific Agreement for Real Estate Services (Vondran)
- C-4. Accept Department of Ecology Stormwater Capacity Grant Agreement (Vondran)

PUBLIC HEARINGS

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

NEW BUSINESS

- 2. Consider Resolution Giving Honorary Name to SE 240th Street (Vondran)
- 3. Consider 2014 Legislative Agenda (Matheson)
- 4. Third Quarter Financial Report (Hendrickson)

COUNCIL/STAFF COMMENTS - Future Agenda Topics

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

EXECUTIVE SESSION – If Needed

ADJOURN

Consent Agenda Item C-1

Covington City Council Meeting

Date: November 12, 2013

SUBJECT: APPROVAL OF MINUTES: OCTOBER 8, 2013 CITY COUNCIL REGULAR MEETING MINUTES AND OCTOBER 22, 2013 JOINT STUDY SESSION WITH ARTS COMMISSION 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 October 8, 2013 City Council Regular Meeting Minutes and October 22, 2013 Joint Study Session with Arts Commission Minutes.

City of Covington
Regular City Council Meeting Minutes
Tuesday, October 8, 2013

(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, October 8, 2013, at 7:12 p.m., with Mayor Harto presiding.

COUNCILMEMBERS PRESENT:

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

COUNCILMEMBERS ABSENT:

Jeff Wagner.

Council Action: Councilmember Scott moved and Councilmember Snoey seconded to excuse Mayor Pro Tem Wagner. Vote: 6-0. Motion carried.

STAFF PRESENT:

Derek Matheson, City Manager; Richard Hart, Community Development Director; Kevin Klason, Covington Police Chief; Karla Slate, Communications & Marketing Manager; Sara Springer, City Attorney; Don Vondran, Public Works Director; and Sharon Scott, City Clerk/Executive Assistant.

Mayor Harto opened the meeting with the Pledge of Allegiance.

APPROVAL OF AGENDA:

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

PUBLIC COMMUNICATION:

- Kent School District Chief Information and Digital Strategy Officer Thuan Nguyen accepted a proclamation recognizing the week of October 16, 2013 as “Safe Schools Week” in Covington.
- Fire Marshal Jon Napier, Kent Regional Fire Authority, accepted a proclamation recognizing the week of October 6, 2013 as “Fire Prevention Week” in Covington.
- Communications & Marketing Manager Karla Slate accepted a proclamation recognizing Saturday, October 26, 2013, as “Make a Difference Day” in Covington.
- Planning Commission Vice Chair Paul Max accepted a proclamation recognizing the month of October 2013 as “National Community Planning Month” in Covington.

- Hugh Kodama, Administrator, MultiCare Covington Medical Center, gave a presentation on the Covington MultiCare Hospital project.

PUBLIC COMMENT:

Mayor Harto called for public comments.

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

APPROVE CONSENT AGENDA:

C-1. Minutes: September 10, 2013 City Council Special and Regular Meeting Minutes and September 24, 2013 City Council Regular Meeting Minutes.

C-2. Vouchers: Vouchers #30024—30101, in the Amount of \$577,079.21, Dated September 16, 2013; Paylocity Payroll Checks #1001615553-1001615573 Inclusive, Plus Employee Direct Deposits in the Amount of \$156,750.47, Dated September 27, 2013.

Council Action: Councilmember Luvavish moved and Councilmember Mhoon seconded to approve the Consent Agenda. Vote: 6-0. Motion carried.

NEW BUSINESS:

1. Consider Agreement with Kent School District for Cops on Patrol in Schools.

Covington Police Chief Kevin Klason gave the staff report to this item.

Councilmember provided comments and asked questions, and Chief Klason provided responses.

Council Action: Councilmember Scott moved and Councilmember Snoey seconded to authorize Covington Police Department to enter into an agreement with Kent School District for the Cops on Patrol in Schools program. Vote: 6-0. Motion carried.

2. City Manager Presents 2014 Budget Message.

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

COUNCIL/STAFF COMMENTS:

Councilmembers and staff discussed Future Agenda Topics and made comments.

City Manager Derek Matheson asked Council for direction on Marcus Shelton’s request for re-naming a street to honor people in armed forces which Mr. Matheson had recently forwarded to Council.

Mayor Harto suggested approving a resolution in support of the county’s decision to name 240th as the “Street of Heroes”. Mayor Harto further suggested inviting Mr. Shelton to the November 12 council meeting to observe the resolution being adopted.

Councilmember Lanza suggested starting to use “Street of Heroes” as part of the address in Covington Community Park literature. Council discussed that a hyphenation of the actual address and the “Street of Heroes” would be less confusing to the public.

Councilmembers discussed various options of future streets in future projects.

Councilmembers concurred to place the resolution supporting the county’s street naming on the November 12 agenda and directing staff to contact Mr. Shelton.

Councilmember Lanza further suggested as part of Phase 2 to include some type of monument within Covington Community Park—or something as simple as a commemorative bench. Councilmembers recommended this idea as something for the Arts Commission to look at in the future.

PUBLIC COMMENTS:

Mayor Harto called for public comments.

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

ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:25 p.m.

Prepared by:

Submitted by:

Joan Michaud
Senior Deputy City Clerk

Sharon Scott
City Clerk

City of Covington
City Council Special Joint Study Session with Arts Commission
Tuesday, October 22, 2013

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

The Special Joint Study Session with the Arts Commission was called to order in the City Council Chambers, 16720 SE 271st Street, Suite 100, Covington, Washington, Tuesday, October 22, 2013, at 6:02 p.m., with Mayor Harto presiding.

COUNCILMEMBERS PRESENT:

Margaret Harto, Mark Lanza (arrived @ 6:10 p.m.), David Lucavish, Marlla Mhoon, Jim Scott, Wayne Snoey, and Jeff Wagner.

ARTS COMMISSIONERS PRESENT:

Sandy Bisordi, Lesli Cohan, Jonathan Combs (arrived @ 6:10 p.m.), Gini Cook, Aunna Moriarty, Leslie Spero, , and Ed White.

STAFF PRESENT:

Derek Matheson, City Manager; Scott Thomas, Parks & Recreation Director; Pat Patterson, Recreation Manager; and Sharon Scott, City Clerk/Executive Assistant.

Mayor Margaret Harto called the joint study session to order.

ITEMS FOR DISCUSSION:

1. Continuing Discussion on Public Art.

Chair Sandy Bisordi introduced the item and provided an update on Arts Commission recent activities.

Vice Chair Ed White gave a PowerPoint presentation and shared handouts.

Councilmembers and commissioners discussed the existing and proposed public art.

Vice Chair White asked if councilmembers envisioned the commission bringing forward something similar to the presentation to a council meeting.

The Commission asked about the process and asked for direction.

City Manager Derek Matheson suggested criteria to prioritize the public art sites and Council could consider the criteria. Chair Bisordi suggested using the six-year transportation improvement program as a template for the public art process and will create a six year public art plan.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:03 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: November 12, 2013

SUBJECT: APROVAL OF VOUCHERS.

RECOMMENDED BY: Rob Hendrickson, Finance Director

ATTACHMENT(S): Vouchers #30155—30220, in the Amount of \$430,593.65, Dated October 15, 2013; Vouchers #30221-30221, in the Amount of \$19,109.35, Dated October 18, 2013; Vouchers #30222-30275, in the Amount of \$301,896.01, Dated November 1, 2013; Paylocity Payroll Checks #1001697191-1001697205 Inclusive, Plus Employee Direct Deposits in the Amount of \$151,475.75, Dated October 25, 2013; and Paylocity Payroll Checks #1001740601-1001740613 Inclusive, Plus Employee Direct Deposits in the Amount of \$150,577.12, Dated November 8, 2013.

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 #30155—30220, in the Amount of \$430,593.65, Dated October 15, 2013; Vouchers #30221-30221, in the Amount of \$19,109.35, Dated October 18, 2013; Vouchers #30222-30275, in the Amount of \$301,896.01, Dated November 1, 2013; Paylocity Payroll Checks #1001697191-1001697205 Inclusive, Plus Employee Direct Deposits in the Amount of \$151,475.75, Dated October 25, 2013; and Paylocity Payroll Checks #1001740601-1001740613 Inclusive, Plus Employee Direct Deposits in the Amount of \$150,577.12, Dated November 8, 2013.

October 15, 2013

City of Covington

City of Covington

City of Covington
Voucher/Check Register

Check # 30155 Through Check # 30220

In the Amount of \$430,593.65

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

Cassandra Parker
Accountant

Mark Lanza
City Councilmember

Wayne Snoey
City Councilmember

Marlla Mhoon
City Councilmember

Council Meeting Date Approved _____

Accounts Payable

Checks by Date - Detail by Check Date

User: scles
 Printed: 10/18/2013 9:54 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
30155	0683 0683-10	Abaco Pacific, Inc. Sutlief property, recording fees	10/15/2013	159.30
Total for Check Number 30155:				159.30
30156	0206 403949 872819 997408	AFLAC Insurance premium; September Insurance premium; October Insurance premium; August	10/15/2013	621.58 621.58 621.58
Total for Check Number 30156:				1,864.74
30157	2033 5385	Aquatic Specialty Services Aquatics; pool putty	10/15/2013	14.66
Total for Check Number 30157:				14.66
30158	2223 976874	ARC Imaging Resources Plotter/scanner; usage, 8/9-9/9/13	10/15/2013	23.71
Total for Check Number 30158:				23.71
30159	2690 101820	Atlas Inspection Technologies, Inc. SWM pipe camera	10/15/2013	13,264.83
Total for Check Number 30159:				13,264.83
30160	0499 0411-10 0411-10 0411-10 0411-10 0814-10 0814-10 0814-10 0814-10 0814-10 0814-10 0814-10 0814-10 0848-10 0848-10 1030-10 1030-10 1030-10 1030-10 1030-10 1030-10 1030-10 1030-10 1030-10	Bank of America Aquatics; nitrile gloves, use tax Aquatics; nitrile gloves Newton; NRPA conference, hotel night deposit Praggastis/Carkeek; Lifeguard instructor training Aquatics; merit program, gift cards City hall; light bulbs, use tax Harto/Scott; chamber luncheon meeting, Septem Harto/Mhoon; SCA networking dinner Legislative appreciation; refreshments, gift bags City hall; light bulbs Matheson; chamber luncheon meeting Post it mobile attachments Slate; PRSA International conference, airfare Gaudette; PNW Resource Management; 1st year Maint shop; flat door latch Maint shop; flat door latch Turf care/management/disease manuals Maint shop; flat door latch, use tax Maint shop; flat door latch Bird-X stainless bird spikes Maint shop; flat door latch, use tax CCP; lumber, posts, rails	10/15/2013	-21.52 271.72 136.39 363.00 75.00 -0.25 30.00 90.00 45.93 3.12 20.00 30.16 377.80 1,135.00 3.10 6.21 11.13 -0.25 6.21 69.21 -0.49 507.06

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	1030-10	CCP; dog waste receptacles/liners		679.29
	1030-10	Maint shop; flat door latch, use tax		-0.49
	2923-10	Compensation Trends seminar		39.00
	2923-10	Joint council/SOTC meeting; appetizers		117.07
	2959-10	Hart; APA planning conference registration		140.00
	2959-10	Hart; APA planning conference registration		60.00
	2959-10	Mueller; APA planning conference registration		275.00
	2959-10	Feser; computer monitor, card reader, use tax		-20.43
	2959-10	Feser; computer monitor, card reader		258.00
	2959-10	Bykonen; APA planning conference registration		350.00
	2959-10	Lyons; APA planning conference registration		184.00
	2959-10	Lyons; APA planning conference registration		46.00
	3544-10	Lanza; university meeting, parking		16.00
	3544-10	Lanza; university debrief lunch meeting		9.18
	3544-10	Matheson; lunch meetings		20.45
	3544-10	Matheson; university meeting, parking		16.00
	5366-10	Vondran; office frames		63.30
	5366-10	Vondran; office frames		63.30
	6093-10	Morrissey; ACCIS fall conference registration		250.00
	6093-10	800 MHz radio replacement batteries, use tax		-11.67
	6093-10	800 MHz radio replacement batteries		147.34
	6093-10	Fealy/Allen; tree seminar registration		60.00
	6093-10	Fealy/Allen; tree seminar registration		60.00
	6093-10	Fealy/Allen; tree seminar registration		30.00
	7021-10	Bykonen; WACE conference, hotel		211.48
	7021-10	Refund; Hendrickson, WFOA conference registr		-325.00
	7768-10	Credit; Covington Days; stage rental deposit		-20.00
	9767-10	IT magazine subscription		32.53
	9767-10	Lyons; Planning directors conference, hotel		56.04
	9767-10	Park planner interview panel lunch		46.16
	9767-10	Park planner interviewer, hotel expense		274.28
	9767-10	Hendrickson; WFOA conference, hotel		164.65
	9767-10	Employee recognition; 20 treasure chest awards		100.00
	9767-10	Lyons; Planning directors conference, hotel		224.18
			Total for Check Number 30160:	6,774.19
30161	0078	Shellie Bates	10/15/2013	
	0078-10	Bates; Public assistance program, mileage		9.73
	0078-10	Bates; Public assistance program, mileage		9.73
			Total for Check Number 30161:	19.46
30162	1868	The Brickman Group Ltd, LLC	10/15/2013	
	5101837923	Streets; landscaping, October		4,114.10
	5101837923	Parks; landscaping, October		1,090.49
			Total for Check Number 30162:	5,204.59
30163	0657	Brothers Carpet Cleaning	10/15/2013	
	101138	City hall; upstairs carpet cleaning		250.00
			Total for Check Number 30163:	250.00
30164	0026	C&B Awards	10/15/2013	
	25977	Vondran; name badge/desk plate		12.90
	25977	Feser; name badge		8.96
	25977	Vondran; name badge/desk plate		12.89
			Total for Check Number 30164:	34.75

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
30165	2654	Canber Corps	10/15/2013	
	32192	CCP overpayment credit; 2nd of 4		-495.97
	32192	CCP, maintenance services; September		5,907.82
Total for Check Number 30165:				5,411.85
30166	1080	CCH Incorporated	10/15/2013	
	4800377649	2014 Governmental GAAP Guide		323.66
Total for Check Number 30166:				323.66
30167	2366	CenturyLink Business Services	10/15/2013	
	1276517758	Aquatics; internet/loop, September		360.00
Total for Check Number 30167:				360.00
30168	0366	City of Covington	10/15/2013	
	0366-10	SWM utility tax; September		1,465.21
Total for Check Number 30168:				1,465.21
30169	0364	Code Publishing Company	10/15/2013	
	44648	Municipal code updates, HTML change		142.35
	44726	Municipal code updates, 9/18/13		1,171.65
Total for Check Number 30169:				1,314.00
30170	1091	Complete Office Solutions	10/15/2013	
	997033-0	Paper		91.71
Total for Check Number 30170:				91.71
30171	0184	Cordi & Bejarano	10/15/2013	
	184/185	Public defender; 9/3-9/24/13		2,560.00
Total for Check Number 30171:				2,560.00
30172	2503	D&D Custom Fabricators, Inc.	10/15/2013	
	21254	Beehive grate; add bars to lower half, fab screen		2,773.64
Total for Check Number 30172:				2,773.64
30173	2467	Department of Enterprise Services	10/15/2013	
	73-1-11692	Williams/Schrimpsheer; business cards		82.52
Total for Check Number 30173:				82.52
30174	0750	Emergency Preparedness Service	10/15/2013	
	A7522	Emergency kit refills		85.36
Total for Check Number 30174:				85.36
30175	2091	Fastenal Company	10/15/2013	
	WAKNT71274	Cap screws		7.05
Total for Check Number 30175:				7.05
30176	2045	Goodbye Graffiti Seattle	10/15/2013	
	18865	Everclean program, October		431.14
Total for Check Number 30176:				431.14
30177	2553	Gordon Thomas Honeywell Governmental	10/15/2013	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	Sep 13 1123	Governmental Affairs services; September		1,666.67
			Total for Check Number 30177:	1,666.67
30178	0354 9252993762	Grainger Aquatics; transformer	10/15/2013	28.61
			Total for Check Number 30178:	28.61
30179	1770 1770-10 1770-10	Richard Hart Hart; APA conference, parking Hart; APA conference, parking	10/15/2013	9.10 3.90
			Total for Check Number 30179:	13.00
30180	0867 1573960 2182320 2594868 3132178 3181758 4011883 4011883 4013246 4061925 4144673 5011636 5063549 5063549 5594555 6013830 6063398 6165142 7013584 7015085 7063229 7594267	Home Depot Credit Services Aquatics; padlock Hawk property; auger rental, 9/9/13 Overpass clean up; goggles, respirators, coverall Tree lighting, ties CCP; auger rental, 8/29/13 Screws, bits, level Slate; shelving straps Hawk property; sign posts Screws, bits Hawk property; brochure holders for signs Lumber, screws, screw bits Screws, spray bottles Grass seed Tree lighting; ties Lag screws, washers Lag screws, lag shields Tool bag, electrical tape, utility knife, screwdriver CCP; paint for arbor CCP; lumber for arbor Abs pipe, coupling Clean Covington; paint rollers/frames	10/15/2013	10.30 70.48 86.52 21.69 100.35 30.18 10.82 44.08 8.39 28.21 64.51 15.57 14.10 21.69 12.60 16.24 37.85 29.29 6.16 55.46 33.73
			Total for Check Number 30180:	718.22
30181	1146 13-4842 13-4842	Hydro-Fit Inc. Aquatics; exercise class cuffs, hand buoys Aquatics; exercise class cuffs, hand buoys, use t	10/15/2013	1,539.41 -121.91
			Total for Check Number 30181:	1,417.50
30182	1803 HSE6581	Iron Mountain Document storage; 10/1-10/31/13	10/15/2013	148.00
			Total for Check Number 30182:	148.00
30183	1701 379666 379927 379928 379928 379928	Johnsons Home & Garden Steel spike set City hall kitchen; garbage disposal Maint shop; plumber putty roll Maint shop; plumber putty roll Maint shop; plumber putty roll	10/15/2013	43.43 141.17 1.95 1.95 0.98
			Total for Check Number 30183:	189.48
30184	0143 4077936	King County Finance Maint; sewer treatment, 7/1-9/30/13	10/15/2013	9.71

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	4077936	Maint; sewer treatment, 7/1-9/30/13		19.43
	4077936	Maint; sewer treatment, 7/1-9/30/13		19.43
Total for Check Number 30184:				48.57
30185	0641	King County Sheriff's Office	10/15/2013	
	13-452	Sheriffs office; lease, September		-1,879.17
	13-452	Police services; September		259,552.59
Total for Check Number 30185:				257,673.42
30186	1828	Kathleen Kirshenbaum	10/15/2013	
	1828-10	Kirshenbaum; defense screening, mileage		42.00
Total for Check Number 30186:				42.00
30187	1622	Law Offices of Thomas R Hargan, PLLC	10/15/2013	
	13-CV09	Prosecution services through 9/30/13		4,536.90
Total for Check Number 30187:				4,536.90
30188	2691	Leader Manufacturing, Inc.	10/15/2013	
	062664	CIP 1010; bollards		1,335.79
Total for Check Number 30188:				1,335.79
30189	1131	Lincoln Equipment, Inc.	10/15/2013	
	SI225325	Aquatics; totes		967.94
Total for Check Number 30189:				967.94
30190	2114	Lloyd Enterprises, Inc.	10/15/2013	
	2114-10	Aqua Vista; release of retainage		12,358.55
Total for Check Number 30190:				12,358.55
30191	1736	Salina Lyons	10/15/2013	
	1736-10	Lyons; APA conference, parking		5.20
	1736-10	Lyons; APA conference, parking		20.80
Total for Check Number 30191:				26.00
30192	1796	Robert Meyers	10/15/2013	
	1796-10	Meyers; commercial electrical exam fees		180.00
Total for Check Number 30192:				180.00
30193	1901	Modern Building Systems, Inc.	10/15/2013	
	0056613	Maint shop; building lease, 11/1-12/1/13		569.06
	0056613	Maint shop; building lease, 11/1-12/1/13		284.54
	0056613	Maint shop; building lease, 11/1-12/1/13		569.06
Total for Check Number 30193:				1,422.66
30194	1688	Mountain Mist	10/15/2013	
	054257-10	Maint shop; bottled water, September		16.39
	054257-10	Aquatics; bottled water, September		51.07
	054257-10	Maint shop; bottled water, September		16.39
	054257-10	Maint shop; bottled water, September		8.20
	054257-10	City hall; bottled water, September		97.78
Total for Check Number 30194:				189.83

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
30195	2650 2650-10	Ann Mueller Mueller; APA conference, parking	10/15/2013	26.00
Total for Check Number 30195:				26.00
30196	1487 683941 684634 684634 684634 685274 685274 685685 685944	NAPA Auto Parts #3435; tape Maint shop; splice lock connector Maint shop; splice lock connector Maint shop; splice lock connector #2707; hose #3390; bed liner coating Socket #3420; gas cap	10/15/2013	19.21 1.30 1.31 0.65 13.98 10.61 7.04 9.44
Total for Check Number 30196:				63.54
30197	1327 1327-10	Ethan Newton Newton; mileage reimbursement, September	10/15/2013	49.27
Total for Check Number 30197:				49.27
30198	2555 39846539	NuCO2 LLC Aquatics; CO2 for pH control	10/15/2013	82.89
Total for Check Number 30198:				82.89
30199	0004 1618253032 1621523314 676546217001 676546376001 676546376001 677827473001 677827533001 677991477001 677991665001	Office Depot Scott; planner notebook USB drives for award submittals Aquatics; binder index tab sets Office supplies Meyers; calendar, deskpad Office supplies Paper Ink cartridges, toner Sanitizing wipes	10/15/2013	46.69 37.99 194.34 109.58 46.89 132.28 5.29 217.06 13.27
Total for Check Number 30199:				803.39
30200	0418 20135	Olympic Environmental Resource 2013 Fall recycling event	10/15/2013	15,982.51
Total for Check Number 30200:				15,982.51
30201	1432 8465	Pacific Topsoils, Inc. Dump brush disposal fees	10/15/2013	109.00
Total for Check Number 30201:				109.00
30202	0973 0001683	Public Finance Inc. LID Administration; 4th Quarter	10/15/2013	121.50
Total for Check Number 30202:				121.50
30203	0161 200003986730-10 200003987282-10 200003987464-10 200004045635-10 200004045866-10 200005568858-10	Puget Sound Energy Streets; electricity, 9/1-10/1/13 Streets; electricity, 9/4-10/2/13 Streets; electricity, 9/4-10/2/13 Streets; electricity, 9/1-10/1/13 Streets; electricity, 9/4-10/2/13 Streets, electricity, 8/29-9/27/13	10/15/2013	76.04 54.78 10.84 75.25 59.55 75.37

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	200013103656-10	CCP, electricity, 8/29-9/27/13		33.35
	200013951476-10	Streets, electricity, 8/29-9/27/13		76.36
	200014568881-10	Maint shop; electricity, 8/29-9/27/13		66.43
	200014568881-10	Maint shop; electricity, 8/29-9/27/13		33.22
	200014568881-10	Maint shop; electricity, 8/29-9/27/13		66.43
	200022909309-10	Streets; electricity, 9/1-10/1/13		85.67
	200022909689-10	Skate park; electricity, 9/4-10/2/13		12.88
	300000001770-10	City tree, electricity, 9/1-10/1/13		10.84
	300000001770-10	Streets, electricity, 9/1-10/1/13		11.23
	300000001788-10	Streets, electricity, 8/30-9/30/13		8,109.10
	300000001788-10	Streets, electricity, 8/30-9/30/13		42.67
	300000001804-10	Streets, electricity, 8/29-9/27/13		84.94
	300000007744-10	Aquatics; electricity, 8/29-9/27/13		2,072.45
	300000007744-10	Aquatics; natural gas, 8/29-9/27/13		1,804.26
	300000011266-10	Crystal view, electricity, 9/1-10/1/13		10.84
	300000011266-10	SR516, electricity, 9/1-10/1/13		179.89
			Total for Check Number 30203:	13,052.39
30204	2474 509	SCORE Jail costs; September	10/15/2013	17,280.00
			Total for Check Number 30204:	17,280.00
30205	1905 C786561-701	Sharp Electronics Corporation Workroom copier; usage 9/3-10/1/13	10/15/2013	601.43
			Total for Check Number 30205:	601.43
30206	1850 8017-9	Sherwin-Williams Co. City hall; paint	10/15/2013	117.78
			Total for Check Number 30206:	117.78
30207	2044 2044-10	Karla Slate Slate; animal control meeting, mileage	10/15/2013	31.47
			Total for Check Number 30207:	31.47
30208	0993 0700-906800-10 0700-927900-10 0700-927900-10 0700-927900-10	Soos Creek Water & Sewer Dist. Aquatics; sewage treatment, 8/1-9/30/13 Maint shop; sewer, 8/1-9/30/13 Maint shop; sewer, 8/1-9/30/13 Maint shop; sewer, 8/1-9/30/13	10/15/2013	1,877.18 25.84 51.67 51.67
			Total for Check Number 30208:	2,006.36
30209	2500 50719252	Tetra Tech, Inc. CIP 1127; engineering, 7/27-8/23/13	10/15/2013	25,061.45
			Total for Check Number 30209:	25,061.45
30210	2461 230083	Tri-Tec Communications, Inc. Telephone system; troubleshooting	10/15/2013	143.35
			Total for Check Number 30210:	143.35
30211	2103 238188726 238188726	US Bancorp Equip Finance Inc. Copier lease Copier lease	10/15/2013	130.32 86.88

