

Covington: Unmatched quality of life
CITY OF COVINGTON
CITY COUNCIL REGULAR MEETING AGENDA
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Tuesday, November 13, 2012
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 led by Boy Scout Troop 787

APPROVAL OF AGENDA

PUBLIC COMMUNICATION - NONE

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

APPROVE CONSENT AGENDA

- C-1. Minutes: October 9, 2012 Regular Meeting; October 23, 2012 Special Meeting - Joint Study Session with the Arts Commission; October 23, 2012 Regular Meeting; and November 3, 2012 Special Meeting – Budget Workshop (Scott)
- C-2. Vouchers (Hendrickson)

NEW BUSINESS

- 1. Approve Contract for City Hall Carpet Replacement (Scott)
- 2. Consider Resolution Amending Development, Building Permit, and Admin Fees (Hart)
- 3. Consider 2013 Legislative Agenda (Matheson)
- 4. 2012 Third Quarter Financial Reports (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

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

Consent Agenda Item C-1

Covington City Council Meeting

Date: November 13, 2012

SUBJECT: APPROVAL OF MINUTES: OCTOBER 9, 2012 CITY COUNCIL REGULAR MEETING MINUTES; OCTOBER 23, 2012 CITY COUNCIL SPECIAL JOINT STUDY SESSION WITH ARTS COMMISSION MINUTES; OCTOBER 23, 2012 CITY COUNCIL REGULAR MEETING MINUTES; AND NOVEMBER 3, 2012 CITY COUNCIL BUDGET WORKSHOP 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 9, 2012 City Council Regular Meeting Minutes; October 23, 2012 City Council Special Joint Study Session with Arts Commission Minutes; October 23, 2012 City Council Regular Meeting Minutes; and November 3, 2012 City Council Budget Workshop Minutes.

**City of Covington
Regular City Council Meeting Minutes
Tuesday, October 9, 2012**

(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 9, 2012, at 7:02 p.m., with Mayor Harto presiding.

COUNCILMEMBERS PRESENT:

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

STAFF PRESENT:

Derek Matheson, City Manager; Noreen Beaufrere, Personnel Manager; Richard Hart, Community Development Director; Rob Hendrickson, Finance Director; Kevin Klason, Covington Police Chief; Karla Slate, Community Relations Coordinator; Sara Springer, City Attorney; Scott Thomas, Parks & Recreation Director; and Joan Michaud, Senior Deputy City Clerk.

Mayor Harto opened the meeting with the assistance of Troop 448 Boy Scouts Eli Knobloch and Patrick Kissinger who lead the Pledge of Allegiance.

APPROVAL OF AGENDA:

Council Action: Councilmember Wagner moved and Councilmember Snoey seconded to approve the Agenda. Vote: 7-0. Motion carried.

PUBLIC COMMUNICATION:

Lisa Parsons, Executive Director, Middle Green River Coalition, gave a report on the Cedar Downs Natural Area. Ms. Parsons indicated she would like to organize a tour of the area for city councilmembers and parks commissioners to give an in depth look at the park. In addition, Ms. Parsons requested council support for a memorial honoring former Maple Valley Councilman Gary Patrick who was instrumental in preserving this section of the park.

PUBLIC COMMENT:

Mayor Harto called for public comments.

Barb Burnsed, not a Covington resident, resident of the Northern Notch area, thanked the Council for its efforts in trying to convince King County to add the Notch to the city's urban growth area and asked the Council to continue its efforts.

Mark Pursley, Executive Director, Greater Maple Valley Community Center, spoke regarding Agenda Item No. 3, Recommendations for 2013-2014 Human Services Grant Funding, in particular the Center's request for funding to hire an additional driver for its transportation program.

Barry Anderson, BranBar, LLC, thanked Council for its efforts with the Northern Notch and the comprehensive plan amendment process currently in front of King County.

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

APPROVE CONSENT AGENDA:

C-1. Vouchers #28269-28327, in the Amount of \$991,433.80, Dated September 18, 2012; Vouchers #28328-28328, in the amount of \$2,821.35, Dated September 27, 2012; and Paylocity Payroll Checks #1000758469-1000758477 and Paylocity Payroll Checks #1000758479-1000758480 Inclusive, Plus Employee Direct Deposits in the Amount of \$146,417.02, Dated September 28, 2012.