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 30211:	217.20
30212	0357 0014351	Valley Communications 800 MHz access fee; September	10/15/2013	75.00
			Total for Check Number 30212:	75.00
30213	0046 9711907121 9711907121 9711907121 9711907121 9711907121 9711907121	Verizon Wireless Cellular service/tablet data, 9/21-10/20/13 Cellular service/tablet data, 9/21-10/20/13 Cellular service/tablet data, 9/21-10/20/13 Cellular service, 9/21-10/20/13 Cellular phone, 9/21-10/20/13 Cellular phone, 9/21-10/20/13	10/15/2013	75.63 334.48 171.26 67.63 28.82 215.94
			Total for Check Number 30213:	893.76
30214	0819 0819-10 0819-10 13-19	Don Vondran Vondran; APWA conference, per diem, mileage Vondran; APWA conference, per diem, mileage Vondran; 2013 flexible spending	10/15/2013	122.65 122.66 800.00
			Total for Check Number 30214:	1,045.31
30215	1411 1411-10	WA State Dept of Revenue-UCP Unclaimed property remittance, PR Ck#5002	10/15/2013	87.47
			Total for Check Number 30215:	87.47
30216	1105 I14002034	Washington State Patrol 5 - Background checks	10/15/2013	50.00
			Total for Check Number 30216:	50.00
30217	1408 1229 1229 1229	Washington Workwear Stores Inc. Allen; dungaree Allen; dungaree Allen; dungaree	10/15/2013	9.77 19.54 19.55
			Total for Check Number 30217:	48.86
30218	1496 1496-10	Dan Wesley Wesley; APWA conference, mileage	10/15/2013	245.21
			Total for Check Number 30218:	245.21
30219	2506 170994	Wilson Fleet Services #3536; 2011 Chevrolet Express Van	10/15/2013	26,850.00
			Total for Check Number 30219:	26,850.00
30220	1894 1894-10 1894-10-1	Diana Ziolkowski Facility monitoring; 10/5, 10/8 Facility maintenance; 10/8	10/15/2013	57.00 12.00
			Total for Check Number 30220:	69.00
			Total for 10/15/2013:	430,593.65

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Report Total (66 checks):	430,593.65

October 18, 2013

City of Covington

City of Covington

City of Covington
Voucher/Check Register

Check # 30221 Through Check # 30221

In the Amount of \$19,109.35

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

Cassandra Parker
Accountant

Mark Lanza
City Councilmember

Wayne Snoey
City Councilmember

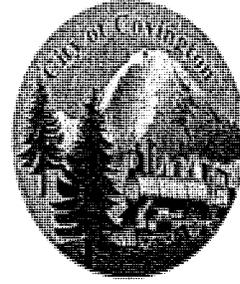
Marlla Mhoon
City Councilmember

Council Meeting Date Approved _____

Accounts Payable

Checks by Date - Detail by Check Date

User: scles
Printed: 10/18/2013 2:14 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
30221	0072	Dept of Labor & Industries	10/18/2013	
	93929600-3Qtr	Industrial Insurance, 3rd Quarter 2013		1,856.66
	93929600-3Qtr	Industrial Insurance, 3rd Quarter 2013		49.73
	93929600-3Qtr	Industrial Insurance, 3rd Quarter 2013		2,263.58
	93929600-3Qtr	Industrial Insurance, 3rd Quarter 2013		1,592.07
	93929600-3Qtr	Industrial Insurance, 3rd Quarter 2013		10,096.38
	93929600-3Qtr	Industrial Insurance, 3rd Quarter 2013		3,176.68
	93929600-3Qtr	Industrial Insurance, 3rd Quarter 2013		11.04
	93929600-3Qtr	Industrial Insurance, 3rd Quarter 2013		31.10
	93929600-3Qtr	Industrial Insurance, 3rd Quarter 2013		4.02
	93929600-3Qtr	Industrial Insurance, 3rd Quarter 2013		1.00
	93929600-3Qtr	Industrial Insurance, 3rd Quarter 2013		27.09
Total for Check Number 30221:				19,109.35
Total for 10/18/2013:				19,109.35
Report Total (1 checks):				19,109.35

November 1, 2013

City of Covington

City of Covington

City of Covington
Voucher/Check Register

Check # 30222 Through Check # 30275

In the Amount of \$301,896.01

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

Cassandra Parker
Accountant

Mark Lanza
City Councilmember

Wayne Snoey
City Councilmember

Marlla Mhoon
City Councilmember

Council Meeting Date Approved _____

Accounts Payable

Checks by Date - Detail by Check Date

User: scles
 Printed: 10/31/2013 9:43 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
30222	1705 TM-136000	Alpine Products, Inc. Signs; Jenkins Creek Park	11/01/2013	75.56
Total for Check Number 30222:				75.56
30223	2033 5467	Aquatic Specialty Services Aquatics; pool chemicals	11/01/2013	23.87
Total for Check Number 30223:				23.87
30224	2631 2631-3Qtr	Auburn Youth Research - Outreach Human services; 3rd Quarter 2013	11/01/2013	375.00
Total for Check Number 30224:				375.00
30225	0019	AWC Employee Benefits Trust	11/01/2013	
	100315L112013	Medical Insurance Premiums, November		8,814.59
	100315L112013	Medical Insurance Premiums, November		6,371.77
	100315L112013	Medical Insurance Premiums, November		2,150.92
	100315L112013	Medical Insurance Premiums, November		2,093.71
	100315L112013	Medical Insurance Premiums, November		2,143.01
	100315L112013	Medical Insurance Premiums, November		6,178.40
	100315L112013	Medical Insurance Premiums, November		1,681.19
	100315L112013	Medical Insurance Premiums, November		2,747.93
	100315L112013	Medical Insurance Premiums, November		721.44
	100315L112013	Medical Insurance Premiums, November		838.16
	100315L112013	Medical Insurance Premiums, November		4,824.83
	100315L112013	Medical Insurance Premiums, November		8,203.40
Total for Check Number 30225:				46,769.35
30226	0637 107162 107241	Bill's Locksmith Service, Inc. City hall; kitchen cabinet lock installation/keys CCP; duplicate keys	11/01/2013	428.86 23.22
Total for Check Number 30226:				452.08
30227	2540 13092-01	Billings Electric City hall; electrical repairs	11/01/2013	1,829.91
Total for Check Number 30227:				1,829.91
30228	1909 11899	Boilermasters, Inc. Aquatics; bi-annual boiler service/repairs	11/01/2013	3,583.80
Total for Check Number 30228:				3,583.80
30229	1997 006930 006930 006930	Capital One Commercial Makita power tool kit Makita power tool kit Makita power tool kit	11/01/2013	227.76 227.76 113.87

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	193144965211	Maint shop; coffee, cider, paper towels		40.56
	193144965211	Maint shop; coffee, cider, paper towels		40.56
	193144965211	Maint shop; coffee, cider, paper towels		20.28
	193144965211	City hall; tea, creamer, cider, paper products		165.78
			Total for Check Number 30229:	836.57
30230	2270 2536317966698B-	CenturyLink City hall; telephone, 10/13-11/13/13	11/01/2013	47.71
			Total for Check Number 30230:	47.71
30231	1178 1178-3Qtr 1178-3Qtr	Child Care Resources Human services; 3rd Quarter 2013 Human services joint funding; 3rd Quarter 2013	11/01/2013	896.25 5,000.00
			Total for Check Number 30231:	5,896.25
30232	0208 RI 29221	City of Kent Human services online module, annual contract	11/01/2013	500.00
			Total for Check Number 30232:	500.00
30233	0906 13-20	Staci Cles Cles; 2013 flexible spending	11/01/2013	88.37
			Total for Check Number 30233:	88.37
30234	1170 CW2599330- W2599330 W2599330-2	Coastwide Laboratories Aquatics; credit, metal polish Aquatics; cleaning supplies Aquatics; metal polish	11/01/2013	-169.14 725.97 169.14
			Total for Check Number 30234:	725.97
30235	1699 1699-3Qtr	Communities in Schools of Kent Human services; 3rd Quarter 2013	11/01/2013	750.00
			Total for Check Number 30235:	750.00
30236	1091 1004631-0	Complete Office Solutions Office supplies	11/01/2013	110.11
			Total for Check Number 30236:	110.11
30237	0706 4134 4134 4135 4135	Covington Retail Associates 1st floor; operating expenses, November 1st floor; building lease, November 2nd floor; building lease, November 2nd floor; operating expenses, November	11/01/2013	10,040.02 25,089.75 3,200.83 1,509.81
			Total for Check Number 30237:	39,840.41
30238	0537 104587-11 105731-11 132670-11	Covington Water District Crystal view; water, 9/21-10/18/13 SR 516; water, 9/21-10/18/13 CCP; water, 9/21-10/18/13	11/01/2013	168.87 50.40 296.85
			Total for Check Number 30238:	516.12
30239	0780 0780-11	DAWN Human services joint funding; 3rd Quarter 2013	11/01/2013	6,595.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	0780-11	Human services; 3rd Quarter 2013		2,000.00
			Total for Check Number 30239:	8,595.00
30240	1996 01465 131015 01465 131015 01465 131015	Facility Maintenance Contractors Maint shop; janitorial service Maint shop; janitorial service Maint shop; janitorial service	11/01/2013	105.60 52.80 105.60
			Total for Check Number 30240:	264.00
30241	2465 1072778	FloHawks Storm drain vacuuming service	11/01/2013	2,052.54
			Total for Check Number 30241:	2,052.54
30242	1733 126329 126329 126329 126380 126380 126380 C126379 C126379 C126379	The Good Earth Works, Inc. Theft replacement; blowers/chainsaws/hedge trim Theft replacement; blowers/chainsaws/hedge trim Theft replacement; blowers/chainsaws/hedge trim Maint shop; hedge trimmer blade sets Maint shop; hedge trimmer blade sets Maint shop; hedge trimmer blade sets Theft replacement return; blower Theft replacement return; blower Theft replacement return; blower	11/01/2013	1,456.32 1,456.31 728.16 39.90 19.95 39.90 -191.12 -191.12 -95.56
			Total for Check Number 30242:	3,262.74
30243	0302 13504.00-4	Gray & Osborne CIP 1029; engineering, 9/15-10/12/13	11/01/2013	764.14
			Total for Check Number 30243:	764.14
30244	2616 2616-3Qtr	Greater Maple Valley Community Center Human services; 3rd Quarter 2013	11/01/2013	1,000.00
			Total for Check Number 30244:	1,000.00
30245	1342 11363900 11363900 11363900 11363900 11363900	Integra Telecom Maint shop; telephone, 10/8-11/7/13 Aquatics; telephone, 10/8-11/7/13 Maint shop; telephone, 10/8-11/7/13 Maint shop; telephone, 10/8-11/7/13 City hall; telephone, 10/8-11/7/13	11/01/2013	88.56 90.20 177.10 177.10 1,192.01
			Total for Check Number 30245:	1,724.97
30246	0533 0533-3Qtr 0533-3Qtr	KC Sexual Assault Resource Ctr Human services joint funding; 3rd Quarter 2013 Human services; 3rd Quarter 2013	11/01/2013	28,126.25 1,216.00
			Total for Check Number 30246:	29,342.25
30247	0271 0271-3Qtr 0271-3Qtr-1	Kent Youth & Family Services Human services; Headstart, 3rd Quarter 2013 Human services; counseling, 3rd Quarter 2013	11/01/2013	625.00 2,500.00
			Total for Check Number 30247:	3,125.00
30248	0143 26453-26453	King County Finance CIP 1028; overlay construction, 7/2-7/31/13	11/01/2013	212.16

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	28691-28691	Covington Days; traffic control		1,581.58
	28746-28746	CIP 1028; overlay construction, 8/3-8/31/13		424.34
	28926-28928	CIP 1028; engineering, 8/3-8/31/13		315.78
	28926-28928	CIP 1028; overlay construction, 8/3-8/31/13		25,655.90
	29881-29881	Street services; 9/4-9/30/13		381.91
	30095-30100	Street services; 9/4-9/30/13		4,570.27
	30130-30132	CIP 1028; engineering credit, 9/4-9/30/13		-1,242.18
	30130-30132	CIP 1028; construction, 9/4-9/30/13		83,167.71
	30156-30156	CIP 1028; construction credit; 9/4-9/30/13		-840.41
Total for Check Number 30248:				114,227.06
30249	1405	Lakeside Industries	11/01/2013	
	12037505MB	Asphalt		84.05
	12037561MB	Asphalt		157.29
Total for Check Number 30249:				241.34
30250	2367	Magnum Print Solutions	11/01/2013	
	118371	Ink cartridge		108.55
Total for Check Number 30250:				108.55
30251	0333	Maple Valley Food Bank	11/01/2013	
	0333-3Qtr	Human services; 3rd Quarter 2013		3,750.00
Total for Check Number 30251:				3,750.00
30252	1671	New York Catering	11/01/2013	
	184	Budget workshop; lunch		237.83
Total for Check Number 30252:				237.83
30253	0682	Nextel Communications	11/01/2013	
	550142028-137	Cellular service; 10/8-11/7/13		355.94
Total for Check Number 30253:				355.94
30254	2555	NuCO2 LLC	11/01/2013	
	39880717	Aquatics; CO2 lease		66.90
Total for Check Number 30254:				66.90
30255	0004	Office Depot	11/01/2013	
	678914129001	Bates; chair mat, computer monitor riser		24.44
	678914129001	Bates; chair mat, computer monitor riser		24.44
	678914129001	Hot cocoa		9.43
	678914129001	Office supplies		169.30
	678914286001	Feser; under cabinet lamp		30.29
Total for Check Number 30255:				257.90
30256	0818	Pacific Office Automation	11/01/2013	
	19893863	Copier lease; 10/15-11/14/13		122.47
Total for Check Number 30256:				122.47
30257	1432	Pacific Topsoils, Inc.	11/01/2013	
	8479	Dump brush disposal fees		130.80
	8480	Dump brush disposal fees		130.80
	8481	Dump brush disposal fees		109.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 30257:	370.60
30258	1407 20-20234	Parametrix, Inc. LU09-0008; misc services, 8/25-9/28/13	11/01/2013	869.67
			Total for Check Number 30258:	869.67
30259	2233 2233-3Qtr	Pediatric Interim Care Center Human services; 3rd Quarter 2013	11/01/2013	375.00
			Total for Check Number 30259:	375.00
30260	0161 300000007934-11	Puget Sound Energy City hall; electricity, 9/1-10/1/13	11/01/2013	2,168.16
			Total for Check Number 30260:	2,168.16
30261	1780 108	Rainier Gravel Bollard fabrication	11/01/2013	977.40
			Total for Check Number 30261:	977.40
30262	2571	Reserve Account	11/01/2013	
	2571-11	Postage		19.60
	2571-11	PW Postage		24.88
	2571-11	Postage		140.28
	2571-11	Postage		371.26
	2571-11	Postage		373.70
	2571-11	Postage		107.86
	2571-11	Postage		24.14
	2571-11	Postage		0.46
	2571-11	Postage		174.88
	2571-11	Postage		31.26
	2571-11	Postage		2.04
	2571-11	Postage		432.01
	2571-11	Postage		5.68
	2571-11	Postage		16.82
	2571-11	PW Postage		24.88
			Total for Check Number 30262:	1,749.75
30263	0345 0345-11	Sharon Scott Budget workshop; refreshments	11/01/2013	142.33
			Total for Check Number 30263:	142.33
30264	2044 2044-11	Karla Slate Slate; PRSA meeting, mileage	11/01/2013	17.06
			Total for Check Number 30264:	17.06
30265	1903 583649 583649	Sound Publishing, Inc. Monthly full page ad, senior resource page Weekly bulletins; 9/13, 9/20	11/01/2013	3,288.50 390.00
			Total for Check Number 30265:	3,678.50
30266	2469 2469-3Qtr	South King Council of HS Human services; 3rd Quarter 2013	11/01/2013	405.00
			Total for Check Number 30266:	405.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
30267	2504 3754	Stalzer and Associates Hawk Property Subarea Plan/EIS; 9/1-9/30/13	11/01/2013	11,658.55
Total for Check Number 30267:				11,658.55
30268	0281	Standard Insurance Company	11/01/2013	
	006355510001-11	Life Insurance Premiums, November		165.04
	006355510001-11	Life Insurance Premiums, November		264.62
	006355510001-11	Life Insurance Premiums, November		85.55
	006355510001-11	Life Insurance Premiums, November		100.83
	006355510001-11	Life Insurance Premiums, November		94.59
	006355510001-11	Life Insurance Premiums, November		182.94
	006355510001-11	Life Insurance Premiums, November		467.30
	006355510001-11	Life Insurance Premiums, November		529.48
	006355510001-11	Life Insurance Premiums, November		93.44
	006355510001-11	Life Insurance Premiums, November		568.22
	006355510001-11	Life Insurance Premiums, November		7.91
	006355510001-11	Life Insurance Premiums, November		250.22
	006355510001-11	Life Insurance Premiums, November		356.26
Total for Check Number 30268:				3,166.40
30269	2103	US Bancorp Equip Finance Inc.	11/01/2013	
	239090913	Workroom; copier lease		639.10
	239414345	Reception; copier lease		93.40
	239474703	Police; copier lease		93.40
Total for Check Number 30269:				825.90
30270	1917	US Bank National Association	11/01/2013	
	386000046-11	Investment service charge; 7/1-9/30/13		51.87
	386000046-11	Investment service charge; 7/1-9/30/13		41.89
	386000046-11	Investment service charge; 7/1-9/30/13		21.40
	386000046-11	Investment service charge; 7/1-9/30/13		71.84
Total for Check Number 30270:				187.00
30271	0357	Valley Communications	11/01/2013	
	14427	800 MHz access fee; October		75.00
Total for Check Number 30271:				75.00
30272	1408	Washington Workwear Stores Inc.	11/01/2013	
	10494	Aquatics; Lifeguard/Volunteer shirts		528.07
	10516c	Credit; Dalton, pants		-13.03
	10516c	Credit; Dalton, pants		-13.03
	10516c	Credit; Dalton, pants		-6.51
	1243	Wesley; work boots, romeos		211.75
	1250	Allen; dungaree		19.54
	1250	Allen; dungaree		19.55
	1250	Allen; dungaree		9.77
Total for Check Number 30272:				756.11
30273	2652	Wells Fargo Financial Leasing	11/01/2013	
	5000591781	Plotter/scanner; lease, 11/10-12/9/13		228.97
Total for Check Number 30273:				228.97
30274	2230	Wilbur-Ellis Company	11/01/2013	
	7618423 RI	CCP; fungicide		561.25

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	7618500 RI	CCP; soccer field grass seed		99.65
			Total for Check Number 30274:	660.90
30275	0781 0781-3Qtr	YWCA of Seattle & King County Human services; 3rd Quarter 2013	11/01/2013	1,664.00
			Total for Check Number 30275:	1,664.00
			Total for 11/1/2013:	301,896.01
			Report Total (54 checks):	301,896.01

October 25, 2013

City of Covington

Payroll Approval

- Request Council approval for payment of Payroll dated 10/25/13 consisting of:

PAYLOCITY CHECK # 1001697191 through PAYLOCITY CHECK # 1001697205 and inclusive, plus employee direct deposits

IN THE AMOUNT OF \$151,475.75

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

Robert Hendrickson
Finance Director

Mark Lanza
City Councilmember

Wayne Snoey
City Councilmember

Marlla Mhoon
City Councilmember

Council Meeting Date Approved: _____

10/25/13 Payroll Voucher

Payroll Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount
106166	Regular	10/25/2013	377	Bates, Krista	88.66
106167	Regular	10/25/2013	246	Kirshenbaum, Kathleen	518.46
106168	Regular	10/25/2013	243	Lyon, Valerie	1,441.43
106169	Regular	10/25/2013	278	Matheson, Derek M	4,619.63
106170	Regular	10/25/2013	234	Mhoon, Darren S	1,388.97
106171	Regular	10/25/2013	162	Michaud, Joan M	1,915.90
106172	Regular	10/25/2013	123	Scott, Sharon G	2,463.74
106173	Regular	10/25/2013	313	Slate, Karla J	2,456.13
106174	Regular	10/25/2013	275	Hart, Richard	3,529.65
106175	Regular	10/25/2013	368	Mueller, Ann M	1,252.09
106176	Regular	10/25/2013	180	Cles, Staci M	1,766.43
106177	Regular	10/25/2013	146	Hagen, Lindsay K	1,423.79
106178	Regular	10/25/2013	235	Hendrickson, Robert	3,647.90
106179	Regular	10/25/2013	105	Parker, Cassandra	2,478.66
106180	Regular	10/25/2013	323	Harto, Margaret	457.75
106181	Regular	10/25/2013	324	Lanza, Mark	380.65
106182	Regular	10/25/2013	326	Mhoon, Marilla	391.69
106183	Regular	10/25/2013	327	Scott, James A	405.57
106184	Regular	10/25/2013	329	Wagner, Jeffrey	415.57
106185	Regular	10/25/2013	374	Allen, Joshua C	1,802.72
106186	Regular	10/25/2013	353	Dalton, Jesse J	1,680.99
106187	Regular	10/25/2013	373	Fealy, William J	1,746.19
106188	Regular	10/25/2013	301	Gaudette, John J	1,819.15
106189	Regular	10/25/2013	186	Junkin, Ross D	2,773.93
106190	Regular	10/25/2013	252	Wesley, Daniel A	2,156.31
106191	Regular	10/25/2013	268	Bykonen, Brian D	2,964.00
106192	Regular	10/25/2013	279	Christenson, Gregg R	2,703.01
106193	Regular	10/25/2013	270	Lyons, Salina K	2,102.01
106194	Regular	10/25/2013	269	Meyers, Robert L	3,194.82
106195	Regular	10/25/2013	284	Ogren, Nelson W	2,723.07
106196	Regular	10/25/2013	266	Thompson, Kelly	2,088.16
106197	Regular	10/25/2013	307	Morrissey, Mayson	2,683.49
106198	Regular	10/25/2013	199	Bahl, Rachel A	1,672.91
106199	Regular	10/25/2013	293	MacConaghy, Hailey	1,456.80
106200	Regular	10/25/2013	397	Martinsons, Jaquelyn	139.87
106201	Regular	10/25/2013	194	Newton, Ethan A	2,135.72
106202	Regular	10/25/2013	195	Patterson, Clifford	2,418.70
106203	Regular	10/25/2013	306	Thomas, Scott R	3,471.18
106204	Regular	10/25/2013	106	Bates, Shellie L	1,931.74
106205	Regular	10/25/2013	349	Buck, Shawn M	1,554.35
106206	Regular	10/25/2013	273	French, Fred	814.50
106207	Regular	10/25/2013	257	Parrish, Benjamin A	1,738.85
106208	Regular	10/25/2013	173	Vondran, Donald M	3,731.91
106209	Regular	10/25/2013	388	Andrews, Kaitlyn E	235.61
106210	Regular	10/25/2013	393	Blakely, Coleman P.	112.62
106211	Regular	10/25/2013	258	Cox, Melissa	651.55
106212	Regular	10/25/2013	385	Cranstoun, Alexander M	104.39
106213	Regular	10/25/2013	409	Hanger, Austin R.	21.98
106214	Regular	10/25/2013	417	Hendricks, Cole M	19.24
106215	Regular	10/25/2013	359	Houghton, Cassandra L	443.44
106216	Regular	10/25/2013	305	Kiselyov, Tatyana	398.32

106217 Regular	10/25/2013	425 Knox, John Q	121.99
106218 Regular	10/25/2013	416 Lipinski, Matthew	104.58
106219 Regular	10/25/2013	423 McCarthy, Joseph	32.96
106220 Regular	10/25/2013	340 Middleton, Jordan	89.99
106221 Regular	10/25/2013	297 Mooney, Lynell	233.23
106222 Regular	10/25/2013	419 Niesner, Austin C	115.57
106223 Regular	10/25/2013	413 Perko, Alyssa M.	82.98
106224 Regular	10/25/2013	319 Praggastis, Alexander	358.78
106225 Regular	10/25/2013	383 Reese, Rachel E	459.54
106226 Regular	10/25/2013	424 Rhoads, Jerrett K	214.13
106227 Regular	10/25/2013	429 Sizemore, Christine A	209.90
106228 Regular	10/25/2013	390 Tomalik, Stefan A	426.67
106229 Regular	10/25/2013	414 Turnbull, Dane A.	293.96
106230 Regular	10/25/2013	392 Wardrip, Spencer A	425.56
106231 Regular	10/25/2013	116 Beaufriere, Noreen	2,730.62
106232 Regular	10/25/2013	137 Throm, Victoria J	1,922.54
1001697191 Regular	10/25/2013	364 Newell, Nancy J	27.70
1001697192 Regular	10/25/2013	325 Lucavish, David	415.57
1001697193 Regular	10/25/2013	328 Snoey, Wayne	187.19
1001697194 Regular	10/25/2013	427 Ceratto, Matthew G	819.97
1001697195 Regular	10/25/2013	428 Feser, Angela M	1,991.27
1001697196 Regular	10/25/2013	403 Bowen, Joshua W	383.89
1001697197 Regular	10/25/2013	292 Carkeek, Lena	274.01
1001697198 Regular	10/25/2013	430 Hanson, Sean C	343.26
1001697199 Regular	10/25/2013	399 Jensen, Emily A	97.31
1001697200 Regular	10/25/2013	391 Mayes, Annika L	32.96
1001697201 Regular	10/25/2013	400 Quintos, Edward Louie D	32.96
1001697202 Regular	10/25/2013	412 Reynolds, Shannon J.	279.94
1001697203 Regular	10/25/2013	398 Vieira, Logan G	318.56
1001697204 Regular	10/25/2013	395 Wunschel, Ethan G.	147.34

Totals for Payroll Checks 81 Items 97,709.13

Third Party Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount
106233	AGENCY	10/25/2013	401SS	ICMA Retirement Trust	15,550.70
106234	AGENCY	10/25/2013	457Ex	Vantagepoint Transfer Agent-	379.42
106235	AGENCY	10/25/2013	CICOV	City of Covington	2,858.55
106236	AGENCY	10/25/2013	EFSDU	Paylocity Corporation	125.00
106237	AGENCY	10/25/2013		Emp City of Covington Employee	106.00
106238	AGENCY	10/25/2013	IC401	ICMA Retirement Trust	12,890.04
106239	AGENCY	10/25/2013	IC457	ICMA Retirement Trust	2,163.28
106240	AGENCY	10/25/2013	ROTH	ICMA Retirement Trust	192.00
106241	AGENCY	10/25/2013	VEBA	HRA VEBA Trust	1,116.00
1001697205	AGENCY	10/25/2013	JG1	WASH CHILD SUPPORT	110.41
Totals for Third Party			10 Items		35,491.40

Tax Liabilites 17,932.34

Paylocity Fees 342.88

Grand Total \$ 151,475.75

November 8, 2013

City of Covington

Payroll Approval

- Request Council approval for payment of Payroll dated 11/08/13 consisting of:

PAYLOCITY CHECK # 1001740601 through PAYLOCITY CHECK # 1001740613 and inclusive, plus employee direct deposits

IN THE AMOUNT OF \$150,577.12

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

Robert Hendrickson
Finance Director

Mark Lanza
City Councilmember

Wayne Snoey
City Councilmember

Marlla Mhoon
City Councilmember

Council Meeting Date Approved: _____

11/08/13 Payroll Voucher

Payroll Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount
106247	Regular	11/8/2013	377	Bates, Krista	77.57
106248	Regular	11/8/2013	246	Kirshenbaum, Kathleen	539.36
106249	Regular	11/8/2013	243	Lyon, Valerie	1,441.43
106250	Regular	11/8/2013	278	Matheson, Derek M	4,625.04
106251	Regular	11/8/2013	234	Mhoon, Darren S	1,388.97
106252	Regular	11/8/2013	162	Michaud, Joan M	1,915.91
106253	Regular	11/8/2013	123	Scott, Sharon G	2,465.06
106254	Regular	11/8/2013	313	Slate, Karla J	2,268.63
106255	Regular	11/8/2013	275	Hart, Richard	3,529.65
106256	Regular	11/8/2013	368	Mueller, Ann M	1,511.17
106257	Regular	11/8/2013	180	Cles, Staci M	1,766.42
106258	Regular	11/8/2013	146	Hagen, Lindsay K	1,425.43
106259	Regular	11/8/2013	235	Hendrickson, Robert	3,647.90
106260	Regular	11/8/2013	105	Parker, Cassandra	2,479.47
106261	Regular	11/8/2013	374	Allen, Joshua C	1,653.27
106262	Regular	11/8/2013	353	Dalton, Jesse J	1,651.10
106263	Regular	11/8/2013	373	Fealy, William J	2,171.90
106264	Regular	11/8/2013	301	Gaudette, John J	1,997.69
106265	Regular	11/8/2013	186	Junkin, Ross D	2,773.93
106266	Regular	11/8/2013	252	Wesley, Daniel A	2,156.31
106267	Regular	11/8/2013	268	Bykonen, Brian D	2,964.00
106268	Regular	11/8/2013	279	Christenson, Gregg R	2,388.72
106269	Regular	11/8/2013	270	Lyons, Salina K	2,233.94
106270	Regular	11/8/2013	269	Meyers, Robert L	3,194.82
106271	Regular	11/8/2013	284	Ogren, Nelson W	2,723.07
106272	Regular	11/8/2013	266	Thompson, Kelly	2,088.16
106273	Regular	11/8/2013	307	Morrissey, Mayson	2,683.49
106274	Regular	11/8/2013	199	Bahl, Rachel A	1,672.91
106275	Regular	11/8/2013	428	Feser, Angela M	2,737.20
106276	Regular	11/8/2013	293	MacConaghy, Hailey	1,456.80
106277	Regular	11/8/2013	397	Martinsons, Jaquelyn	342.26
106278	Regular	11/8/2013	194	Newton, Ethan A	2,182.58
106279	Regular	11/8/2013	195	Patterson, Clifford	2,418.70
106280	Regular	11/8/2013	306	Thomas, Scott R	3,474.10
106281	Regular	11/8/2013	106	Bates, Shellie L	1,931.74
106282	Regular	11/8/2013	349	Buck, Shawn M	1,554.35
106283	Regular	11/8/2013	273	French, Fred	901.68
106284	Regular	11/8/2013	257	Parrish, Benjamin A	1,645.12
106285	Regular	11/8/2013	173	Vondran, Donald M	3,731.91
106286	Regular	11/8/2013	388	Andrews, Kaitlyn E	262.75
106287	Regular	11/8/2013	393	Blakely, Coleman P.	158.33
106288	Regular	11/8/2013	380	Cox, Cory R	29.00
106289	Regular	11/8/2013	258	Cox, Melissa	688.44
106290	Regular	11/8/2013	385	Cranstoun, Alexander M	120.87
106291	Regular	11/8/2013	409	Hanger, Austin R.	32.96
106292	Regular	11/8/2013	417	Hendricks, Cole M	97.31
106293	Regular	11/8/2013	359	Houghton, Cassandra L	438.49
106294	Regular	11/8/2013	305	Kiselyov, Tatyana	319.56
106295	Regular	11/8/2013	425	Knox, John Q	171.35
106296	Regular	11/8/2013	426	Knox, Patrick L	112.12

106297	Regular	11/8/2013	410	Lanz, Avalon A.	176.19
106298	Regular	11/8/2013	416	Lipinski, Matthew	154.03
106299	Regular	11/8/2013	423	McCarthy, Joseph	82.98
106300	Regular	11/8/2013	340	Middleton, Jordan	98.13
106301	Regular	11/8/2013	297	Mooney, Lynell	232.45
106302	Regular	11/8/2013	413	Perko, Alyssa M.	139.77
106303	Regular	11/8/2013	319	Praggastis, Alexander	401.88
106304	Regular	11/8/2013	383	Reese, Rachel E	518.00
106305	Regular	11/8/2013	424	Rhoads, Jerrett K	414.96
106306	Regular	11/8/2013	429	Sizemore, Christine A	309.04
106307	Regular	11/8/2013	390	Tomalik, Stefan A	495.86
106308	Regular	11/8/2013	414	Turnbull, Dane A.	139.86
106309	Regular	11/8/2013	392	Wardrip, Spencer A	460.53
106310	Regular	11/8/2013	116	Beaufreere, Noreen	2,733.78
106311	Regular	11/8/2013	137	Throm, Victoria J	1,922.54
1001740601	Regular	11/8/2013	364	Newell, Nancy J	58.18
1001740602	Regular	11/8/2013	427	Ceratto, Matthew G	449.85
1001740603	Regular	11/8/2013	431	Allen, Kaitlyn	61.25
1001740604	Regular	11/8/2013	403	Bowen, Joshua W	377.31
1001740605	Regular	11/8/2013	292	Carkeek, Lena	448.37
1001740606	Regular	11/8/2013	399	Jensen, Emily A	54.94
1001740607	Regular	11/8/2013	391	Mayes, Annika L	10.98
1001740608	Regular	11/8/2013	400	Quintos, Edward Louie D	52.49
1001740609	Regular	11/8/2013	412	Reynolds, Shannon J.	474.60
1001740610	Regular	11/8/2013	415	Rinck, Tyler P	112.12
1001740611	Regular	11/8/2013	398	Vieira, Logan G	318.56
1001740612	Regular	11/8/2013	395	Wunschel, Ethan G.	77.30
Totals for Payroll Checks 77 Items					97,018.89

Third Party Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount
106312	AGENCY	11/8/2013	401SS	ICMA Retirement Trust	15,455.10
106313	AGENCY	11/8/2013	457Ex	Vantagepoint Transfer Agent-	379.42
106314	AGENCY	11/8/2013	CICOV	City of Covington	2,922.25
106315	AGENCY	11/8/2013	EFSDU	Paylocity Corporation	125.00
106316	AGENCY	11/8/2013		Emp City of Covington Employee	80.00
106317	AGENCY	11/8/2013	IC401	ICMA Retirement Trust	13,066.03
106318	AGENCY	11/8/2013	IC457	ICMA Retirement Trust	1,637.63
106319	AGENCY	11/8/2013	ROTH	ICMA Retirement Trust	100.00
106320	AGENCY	11/8/2013	VEBA	HRA VEBA Trust	1,116.00
1001740613	AGENCY	11/8/2013	JG1	WASH CHILD SUPPORT	110.41
Totals for Third Party 10 Items					34,991.84

Tax Liabilites	18374.56
Paylocity Fees	191.83

Grand Total	<u>150,577.12</u>
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Consent Agenda Item C-3

Covington City Council Meeting

Date: November 12, 2013

SUBJECT: AUTHORIZE THE CITY MANAGER TO EXECUTE AMENDMENT #2 TO AGREEMENT FOR SERVICES WITH ABACO PACIFIC, INC. FOR REAL ESTATE SERVICES.

RECOMMENDED BY: Don Vondran, Public Works Director

ATTACHMENT(S):

1. Amendment #2 to Agreement for Services with Abaco Pacific, Inc.

PREPARED BY: Shellie Bates, Programs Supervisor/Public Works

EXPLANATION:

In July of 2002 the city council authorized the city manager to execute an agreement with Abaco Pacific, Inc. ("Abaco") for professional real estate services, primarily to assist the city with the acquisition of numerous real estate parcels for both right-of-way and park purposes. Abaco also provided assistance in utility relocations and in the oversight of subcontractors on public works projects.

In May of 2009 the council approved a new Agreement for Services ("Agreement") with Abaco to perform various real estate services on a task order basis. Amendment #1 to the Agreement extended the term from December 31, 2011, to December 31, 2013.

The city continues to have a need for real estate services and Abaco has continually provided quality services. As such, staff is recommending for council to authorize the city manager to execute Amendment #2 to the Agreement (Attachment 1) to extend the term to December 31, 2014, and allow the city to continue its productive relationship with Abaco. All other terms of the Agreement will remain unchanged.

ALTERNATIVES:

Not authorize the city manager to execute Amendment #2 to the Agreement and direct staff to negotiate a new agreement with Abaco or find a new service provider.

FISCAL IMPACT:

Real estate services are included as part of the right-of-way costs budgeted in each individual Capital Improvement Project (CIP).

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

Council member _____ moves, Council member _____ seconds, to authorize the city manager to execute Amendment #2 to the Agreement for Services with Abaco Pacific, Inc. for real estate services.

REVIEWED BY: City Manager, City Attorney, Finance Director

**CITY OF COVINGTON
AGREEMENT FOR SERVICES**

Amendment #2

Between the City of Covington and Abaco Pacific, Inc.

That portion of Contract No. 924-09 between the City of Covington and Abaco Pacific, Inc. entered into by the parties on the 13th day of May, 2009 (“Agreement”), is amended pursuant to Sections 18 of said Agreement, as follows:

1. Term of Agreement. Section 3 of the Agreement shall be amended to extend the term of the Agreement until December 31, 2014.

All other provisions of the Agreement shall remain in full force and effect.

Dated this 12th day of November, 2013.

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

CITY OF COVINGTON

 By: Derek Matheson
 Its: City Manager

Attest:

Approved as to form:

 Sharon Scott, City Clerk

 Sara Springer, City Attorney

ABACO PACIFIC, INC.

 By: Jeri Cranney
 Its: President

Consent Agenda Item C-4

Covington City Council Meeting

Date: November 12, 2013

SUBJECT: AUTHORIZE THE CITY MANAGER TO EXECUTE A GRANT AGREEMENT BETWEEN THE STATE OF WASHINGTON DEPARTMENT OF ECOLOGY AND THE CITY OF COVINGTON FOR THE 2013-15 MUNICIPAL STORMWATER CAPACITY GRANTS PROGRAM.

RECOMMENDED BY: Derek Matheson, City Manager

ATTACHMENT(S):

1. Grant Agreement Number G1400299

PREPARED BY: Ben Parrish, Engineering Technician II

EXPLANATION:

Staff requests council authorization for the city manager to execute grant agreement with the State of Washington Department of Ecology (Attachment 1) to aid the implementation of the city's Phase II National Pollutant Discharge Elimination System (NPDES) Permit. The grant consists of \$50,000 to offset costs incurred from the implementation and management of our stormwater program and up to an additional \$120,000 for pre-construction planning and design of storm system retrofit projects, for a total of up to \$170,000.

Planned uses of the implementation money include the following:

- Two SWM seasonal maintenance worker positions (6 months each) to continue maintaining and bringing city facilities into compliance.
- Water quality monitoring.

Planned uses of the design money include the following:

- Design a multi-phased project to retrofit the stormwater drainage course that flows from the Woodlands through Timberlane and outfalls in Jenkins Creek Park.

ALTERNATIVES:

Not accept the DOE grant of \$170,000 to offset some of the financial impacts associated with the implementation of the Phase II NPDES Permit and design storm system retrofits.

FISCAL IMPACT:

The Surface Water Management Fund will receive reimbursement for up to \$170,000 to aid in offsetting the implementation of the Phase II NPDES Permit requirements and design storm system retrofits.

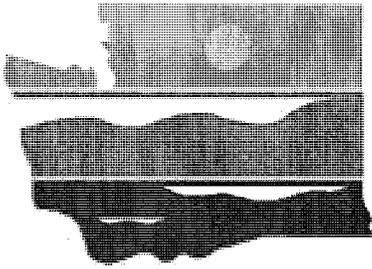
There are no match requirements for this grant.

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

**Councilmember _____ moves, Councilmember _____
seconds, to authorize the City Manager to execute a grant agreement
between the State of Washington Department of Ecology and the City of
Covington for the 2013-15 Municipal Stormwater Capacity Grants Program.**

REVIEWED BY: City Manager, City Attorney, Finance Director

2013-15 Municipal Stormwater Capacity Grant Program
State Of Washington, Department Of Ecology



DEPARTMENT OF
ECOLOGY
State of Washington

2013-15 MUNICIPAL STORMWATER CAPACITY GRANT

PROGRAM

FISCAL YEAR 2014

GRANT AGREEMENT

NUMBER G1400299

BETWEEN

THE STATE OF WASHINGTON DEPARTMENT OF ECOLOGY

AND

CITY OF COVINGTON

**2013-15 Municipal Stormwater Capacity Grant Program
State Of Washington, Department Of Ecology**

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2013-15 MUNICIPAL STORMWATER CAPACITY GRANT PROGRAM

Grant Agreement

Between

The State of Washington Department of Ecology

And

City of Covington

THIS is a binding agreement entered into, by, and between the state of Washington Department of Ecology (DEPARTMENT), and the City of Covington (RECIPIENT). The purpose of this agreement is to provide funds to the RECIPIENT to carry out the requirements described herein.

PART I. GENERAL INFORMATION

Project Title:	2013-15 Municipal Stormwater Capacity Grant Program
State Fiscal Year:	FY2014
Grant Number:	G1400299
RECIPIENT Name:	City of Covington
Mailing Address:	16720 SE 271st St Ste 100, Covington, WA 98042
RECIPIENT Federal ID Number:	91-1829887
Total Eligible Cost:	
(\$50,000 AND \$120,000):	\$170,000
DEPARTMENT Funding Sources:	
ELSA - Operating:	\$50,000
ELSA - Capital Budget Provision:	\$120,000
DEPARTMENT Share:	\$170,000
DEPARTMENT Maximum Percentage:	100%
Effective Date Of This Grant Is:	July 1, 2013 Any work performed prior to the effective date of this agreement is not eligible for reimbursement.
This Grant Agreement Expires On:	January 31, 2015

2013-15 Municipal Stormwater Capacity Grant Program
 State Of Washington, Department Of Ecology

RECIPIENT Contact:	Ben Parrish
Telephone Number:	253-480-2465
E-Mail Address:	bparrish@covingtonwa.gov
RECIPIENT Billing Contact:	Ben Parrish
Telephone Number:	253-480-2465
E-Mail Address:	bparrish@covingtonwa.gov
DEPARTMENT Project/Financial Manager:	Kyle Graunke
Mailing Address	Water Quality Program Washington State Department of Ecology P.O. Box 47600 Olympia, WA 98504-7600
Telephone Number:	360-407-6452
Fax Number:	360-407-7151
E-Mail Address:	Kyle.Graunke@ecy.wa.gov
Designated Local Government Partners (if applicable):	

PART II. PERFORMANCE MEASURES

A. Water Quality Goal

Improved stormwater oversight and water quality protection through the direct development and implementation of a comprehensive stormwater management program.

B. Project Outcomes

Implementation of Phase I and II municipal stormwater National Pollutant Discharge Elimination System (NPDES) permits.

PART III. PROJECT DESCRIPTION

RECIPIENT will address implementation or management of municipal stormwater programs. Additionally, the RECIPIENT's project will include project specific planning and design for a retrofit project which includes low-impact development techniques.

PART IV. PROJECT BUDGET

Municipal Stormwater Capacity Grants Program, FY2014	
Elements/Objects	TOTAL ELIGIBLE COST (TEC)*
Task 1 – Project Administration/Management (limited to \$5,000 ELSA Operating Funds)	\$5,000
Task 2 – Implementation And Management Of Stormwater Program	\$45,000
Task 3 – Pre-Construction Planning And Design (limited to \$120,000 ELSA Capital Budget Provisions)	\$120,000
Total (limited to \$170,000 per RECIPIENT partner)	\$170,000
*The DEPARTMENT's Fiscal Office will track to the Total Eligible Project Cost.	
MATCHING REQUIREMENTS (There are no matching requirements)	
DEPARTMENT Share FY 2014 (100% of TEC)	\$170,000

PART V. SCOPE OF WORK

RECIPIENT will ensure that this project is completed according to the details of this agreement. The RECIPIENT may elect to use its own forces or it may contract for professional services necessary to perform and complete project related work.

Task 1 - Project Administration/Management

- A. RECIPIENT will administer the project. Responsibilities will include, but not be limited to: maintenance of project records; submittal of payment vouchers, fiscal forms, and progress reports; compliance with applicable procurement, contracting, and interlocal agreement requirements; application for, receipt of, and compliance with all required

permits, licenses, easements, or property rights necessary for the project; and submittal of required performance items.

- B. RECIPIENT will manage the project. Efforts will include: conducting, coordinating, and scheduling project activities and assuring quality control. RECIPIENT will maintain effective communication with the DEPARTMENT, RECIPIENT's designees; all affected local, state, or federal jurisdictions; and any interested individuals or groups. The RECIPIENT will carry out this project in accordance with any completion dates outlined in this agreement.
- C. RECIPIENT will submit all invoice voucher submittals and supportive documentation to the DEPARTMENT's Project/Financial Manager.
- D. If work conducted results in a report, the RECIPIENT will submit the following to the DEPARTMENT's Project/Financial Manager and in the quantities identified:
 - Draft project completion report – one electronic copy
 - Final project completion report – one paper copy, one electronic copy

RECIPIENT will submit two copies of any document(s) which requires DEPARTMENT approval. Once approval is given, one copy will be returned to the RECIPIENT. If the RECIPIENT needs more than one approved copy, the number of submittals should be adjusted accordingly.

Task 2 – Implementation of Stormwater Planning and Management Needs

- A. If the RECIPIENT is out of compliance with the municipal stormwater National Pollutant Discharge Elimination System (NPDES) permit, the RECIPIENT must ensure funds are used to attain compliance where applicable.
- B. RECIPIENT may conduct work related to implementation of additional activities required by the municipal stormwater NPDES permits. The following is a list of elements RECIPIENT's project may include.
 - 1) Public education and outreach activities, including stewardship activities.
 - 2) Public involvement and participation activities.
 - 3) Illicit discharge detection and elimination (IDDE) program activities, including:
 - a) Mapping or geographic information systems of municipal separate storm sewer systems (MS4s).
 - b) Staff training.
 - c) Activities to identify and remove illicit stormwater discharges.
 - d) Field screening procedures.
 - e) Complaint hotline database or tracking system improvements.

- 4) Activities to support programs to control runoff from new development, redevelopment, and construction sites, including:
 - a) Development of an ordinance and associated technical manual or update of applicable codes.
 - b) Inspections before, during, and upon completion of construction, or for post-construction long-term maintenance.
 - c) Training for plan review and/or inspection staff.
 - d) Participation in applicable watershed planning effort.
- 5) Pollution prevention, good housekeeping, and operation and maintenance program activities, such as:
 - a) Inspecting and/or maintaining the MS4 infrastructure.
 - b) Developing and/or implementing policies, procedures, or stormwater pollution prevention plans at municipal properties or facilities.
- 6) Annual reporting activities.
- 7) Establishing and refining stormwater utilities, including stable rate structures.
- 8) Water quality monitoring to implement permit requirements for a Water Cleanup Plan (TMDL). Note that any monitoring funded by this program requires submittal of a Quality Assurance Project Plan (QAPP) that the DEPARTMENT approves prior to awarding funding for monitoring.
Monitoring, including:
 - a) Development of applicable QAPPs.
 - b) Monitoring activities, in accordance with a DEPARTMENT- approved QAPP, to meet Phase I/II permit requirements.
- 9) Structural stormwater controls program activities (Phase I permit requirement)
- 10) Source control for existing development (Phase I permit requirement), including:
 - a) Inventory and inspection program.
 - b) Technical assistance and enforcement.
 - c) Staff training.
- 11) Equipment purchases that result directly in improved compliance with permit requirements. Allowed costs for equipment purchases must be specific to implementing a permit requirement (such as a vactor truck) rather than general use (such as a general use pick-up truck). Qualified equipment purchases include but are not limited to:
 - a) Illicit discharge testing equipment and materials.
 - b) Vactor truck or sweeper truck or MS4 maintenance activities.
 - c) Electronic devices dedicated to mapping of MS4 facilities and attributes.
 - d) Software dedicated to tracking permit implementation activities.