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

PUBLIC HEARING:

1. Receive Public Testimony and Consider Ordinance Adopting Kent School District's Six Year Capital Facilities Plan and School Impact Fees.

Community Development Director Richard Hart gave the staff report on this item.

Mayor Harto called for public comments for the public hearing.

Gwenn Escher-Derdowski, Planning Administrator, Finance Department, Kent School District, noted the School District appreciates the past support from the City and looks forward to the adoption of the plan.

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

ORDINANCE NO. 15-12

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, ADOPTING THE KENT SCHOOL DISTRICT 2013-2018 CAPITAL FACILITIES PLAN AND THE SCHOOL IMPACT FEE SCHEDULE FOR 2013 PURSUANT TO CMC 18.120.020, RCW 36.70A, and RCW 82.02.

Council Action: Councilmember Snoey moved and Councilmember Scott seconded to pass Ordinance No. 15-12 adopting the Kent School District Impact Fee Schedule for 2013 Pursuant to CMC 18.120.020, RCW 26.70A, and RCW 82.02. Vote: 7-0. Motion carried.

NEW BUSINESS:

2. Continue Northern Notch Discussion.

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

Community Development Director Richard Hart then reported on the King County Planning Directors meeting of Thursday, October 4, at which a presentation was given on the buildable lands process.

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

Council Action: There was Council consensus to send the thank you letter included in the meeting agenda packet to the King County Council in December.

3. Recommendations for 2013-2014 Human Services Grant Funding.

Personnel & Human Service Analyst Victoria Throm gave the staff report on this item and provided an additional handout to support the other materials in the agenda packet.

Councilmembers provided comments and asked questions, and Ms. Throm and members of the Human Services Commission provided responses.

4. City Manager's 2013 Budget Message.

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

Councilmembers asked questions, and Mr. Matheson provided responses.

COUNCIL/STAFF COMMENTS:

Councilmembers and staff discussed Future Agenda Topics and made comments.

Councilmember Mhoon reported on the Suburban Cities Association Public Issues Committee support for a King County stewardship program that provides a safe and effective means for disposal of pharmaceutical products.

Council Action: There was Council consensus to support the Suburban Cities Association's position to encourage the King County Board of Health to establish a medicine return program.

PUBLIC COMMENT:

Mayor Harto called for public comments.

Steve Pand, Covington resident, advised he was troubled with the need for additional taxes, and as a Covington citizen he would be much more troubled by a \$100 car tab fee than he would by an increase in the sales tax. In addition, Mr. Pand expressed his support for any continued lobbying efforts that could be done regarding the Northern Notch.

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

ADJOURNMENT:

There being no further business, the meeting was adjourned at 9:08 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 Minutes
Tuesday, October 23, 2012

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

The Special Joint Study Session with the Arts Commission was called to order in the City Council Chambers, 16720 SE 271st Street, Suite 100, Covington, Washington, Tuesday, October 23, 2012, at 6:03 p.m., with Mayor Harto presiding.

COUNCILMEMBERS PRESENT:

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

COUNCILMEMBERS ABSENT:

David Lucavish.

ARTS COMMISSIONERS PRESENT:

Sandy Bisordi, Lesli Cohan, Jonathan Combs, and Ed White.

ARTS COMMISSIONERS ABSENT:

Gini Cook.

STAFF PRESENT:

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

Mayor Margaret Harto called the study session to order.

APPROVAL OF AGENDA:

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

ITEMS FOR DISCUSSION:

1. Public Art in Covington – Path to our Destination.

Arts Commission Chair Sandy Bisordi provided opening remarks, and Vice Chair Ed White gave a slide show presentation.

There was discussion among councilmembers and commissioners.

City Manager Derek Matheson informed the Arts Commission about the branding process currently under development and suggested there might be value in slowing down the schedule by a couple of months so that a theme could be developed that is in line with that larger brand which will be used by the city, the Chamber, and the Economic Development Council.

Chair Bisordi agreed that if the city had a brand, this would give direction in which to see what kind of creativity grows out of that rather than going off in several different directions.

Both council and commission expressed interest in meeting again.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:06 p.m.