Task 3 – Preconstruction Planning and Design

- A. Project Summary. RECIPIENT will submit to the DEPARTMENT's Project Manager for review and acceptance and no later than October 1, 2013, an initial one to two page

- Project Summary. The Project Summary will include a description of the proposed project identifying: 1) the area where the proposed project is to be installed or constructed (including maps), 2) the stormwater best management practice(s) to be designed, 3) the name of the appropriate design manual planned for use in the final design (see item D), and 4) the water quality issue mitigated by the proposed project. The DEPARTMENT will provide comments to the RECIPIENT within 14 calendar days of receipt of the Project Summary. The DEPARTMENT's Project Manager will work with the DEPARTMENT's engineer to review the Project Summary for consistency with the appropriate design criteria and grant requirements. Detailed calculations and/or drawings are not required at this time.
- B. Pre-Design Report. RECIPIENT will submit two hard copies and one digital copy of the Pre-design report to the DEPARTMENT's Project Manager for review and acceptance. The DEPARTMENT's Project Manager will work with the DEPARTMENT's engineer to review the Project Summary for consistency with the appropriate design criteria and grant requirements. Detailed calculations and/or drawings are required in the Pre-design Report. The DEPARTMENT will provide comments to the RECIPIENT within 45 days of receipt of the plans.
- C. 90 Percent Design Plans. RECIPIENT will submit two hard copies and one digital copy of the 90 percent design plans to the DEPARTMENT's Project Manager for review and acceptance. The DEPARTMENT will provide comments to the RECIPIENT within 45 days of receipt of the plans. The DEPARTMENT's Project Manager will work with the DEPARTMENT's engineer to review the plans and specifications for consistency with the appropriate design criteria and grant requirements.
- D. For above items A-C, the RECIPIENT must justify significant deviations from the following:
- 1) The appropriate guidance manual below depends on the region that your project is conducted:
 - **2005 or 2012 Stormwater Management Manual for Western Washington (SWMMWW)**, (the appropriate manual depends on the requirements of the jurisdiction) or
 - **2004 Stormwater Management Manual for Eastern Washington (SWMMEW)**, both can be found at: <http://www.ecy.wa.gov/programs/wq/stormwater/tech.html>, or
 - **Low Impact Development Technical Guidance Manual for Puget Sound** found at: http://www.psp.wa.gov/downloads/LID/20121221_LIDmanual_FINAL_secure.pdf, or
 - Equivalent design manuals, **Eastern Washington Low Impact Development Manual**.
 - 2) Equivalent manual as developed by the local jurisdiction and approved by the DEPARTMENT.
 - 3) Good engineering practices and generally recognized engineering standards.
- E. SEPA. If applicable, the RECIPIENT will submit to the DEPARTMENT's Project Manager, a copy of the State Environmental Review Act (SEPA) Lead Agency's signed and dated SEPA determination.

- F. DAHP EZ-1. If applicable, the RECIPIENT will submit to the DEPARTMENT's Project Manager a Department of Archaeology and Historic Preservation (DAHP) EZ-1 form to initiate review of project activities by DAHP and tribal governments.
- G. RECIPIENT will submit all pre-design figures and construction plans to the DEPARTMENT, reduced to 11" x 17" in size. The RECIPIENT may bind them with the specifications or related construction contract documents or bind as a separate document. All reduced drawings must be legible.
- H. Summary of Deliverables:
1. Submit a Project Summary including maps, no later than October 1, 2013, for review and acceptance of the proposed design project.
 2. Submit a Pre-design report to the DEPARTMENT, no later than January 31, 2014 for review and acceptance.
 3. Submit 90 percent design plans to the DEPARTMENT, no later than August 1, 2014 for review and acceptance.
 4. If applicable, submit a copy of the signed and dated SEPA determination to the DEPARTMENT.
 5. If applicable, submit a copy of the DAHP EZ-1 form, for DEPARTMENT coordination on compliance with Executive Order 05-05.

PART VI. SPECIAL TERMS AND CONDITIONS

None

PART VII. ALL WRITINGS CONTAINED HEREIN

The following contain the entire understanding between the parties, and there are no other understandings or representations other than as set forth, or incorporated by reference, herein:

- This agreement.
- Attachment I: General Project Management Requirements for the Municipal Stormwater Capacity Grants Program.
- Attachment II: General Terms and Conditions.
- The effective edition, at the signing of this agreement, of the DEPARTMENT's "Administrative Requirements for Recipients of Ecology Grants and Loans."
- The associated funding guidelines that correspond to the fiscal year in which the project is funded.
- The applicable federal and state statutes and regulations.

No subsequent modifications or amendments of this agreement will be of any force or effect unless signed by authorized representatives of the RECIPIENT and the DEPARTMENT, and made a part of this agreement, except that in response to a request from the RECIPIENT, the DEPARTMENT may redistribute the grant budget. The DEPARTMENT or the RECIPIENT may change their respective staff contacts without the concurrence of either party.

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The RECIPIENT acknowledges that they have had the opportunity to thoroughly review the terms of this agreement, the attachments, all incorporated or referenced documents, as well as all applicable statutes, rules, and guidelines mentioned in this agreement.

The signatories to this Agreement represent that they have the authority to execute this Agreement.

IN WITNESS WHEREOF, the parties sign this grant agreement:

STATE OF WASHINGTON
DEPARTMENT OF ECOLOGY

CITY OF COVINGTON

KELLY SUSEWIND, P.E., P.G. DATE
WATER QUALITY PROGRAM MANAGER

DEREK MATHESON DATE

Approved As To Form Only
Assistant Attorney General

**ATTACHMENT I: General Project Management Requirements
For 2013-15 Municipal Stormwater Capacity Grants Program
Funding Agreement**

A. ARCHEOLOGICAL AND CULTURAL RESOURCES

RECIPIENT must comply with all requirements listed in Executive Order 05-05 prior to implementing any project that involves soil disturbing activity.

RECIPIENT must conduct and submit a cultural resources survey or complete and submit an EZ-1 Form to the DEPARTMENT's project manager prior to any soil disturbing activities. The DEPARTMENT will contact the Department of Archaeology and Historic Preservation (DAHP) and affected tribes regarding the proposed project activities in order to meet Executive Order 05-05 requirements. Any prior communication between the RECIPIENT, the DAHP, and the tribes is not sufficient to meet requirements. Any mitigation measures as an outcome of this process will be requirements of this agreement.

Any soil disturbing activities that occur prior to the completion of the Executive Order 05-05 process will not be eligible for reimbursement. Activities associated with cultural resources review are grant eligible and reimbursable.

The Department of Archaeology and Historic Preservation has provided guidance that can be accessed online at:

<http://www.dahp.wa.gov/pages/Documents/EnvironmentalReview.htm> and
http://www.dahp.wa.gov/pages/EnvironmentalReview/documents/eo0505Guidance_000.pdf.

B. EDUCATION AND OUTREACH

RECIPIENT must do a regional search for existing materials before producing any new educational flyers or pamphlets. The RECIPIENT must request the use of those materials before time and resources are invested to duplicate materials that are already available.

RECIPIENT must also check the Washington Waters website
http://www.ecy.wa.gov/washington_waters/index.html for useful educational materials. These materials are available for public use and can be downloaded directly from the website.

RECIPIENT must provide the DEPARTMENT up to two copies and an electronic copy on a CD-ROM of any tangible educational products developed under this grant, such as brochures, manuals, pamphlets, videos, audio tapes, CDs, curriculum, posters, and media announcements or gadgets, such as a refrigerator magnet with a message. If this is not practical, the RECIPIENT must provide a complete description including drawings, photographs, or printouts of the product.

RECIPIENT must also supply the DEPARTMENT with the names and contact information of local project leads.

If there are a significant number of people in the community that speak languages other than English, then the RECIPIENT must produce all public outreach materials, pamphlets, fliers, meeting notices, reports, and other educational materials in English and in the other prevalent language.

C. EQUIPMENT PURCHASE

RECIPIENT must get written, prior approval from the DEPARTMENT for any equipment purchase.

D. FUNDING RECOGNITION

RECIPIENT must inform the public about DEPARTMENT funding participation in this project through the use of project signs, acknowledgement in published materials, reports, the news media, or other public announcements. Projects addressing site-specific locations must utilize appropriately sized and weather-resistant signs. Sign logos are available from the DEPARTMENT upon request.

E. INCREASED OVERSIGHT

If this project is selected for increased oversight, the RECIPIENT must submit all backup documentation with each payment request submittal. In addition, the DEPARTMENT's Project Manager must establish a schedule for additional site visits to provide technical assistance to the RECIPIENT and verify progress or payment information.

F. INDIRECT RATE

To acknowledge overhead costs, the RECIPIENT may charge an indirect rate of up to 25 percent based on employees' direct salary and benefit costs incurred while conducting project-related work. The DEPARTMENT's Financial Manager may require a list of items included in the indirect rate at any time.

G. MINORITY AND WOMEN'S BUSINESS PARTICIPATION

RECIPIENT agrees to solicit and recruit, to the extent possible, certified minority-owned (MBE) and women-owned (WBE) businesses in purchases and contracts initiated after the effective date of this agreement.

Contract awards or rejections cannot be made based on MBE or WBE participation. M/WBE participation is encouraged, however, and the RECIPIENT and all prospective bidders or persons submitting qualifications should take the following steps, when possible, in any procurement initiated after the effective date of this agreement:

- a) Include qualified minority and women's businesses on solicitation lists.
- b) Assure that qualified minority and women's businesses are solicited whenever they are potential sources of services or supplies.

- c) Divide the total requirements, when economically feasible, into smaller tasks or quantities, to permit maximum participation by qualified minority and women's businesses.
- d) Establish delivery schedules, where work requirements permit, which will encourage participation of qualified minority and women's businesses.
- e) Use the services and assistance of the State Office of Minority and Women's Business Enterprises (OMWBE) and the Office of Minority Business Enterprises of the U.S. Department of Commerce, as appropriate.

RECIPIENT must report to the DEPARTMENT at the time of submitting each invoice, on forms provided by the DEPARTMENT, payments made to qualified firms. Please include the following information:

- a) Name and state OMWBE certification number (if available) of any qualified firm receiving funds under the invoice, including any sub-and/or sub-subcontractors.
- b) The total dollar amount paid to qualified firms under this invoice.

H. PAYMENT REQUEST SUBMITTALS

Payment Request Submittals. The DEPARTMENT's Project/Financial Manager may require the RECIPIENT to submit regular payment requests to ensure efficient and timely use of funds.

Payment Schedule. Payments will be made on a cost-reimbursable basis.

Frequency. The RECIPIENT must submit payment requests at least quarterly but no more often than monthly, unless allowed by the DEPARTMENT's Financial Manager.

Supporting Documentation. The RECIPIENT must submit all payment request vouchers and supportive documentation to the DEPARTMENT's Financial Manager. Payment request voucher submittals are based on match requirements found in the budget.

Reporting Eligible Costs. The RECIPIENT must report all eligible costs incurred on the project, regardless of the source of funding for those costs. This includes costs used as match. All eligible and ineligible project costs must be separate and identifiable.

Copies of all applicable forms must be included with an original A19-1A, and must be submitted to the DEPARTMENT. Blank forms are found in Administrative Requirements for Recipients of Ecology Grants and Loans at <http://www.ecy.wa.gov/biblio/9118.html>.

Required Forms:	Where Eligible Costs Have Incurred:
Form A19-1A (original signature)	Form E (ECY 060-12)
Form B2 (ECY 060-7)	Form F (ECY 060-13)
Form C2 (ECY 060-9)	Form G (ECY 060-14)
Form D (ECY 060-11)	Form H (F-21)
	Form I (ECY 060-15)

I. POST PROJECT ASSESSMENT

RECIPIENT agrees to submit a brief survey regarding the key project results or water quality project outcomes and the status of long-term environmental results or goals from the project three years after project completion.

DEPARTMENT's Water Quality Program Performance Measures Lead will contact the RECIPIENT before the Post Project Assessment date to request this data.

DEPARTMENT may also conduct site interviews and inspections, and may otherwise evaluate the Project, as part of this assessment.

J. PROCUREMENT

RECIPIENT certifies by signing this agreement that all applicable requirements have been satisfied in the procurement of any professional services. Eligible and ineligible project costs are separate and identifiable for billing purposes. If professional services are contracted, the RECIPIENT will submit a copy of the final contract to the DEPARTMENT's Project/Financial Manager.

K. PROGRESS REPORTS

RECIPIENT must submit quarterly progress reports to the DEPARTMENT's Financial Manager and Project Manager. Payment requests will not be processed without a progress report.

Report Content. At a minimum, all progress reports must contain a comparison of actual accomplishments to the objectives established for the period, the reasons for delay if established objectives were not met, analysis and explanation of any cost overruns, and any additional pertinent information specified in this agreement. The RECIPIENT must also attach all landowner agreements signed during the respective quarter to each progress report.

Reporting Periods. Quarterly progress reports are due 15 days following the end of the quarter:

- January 1 through March 31
- April 1 through June 30
- July 1 through September 30
- October 1 through December 31

L. REQUIRED DOCUMENT SUBMITTALS

RECIPIENT must submit the following documents to the DEPARTMENT as requested by the DEPARTMENT's Project Manager or Financial Manager:

- Draft project completion report – 1 copy.
- Electronic copy of final project completion report – 1 copy.
- Final project completion report – 1 copy.
- Educational products developed under this agreement – up to 2 copies.

- Documents that require DEPARTMENT Approval – 2 copies (one for the DEPARTMENT and one for the RECIPIENT).
- Interlocal agreements – 1 copy for the DEPARTMENT's Project/Financial Manager.
- Professional services procurement agreements – 1 copy to the DEPARTMENT's Project/Financial Manager.

M. SPECIAL CONDITION FOR SNOHOMISH COUNTY AND KING COUNTY

For either Snohomish County or King County: When this agreement crosses the RECIPIENT's fiscal year, the obligation of the RECIPIENT to continue or complete the project described herein will be contingent upon appropriation of funds by the RECIPIENT's governing body; provided that nothing contained herein will preclude the DEPARTMENT from demanding repayment of funds paid to the RECIPIENT in accordance with Section O of the appended General Terms and Conditions.

N. WATER QUALITY MONITORING

Quality Assurance Project Plan (QAPP). Prior to initiating water quality monitoring activities, the RECIPIENT must prepare a Quality Assurance Project Plan (QAPP). The QAPP must follow Ecology's *Guidelines and Specifications for Preparing Quality Assurance Project Plans for Environmental Studies*, February 2001 (Ecology Publication No. 01-03-003). The applicant may also reference the *Technical Guidance for Assessing the Quality of Aquatic Environments*, revised February 1994 (Ecology Publication No. 91-78) or more current revision, in developing the QAPP.

RECIPIENT must submit the QAPP to the DEPARTMENT's project manager for review, comment, and must be approved before starting the environmental monitoring activities.

RECIPIENT must use an environmental laboratory accredited by the DEPARTMENT to analyze water samples for all parameters to be analyzed that require bench testing. Information on currently accredited laboratories and the accreditation process is provided on the Department of Ecology's Environmental Assessment Program's website, available at:

<http://www.ecy.wa.gov/programs/eap/labs/search.html>

RECIPIENT should manage all monitoring data collected or acquired under this agreement in order to be available to secondary users and meet the "ten-year rule." The ten-year rule means that data documentation is sufficient to allow an individual not directly familiar with the specific monitoring effort to understand the purpose of the data set, methods used, results obtained, and quality assurance measures taken ten years after data are collected.

Monitoring Data Submittal / Environmental Information Management System. Funding recipients that collect water quality monitoring data must submit all data to the DEPARTMENT through the Environmental Information Management System (EIM). Data must be submitted by following instructions on the EIM website, currently available at:

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<http://www.ecy.wa.gov/eim>

The data submittal portion of the EIM website provides information and help on formats and requirements for submitting tabular data. Specific questions about data submittal can be directed to the EIM Data Coordinator, currently available at:

eim_data_coordinator@ecy.wa.gov

If GIS data is collected, the DEPARTMENT's data standards are encouraged. An Ecology Focus Sheet entitled *GIS Data and Ecology Grants* (Publication No. 98-1812-SEA) outlines the standards. Common standards must be used for infrastructure details, such as geographic names, Geographic Information System (GIS) coverage, list of methods, and reference tables.

ATTACHMENT II: General Terms And Conditions
Pertaining To Grant And Loan Agreements Of The Department Of Ecology

A. RECIPIENT PERFORMANCE

All activities for which grant/loan funds are to be used shall be accomplished by the RECIPIENT and RECIPIENT's employees. The RECIPIENT shall only use contractor/consultant assistance if that has been included in the agreement's final scope of work and budget.

B. SUBGRANTEE/CONTRACTOR COMPLIANCE

The RECIPIENT must ensure that all subgrantees and contractors comply with the terms and conditions of this agreement.

C. THIRD PARTY BENEFICIARY

The RECIPIENT shall ensure that in all subcontracts entered into by the RECIPIENT pursuant to this agreement, the state of Washington is named as an express third-party beneficiary of such subcontracts with full rights as such.

D. CONTRACTING FOR SERVICES (BIDDING)

Contracts for construction, purchase of equipment and professional architectural and engineering services shall be awarded through a competitive process, if required by State law. RECIPIENT shall retain copies of all bids received and contracts awarded, for inspection and use by the DEPARTMENT.

E. ASSIGNMENTS

No right or claim of the RECIPIENT arising under this agreement shall be transferred or assigned by the RECIPIENT.

F. COMPLIANCE WITH ALL LAWS

1. The RECIPIENT shall comply fully with all applicable Federal, State and local laws, orders, regulations and permits.

Prior to commencement of any construction, the RECIPIENT shall secure the necessary approvals and permits required by authorities having jurisdiction over the project, provide assurance to the DEPARTMENT that all approvals and permits have been secured, and make copies available to the DEPARTMENT upon request.

2. Discrimination. The DEPARTMENT and the RECIPIENT agree to be bound by all Federal and State laws, regulations, and policies against discrimination. The RECIPIENT further agrees to affirmatively support the program of the Office of Minority and Women's Business Enterprises to the maximum extent possible. If the agreement is federally-funded, the RECIPIENT shall report to the DEPARTMENT the percent of grant/loan funds available to women or minority owned businesses.
3. Wages And Job Safety. The RECIPIENT agrees to comply with all applicable laws, regulations, and policies of the United States and the State of Washington which affect wages and job safety.
4. Industrial Insurance. The RECIPIENT certifies full compliance with all applicable state industrial insurance requirements. If the RECIPIENT fails to comply with such laws, the DEPARTMENT shall have the right to immediately terminate this agreement for cause as provided in Section K.1, herein.

G. KICKBACKS

The RECIPIENT is prohibited from inducing by any means any person employed or otherwise involved in this project to give up any part of the compensation to which he/she is otherwise entitled or, receive any fee, commission or gift in return for award of a subcontract hereunder.

H. AUDITS AND INSPECTIONS

1. The RECIPIENT shall maintain complete program and financial records relating to this agreement. Such records shall clearly indicate total receipts and expenditures by fund source and task or object.

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All grant/loan records shall be kept in a manner which provides an audit trail for all expenditures. All records shall be kept in a common file to facilitate audits and inspections.

Engineering documentation and field inspection reports of all construction work accomplished under this agreement shall be maintained by the RECIPIENT.

2. All grant/loan records shall be open for audit or inspection by the DEPARTMENT or by any duly authorized audit representative of the State of Washington for a period of at least three years after the final grant payment/loan repayment or any dispute resolution hereunder. If any such audits identify discrepancies in the financial records, the RECIPIENT shall provide clarification and/or make adjustments accordingly.
3. All work performed under this agreement and any equipment purchased, shall be made available to the DEPARTMENT and to any authorized state, federal or local representative for inspection at any time during the course of this agreement and for at least three years following grant/loan termination or dispute resolution hereunder.
4. RECIPIENT shall meet the provisions in OMB Circular A-133 (Audits of States, Local Governments & Non Profit Organizations), including the compliance Supplement to OMB Circular A-133, if the RECIPIENT expends \$500,000 or more in a year in Federal funds. The \$500,000 threshold for each year is a cumulative total of all federal funding from all sources. The RECIPIENT must forward a copy of the audit along with the RECIPIENT'S response and the final corrective action plan to the DEPARTMENT within ninety (90) days of the date of the audit report.

I. PERFORMANCE REPORTING

The RECIPIENT shall submit progress reports to the DEPARTMENT with each payment request or such other schedule as set forth in the Special Conditions. The RECIPIENT shall also report in writing to the DEPARTMENT any problems, delays or adverse conditions which will materially affect their ability to meet project objectives or time schedules. This disclosure shall be accompanied by a statement of the action taken or proposed and any assistance needed from the DEPARTMENT to resolve the situation. Payments may be withheld if required progress reports are not submitted.

Quarterly reports shall cover the periods January 1 through March 31, April 1 through June 30, July 1 through September 30, and October 1 through December 31. Reports shall be due within thirty (30) days following the end of the quarter being reported.

J. COMPENSATION

1. Method of compensation. Payment shall normally be made on a reimbursable basis as specified in the grant agreement and no more often than once per month. Each request for payment will be submitted by the RECIPIENT on State voucher request forms provided by the DEPARTMENT along with documentation of the expenses. Payments shall be made for each task/phase of the project, or portion thereof, as set out in the Scope of Work when completed by the RECIPIENT and approved as satisfactory by the Project Officer.

The payment request form and supportive documents must itemize all allowable costs by major elements as described in the Scope of Work. Instructions for submitting the payment requests are found in "Administrative Requirements for RECIPIENTS of Ecology Grants and Loans", part IV, published by the DEPARTMENT. A copy of this document shall be furnished to the RECIPIENT. When payment requests are approved by the DEPARTMENT, payments will be made to the mutually agreed upon designee. Payment requests shall be submitted to the DEPARTMENT and directed to the Project Officer assigned to administer this agreement.

2. Period of Compensation. Payments shall only be made for actions of the RECIPIENT pursuant to the grant/loan agreement and performed after the effective date and prior to the expiration date of this agreement, unless those dates are specifically modified in writing as provided herein.

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3. Final Request(s) for Payment. The RECIPIENT should submit final requests for compensation within forty-five (45) days after the expiration date of this agreement and within fifteen (15) days after the end of a fiscal biennium. Failure to comply may result in delayed reimbursement.
4. Performance Guarantee. The DEPARTMENT may withhold an amount not to exceed ten percent (10%) of each reimbursement payment as security for the RECIPIENT's performance. Monies withheld by the DEPARTMENT may be paid to the RECIPIENT when the project(s) described herein, or a portion thereof, have been completed if, in the DEPARTMENT's sole discretion, such payment is reasonable and approved according to this agreement and, as appropriate, upon completion of an audit as specified under section J.5. herein.
5. Unauthorized Expenditures. All payments to the RECIPIENT may be subject to final audit by the DEPARTMENT and any unauthorized expenditure(s) charged to this grant/loan shall be refunded to the DEPARTMENT by the RECIPIENT.
6. Mileage and Per Diem. If mileage and per diem are paid to the employees of the RECIPIENT or other public entities, it shall not exceed the amount allowed under state law for state employees.
7. Overhead Costs. No reimbursement for overhead costs shall be allowed unless provided for in the Scope of Work hereunder.

K. TERMINATION

1. For Cause. The obligation of the DEPARTMENT to the RECIPIENT is contingent upon satisfactory performance by the RECIPIENT of all of its obligations under this agreement. In the event the RECIPIENT unjustifiably fails, in the opinion of the DEPARTMENT, to perform any obligation required of it by this agreement, the DEPARTMENT may refuse to pay any further funds there under and/or terminate this agreement by giving written notice of termination.

A written notice of termination shall be given at least five working days prior to the effective date of termination. In that event, all finished or unfinished documents, data studies, surveys, drawings, maps, models, photographs, and reports or other materials prepared by the RECIPIENT under this agreement, at the option of the DEPARTMENT, shall become Department property and the RECIPIENT shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents and other materials.

Despite the above, the RECIPIENT shall not be relieved of any liability to the DEPARTMENT for damages sustained by the DEPARTMENT and/or the State of Washington because of any breach of agreement by the RECIPIENT. The DEPARTMENT may withhold payments for the purpose of setoff until such time as the exact amount of damages due the DEPARTMENT from the RECIPIENT is determined.