Prepared by:

Submitted by:

Joan Michaud
Senior Deputy City Clerk

Sharon Scott
City Clerk

**City of Covington
Regular City Council Meeting Minutes
Tuesday, October 23, 2012**

(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 23, 2012, at 7:18 p.m., with Mayor Harto presiding.

COUNCILMEMBERS PRESENT:

Margaret Harto, Mark Lanza, David Lucavish (arrived @ 8:20 p.m.), Marlla Mhoon, Jim Scott, Wayne Snoey, and Jeff Wagner.

STAFF PRESENT:

Derek Matheson, City Manager; Glenn Akramoff, Public Works Director; Noreen Beaufriere, Personnel Manager; Rob Hendrickson, Finance Director; Kevin Klason, Covington Police Chief; Karla Slate, Community Relations Coordinator; Sara Springer, City Attorney; Scott Thomas, Parks & Recreation Director; Casey Parker, Senior Accountant; Salina Lyons, Senior Planner; and Sharon Scott, City Clerk/Executive Assistant.

Council Action: Councilmember Scott moved and Councilmember Wagner seconded to excuse Councilmember Lucavish who was attending the Kent School District Advisory Committee meeting. Vote: 6-0. Motion carried.

Mayor Harto opened the meeting with the Pledge of Allegiance.

APPROVAL OF AGENDA:

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

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 25, 2012 Regular Meeting Minutes.

C-2. Vouchers: Vouchers #28329-28387, in the Amount of \$165,555.48, Dated October 2, 2012; Vouchers #28388-28444, in the amount of \$435,100.01, Dated October 16, 2012; and Paylocity Payroll Checks #1000783081-1000783089 and Paylocity Payroll Checks #1000783094-1000783095 Inclusive, Plus Employee Direct Deposits in the Amount of \$141,448.36, Dated October 12, 2012.

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

REPORTS OF COMMISSIONS:

Human Services Commission – Chair Haris Ahmad reported on the October 11 site visit.

Arts Commission – Chair Sandy Bisordi reported on the October 11 meeting.

Budget Priorities Advisory Committee – Finance Director Rob Hendrickson reported on the October 3 and October 17 meetings.

Parks & Recreation Commission – Chair Steven Pand reported on the October 17 meeting.

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

Planning Commission – No report. The October 4 and October 17 meetings were canceled.

PUBLIC HEARING:

1. Receive Testimony Regarding Fiscal Year 2013 Budget and Revenue Sources.

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

Mayor Harto called for public comments for the public hearing.

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

NEW BUSINESS:

2. Branding Exercise.

Community Relations Coordinator Karla Slate led the exercise.

COUNCIL/STAFF COMMENTS:

Councilmembers and staff discussed Future Agenda Topics and made comments.

City Manager Derek Matheson asked Council if there was any direction to commissioners or staff regarding the joint meeting with the Arts Commission such as further research and/or reports.

Council Action: There was Council consensus to direct staff to provide information on the feasibility and steps to implement the art funding program.

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 9:18 p.m.

Prepared by:

Submitted by:

Joan Michaud
Senior Deputy City Clerk

Sharon Scott
City Clerk

**City of Covington
City Council Budget Workshop Minutes
Saturday, November 3, 2012**

The Budget Workshop was called to order in the City Council Chambers, 16720 SE 271st Street, Suite 100, Covington, Washington, Saturday, November 3, 2012, at 8:05 a.m., with Mayor Harto presiding.

COUNCILMEMBERS PRESENT:

Margaret Harto, David Lucavish, Marlla Mhoon, Jim Scott, Wayne Snoey (arrived @ 8:15 a.m.), and Jeff Wagner.

COUNCILMEMBERS ABSENT:

Mark Lanza

STAFF PRESENT:

Derek Matheson, City Manager; Glenn Akramoff, Public Works Director; Noreen Beaufriere, Personnel Manager; Richard Hart, Community Development Director; Rob Hendrickson, Finance Director; Kevin Klason, Covington Police Chief; Karla Slate, Community Relations Coordinator; Scott Thomas, Parks & Recreation Director; Bill Fealy, Maintenance Worker - Arborist; Casey Parker, Senior Accountant; and Sharon Scott, City Clerk/Executive Assistant.

Mayor Margaret Harto called the budget workshop to order.

APPROVAL OF AGENDA:

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

ITEMS FOR DISCUSSION:

1. Department 2013 Budget Presentations.

- a. Executive. City Manager Derek Matheson gave the presentation on this item.

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

- b. Finance and Miscellaneous Departments. Finance Director Rob Hendrickson gave the presentation on this item.
- c. Community Development. Community Development Director Richard Hart gave the presentation on this item.

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

- d. Public Works. Public Works Director Glenn Akramoff gave the presentation on this item.

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

The Council recessed at 9:35 a.m. for a short break and reconvened at 9:50 a.m.

- e. Parks & Recreation. Parks & Recreation Director Scott Thomas gave the presentation on this item.

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

- f. Police. Police Chief Kevin Klason gave the presentation on this item.

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

2. Review Budget Strategies.

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

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

3. Discuss Budget Presentations.

Councilmembers asked questions and discussed the 2013 budget presentations. Council concurred to consider funding the decision card for the redundant server.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 11:30 a.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 13, 2012

SUBJECT: APROVAL OF VOUCHERS.

RECOMMENDED BY: Rob Hendrickson, Finance Director

ATTACHMENT(S): Vouchers #28448-28454 and Voided Vouchers #28445-28447, in the Amount of \$2,781.31, Dated October 23, 2012; Vouchers #28455-28513, in the amount of \$413,812.03, Dated October 29, 2012; Paylocity Payroll Checks #1000808342-1000808353 Inclusive, Plus Employee Direct Deposits in the Amount of \$143,462.62, Dated October 26, 2012; and Paylocity Payroll Checks #1000836342-1000836355 Inclusive, Plus Employee Direct Deposits in the Amount of \$139,346.29, Dated November 9, 2012.

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 #28448-28454 and Voided Vouchers #28445-28447, in the Amount of \$2,781.31, Dated October 23, 2012; Vouchers #28455-28513, in the amount of \$413,812.03, Dated October 29, 2012; Paylocity Payroll Checks #1000808342-1000808353 Inclusive, Plus Employee Direct Deposits in the Amount of \$143,462.62, Dated October 26, 2012; and Paylocity Payroll Checks #1000836342-1000836355 Inclusive, Plus Employee Direct Deposits in the Amount of \$139,346.29, Dated November 9, 2012.

October 23, 2012

City of Covington

City of Covington

City of Covington
Voucher/Check Register

Check # 28448 Through Check # 28454 and
Voided Check # 28445 Through Voided Check #28447

In the Amount of \$2,781.31

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

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		Void Checks	Check Amount
Check No:	28448	Check Date:	10/23/2012
Vendor:	2366	CenturyLink Business Services	
1232011765		Aquatics; internet, September	
		0.00	475.00
		0.00	475.00
Check No:	28449	Check Date:	10/23/2012
Vendor:	0366	City of Covington	
0366-10		SWM utility tax; September	
		0.00	624.00
		0.00	624.00
Check No:	28450	Check Date:	10/23/2012
Vendor:	1997	HSBC Business Solutions	
054479		Portable hand cart for emerg mgmt	
054479		Cookies for CIP Advisory mtg	
		0.00	21.71
		0.00	13.98
		0.00	35.69
Check No:	28451	Check Date:	10/23/2012
Vendor:	0143	King County Finance	
4077932		Maint; sewer treatment; 7/1 - 9/30/12	
4077932		Maint; sewer treatment; 7/1 - 9/30/12	
4077932		Maint; sewer treatment; 7/1 - 9/30/12	
		0.00	9.71
		0.00	19.43
		0.00	19.43
		0.00	48.57
Check No:	28452	Check Date:	10/23/2012
Vendor:	1901	Modern Building Systems, Inc.	
0050526		Maint shop; building lease; November 2012	
0050526		Maint shop; building lease; November 2012	
0050526		Maint shop; building lease; November 2012	
		0.00	569.06
		0.00	284.54
		0.00	569.06
		0.00	1,422.66
Check No:	28453	Check Date:	10/23/2012
Vendor:	2207	db Secure Shred, LLC	
83223		Secure destruction	
		0.00	22.39
		0.00	22.39
Check No:	28454	Check Date:	10/23/2012
Vendor:	1917	US Bank National Association	
386000046-10		Investment charges 7/1 - 9/30/12	
386000046-10		Investment charges 7/1 - 9/30/12	
386000046-10		Investment charges 7/1 - 9/30/12	
386000046-10		Investment charges 7/1 - 9/30/12	
		0.00	26.74
		0.00	71.16
		0.00	23.02
		0.00	32.08
		0.00	153.00
		0.00	2,781.31