2. Insufficient Funds. The obligation of the DEPARTMENT to make payments is contingent on the availability of state and federal funds through legislative appropriation and state allotment. When this agreement crosses over state fiscal years the obligation of the DEPARTMENT is contingent upon the appropriation of funds during the next fiscal year. The failure to appropriate or allot such funds shall be good cause to terminate this agreement as provided in paragraph K.1 above.

When this agreement crosses the RECIPIENT's fiscal year, the obligation of the RECIPIENT to continue or complete the project described herein shall be contingent upon appropriation of funds by the RECIPIENT's governing body; provided, however, that nothing contained herein shall preclude the DEPARTMENT from demanding repayment of ALL funds paid to the RECIPIENT in accordance with Section O herein.

3. Failure to Commence Work. In the event the RECIPIENT fails to commence work on the project funded herein within four months after the effective date of this agreement, or by any date agreed

upon in writing for commencement of work, the DEPARTMENT reserves the right to terminate this agreement.

L. WAIVER

Waiver of any RECIPIENT default is not a waiver of any subsequent default. Waiver of a breach of any provision of this agreement is not a waiver of any subsequent breach and will not be construed as a modification of the terms of this agreement unless stated as such in writing by the authorized representative of the DEPARTMENT.

M. PROPERTY RIGHTS

1. Copyrights and Patents. When the RECIPIENT creates any copyrightable materials or invents any patentable property, the RECIPIENT may copyright or patent the same but the DEPARTMENT retains a royalty-free, nonexclusive and irrevocable license to reproduce, publish, recover or otherwise use the material(s) or property and to authorize others to use the same for federal, state or local government purposes. Where federal funding is involved, the federal government may have a proprietary interest in patent rights to any inventions that are developed by the RECIPIENT as provided in 35 U.S.C. 200-212.
2. Publications. When the RECIPIENT or persons employed by the RECIPIENT use or publish information of the DEPARTMENT; present papers, lectures, or seminars involving information supplied by the DEPARTMENT; use logos, reports, maps or other data, in printed reports, signs, brochures, pamphlets, etc., appropriate credit shall be given to the DEPARTMENT.
3. Tangible Property Rights. The DEPARTMENT's current edition of "Administrative Requirements for Recipients of Ecology Grants and Loans", Part V, shall control the use and disposition of all real and personal property purchased wholly or in part with funds furnished by the DEPARTMENT in the absence of state, federal statute(s), regulation(s), or policy(s) to the contrary or upon specific instructions with respect thereto in the Scope of Work.
4. Personal Property Furnished by the DEPARTMENT. When the DEPARTMENT provides personal property directly to the RECIPIENT for use in performance of the project, it shall be returned to the DEPARTMENT prior to final payment by the DEPARTMENT. If said property is lost, stolen or damaged while in the RECIPIENT's possession, the DEPARTMENT shall be reimbursed in cash or by setoff by the RECIPIENT for the fair market value of such property.
5. Acquisition Projects. The following provisions shall apply if the project covered by this agreement includes funds for the acquisition of land or facilities:
 - a. Prior to disbursement of funds provided for in this agreement, the RECIPIENT shall establish that the cost of land/or facilities is fair and reasonable.
 - b. The RECIPIENT shall provide satisfactory evidence of title or ability to acquire title for each parcel prior to disbursement of funds provided by this agreement. Such evidence may include title insurance policies, Torrens certificates, or abstracts, and attorney's opinions establishing that the land is free from any impediment, lien, or claim which would impair the uses contemplated by this agreement.
6. Conversions. Regardless of the contract termination date shown on the cover sheet, the RECIPIENT shall not at any time convert any equipment, property or facility acquired or developed pursuant to this agreement to uses other than those for which assistance was originally approved without prior written approval of the DEPARTMENT. Such approval may be conditioned upon payment to the DEPARTMENT of that portion of the proceeds of the sale, lease or other conversion or encumbrance which monies granted pursuant to this agreement bear to the total acquisition, purchase or construction costs of such property.

N. SUSTAINABLE PRODUCTS

In order to sustain Washington's natural resources and ecosystems, the RECIPIENT is encouraged to implement sustainable practices where and when possible. These practices include use of clean energy, and purchase and use of sustainably produced products (e.g., recycled paper). For more information, see <http://www.ecy.wa.gov/sustainability/>.

O. RECOVERY OF PAYMENTS TO RECIPIENT

The right of the RECIPIENT to retain monies paid to it as reimbursement payments is contingent upon satisfactory performance of this agreement including the satisfactory completion of the project described in the Scope of Work. In the event the RECIPIENT fails, for any reason, to perform obligations required of it by this agreement, the RECIPIENT may, at the DEPARTMENT's sole discretion, be required to repay to the DEPARTMENT all grant/loan funds disbursed to the RECIPIENT for those parts of the project that are rendered worthless in the opinion of the DEPARTMENT by such failure to perform.

Interest shall accrue at the rate of twelve percent (12%) per year from the time the DEPARTMENT demands repayment of funds. If payments have been discontinued by the DEPARTMENT due to insufficient funds as in Section K.2 above, the RECIPIENT shall not be obligated to repay monies which had been paid to the RECIPIENT prior to such termination. Any property acquired under this agreement, at the option of the DEPARTMENT, may become the DEPARTMENT'S property and the RECIPIENT'S liability to repay monies shall be reduced by an amount reflecting the fair value of such property.

P. PROJECT APPROVAL

The extent and character of all work and services to be performed under this agreement by the RECIPIENT shall be subject to the review and approval of the DEPARTMENT through the Project Officer or other designated official to whom the RECIPIENT shall report and be responsible. In the event there is a dispute with regard to the extent and character of the work to be done, the determination of the Project Officer or other designated official as to the extent and character of the work to be done shall govern. The RECIPIENT shall have the right to appeal decisions as provided for below.

Q. DISPUTES

Except as otherwise provided in this agreement, any dispute concerning a question of fact arising under this agreement which is not disposed of in writing shall be decided by the Project Officer or other designated official who shall provide a written statement of decision to the RECIPIENT. The decision of the Project Officer or other designated official shall be final and conclusive unless, within thirty days from the date of receipt of such statement, the RECIPIENT mails or otherwise furnishes to the Director of the DEPARTMENT a written appeal.

In connection with appeal of any proceeding under this clause, the RECIPIENT shall have the opportunity to be heard and to offer evidence in support of this appeal. The decision of the Director or duly authorized representative for the determination of such appeals shall be final and conclusive. Appeals from the Director's determination shall be brought in the Superior Court of Thurston County. Review of the decision of the Director will not be sought before either the Pollution Control Hearings Board or the Shoreline Hearings Board. Pending final decision of dispute hereunder, the RECIPIENT shall proceed diligently with the performance of this agreement and in accordance with the decision rendered.

R. CONFLICT OF INTEREST

No officer, member, agent, or employee of either party to this agreement who exercises any function or responsibility in the review, approval, or carrying out of this agreement, shall participate in any decision which affects his/her personal interest or the interest of any corporation, partnership or association in which he/she is, directly or indirectly interested; nor shall he/she have any personal or pecuniary interest, direct or indirect, in this agreement or the proceeds thereof.

S. INDEMNIFICATION

1. The DEPARTMENT shall in no way be held responsible for payment of salaries, consultant's fees, and other costs related to the project described herein, except as provided in the Scope of Work.
2. To the extent that the Constitution and laws of the State of Washington permit, each party shall indemnify and hold the other harmless from and against any liability for any or all injuries to persons or property arising from the negligent act or omission of that party or that party's agents or employees arising out of this agreement.

T. GOVERNING LAW

This agreement shall be governed by the laws of the State of Washington.

U. SEVERABILITY

If any provision of this agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this agreement which can be given effect without the invalid provision, and to this end the provisions of this agreement are declared to be severable.

V. PRECEDENCE

In the event of inconsistency in this agreement, unless otherwise provided herein, the inconsistency shall be resolved by giving precedence in the following order: (a) applicable Federal and State statutes and regulations; (b) Scope of Work; (c) Special Terms and Conditions; (d) Any terms incorporated herein by reference including the "Administrative Requirements for Recipients of Ecology Grants and Loans"; and (e) the General Terms and Conditions.

W. SUSPENSION

The obligation of DEPARTMENT to make payments is contingent on the availability of funds. In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date and prior to completion or expiration date of this agreement, DEPARTMENT may elect to renegotiate the agreement subject to new funding limitations and conditions or terminate the agreement, in whole or part. DEPARTMENT may also elect to suspend performance of the agreement until such time as DEPARTMENT determines that the funding insufficiency is resolved in lieu of terminating the agreement. DEPARTMENT will provide written notice to RECIPIENT if funding is not available.

SS-010 Rev. 04/04

Agenda Item 1
Covington City Council Meeting
Date: November 12, 2013

SUBJECT: RECEIVE TESTIMONY FROM THE PUBLIC AND CONSIDER INTERIM ZONING REGULATIONS REGARDING RECREATIONAL MARIJUANA.

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

ATTACHMENT(S):

1. October 22, 2013, Blue Sheet on Discussion of Interim Zoning Regulations Regarding Recreational Marijuana.
2. Proposed ordinance establishing interim zoning regulations for recreational marijuana production, processing, and retail uses.
3. Map demonstrating buffer of recreational marijuana facilities from sensitive uses as required by state law and the city's proposed interim zoning regulations.

PREPARED BY: Sara Springer, City Attorney

EXPLANATION:

At the October 25, 2013, city council meeting, council discussed proposed interim zoning regulations for recreational marijuana production, processing, and retail facilities. The Blue Sheet for that discussion item is attached for reference. (Attachment 1)

This item is being brought back for council to hold a public hearing, pursuant to Chapter 35A.63.220 of the Revised Code of Washington, on the proposed interim zoning regulations for recreational marijuana and for council to consider approving an ordinance to adopt those interim zoning regulations. (Attachment 2)

Staff previously created a map to roughly demonstrate the 1,000 ft sensitive use buffers for recreational marijuana uses, as required by state law. Council requested for staff to add the city's proposed additional sensitive use buffers (namely city-maintained trails and religious structures) to the map. Accordingly, staff prepared a revised sensitive uses buffer map of the zones being considered for recreational marijuana uses. (Attachment 3) It is important to note that this map only estimates the buffer borders and is included for demonstrative purposes only (it is not intended to be relied upon or used by the city or permit applicants to determine the correct sensitive uses buffer boundary).

Staff continues to support its previous recommendation for council to adopt the interim zoning regulations for recreational marijuana production, processing, and retail facilities as presented in the proposed ordinance.

ALTERNATIVES:

1. Amend the proposed interim zoning regulations for recreational marijuana production, processing, and retail facilities.
2. Adopt a moratorium on recreational marijuana production, processing and retail facilities. (Not Recommended)
3. Take no action to regulate recreational marijuana production, processing and retail facilities. (Not Recommended)

FISCAL IMPACT:

Staff time to prepare maps, respond to inquiries and review and permit proposed facilities.

CITY COUNCIL ACTION: Ordinance Resolution Motion Other

**Councilmember _____ moves, and councilmember
_____ seconds, to adopt an ordinance establishing interim zoning
regulations for recreational marijuana production, processing, and retail
uses.**

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

ATTACHMENT 1

Agenda Item 3

Covington City Council Meeting

Date: October 22, 2013

SUBJECT: DISCUSS PROPOSED INTERIM ZONING REGULATIONS FOR RECREATIONAL MARIJUANA PRODUCTION, PROCESSING, AND RETAIL USES.

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

ATTACHMENT(S):

1. Proposed ordinance establishing interim zoning regulations for recreational marijuana production, processing, and retail uses.
2. Map demonstrating 1000 ft separation requirement of recreational marijuana facilities from sensitive uses as required by I-502.

PREPARED BY: Sara Springer, City Attorney

EXPLANATION:

Initiative 502, passed last November and codified in Chapter 69.50 of the Revised Code of Washington (RCW), legalized the possession and private recreational use of marijuana for adults 21 years of age and older.

The law calls for the Washington State Liquor Control Board (LCB) to establish a regulatory system for licensing producers, processors, and retailers of recreational marijuana. The LCB anticipates such regulations to become effective November 16, 2013. The LCB will then accept licensing applications for marijuana producers, processors, and retailers for thirty days beginning November 18, 2013.

The LCB's draft rules create a highly regulated system. The rules do not allow licensees to locate within 1,000 ft of numerous sensitive uses (Attachment 2 included herein is a zoning map with an overlay of said buffer requirements, to be referenced for illustrative purposes only). The LCB will verify that an applicant's location meets these buffer requirements and will deny an application if the requirement is not met. Applications will also be denied if the applicant (or its financiers) does not meet age, residency, and criminal history requirements. The LCB will also not issue licenses to applicants that fail to submit operating plans detailing the planned marijuana activities, compliance with security measures, traceability requirements, employee qualifications and training, and the proper destruction of waste products. The rules also require licensees to follow operational guidelines preventing minors from obtaining marijuana (or entering the establishment), restrict advertising, require labeling (including warnings about the use of marijuana), and limiting the hours of operation for retailers.

State law and the LCB rules recognize cities' and counties' authority to adopt local regulations relating to recreational marijuana production, processing, and retail uses. The LCB has made it clear that it will *not* consider local regulations in deciding to issue a recreational marijuana license and, conversely, will *not* revoke a license for failure to comply with local regulations. However, the LCB has also made it clear that state licenses will be issued with the caveat that said license does *not* guarantee the licensee a right to operate their business as licensed. Essentially, the LCB views the interplay between licensees and local governments as a land use action outside the scope of the LCB's licensing jurisdiction.

Accordingly, as the Covington Municipal Code does not currently have specific provisions addressing recreational marijuana production, processing, or retailing uses, those uses must be addressed in the city's zoning code to prevent such uses to locate in the city without regulation. As the land use and secondary impacts of these uses are still largely unknown and the full extent of the regulations needed to address them are uncertain pending the LCB's adoption and implementation of its licensing regulations and procedures, staff recommends for the city to adopt interim zoning regulations to limit recreational marijuana uses to certain areas of the city, expand the sensitive uses buffer, and provide for other basic enforcement regulations. Interim zoning regulations may be initially established for a six-month period and then may be extended in additional six-month increments as needed. The council may repeal and replace interim zoning regulations with permanent zoning regulations at any time.

A draft ordinance containing the proposed interim zoning regulations for council's review and consideration is attached (Attachment 1). This limited start will allow the city time to understand the potential impacts of recreational marijuana uses and will also provide potential applicants an indication of areas in which they may ultimately be allowed to operate. As demonstrated by the map in Attachment 2, the minimum state separation requirements greatly limit the eligible areas within the city for location of recreational marijuana facilities (the map does not currently take into account the additional separation requirements as proposed in the city's interim zoning regulations). Accordingly, staff recommends for recreational marijuana production and processing facilities to be allowed only in the Industrial (I) zone and for recreational marijuana retail uses to be allowed only in the General Commercial (GC) and Mixed Commercial (MC) zones.

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

Coordination with Medical Marijuana Regulations

I-502 makes no mention of medical marijuana and the state's medical marijuana laws remain unchanged—medical marijuana dispensaries will not automatically become retail marijuana stores and collective gardens will not automatically become production facilities.

Notably, on August 29, 2013, the Department of Justice (DOJ) issued a memorandum (the "Cole Memo") indicating that the DOJ would essentially allow states to proceed with implementing their state laws legalizing marijuana use for recreational or medical uses so long as the state also implements a regulatory and enforcement system that addresses concerns of public safety, public

health, and other law enforcement concerns. The memo further outlined federal prosecutorial priorities as preventing marijuana distribution to minors, revenue reaching criminal enterprises, diversion to other states, state-licensed activities acting as a cover for other illegal activity, violence and use of firearms, driving under the influence, growing marijuana on public lands, and possession or use on federal property.

The Cole Memo, signaling to states that as long as a robust regulatory and enforcement system is implemented the DOJ will not actively prosecute legalized state marijuana uses, is notable when considering the future of the state's regulation of medical marijuana. Currently there is no state regulatory system for medical marijuana use. The state legislature has requested that the LCB submit recommendations for a potential medical marijuana regulatory scheme by January 2014. The LCB, AWC's lobbyists, and the City of Seattle all anticipate that the state legislature will adopt some sort of regulatory system for medical marijuana in the next legislative session (if not simply include medical marijuana under the recreational marijuana regulatory system). Either way, prevailing wisdom strongly indicates that the state legislature will make significant changes to state medical marijuana regulations in their next legislative session to conform to DOJ's new marijuana policy as set forth in the Cole Memo.

Accordingly, staff recommends for the city to maintain its current moratorium on medical marijuana facilities and collective gardens until such new regulations are addressed by the state legislature in their next session. Though staff previously indicated an intention to present interim zoning regulations for medical marijuana uses in conjunction with recreational marijuana, given the above, doing so would not be an efficient use of staff time and could allow for the establishment of eventually non-conforming uses that the city would need to amortize out over time (a consequence that is not favored and should be avoided if possible). Given the near certainty of change to the state medical marijuana regulatory landscape this spring, staff recommends maintaining the city's moratorium until a new state regulatory scheme is implemented.

ALTERNATIVES:

1. Provide alternate direction to staff.

FISCAL IMPACT: Staff time

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

None at this time – discussion item only.

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

ATTACHMENT 2

ORDINANCE NO. 10-13

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, WASHINGTON, RELATING TO RECREATIONAL MARIJUANA; ESTABLISHING INTERIM ZONING REGULATIONS FOR RECREATIONAL MARIJUANA PRODUCTION, PROCESSING, AND RETAIL USES; ADOPTING FINDINGS OF FACT; PROVIDING FOR SEVERABILITY; DECLARING AN EMERGENCY; AND ESTABLISHING AN EFFECTIVE DATE.

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

WHEREAS, Initiative 502 directs the Washington State Liquor Control Board (LCB) to develop rules and regulations related to the licensing and location of recreational marijuana production, processing, and retailing uses as allowed under the Initiative; and

WHEREAS, while the production, processing, and retailing of marijuana remains in violation of the federal Controlled Substances Act (CSA), the City Council wishes to acknowledge the will of Washington voters and the authority exercised by the state of Washington and the LCB to license such facilities, leaving all issues relating to the legality, licensing, siting, and permitting of such facilities to be determined by the federal and state governments in the exercise of their lawful authority; and

WHEREAS, the LCB is expected to adopt new regulations on recreational marijuana production, processing, and retail uses to become effective on November 16, 2013, and will accept applications for licenses for marijuana production, processing, and retailing for thirty days thereafter; and

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

WHEREAS, the Covington Municipal Code does not currently have specific provisions addressing marijuana producing, processing, or retailing uses; and

WHEREAS, marijuana production, processing, and retailing uses must be addressed in the City's zoning code, but the land use and secondary impacts of these uses are still largely unknown and the regulations that the City will need to address them are uncertain pending the LCB's adoption and implementation of its licensing regulations and procedures; and

WHEREAS, unless the City acts immediately to address recreational marijuana-related uses, such uses may be able to locate in the City without regulation and thereby have adverse impacts on the City and its citizens; and

WHEREAS, the City deems it in the public interest to impose interim zoning regulations for a period of six-months in order to investigate this issue further and obtain regulatory clarity and guidance from the LCB's rules and licensing implementation; and

WHEREAS, RCW 35A.63.220 and RCW 36.70A.390 authorize the City to adopt interim land use regulations and official controls, and the Covington City Council deems it to be in the public interest to adopt the regulations set forth in this ordinance under this authority; and

WHEREAS, a public hearing was held on the regulations set forth in this ordinance on November 12, 2013, and the Council has weighed the testimony received; and

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

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

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

Section 2. Interim Regulations Established. Notwithstanding the existing provisions of the Covington Municipal Code, the City hereby establishes the following interim zoning regulations for the establishment of recreational marijuana production, processing, and retailing uses, as defined herein, subject to the following, and are the sole means of establishing recreational marijuana production, processing, and retailing uses within the City:

Chapter 18.XX Marijuana-Related Uses

18.XX.010 Definitions.

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

18.XX.020 Marijuana-related Uses.

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

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

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

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

18.XX.030 Marijuana Producers and Processors.

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

(1) Marijuana producers and marijuana processors must comply with all requirements of state law and the Washington State Liquor Control Board's regulations;

(2) Marijuana producers and marijuana processors may locate only in the Industrial (I) zone;

(3) Marijuana producers and marijuana processors shall not operate as an accessory to a primary use or as a home occupation;

(4) All marijuana production and processing activities shall occur within an enclosed structure and the facility shall be designed, located, constructed, and buffered to blend in with its surroundings and mitigate significant adverse impacts on adjoining properties and the community, and special attention shall be given to minimizing odor, noise, light, glare, and traffic impacts; and

(5) Marijuana producers and processors shall not locate within one thousand feet (1,000 ft) of a public or private school with curricula equivalent to elementary, junior, or senior high schools, or any facility owned or operated by such school; care center, preschool, nursery school, or other childcare facility; public park, trail, playground, or recreational facility; church, temple, synagogue, or chapel; public transit center; public library; or any game arcade admission to which is not restricted to persons aged twenty-one (21) years or older. The one thousand foot buffer shall be measured by following a straight line from the nearest point of the property parcel upon which the proposed use is to be located to the nearest point of the parcel of property from which the proposed land use is to be separated.

18.XX.040 Marijuana Retailers.

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

(1) Marijuana retailers must comply with all requirements of state law and the Washington State Liquor Control Board's regulations;

(2) Marijuana retailers may locate only in the General Commercial (GC) and Mixed Commercial (MC) zones;

(3) Marijuana retailers shall not operate as an accessory to a primary use or as a home occupation; and

(4) Marijuana retailers shall not locate within one thousand feet (1,000 ft) of a public or private school with curricula equivalent to elementary, junior, or senior high schools, or any facility owned or operated by such school; care center, preschool, nursery school, or other childcare facility; public park, trail, playground, or recreational facility; church, temple, synagogue, or chapel; public transit center; public library; or any game arcade admission to which is not restricted to persons aged twenty-one (21) years or older. The one thousand foot buffer shall be measured by following a straight line from the nearest point of the property parcel upon which the proposed use is to be located to the nearest point of the parcel of property from which the proposed land use is to be separated.

18.XX.050 Enforcement - Penalty.

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

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

Section 3. No Non-Confirming Uses. No use that constitutes or purports to be a marijuana producer, marijuana processor, or marijuana retailer as those terms are defined in this ordinance, that was engaged in that activity prior to the enactment of this ordinance shall be deemed to have been a legally established use under the provisions of the Covington Municipal Code and that use shall not be entitled to claim legal non-confirming use status.

Section 4. Work Plan. City staff is hereby directed to implement the following work plan during the interim period. Staff is directed to review existing laws and regulations applicable to recreational uses of marijuana and to monitor the pending dispute between state and federal law enforcement authorities regarding the legality of recreational marijuana use under state and federal law. In addition, staff is hereby directed to monitor land use, zoning, and other applicable City regulations and to consider potential amendments to such regulations after studying the potential impacts of recreational marijuana uses on the City's health, safety, welfare, and peace. Staff is encouraged to review and consider the experiences of other jurisdictions dealing with similar situations.

Section 5. Conflict. In the event there is a conflict between the provisions of this ordinance and any other City ordinance, the provisions of this ordinance shall control.

Section 6. Severability. Should any section, paragraph, sentence, clause, or phrase of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this ordinance be pre-empted by state or federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

Section 7. Corrections. Upon the approval of the City Attorney, the City Clerk is authorized to make any necessary corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers, and any reference thereto.

Section 8. Declaration of Emergency - Effective Date. The Covington City Council declares that an emergency exists necessitating that this ordinance become effective immediately for the protection of the public health and safety, public peace, and public property. This ordinance shall take effect immediately upon passage.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF COVINGTON, WASHINGTON, at a regular meeting thereof this 12th day of November, 2013.

Mayor Margaret Harto

EFFECTIVE: November 12, 2013

PUBLISHED: November 15, 2013

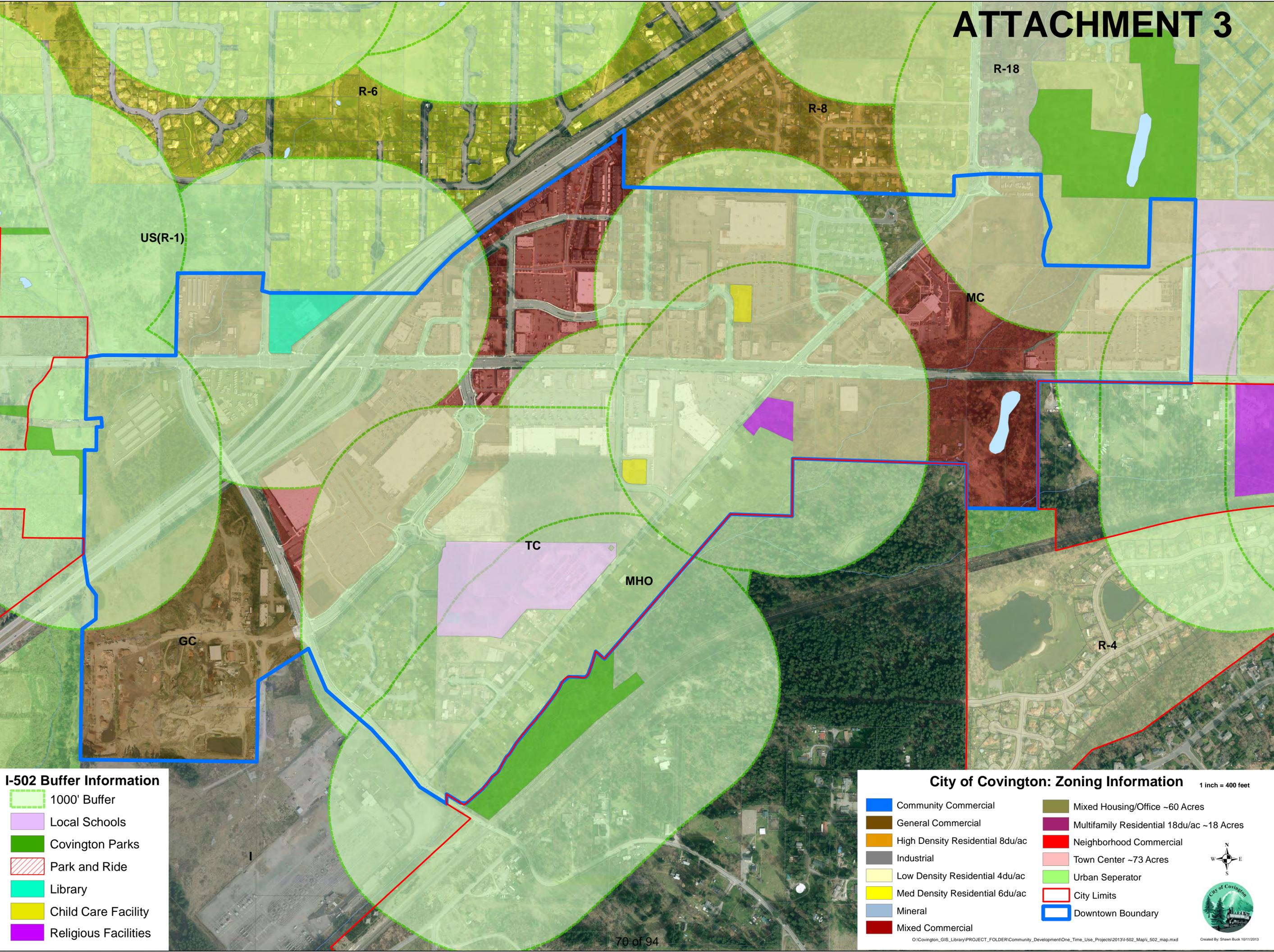
ATTESTED:

Sharon Scott
City Clerk

APPROVED AS TO FORM:

Sara Springer
City Attorney

ATTACHMENT 3



I-502 Buffer Information

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

City of Covington: Zoning Information 1 inch = 400 feet

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



Agenda Item 2
Covington City Council Meeting
Date: November 12, 2013

SUBJECT: CONSIDER RESOLUTION GIVING AN HONORARY NAME TO SE 240TH STREET.

RECOMMENDED BY: Derek Matheson, City Manager

ATTACHMENT(S):

1. Proposed Resolution
2. Letter from Marcus T. Shelton dated September 25, 2013
3. SE 240th Street (Street of Heroes) Photo

PREPARED BY: Shellie Bates, Programs Supervisor/Public Works

EXPLANATION:

City staff recently received a citizen request for the city to rename a street within Covington as “Congressional Medal of Honor Drive” to honor the men and women of the armed forces. The citizen’s request letter was forwarded to council for their consideration (Attachment 2).

At the October 8, 2013, city council meeting the council agreed to consider a resolution designating SE 240th Street within the City of Covington as the “Street of Heroes” to be consistent with King County’s previous honorary naming of the same street within county limits.

Staff now presents the attached resolution (Attachment 1) for the council’s consideration.

ALTERNATIVES:

Amend the proposed resolution.

Do not give an honorary designation to SE 240th Street.

FISCAL IMPACT:

The honorary designation itself will have no fiscal impact. However, the city will incur costs for new signage should the council direct staff to install signage to reflect the honorary designation.

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

Council member _____ moves, Council member _____ seconds, to pass a Resolution giving an honorary name of the “Street of Heroes” to SE 240th Street.

REVIEWED BY: City Manager; City Attorney; Finance Director

RESOLUTION NO. 13-08

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, GIVING AN HONORARY NAME TO SE 240TH STREET.

WHEREAS, since our nation's founding, all men and women of the armed forces have given their lives in service to our country; and

WHEREAS, the city council received a citizen request to rename a street in Covington in honor of those heroes; and

WHEREAS, King County designated SE 240th Street as the Street of Heroes within King County; and

WHEREAS, the city council desires to designate SE 240th Street within the City of Covington as the Street of Heroes to honor all men and women of the armed forces;

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

Section 1. The Covington City Council hereby gives SE 240th Street an honorary name within the City of Covington by designating it as the Street of Heroes.

PASSED in open and regular session on this 12th day of November, 2013.

MARGARET HARTO, MAYOR

ATTESTED:

Sharon Scott, City Clerk

APPROVED AS TO FORM:

Sara Springer, City Attorney

RECEIVED
City of Covington

SEP 27 2013

Public Works Department

September 25, 2013

City of Covington
16720 SE 271st Street,
Suite 100
Covington, WA 98042-4964

Dear City of Covington,

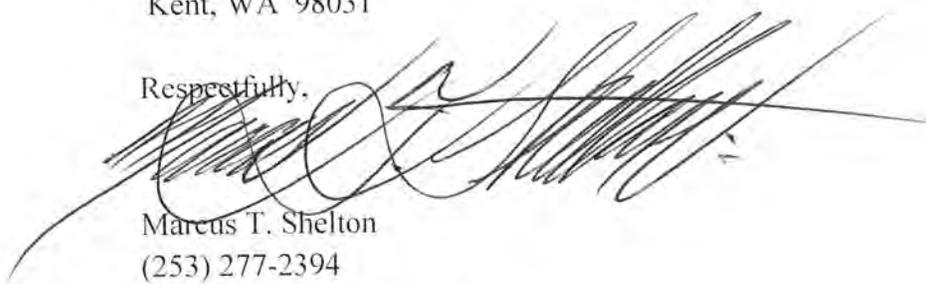
I would like to present to the City of Covington a special request to have a street renamed to honor the women & men of the Armed Forces. I would like you to consider renaming a street "Congressional Medal of Honor Drive" as a tribute to our Military Veterans because our military veterans lay their lives in the front lines.

I served in the United States Army myself. I come from a family of 5 generations active in the military. I am making this special request to honor veterans. With Veterans Day coming up, I have also asked Senator Patty Murray & her family to come. Ms. Murray also comes from a military background. I have received several positive replies from Governor Jay Inslee. A lot of our Veterans are VFW (Veterans of Foreign Wars). My father, M.Sgt. Thomas E Shelton served in the United States Air Force for 26 years.

Renaming a street "Congressional Medal of Honor Drive" is one of the highest honors a Military Veteran can achieve. I ask that the City Council members of Covington consider this special request for America's Veterans. I can be reached at:

"Congressional Medal of Honor Drive"
Attention Marcus T Shelton
20220 127th Pl SE
Kent, WA 98031

Respectfully,



Marcus T. Shelton
(253) 277-2394
sheltonmrc@yahoo.com



SUBJECT: 2014-15 LEGISLATIVE AGENDA

RECOMMENDED BY: Derek Matheson, City Manager

ATTACHMENT(S):

1. Draft 2014 Legislative Agenda
2. "What to expect during the 2014 legislative session" by Briahna Taylor

PREPARED BY: Derek Matheson, City Manager
Briahna Taylor, Contract Lobbyist

EXPLANATION:

The City Council adopts a legislative agenda every year. The attached draft is revised from 2012 to add issues that have arisen and remove issues that have been resolved or have a very low probability of success. Staff will review the agenda with 47th District legislators later this fall.

As council is aware, Oakpointe Holdings LLC (YarrowBay) plans to ask the Legislature to fund the main street through the Hawk Property to connect State Route 18 at Southeast 256th Street with State Route 516 at 204th Avenue Southeast. Oakpointe has asked the city to support its request in exchange for Oakpointe's support of the city's request for SR 516. Our 47th District legislators agree it is extremely unlikely our community will receive funding for two large transportation projects, but they have different opinions on whether it harms the city's primary transportation priority to list a secondary priority. Staff has prepared an amendment if the council wishes to respond favorably to Oakpointe's request.

ALTERNATIVES:

1. Amend the draft to support Oakpointe's request.
2. Provide alternate direction to staff.

FISCAL IMPACT: Staff time

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

**Councilmember _____ moves, Councilmember _____
seconds to adopt the 2014-15 Legislative Agenda.**

REVIEWED BY: Management Team

City of Covington 2014-2015 Legislative Agenda

Adopted by the City Council / /13



The City of Covington will actively lobby the following issues:

- **Joint Legislative Agenda:** The cities of Black Diamond, Covington, and Maple Valley will continue to advocate jointly for federal and state funding for State Route 169 and State Route 516 improvements and for transit alternatives in the three rapidly growing communities.
- **State-Shared Revenues:** Retain/reinstate state-shared revenues including liquor revenue and the Public Works Assistance Account.
- **Project-Specific Funding Requests:** Retain/enhance/seek funding for the following projects, in priority order:
 1. SR 516, Jenkins Creek to 185th Avenue SE
 2. Higher education needs assessment
 3. Park Safety and ADA Renovations
- **Transportation Investment Package:** Strongly support adoption of a transportation investment package that funds SR 516, distributes gas tax revenue to cities and counties, and authorizes King County to impose a 1.5% motor vehicle excise tax (MVET) for roads and transit.
- **Infrastructure Funding:** Support increased funding for cities' infrastructure design and construction needs, including but not limited to the surface transportation program (MAP-21) and Land & Water Conservation Fund (LWCF) at the federal level; and the Washington Wildlife and Recreation Program (WWRP), Public Works Trust Fund (PWTF), street utility concept, and transportation-package discussions at the state level.
- **Special Purpose Districts:** Oppose transfer of city authority for land use, building code, and right-of-way administration to special purpose districts.

The City of Covington will support efforts by others to lobby the following issues:

- **Economic Development Funding:** Support constitutional amendments and/or legislation to create pure tax increment financing. Support funding for the Local Infrastructure Financing Tool (LIFT) and Local Revitalization Financing (LRF) programs. Support efforts to make LIFT and LRF simpler, more flexible, and user-friendlier.
- **Unfunded Mandates:** Oppose unfunded and under-funded mandates on local government. Support funding for existing mandates including comprehensive plan updates and National Pollution Discharge Elimination System (NPDES) requirements.
- **Rail:** Support Auburn's efforts to secure an Amtrak stop, and support other parties' rail advocacy efforts when helpful to Southeast King County's rail and transit advocacy efforts.
- **AWC & SCA Legislative Programs:** Support the Association of Washington Cities (AWC) and Suburban Cities Association (SCA) legislative programs. Support other local government professional associations' legislative programs when consistent with the aforementioned programs.¹

¹ In event of conflict, the order of precedence is 1) Covington, 2) SCA, 3) AWC, 4) others

Deleted: 2013-14

Deleted: 12/11/12

Deleted: license fees and taxes

Comment [dm1]: Includes critical issues at Gerry Crick, Friendship, and Crystal View parks that will be defined further in the coming months.

Deleted: <#>Covington Community Park, Phase II ¶
<#>Covington Town Center Economic Impact & Infrastructure Cost Study ¶

Comment [dm2]: This MVET would replace the county's current \$20-per-vehicle "congestion reduction charge" that expires in 2014. The county has indicated its transportation benefit district may impose a countywide vehicle license fee if an MVET is not authorized. This may affect the Covington TBD's ability to impose a similar VLF, though the city would get a negotiated share of the county VLF. SCA supports the county's proposal.

Comment [dm3]: If the council wishes to respond favorably to Oakpointe's request, staff proposes the following amendment: "Project-Specific Funding Requests: Support funding for a new street to connect State Route 18 at Southeast 256th Street with State Route 516 at 204th Avenue Southeast."

Staff proposes to delete three issues that have not gained traction in past sessions and have a low probability of success:

Deleted: <#>Tax Exemptions: Exempt cities' capital projects from the sales tax, and exempt utility and enterprise revenues from the state business and occupations tax

Deleted: <#>¶
<#>Simple Majority: Support legislation to replace the supermajority threshold (60%) with a simple majority threshold (50%) for local government bond and levy elections.¶

Deleted: the

Deleted: <#>Urban Growth Areas: Provide cities time to annex adjacent land after a county classifies it as urban but before development may occur.¶

Deleted: & Transit

What to expect during the 2014 Legislative Session?

The Legislature operates on a two-year (biennium) cycle. During even-numbered years, the Legislature meets for 60 continuous days starting the second week of January, i.e. a “short session.” The 2014 legislative session will begin January 13, 2014.

Party Politics

In the House, Democrats will continue to hold the majority (55-43). In the Senate, the Majority Coalition Caucus (23 Republicans and 2 Democrats) will, at the very least, continue to maintain the majority. In the 26th Legislative District, a swing district on the Kitsap Peninsula, there is an open seat that will be decided in the November election. If the Republican in the race wins, the Majority Coalition Caucus will have 24 Republicans and 2 Democrats – this is key because the more Republicans in office, the less influence the 2 Democrats will have in the Majority Coalition Caucus.

Budgets

In even-numbered years, the Legislature amends the operating, capital, and transportation budgets adopted the previous year. The state fiscal cycle runs July 1, 2013-June 30, 2015). As 2014 is a short session and an even-numbered year, the Legislature will be amending the budgets adopted last year.

Operating Budget

The Operating Budget allocates operating funds to all state programs and state agencies (including education). This budget includes local-state shared revenues, such as local liquor revenue and profit revenues. The current budget funds liquor tax revenues at 50% of their historical levels. The current budget also makes a *nearly* \$1 billion investment in education to address the *McCleary* Supreme Court decision. Prior to this coming legislative session, the Supreme Court will likely provide more direction on the investments that the state will need to make in the coming years. Depending on this direction, the current budget may need to be amended to direct more funding toward education, which will likely result in cuts other state programs.

Capital Budget

The Capital Budget funds brick-and-mortar projects (building K-12 and higher education facilities, community projects, parks, state buildings, etc.). General obligation bonds fund this budget; and are taken out every two years. A portion of Operating Budget funds are allocated to pay the debt service on these bonds. Projects were selected during the 2013 cycle. Unless a project is emergent in nature, or there is a need to amend an existing appropriation, it is not appropriate to request funds during a short session. However, the even-numbered year is a key time to begin laying the groundwork for a capital funding request in the 2015 legislative session.

Transportation Budget

The current Transportation Budget does not fund any new projects. In order to fund new projects, a transportation revenue package needs to be adopted. The House passed a transportation revenue package last session, but the Senate declined to bring it up for a vote. Since then, there has been an effort to have the Legislature convene in a special session this November to adopt an agreed-upon transportation revenue package. Depending on the outcome this November, this conversation may continue into the 2014 Legislative Session.

Agenda Item 4
Covington City Council Meeting
Date: November 12, 2013

SUBJECT: 2013 THIRD QUARTER FINANCIAL REPORTS

RECOMMENDED BY: Rob Hendrickson, Finance Director

ATTACHMENT(S):

1. 2013 Third Quarter Report
2. Quarterly Performance Reports by Fund
3. Major Revenue Review

PREPARED BY: Rob Hendrickson, Finance Director

EXPLANATION:

It is the policy of the City and a requirement of state law (RCW 35A.34.240) to provide financial reports to the governing body on a quarterly basis.

ALTERNATIVES:

N/A

FISCAL IMPACT:

None.

CITY COUNCIL ACTION: ___Ordinance___ Resolution ___Motion___ X Other

NO ACTION NECESSARY AT THIS MEETING

REVIEWED BY: City Manager



ATTACHMENT 1 Economic & Revenue Summary

~WA State Economic & Revenue Forecast Council

- Gasoline and petroleum prices have declined over the last month.
- U.S. manufacturing growth has strengthened but non-manufacturing growth has slowed.
- Washington employment and income continue to grow moderately.
- Washington housing construction has continued to weaken but prices continue to rise.
- Major General Fund-State revenue collections for the September 11 — October 10, 2013 collection period were \$32.3 million (2.9%) higher than the September forecast.
- The Washington economy has added 11,400 net new jobs in the last three months which translates into an annualized growth rate of 1.6%.
- Washington personal income rose 0.9% in the second quarter of 2013 which was the 30th best performance among the 50 states plus the District of Columbia and was slightly lower than the 1.0% increase for the U.S as a whole.

2013 Third Quarter

The city as a whole continues to pull out of the recession with impressive numbers from sales tax, REET, and aquatics attendance and revenue. On the other end of the spectrum gas tax revenues are flat, permit revenue and number of single family housing permits is falling off, and utility tax is below forecast. For the most part expenditures are below budget, but some funds such as Streets and Parks continue to rely on the General Fund for assistance. Overall, there are no imminent signs of falling back into the recession.

- Rob Hendrickson, Finance Director

Inside this issue:

Property Tax	2	Cash and Investments	6
Real Estate Excise Tax	2	Capital Investment Program	7
Retail Sales and Use Tax	3		
Utility Tax	3		
General Fund	4		
Public Works	5		
Development Services	5		
Parks and Recreation	5		

Property Tax

Property tax is collected by King County and distributed on a daily basis to all taxing agencies within the county. Since taxes are due on April 30 and October 30 each year, the major distributions are realized in early May and November.

Through the third quarter the City received \$1,222,026 or 52.2% of budget. This is on target for the year. It is \$31,573 or 2.5% below 2012 third quarter collections. A \$32,000 property tax refund in January reduced overall collections.

Property tax is the most stable

Thru 9/2011	Thru 9/2012	Thru 9/2013
\$ 1,251,520	\$ 1,253,599	\$ 1,222,026

source of revenue the City has. It is one leg of the “three legged” stool which the General Fund relies on for revenue. The other two legs are sales tax and utility tax.

Property taxes are unrestricted. This means there are no restrictions on what the revenue can be used to pay for within the City. Currently property taxes are allocated 100% to the General Fund.

This 2012 levy for 2013 collection is \$2,340,000 and the levy rate is \$1.55/\$1,000 assessed value. The cap for property tax collections is \$2.10/\$1,000 assessed value.

The City’s assessed valuation is \$1.53 billion—a decrease of \$48.5 million or 3.07% over the previous year.

****Note:** Since 2009, overall assessed valuation has declined almost 28% or over \$582.6 million!**

Real Estate Excise Tax (REET)

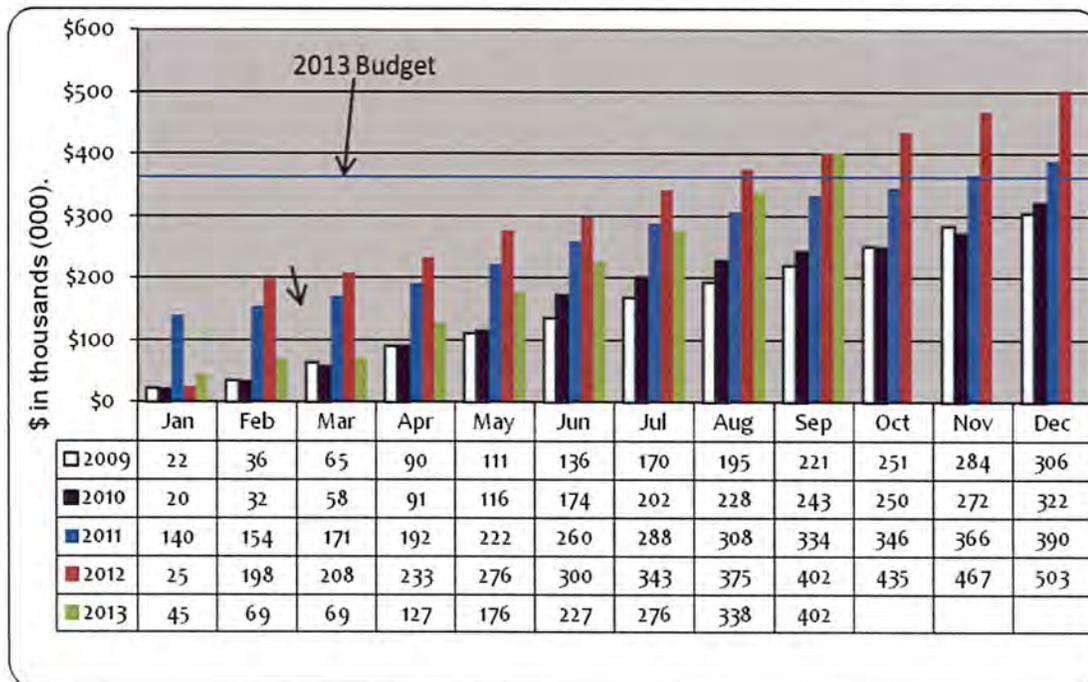
REET is a restricted revenue dedicated to paying debt service on the 2007 transportation bonds which paid for 168th Place SE/165th Place SE and loans from the Public

Works Trust Fund. This tax is levied by the City on all sales of real estate at the rate of one-half percent (two quarter percents).

Through September, collections are

at \$401,655 or 110.6% of the \$363,000 budget.

There were 139 new home sales, 179 existing home sales, four land only sales and three buildings through September.



Currently, existing home sales are driving REET, confirming a solid base is forming for future REET collections after the recession.



Retail Sales & Use Tax

Sales and Use Tax is the largest revenue source available to the City. It currently supports the General Fund at 84% and the Parks and Recreation Fund at 16%. The third quarter (on a cash basis) is above 2012 levels by \$190,325 or 8.0%. To-

tal collections are at \$2,561,251 or 85.7%. The budget for 2013 is \$2,988,000.

In year over year comparisons, retail sales increased by 6.0%, construction increased 28.0%, food services was up 2.9%, and all other

categories increased 9.0%.

Sales tax collections have exceeded the prior year's same month collections for 42 consecutive months.

That's three and a half years of year over year collections eclipsing the prior year.

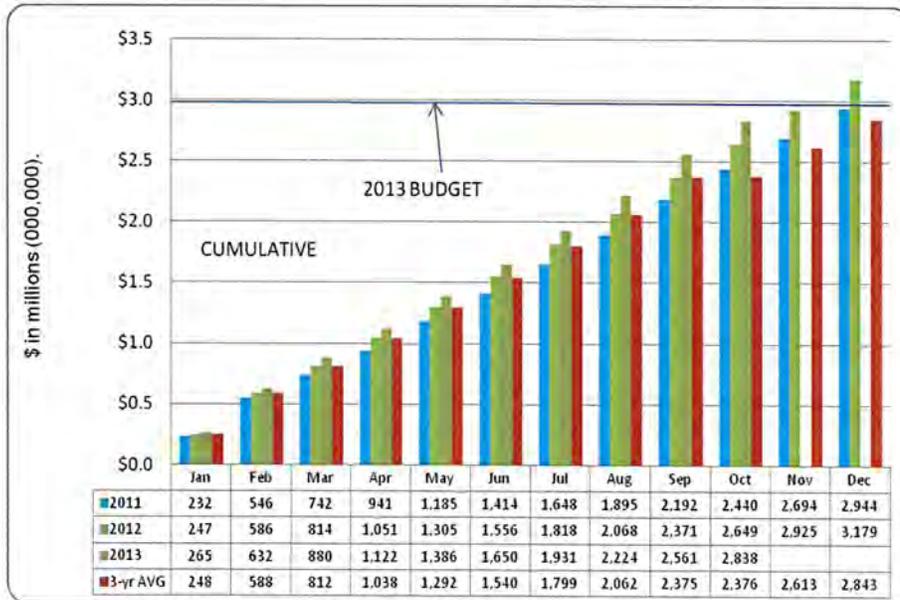
A peek ahead at the fourth quarter:



October collections fell below the prior year by a whisker—\$765. However, this is not bad news. Cumulative collections through October (cash) are 7.2% ahead of 2012 and 95% of budget for 2013.