Report Total:

0.00

2,781.31

October 29, 2012

City of Covington

City of Covington

City of Covington
Voucher/Check Register

Check # 28455 Through Check # 28513

In the Amount of \$413,812.03

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: 11/1/2012 - 1:37 PM



			Check Amount
Check No:	28455	Check Date: 10/29/2012	
Vendor:	1381	Glenn Akramoff	
1381-10		Akramoff; APWA conference, miles/meals	144.01
1381-10		Akramoff; APWA conference, miles/meals	144.00
			288.01
Check No:	28456	Check Date: 10/29/2012	
Vendor:	1955	All-Around Fence Co.	
4948		Coho SWM pond; fence repair	486.53
			486.53
Check No:	28457	Check Date: 10/29/2012	
Vendor:	0955	American Red Cross	
10161515		Safety training for Swim Coaches	11.40
10161515		Lifeguarding review	81.00
10164634		Safety training for Swim Coaches	34.20
			126.60
Check No:	28458	Check Date: 10/29/2012	
Vendor:	2033	Aquatic Specialty Services	
3286R		Aquatics; ball valve	25.09
			25.09
Check No:	28459	Check Date: 10/29/2012	
Vendor:	0019	AWC Employee Benefits Trust	
100315L112012		Medical Insurance Premiums, November	8,333.28
100315L112012		Medical Insurance Premiums, November	6,072.38
100315L112012		Medical Insurance Premiums, November	2,049.73
100315L112012		Medical Insurance Premiums, November	1,999.90
100315L112012		Medical Insurance Premiums, November	1,397.18
100315L112012		Medical Insurance Premiums, November	5,651.88
100315L112012		Medical Insurance Premiums, November	1,461.80
100315L112012		Medical Insurance Premiums, November	2,233.17
100315L112012		Medical Insurance Premiums, November	515.36
100315L112012		Medical Insurance Premiums, November	805.64
100315L112012		Medical Insurance Premiums, November	4,778.73
100315L112012		Medical Insurance Premiums, November	8,390.88
			43,689.93
Check No:	28460	Check Date: 10/29/2012	
Vendor:	0176	Noreen Beaufriere	
0176-10		Beaufriere; NHRMA seminar, mileage	41.34
			41.34
Check No:	28461	Check Date: 10/29/2012	
Vendor:	2368	Best Parking Lot Cleaning Inc.	
118386		Street cleaning, Maple Valley, Sept.	6,069.01

118655	Street cleaning, September	7,949.52
		<hr/>
		14,018.53
Check No: 12-0926-1	28462 Check Date: 10/29/2012 Vendor: 2540 Billings Electric 12-0926-1 City hall; outdoor outlet replacement	1,373.79
		<hr/>
		1,373.79
Check No: 01306538	28463 Check Date: 10/29/2012 Vendor: 2136 Carbonic Systems, Inc. 01306538 Aquatics; CO2 for pH control	108.01
		<hr/>
		108.01
Check No: 6317966698B-10	28464 Check Date: 10/29/2012 Vendor: 2270 CenturyLink 6317966698B-10 City hall; telephone, 10/13-11/13/12	47.28
		<hr/>
		47.28
Check No: W2483997 W2483997-1	28465 Check Date: 10/29/2012 Vendor: 1170 Coastwide Laboratories W2483997 Aquatics; cleaning supplies W2483997-1 Aquatics; toilet tissue	504.72 92.72
		<hr/>
		597.44
Check No: 869727-0 869727-1	28466 Check Date: 10/29/2012 Vendor: 1091 Complete Office Solutions 869727-0 Office supplies 869727-1 Office supplies	68.68 20.62
		<hr/>
		89.30
Check No: 000111772232673	28467 Check Date: 10/29/2012 Vendor: 0223 Costco Wholesale Membership 000111772232673 Annual costco membership	165.00
		<hr/>
		165.00
Check No: 2714	28468 Check Date: 10/29/2012 Vendor: 1952 Covington Copy It...Mail It 2714 Business breakfast cards	86.66
		<hr/>
		86.66
Check No: 3885 3885 3886 3886	28469 Check Date: 10/29/2012 Vendor: 0706 Covington Retail Associates 3885 1st floor; building lease, November 3885 1st floor; operating expenses, November 3886 2nd floor; building lease, November 3886 2nd floor; operating expenses, November	24,477.83 9,435.61 3,122.75 1,456.53
		<hr/>
		38,492.72
Check No: 104587-10 105731-10	28470 Check Date: 10/29/2012 Vendor: 0537 Covington Water District 104587-10 Crystal view; water, 9/22-10/19/12 105731-10 SR 516; water, 9/22-10/19/12	325.83 45.80
		<hr/>
		371.63
Check No: 324137	28471 Check Date: 10/29/2012 Vendor: 0771 David Evans & Associates, Inc. 324137 Integrated Traffic Impact; 9/2-9/29/12	1,131.19