The three-year average collection percentage is 75.4% (through Sep) while the actual 2013 collection percentage is 85.7%.

Staff will continue to monitor sales tax and keep you apprised of significant changes.



Utility Tax

The City imposes a utility tax on electrical energy, natural gas, brokered natural gas, solid waste, cable television, telephone, and SWM at the rate of 6.0%.

The utility tax supports the general fund including debt service, streets, parks and parks CIP.

The third quarter exceeds the same period in 2012 by \$56,092 or 3.9% excluding interest and penalties. Utility tax is at 70.6% of budget and is expected to finish the year under forecast.

Electricity is outpacing 2012 while natural gas lags. Solid Waste and Cable are higher while Telephone receipts are lower than 2012.

The MuniService utility tax audit of Comcast is in full swing. Staff will keep council apprised as this audit progresses.



Utility	2012	2013
Electricity	\$461,287	\$483,602
Natural Gas	283,127	267,921
Solid Waste	114,156	124,066
Cable	194,463	213,168
Telephone	400,820	360,921
SWM	729	60,996
Interest/Penalties	1,224	139
Total	\$1,455,806	\$1,510,813

GENERAL FUND

Revenues for the third quarter are 71.8% of budget or \$5.98 million. This is more than 2012 levels by about \$342,628*. Sales tax, on a cash basis, is 8.0% or \$190,325 higher than 2012 third quarter while utility tax is 3.9% or \$56,092 higher than 2012 collections. Property taxes are 2.5% lower than 2012.

Total expenditures including transfers out through September are \$5,636,834. This is an increase in spending of 7.0% or \$371,545 over the same period last year.

Overall, 65.1% of the budget has been spent. With 75% of the year gone note in the chart below that most departments are below the that mark. City Council, Central Services and Community Development are at 87.4%, 83.1% and 131.7% respectively. The City Council had an equipment purchase and the Costco payout, Central Services paid some large one-time charges in January and Community Development paid for the Hawk Property Sub-Area Plan, thus skewing the reporting for the year. There is a revenue offset to the Hawk Plan

that will be paid out over 2013/2014.

Police Services is on track for billing after the large payout in June which covered services provided from January through May.

Beginning fund balance is \$3,506,626—an increase of \$501,659. This is a result of under spending and increased revenues during 2012.

**Interfund payments are now being netted against expenditures to show the true cost of general fund*

GENERAL FUND DEPARTMENT BUDGET UPDATE

Department	YTD - 2012	% of Budget	YTD - 2013	% of Budget
City Council	\$ 323,236	81.2%	\$ 420,186	87.4%
Municipal Court	419,777	63.4%	326,639	51.3%
City Manager	645,729	68.3%	676,738	68.8%
Finance	392,728	74.7%	399,503	74.2%
Legal	41,859	52.3%	45,534	60.7%
Personnel	239,790	71.9%	242,485	67.8%
Solid Waste	-0-	-0-	383	0.0%
Central Services	402,501	44.2%	432,544	83.1%
Law Enforcement	1,926,475	62.5%	2,039,825	64.9%
Community Development	246,440	63.2%	440,666	131.7%
Operating Transfers Out	<u>626,754</u>	41.2%	<u>612,330</u>	38.7%
TOTAL	<u>\$ 5,265,289</u>	59.5%	<u>\$ 5,636,834</u>	65.1%

PUBLIC WORKS

Public Works consists of Street Operations and Surface Water Management (SWM).

Street Operations is funded by franchise fees received from Comcast and a motor vehicle fuel excise tax—gas tax.

Franchise fees are ahead of forecast at 101.3% or \$201,624. This increase is due in part to the lump sum payment received resulting from the recent MuniServices audit findings.

Total operating revenues are \$485,202 and other financing sources are \$188,847. At \$674,049, this puts total revenues

at 82.5% for the third quarter.

The gas tax is running slightly under budget. This could be due to changing behavior with driving or inaccurate forecasting. The forecast is generated through Municipal Research Services Corporation (MRSC). The amount received is \$270,428 or 73.8% of budget. This is slightly higher than 2012 by \$5,305.

Total expenditures are under budget for the third quarter at 71.1% or \$620,722. For the Street Operations Fund, revenues are exceeding expenditures by \$53,327.

SWM is primarily funded through drainage fees that are collected by King County. The City has received \$899,449 or 51.9%. Total revenues are at 52.1% or \$928,087.

Operating expenditures are at 68.7% or \$1,152,958. CIP 1026 Aqua Vista has expenditures of \$27,437.

There are no transfers out to report this quarter.

DEVELOPMENT SERVICES

Total revenue is \$755,277 or 57.6% of forecast. Permit revenue is 63.3% or \$452,040. This is down from 2012 by \$111,546. Charges for Services accounts for the remaining bulk of revenues. They are at \$230,301 or 42.5%.

Some permit revenues from Multi-

Care may be received this year with the remainder to be received in 2014. This will help with the projected deficit.

Year-to-date permits for single family residences stand at 74 compared to 81 in 2012.

Operational expenditures came in

at 71.8% or \$738,019.

Revenues exceed expenditures by \$17,528.

Beginning fund balance is \$2,016,483—an increase of \$453,750. Higher than forecast revenues contributed to this increase.

PARKS and RECREATION

Parks is divided into four divisions: aquatics, maintenance, recreation, and parks administration. Revenues are derived from a portion of sales tax (16%), aquatics revenue, and some miscellaneous revenues such as rentals and interest earnings.

Revenue (excluding transfers in) is ahead of forecast at 93.0% or

\$979,157—led by sales tax and aquatics revenue. Sales tax is 85.7% or \$409,799 and aquatics revenue is \$504,119 or 98.3%. Both these categories exceed 2012 in year over year results.

Year to date attendance is 86,608—ahead of 2012 by 15,105 or 21%!

Overall operating expenditures for the four divisions are 77.5% or \$1,151,489. Operating revenues are below operating expenditures by \$172,332. Transfers in help balance the fund.

The beginning fund balance is \$321,824 which is an *increase* of \$89,433.

Cash & Investments

Total cash and investments total \$12,128,465. This exceeds September 2012 by \$698,102. The largest gainer is the General Fund, followed by Development Services, SWM, , then Parks.

The Local Government Investment Pool (LGIP) is currently earning 0.1232% (net earnings rate as of September 30). The City has \$8,929,882 invested with the LGIP.

Investments outside the LGIP total \$3,064,057 (market value). That is split between US Govern-

ment Agencies at \$1,560,000 (par value) and Municipal Securities at \$1,500,000 (par value).

The weighted yield of the portfolio with the state pool is 0.21% and without the pool is .48%. Average days to maturity with the pool is 124 days or 0.34 years and without the pool is 379.5 days or 1.04 years.

Investment activity for the quarter included the purchase of a \$340,000 Bainbridge Island General Obligation Bond.

Cash on hand is kept at US Bank

and various petty cash funds throughout the City.

The chart below reflects the amount of cash and investments allocated to each fund within the City compared to 2012. This is reconciled and updated on a monthly basis.



TOTAL GENERAL LEDGER ACCOUNTS

	as of 09/30/12	as of 09/30/13	Δ
GENERAL FUND	2,679,520.12	3,093,492.44	413,972.32
STREET FUND	316,898.48	332,332.65	15,434.17
CONTINGENCY FUND	414,117.27	417,744.27	3,627.00
CUMULATIVE RESERVE FUND	1,381,790.17	1,375,514.15	(6,276.02)
REET 1ST 1/4% FUND	62,663.74	113,053.30	50,389.56
REET third 1/4% FUND	62,663.74	112,360.80	49,697.06
DEVELOPMENT SERVICES FUND	1,850,448.86	2,020,116.78	169,667.92
PARKS FUND	246,132.25	309,680.88	63,548.63
LID 99-01 GUARANTY FUND	52,322.19	52,403.17	80.98
LID 99.01 FUND	386.12	7,471.82	7,085.70
CAPITAL IMPROVEMENT PROGRAM	2,193,870.10	2,018,437.90	(175,432.20)
SURFACE WATER MANAGEMENT	1,694,316.17	1,844,636.10	150,319.93
UNEMPLOYMENT INSURANCE	145,925.00	175,265.17	29,340.17
EQUIPMENT REPLACEMENT	329,309.23	255,956.10	(73,353.13)
TOTAL ALL FUNDS	11,430,363.44	12,128,465.53	698,102.09

Capital Investment Program

The chart below reflects activity in currently active CIP projects.

In addition, \$162,427 in mitigation fees have been collected through September.

Cash balance for all CIP funds is \$2,018,438.

Project #	Project Description	Revenues	Expenditures
1010	Covington Community Park	\$28,420	\$234,360
1028	Annual Road Overlay	0	\$22,728
1029	Annual Traffic Safety	0	\$14,091
1057	SR 516 Safety Widening	0	\$1,592
1127	SR 516 Widening at Jenkins Creek	0	\$325,597

CITY OF COVINGTON FINANCE DEPARTMENT

16720 SE 271st St
Suite 100
Covington, WA 98042

Phone: 253-638-1110
Fax: 253-638-1122

Rob Hendrickson - Finance Director
Casey Parker - Senior Accountant
Lindsay Hagen - Finance Specialist
Staci Cles - Accounting Clerk

City of Covington

ATTACHMENT 2

Quarterly Performance Report - General Fund

as of 9/30/2013

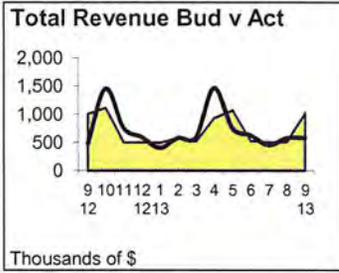


Chart 1

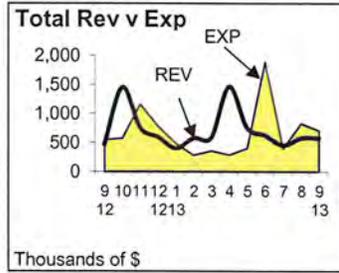


Chart 2

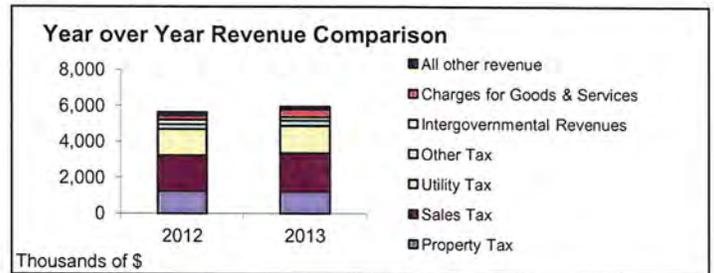


Chart 3

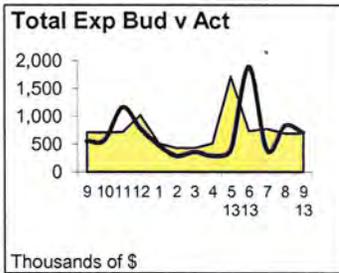


Chart 4

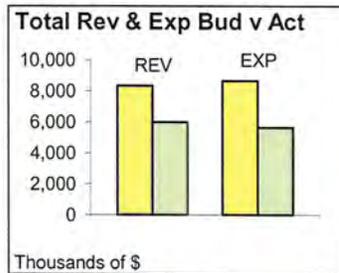


Chart 5

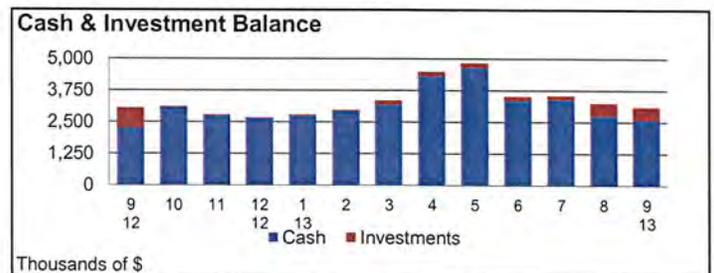


Chart 6

Rev & Exp - YTD	2013		\$ Rem	% Coll YTD	2012
	Budget	Actual			Actual
Property Tax	\$ 2,340.0	\$ 1,222.0	\$ 1,118.0	52.2%	\$ 1,253.6
Sales Tax	2,510.0	2,151.4	358.6	85.7%	1,991.6
Utility Tax	2,140.1	1,510.7	629.5	70.6%	1,455.8
Other Tax	369.9	290.3	79.6	78.5%	267.7
Intergovernmental Rev	291.2	197.3	93.9	67.8%	252.8
Charges for Goods & Svcs	396.9	427.9	(31.1)	107.8%	229.9
Fines & Penalties	161.4	95.7	65.7	59.3%	125.4
Investment Interest	12.0	4.7	7.3	39.0%	10.7
Miscellaneous	50.0	48.7	1.3	97.4%	44.5
Total Operating Revenues	8,271.5	5,973.7	2,297.8	72.2%	5,642.0
Other Financing Sources	60.8	10.9	49.9	18.0%	-
Total Sources	\$ 8,332.3	\$ 5,984.6	\$ 2,347.6	71.8%	\$ 5,642.0
Salaries & Wages	\$ 1,380.2	\$ 989.4	\$ 390.7	71.7%	\$ 987.4
Benefits	498.0	363.4	134.6	73.0%	372.9
Supplies	57.7	39.7	18.0	68.8%	28.4
Charges for Services	1,738.4	1,551.1	187.2	89.2%	1,156.9
Intergovernmental Svcs	3,756.0	2,385.8	1,370.1	63.5%	2,366.7
Capital	54.8	12.4	42.3	22.7%	-
Total Operating Expenses	7,485.0	5,342.0	2,143.0	71.4%	4,912.2
Other Financing Uses	1,167.7	294.8	872.9	25.2%	353.1
Total Uses	\$ 8,652.7	\$ 5,636.8	\$ 3,015.9	65.1%	\$ 5,265.3

Chart 7

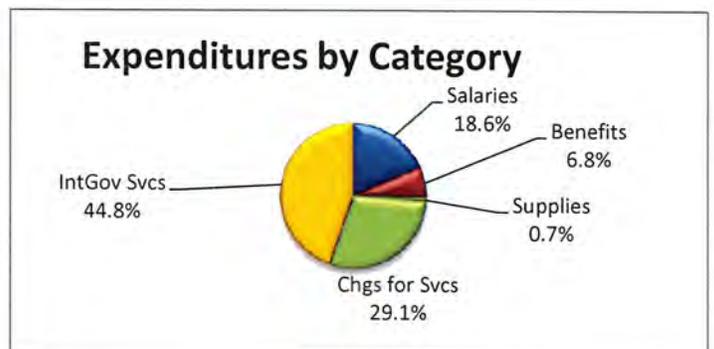
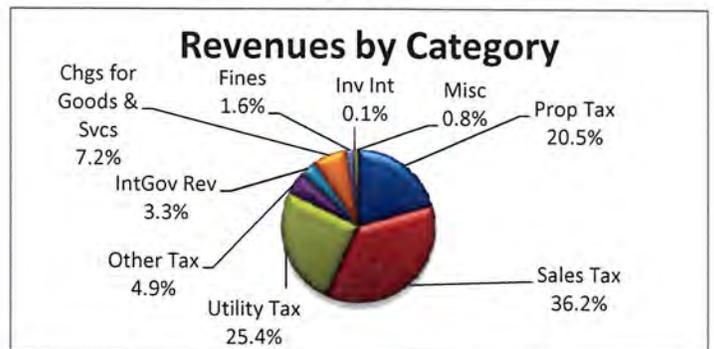


Chart 8 & 9

Legend	
	Cur Year
	Budget
	Actual
Data in Thousands of \$	

City of Covington

Quarterly Performance Report - Street Operations

as of 9/30/2013

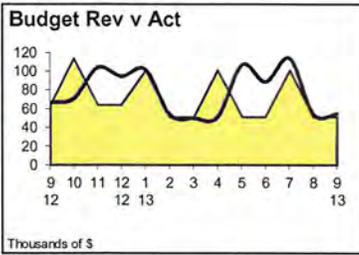


Chart 1

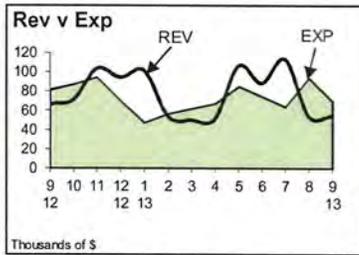


Chart 2

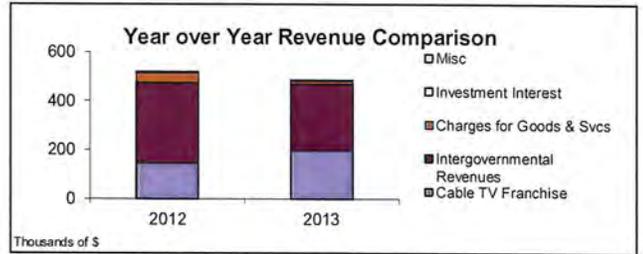


Chart 3

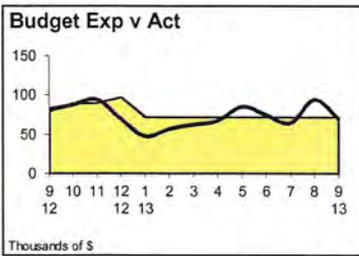


Chart 4

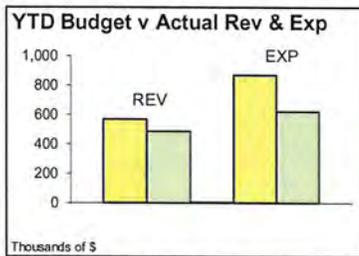


Chart 5

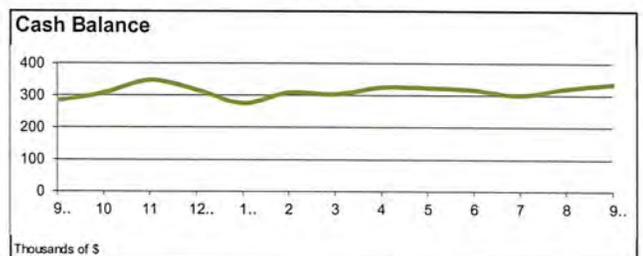


Chart 6

Rev & Exp - YTD	2013 Budget	2013 Actual	\$ Rem	% Coll	2012 Actual
Cable TV Franchise	\$ 199.0	\$ 201.6	\$ (2.6)	101.3%	\$ 147.5
Intergovernmental Revenues	366.6	270.4	96.1	73.8%	328.5
Charges for Goods & Svcs	4.9	12.0	(7.1)	245.3%	41.6
Investment Interest	0.2	0.3	(0.1)	131.7%	0.3
Miscellaneous	-	0.8	(0.8)	0.0%	-
Total Operating Revenues	570.6	485.0	85.6	85.0%	518.0
Operating Transfer In	246.2	189.0	57.2	76.8%	247.0
Total Sources	\$ 816.9	\$ 674.0	\$ 142.8	82.5%	\$ 765.0
Salaries & Wages	\$ 281.3	\$ 220.6	\$ 60.7	78.4%	\$ 210.8
Benefits	110.9	85.3	25.5	77.0%	82.0
Supplies	58.3	31.5	26.8	54.0%	29.7
Charges for Services	319.6	221.3	98.4	69.2%	223.0
Intergovernmental	100.5	60.2	40.3	59.9%	80.5
Capital	-	-	-	0.0%	6.5
Total Operating Expenses	870.6	618.9	251.7	71.1%	632.4
Other Financing Uses	1.9	1.8	0.1	96.6%	61.6
Total Uses	\$ 872.5	\$ 620.7	\$ 251.8	71.1%	\$ 694.0

Chart 7

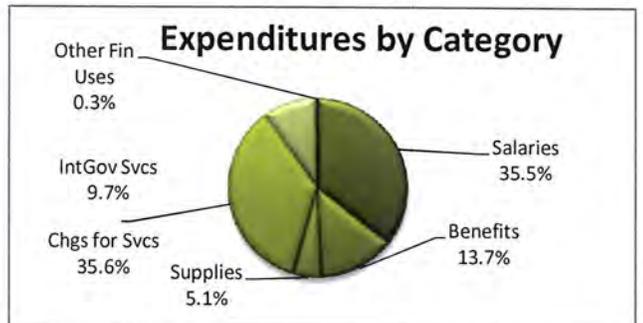
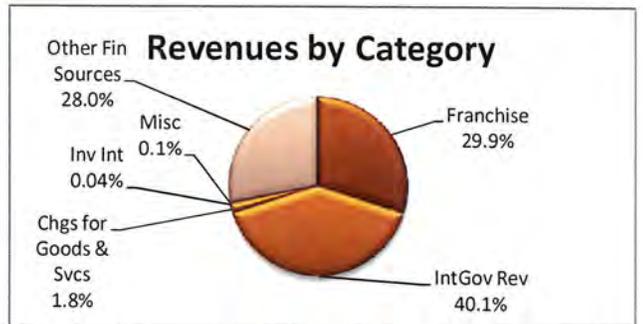


Chart 8 & 9

Legend	
	Cur Year
	Budget
	Actual
Data in Thousands of \$	

City of Covington

Quarterly Performance Report - Development Services

as of 9/30/2013

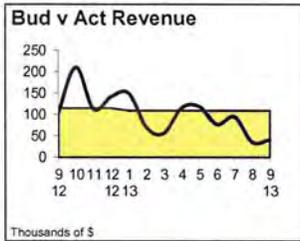


Chart 1

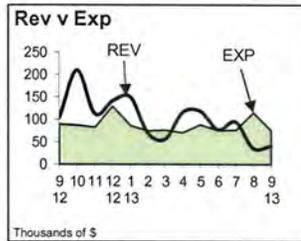


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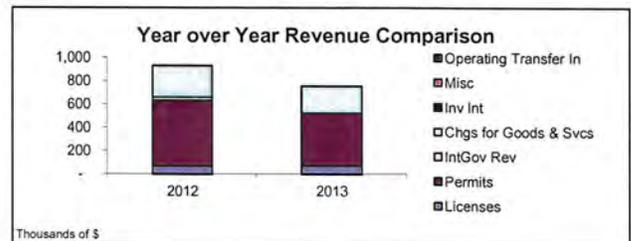


Chart 3

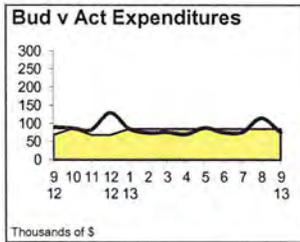


Chart 4

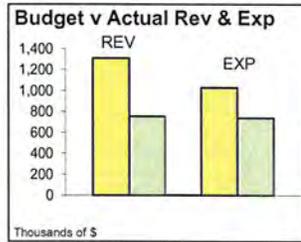


Chart 5

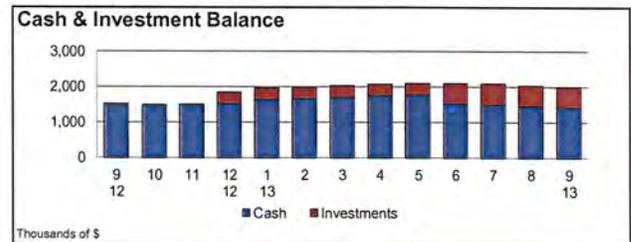


Chart 6

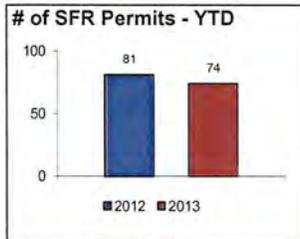


Chart 7

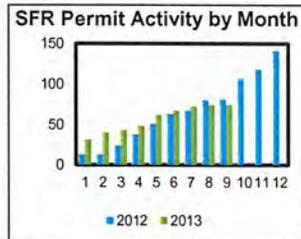
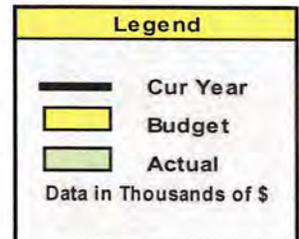


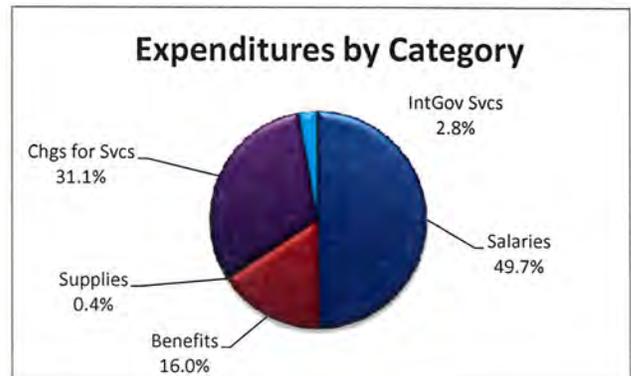
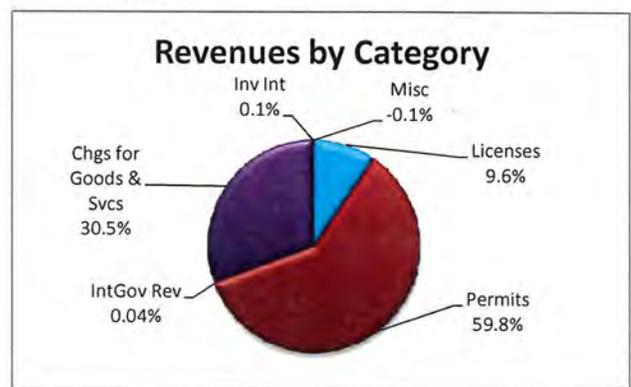
Chart 8



Chart 9



Rev & Exp - YTD	2013		\$ Rem	% Coll YTD	2012
	Budget	Actual			Actual
Licenses	\$ 52.2	\$ 72.3	(20.1)	138.5%	\$ 68.8
Permits	713.8	452.0	261.8	63.3%	563.6
Intergovernmental Svcs	1.4	0.3	1.1	20.1%	27.5
Charges for Services	542.0	230.3	311.7	42.5%	268.8
Interest Income	1.3	0.9	0.4	66.7%	1.8
Miscellaneous	-	(0.5)	0.5	0.0%	(1.7)
Total Operating Revenues	1,310.7	755.3	555.4	57.6%	928.8
Operating Transfer In	-	-	-	0.0%	-
Total Sources	\$ 1,310.7	\$ 755.3	\$ 555.4	57.6%	\$ 928.8
Salaries & Wages	\$ 480.3	367.1	113.1	76.4%	346.0
Benefits	156.0	117.9	38.0	75.6%	114.2
Supplies	6.9	2.8	4.1	40.3%	0.8
Charges for Services	324.4	229.5	94.9	70.8%	29.9
Intergovernmental	60.6	20.7	39.9	34.1%	24.7
Total Operating Expenses	1,028.1	738.0	290.0	71.8%	515.6
Other Financing Uses	-	-	-	0.0%	135.4
Total Uses	\$ 1,028.1	\$ 738.0	\$ 290.0	71.8%	\$ 651.0



City of Covington

Quarterly Performance Report - Parks and Recreation Services

as of 9/30/2013

SUMMARY CHARTS

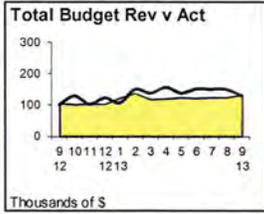


Chart 1

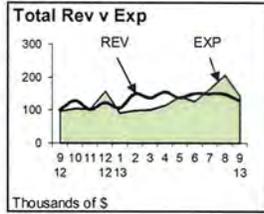


Chart 2

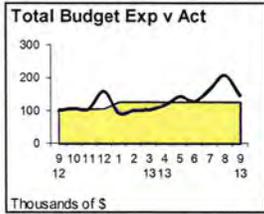


Chart 3

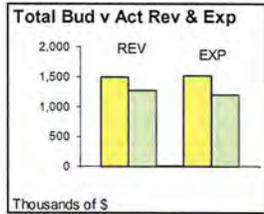


Chart 4

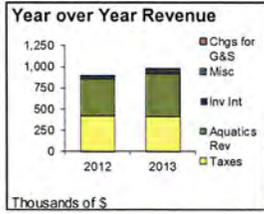


Chart 5

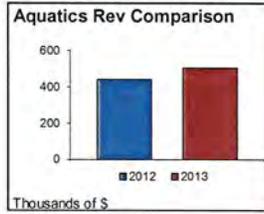


Chart 6

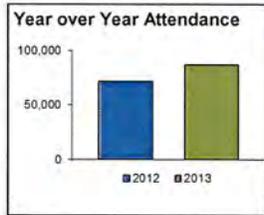
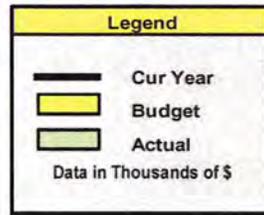
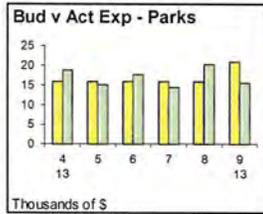
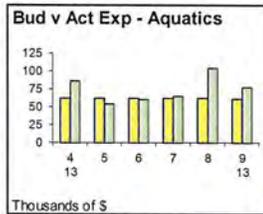


Chart 7

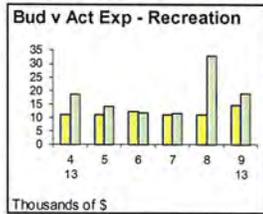
DEPARTMENTS



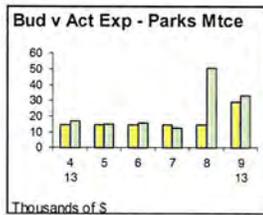
Exp - YTD	2013		\$ Rem	% Coll YTD	2012	
	Budget	Actual			YTD	Actual
Salaries & Wages	\$ 128.1	\$ 92.8	\$ 35.3	72.4%	\$ 87.9	
Benefits	36.6	26.7	9.9	73.0%	25.9	
Supplies	0.8	0.3	0.5	37.2%	0.3	
Charges for Services	85.3	23.5	61.8	27.5%	4.8	
Intergovernmental Svcs	1.0	0.3	0.6	33.6%	0.3	
Total Operating Expenses	251.7	143.5	108.2	57.0%	118.3	
Other Financing Uses	-	-	-	0.0%	19.2	
Total Uses	\$ 251.7	\$ 143.5	\$ 108.2	57.0%	\$ 138.5	



Exp - YTD	2013		\$ Rem	% Coll YTD	2012	
	Budget	Actual			YTD	Actual
Salaries & Wages	\$ 339.5	\$ 324.7	\$ 14.8	95.6%	\$ 275.3	
Benefits	96.2	90.2	6.0	93.8%	64.4	
Supplies	55.2	46.3	8.9	83.9%	52.7	
Charges for Services	216.7	193.8	22.9	89.4%	61.0	
Intergovernmental Svcs	-	-	-	0.0%	6.0	
Total Operating Expenses	707.6	654.9	52.6	92.6%	479.5	
Other Financing Uses	27.5	13.7	13.7	50.0%	57.6	
Total Uses	\$ 735.0	\$ 668.7	\$ 66.3	91.0%	\$ 537.1	

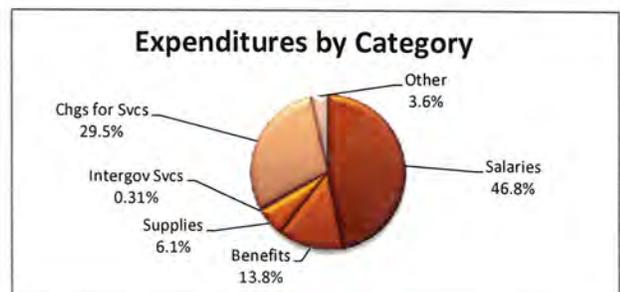
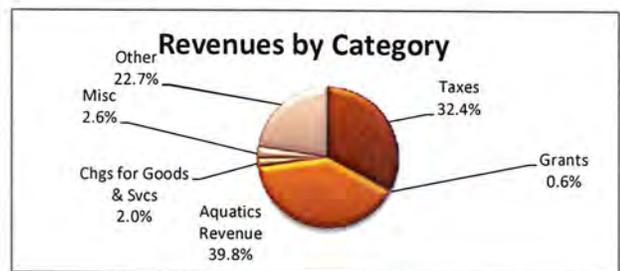


Exp - YTD	2013		\$ Rem	% Coll YTD	2012	
	Budget	Actual			YTD	Actual
Salaries & Wages	\$ 91.9	\$ 73.4	\$ 18.5	79.9%	\$ 47.4	
Benefits	26.9	21.1	5.8	78.5%	14.2	
Supplies	5.4	10.2	(4.8)	189.0%	3.4	
Charges for Services	52.3	64.3	(2)	103.7%	15.3	
Intergovernmental Svcs	-	3.3	(3.3)	0.0%	1.3	
Total Operating Expenses	176.6	162.4	14.2	92.0%	61.6	
Other Financing Uses	-	-	-	0.0%	15.2	
Total Uses	\$ 176.6	\$ 162.4	\$ 14.2	92.0%	\$ 96.9	



Exp - YTD	2013		\$ Rem	% Coll YTD	2012	
	Budget	Actual			YTD	Actual
Salaries & Wages	\$ 68.3	\$ 62.3	\$ 6.0	91.2%	\$ 49.2	
Benefits	30.3	25.5	4.8	84.2%	21.9	
Supplies	20.0	14.9	5.1	74.4%	17.4	
Charges for Services	218.7	76.9	141.8	35.2%	28.3	
Capital Outlay	13.0	11.0	2.0	84.7%	-	
Total Operating Expenses	350.3	190.6	159.7	54.4%	116.8	
Other Financing Uses	-	28.4	(28.4)	0.0%	13.7	
Total Uses	\$ 350.3	\$ 219.0	\$ 131.3	62.5%	\$ 130.5	

Rev & Exp - YTD	2013		\$ Rem	% Coll YTD	2012	
	Budget	Actual			YTD	Actual
Taxes	\$ 478.0	\$ 409.8	\$ 68.2	85.7%	\$ 421.3	
Grants	-	7.5	(7.5)	0.0%	2.4	
Aquatics Revenue	512.8	504.1	8.7	98.3%	439.0	
Investment Interest	0.2	0.3	(0.1)	132.3%	-	
Charges for Goods & Services	25.4	25.1	0.3	98.9%	0.8	
Miscellaneous	36.7	32.4	4.3	88.3%	31.3	
Total Operating Revenues	1,053.1	979.2	73.9	93.0%	894.8	
Other Financing Sources	445.2	287.1	158.1	64.5%	152.8	
Total Sources	\$ 1,498.3	\$ 1,266.3	\$ 232.0	84.5%	\$ 1,047.6	
Salaries & Wages	\$ 627.8	\$ 553.2	\$ 74.6	88.1%	\$ 459.8	
Benefits	190.0	163.5	26.4	86.1%	126.4	
Supplies	81.4	71.7	9.7	88.1%	73.9	
Intergovernmental Svcs	1.0	3.7	(2.7)	380.8%	129.4	
Charges for Services	573.1	348.4	224.6	60.8%	7.7	
Capital Outlay	13.0	11.0	2.0	84.7%	-	
Total Operating Expenses	1,486.2	1,151.5	334.7	77.5%	797.2	
Other Financing Uses	27.5	42.2	(14.7)	153.4%	105.7	
Total Uses	\$ 1,513.7	\$ 1,193.7	\$ 320.0	78.9%	\$ 902.9	



City of Covington

Quarterly Performance Report - SWM Operations

as of 9/30/2013

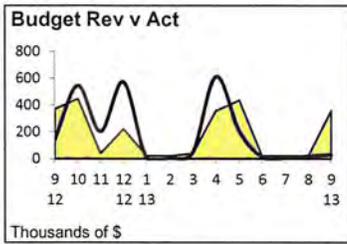


Chart 1

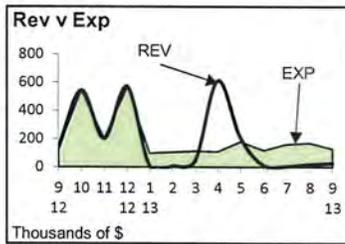


Chart 2

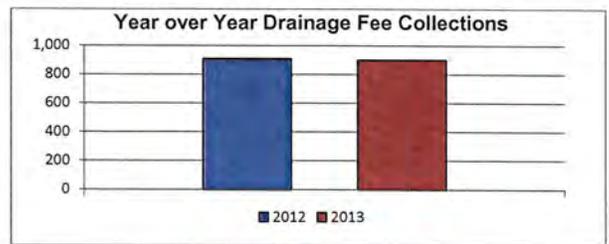


Chart 5

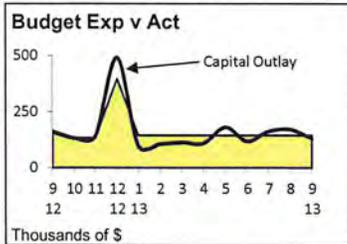


Chart 3

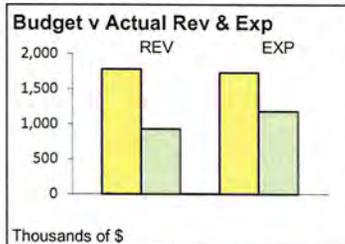


Chart 4

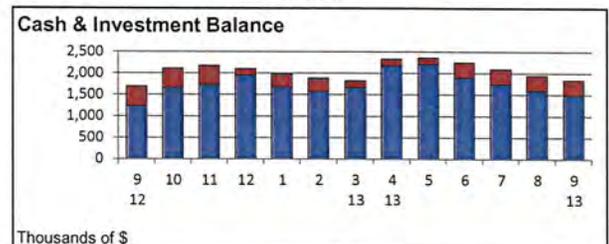


Chart 6

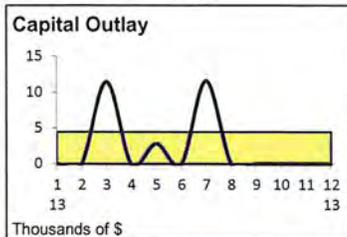
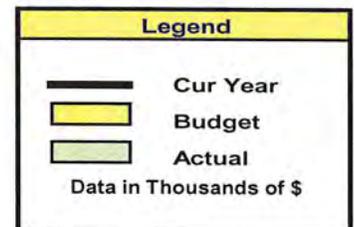
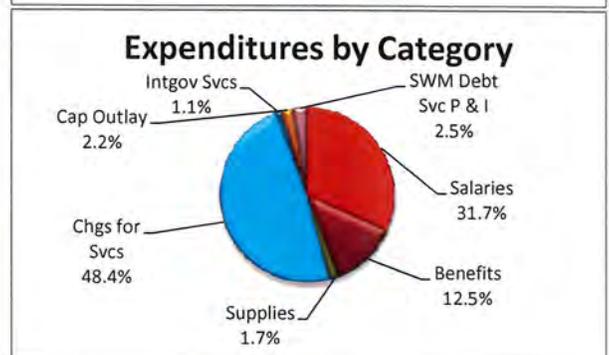
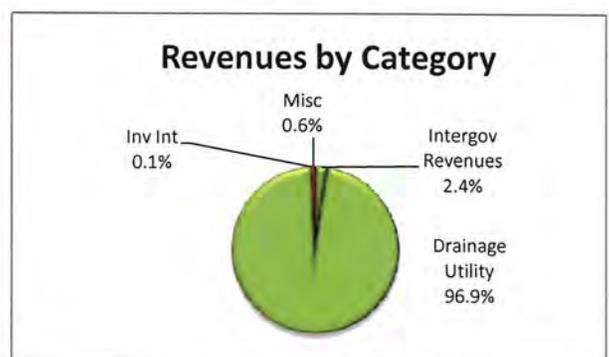


Chart 7



Rev & Exp - YTD	2013 Budget	2013 Actual	\$ Rem	% Coll YTD	2012 Actual
Grants	\$ -	\$ -	-	0.0%	\$ 39.3
KC Salmon Conservancy	-	-	-	-	-
Intergovernmental Revenues	42.0	22.2	19.8	52.9%	77.6
Drainage Utility	1,733.0	899.4	833.6	51.9%	907.6
Investment Interest	6.0	0.5	5.5	8.1%	1.6
Misc	-	5.9	(5.9)	-	(0.5)
Comp/Loss	-	-	-	-	-
Total Operating Revenues	1,781.0	928.1	852.9	52.1%	1,025.7
Transfers In	-	-	-	-	113.4
Total Sources	\$ 1,781.0	\$ 928.1	\$ 852.9	52.1%	\$ 1,139.1
Salaries	\$ 545.1	\$ 373.7	\$ 171.3	68.6%	\$ 375.5
Benefits	205.2	147.5	57.7	71.9%	147.0
Supplies	43.0	20.2	22.7	47.1%	38.7
Charges for Services	798.2	570.8	227.4	71.5%	149.3
Intergovernmental	53.7	12.7	41.0	23.6%	46.7
Capital Outlay	53.5	25.7	27.8	-	13.2
Total Operating Expenditures	1,698.6	1,150.7	548.0	67.7%	770.4
Other Financing Uses	-	-	-	0.0%	299.3
SWM Debt Service P & I	32.8	29.7	3.1	90.5%	30.5
Total Uses	\$ 1,731.5	\$ 1,180.4	\$ 551.1	68.2%	\$ 1,100.1



	Source/Data	Budget vs Actual	Revenue by Month (shown on a cash basis)	High/Low																									
GENERAL FUND	Sales Tax	<table border="1"> <tr> <td></td> <td>3Q-12</td> <td>3Q-13</td> <td>% Diff</td> </tr> <tr> <td>Qtr - Qtr Revenues</td> <td>2,370,926</td> <td>2,561,251</td> <td>8.0%</td> </tr> <tr> <td></td> <td>Budget</td> <td>Actual</td> <td>% Collected</td> </tr> <tr> <td>2013 Annual Revenues</td> <td>\$ 2,988,000</td> <td>\$ 2,561,251</td> <td>85.7%</td> </tr> <tr> <td>2012 Annual Revenues</td> <td>\$ 2,850,000</td> <td>\$ 3,179,326</td> <td>111.6%</td> </tr> <tr> <td>2011 Annual Revenues</td> <td>\$ 2,904,000</td> <td>\$ 2,947,658</td> <td>101.5%</td> </tr> </table>		3Q-12	3Q-13	% Diff	Qtr - Qtr Revenues	2,370,926	2,561,251	8.0%		Budget	Actual	% Collected	2013 Annual Revenues	\$ 2,988,000	\$ 2,561,251	85.7%	2012 Annual Revenues	\$ 2,850,000	\$ 3,179,326	111.6%	2011 Annual Revenues	\$ 2,904,000	\$ 2,947,658	101.5%			
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GENERAL FUND	Property Tax	<table border="1"> <tr> <td></td> <td>3Q-12</td> <td>3Q-13</td> <td>% Diff</td> </tr> <tr> <td>Qtr - Qtr Revenues</td> <td>\$ 1,253,599</td> <td>\$ 1,222,026</td> <td>-2.5%</td> </tr> <tr> <td></td> <td>Budget</td> <td>Actual</td> <td>% Collected</td> </tr> <tr> <td>2013 Annual Revenues</td> <td>\$ 2,340,000</td> <td>\$ 1,222,026</td> <td>52.2%</td> </tr> <tr> <td>2012 Annual Revenues</td> <td>\$ 2,340,000</td> <td>\$ 2,363,948</td> <td>101.0%</td> </tr> <tr> <td>2011 Annual Revenues</td> <td>\$ 2,356,779</td> <td>\$ 2,339,013</td> <td>99.2%</td> </tr> </table>		3Q-12	3Q-13	% Diff	Qtr - Qtr Revenues	\$ 1,253,599	\$ 1,222,026	-2.5%		Budget	Actual	% Collected	2013 Annual Revenues	\$ 2,340,000	\$ 1,222,026	52.2%	2012 Annual Revenues	\$ 2,340,000	\$ 2,363,948	101.0%	2011 Annual Revenues	\$ 2,356,779	\$ 2,339,013	99.2%			
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GENERAL FUND	Utility Tax	<table border="1"> <tr> <td></td> <td>3Q-12</td> <td>3Q-13</td> <td>% Diff</td> </tr> <tr> <td>Qtr - Qtr Revenues</td> <td>\$ 1,455,806</td> <td>\$ 1,510,672</td> <td>3.8%</td> </tr> <tr> <td></td> <td>Budget</td> <td>Actual</td> <td>% Collected</td> </tr> <tr> <td>2013 Annual Revenues</td> <td>\$ 2,140,140</td> <td>\$ 1,510,672</td> <td>70.6%</td> </tr> <tr> <td>2012 Annual Revenues</td> <td>\$ 2,012,475</td> <td>\$ 2,004,827</td> <td>99.6%</td> </tr> <tr> <td>2011 Annual Revenues</td> <td>\$ 2,016,000</td> <td>\$ 1,785,667</td> <td>88.6%</td> </tr> </table>		3Q-12	3Q-13	% Diff	Qtr - Qtr Revenues	\$ 1,455,806	\$ 1,510,672	3.8%		Budget	Actual	% Collected	2013 Annual Revenues	\$ 2,140,140	\$ 1,510,672	70.6%	2012 Annual Revenues	\$ 2,012,475	\$ 2,004,827	99.6%	2011 Annual Revenues	\$ 2,016,000	\$ 1,785,667	88.6%			
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STREET FUND	Fuel Tax	<table border="1"> <tr> <td></td> <td>3Q-12</td> <td>3Q-13</td> <td>% Diff</td> </tr> <tr> <td>Qtr - Qtr Revenues</td> <td>\$ 265,122</td> <td>\$ 270,428</td> <td>2.0%</td> </tr> <tr> <td></td> <td>Budget</td> <td>Actual</td> <td>% Collected</td> </tr> <tr> <td>2013 Annual Revenues</td> <td>\$ 366,566</td> <td>\$ 270,428</td> <td>73.8%</td> </tr> <tr> <td>2012 Annual Revenues</td> <td>\$ 371,700</td> <td>\$ 360,567</td> <td>97.0%</td> </tr> <tr> <td>2011 Annual Revenues</td> <td>\$ 378,202</td> <td>\$ 366,221</td> <td>96.8%</td> </tr> </table>		3Q-12	3Q-13	% Diff	Qtr - Qtr Revenues	\$ 265,122	\$ 270,428	2.0%		Budget	Actual	% Collected	2013 Annual Revenues	\$ 366,566	\$ 270,428	73.8%	2012 Annual Revenues	\$ 371,700	\$ 360,567	97.0%	2011 Annual Revenues	\$ 378,202	\$ 366,221	96.8%			
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**DISCUSSION OF
FUTURE AGENDA TOPICS:**

**7:00 p.m. Tuesday, November 26, 2013
Regular Meeting**

(Draft Agenda Attached)



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



Tuesday, November 26, 2013
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

- Republic Services Report (Jeff Wagner)

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: October 22, 2013 Regular Meeting Minutes and October 26, 2013 Budget Workshop Minutes (Scott)
- C-2. Vouchers (Hendrickson)
- C-3. Resolution to Adopt New VEBA Employee Agreement (Beaufre)

REPORTS OF COMMISSIONS

- Human Services Chair Haris Ahmad: November 14 meeting.
- Arts Chair Sandy Bisordi: November 14, meeting.
- Planning Chair _____: November 7 and November 21 meetings.
- Parks & Recreation Chair Steve Pand: November 20 meeting.
- Economic Development Council Co-Chair Jeff Wagner: October 24 meeting.

PUBLIC HEARING

1. Receive Public Testimony Regarding Proposed Fiscal Year 2014 Budget Revenue Sources; Consider Ordinance Setting the 2013 Property Tax Levy for Collection in 2014; and Consider Ordinance Authorizing a Property Tax Increase (Hendrickson)

NEW BUSINESS

2. Consider Resolution Amending 2014 Development Fees (Hart)
3. Consider Resolution re Council Compensation (Beaufre)
4. Discuss Policy for Councilmember Attendance at Commission Meetings (Springer)

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.