324137	Traffic concurrency; 2040 Forecasting Volumes	1,500.00
324137	Traffic concurrency; Multicare Hospital	9,969.17
324137	Traffic concurrency; Cedar Springs II	2,895.17
		<hr/>
		15,495.53
Check No:	28472 Check Date: 10/29/2012	
Vendor:	1983 De Lage Landen Financial Svcs	
15569678	Copier lease, 10/15-11/14/12	120.08
		<hr/>
		120.08
Check No:	28473 Check Date: 10/29/2012	
Vendor:	0072 Dept of Labor & Industries	
226045	Aquatics; boiler/pressure vessel license	107.50
		<hr/>
		107.50
Check No:	28474 Check Date: 10/29/2012	
Vendor:	0750 Emergency Preparedness Service	
A7272	Emergency Prep fair; giveaways	17.77
		<hr/>
		17.77
Check No:	28475 Check Date: 10/29/2012	
Vendor:	1996 Facility Maintenance Contractors	
SALES01465 121015	Maint shop; janitorial service, October	101.60
SALES01465 121015	Maint shop; janitorial service, October	50.80
SALES01465 121015	Maint shop; janitorial service, October	101.60
		<hr/>
		254.00
Check No:	28476 Check Date: 10/29/2012	
Vendor:	2529 Bill Fealy	
2529-10	Fealy; APWA fall conf, miles/meals	155.45
2529-10	Fealy; APWA fall conf, miles/meals	155.45
2529-10	Fealy; APWA fall conf, miles/meals	77.73
		<hr/>
		388.63
Check No:	28477 Check Date: 10/29/2012	
Vendor:	2078 Girard Resources & Recycling, LLC	
12512	Gardner property; crushed gravel	162.63
		<hr/>
		162.63
Check No:	28478 Check Date: 10/29/2012	
Vendor:	0302 Gray & Osborne	
10445.00-20	SE 268th Improvements; 9/16-10/13	4,651.84
12559.00-11	156/160th Ave Fed Classification; 9/16-10/13	489.44
		<hr/>
		5,141.28
Check No:	28479 Check Date: 10/29/2012	
Vendor:	1658 Hertz Equipment Rental Corp.	
26453832-001	Rental; boom truck, 9/19-10/2/12	728.71
26453832-001	Rental; boom truck, 9/19-10/2/12	728.71
		<hr/>
		1,457.42
Check No:	28480 Check Date: 10/29/2012	
Vendor:	1722 Honey Bucket	
1-549899	Skate park; portable toilet, 10/5-11/4/12	204.75
		<hr/>
		204.75
Check No:	28481 Check Date: 10/29/2012	

Vendor:	1997	HSBC Business Solutions	
063869		Maintenance joint meeting, lunch supplies	19.69
063869		Maintenance joint meeting, lunch supplies	39.40
063869		Maintenance joint meeting, lunch supplies	39.40
			<hr/>
			98.49
Check No:	28482	Check Date:	10/29/2012
Vendor:	1342	Integra Telecom	
10171928		City hall; telephone, 10/8-11/7/12	1,235.24
10171928		Maint shop; telephone, 10/8-11/7/12	174.02
10171928		Maint shop; telephone, 10/8-11/7/12	174.02
10171928		Maint shop; telephone, 10/8-11/7/12	87.00
10171928		Aquatics; telephone, 10/8-11/7/12	88.55
			<hr/>
			1,758.83
Check No:	28483	Check Date:	10/29/2012
Vendor:	0143	King County Finance	
3000327		Jail costs; September	459.98
8313-8317		Street services; 9/7-9/28/12	2,104.60
8461-8463		Street services; 9/7-9/28/12	1,997.60
			<hr/>
			4,562.18
Check No:	28484	Check Date:	10/29/2012
Vendor:	0641	King County Sheriff's Office	
12-398		Police services; September	246,575.00
12-398		Sheriff's office; lease, September	-1,879.17
12-411		Police Specialty services; June	208.00
12-416		Covington Days Parade; overtime	3,070.09
			<hr/>
			247,973.92
Check No:	28485	Check Date:	10/29/2012
Vendor:	0273	King County Water & Land	
8709		Hydrilla Eradication ILA; 1/1-6/30/12	120.61
			<hr/>
			120.61
Check No:	28486	Check Date:	10/29/2012
Vendor:	1828	Kathleen Kirshenbaum	
1828-10		Kirshenbaum; defender screening, mileage	13.73
1828-10-1		Kirshenbaum; cash receipt training, mileage	26.97
			<hr/>
			40.70
Check No:	28487	Check Date:	10/29/2012
Vendor:	2093	Kompetitive Edge, Inc.	
19128		Aquatics; resale items, goggles	1,577.40
			<hr/>
			1,577.40
Check No:	28488	Check Date:	10/29/2012
Vendor:	1405	Lakeside Industries	
12034354MB		Asphalt	656.32
			<hr/>
			656.32
Check No:	28489	Check Date:	10/29/2012
Vendor:	1131	Lincoln Equipment, Inc.	
SI199112		Aquatics; rescue straps, velcro	232.65
SI200064		Aquatics; lifeguard fanny pack	76.77
SI200388		Aquatics; vacuum parts	296.10

			Check Amount
			605.52
Check No:	28490	Check Date: 10/29/2012	
Vendor:	2240	LMN Architects	
52801		LU12-0004, Multicare Hospital design review	1,015.00
			1,015.00
Check No:	28491	Check Date: 10/29/2012	
Vendor:	2367	Magnum Print Solutions	
106940		Toner	53.16
			53.16
Check No:	28492	Check Date: 10/29/2012	
Vendor:	1921	Mastermark	
0609377		Received/Date stamp	22.43
0609377		Received/Date stamp	22.42
			44.85
Check No:	28493	Check Date: 10/29/2012	
Vendor:	1992	Med-Express, Inc.	
N132769		Nitrile gloves	131.13
N132769		Nitrile gloves; use tax	-10.38
			120.75
Check No:	28494	Check Date: 10/29/2012	
Vendor:	1928	Mayson Morrissey	
1928-10		Morrissey; ACCIS conference, miles/meals	188.87
			188.87
Check No:	28495	Check Date: 10/29/2012	
Vendor:	2537	Motor Oil Supply	
226430		Absorbant for chemical spills	68.94
			68.94
Check No:	28496	Check Date: 10/29/2012	
Vendor:	0682	Nextel Communications	
550142028-125		Cellular service, 10/8-11/7/12	27.86
550142028-125		Cellular service, 10/8-11/7/12	105.15
550142028-125		Cellular service, 10/8-11/7/12	352.51
550142028-125		Cellular service, 10/8-11/7/12	27.86
550142028-125		Cellular service, 10/8-11/7/12	82.67
550142028-125		Cellular service, 10/8-11/7/12	118.79
550142028-125		Cellular service, 10/8-11/7/12	41.34
550142028-125		Cellular service, 10/8-11/7/12	252.63
550142028-125		Cellular phones, holsters	107.47
591066496-045		Internet connection card, 10/21-11/20/12	20.49
591066496-045		Internet connection card, 10/21-11/20/12	61.49
			1,198.26
Check No:	28497	Check Date: 10/29/2012	
Vendor:	1432	Pacific Topsoils, Inc.	
37967		Brush disposal fees	43.80
39360		Soil disposal fees	822.50
39361		Soil disposal fees	822.50
39416		Soil disposal fees	65.80
			1,754.60

Check No:	28498	Check Date:	10/29/2012	
Vendor:	1407	Parametrix, Inc.		
14-79293		Plan review; 8/26-9/29/12		727.57
				<hr/>
				727.57
Check No:	28499	Check Date:	10/29/2012	
Vendor:	2541	PCCFOA		
2541-10		Scott; Sending Clear Signals, registration		100.00
				<hr/>
				100.00
Check No:	28500	Check Date:	10/29/2012	
Vendor:	2542	Stetson Rydberg		
R12-010125		Refund; #M12-0078 permit withdrawn		31.20
R12-010125		Refund; #M12-0078 permit withdrawn		41.60
				<hr/>
				72.80
Check No:	28501	Check Date:	10/29/2012	
Vendor:	2250	SBS Legal Services		
C019		Legal services; October		5,000.00
				<hr/>
				5,000.00
Check No:	28502	Check Date:	10/29/2012	
Vendor:	2543	Scooter's Custom Catering		
657		Business breakfast; catering		1,258.93
738		Menu tasting for budget workshop		28.00
				<hr/>
				1,286.93
Check No:	28503	Check Date:	10/29/2012	
Vendor:	2474	SCORE		
191		Jail costs; September		15,570.00
				<hr/>
				15,570.00
Check No:	28504	Check Date:	10/29/2012	
Vendor:	1322	Jim Scott, Sr.		
1322-10		Scott; Growth Mngmt Planning mtg, parking		7.32
				<hr/>
				7.32
Check No:	28505	Check Date:	10/29/2012	
Vendor:	1158	Sprint Rothhammer Intl, Inc.		
85281A		Aquatics; resale items, googgles, caps, nose clip		146.27
				<hr/>
				146.27
Check No:	28506	Check Date:	10/29/2012	
Vendor:	0281	Standard Insurance Company		
006355510001-10		Life Insurance Premiums, November		96.57
006355510001-10		Life Insurance Premiums, November		8.44
006355510001-10		Life Insurance Premiums, November		29.53
006355510001-10		Life Insurance Premiums, November		32.19
006355510001-10		Life Insurance Premiums, November		11.25
006355510001-10		Life Insurance Premiums, November		46.66
006355510001-10		Life Insurance Premiums, November		42.92
006355510001-10		Life Insurance Premiums, November		193.79
006355510001-10		Life Insurance Premiums, November		201.72
006355510001-10		Life Insurance Premiums, November		9.00
006355510001-10		Life Insurance Premiums, November		24.83
006355510001-10		Life Insurance Premiums, November		34.34
006355510001-10		Life Insurance Premiums, November		25.30

006355510001-10	Life Insurance Premiums, November	70.22
006355510001-10	Life Insurance Premiums, November	38.25
006355510001-10	Life Insurance Premiums, November	42.92
006355510001-10	Life Insurance Premiums, November	-0.51
006355510001-10	Life Insurance Premiums, November	15.80
006355510001-10	Life Insurance Premiums, November	8.58
006355510001-10	Life Insurance Premiums, November	51.69
006355510001-10	Life Insurance Premiums, November	33.75
006355510001-10	Life Insurance Premiums, November	106.82
006355510001-10	Life Insurance Premiums, November	128.76
006355510001-10	Life Insurance Premiums, November	70.87
006355510001-10	Life Insurance Premiums, November	208.70
006355510001-10	Life Insurance Premiums, November	270.40
006355510001-10	Life Insurance Premiums, November	136.02
006355510001-10	Life Insurance Premiums, November	171.68
006355510001-10	Life Insurance Premiums, November	22.50
006355510001-10	Life Insurance Premiums, November	72.66
006355510001-10	Life Insurance Premiums, November	85.84
006355510001-10	Life Insurance Premiums, November	11.25
006355510001-10	Life Insurance Premiums, November	7.91
006355510001-10	Life Insurance Premiums, November	72.00
006355510001-10	Life Insurance Premiums, November	210.86
006355510001-10	Life Insurance Premiums, November	273.69
006355510001-10	Life Insurance Premiums, November	45.00

2,912.20

Check No: 28507 Check Date: 10/29/2012
 Vendor: 1775 Tacoma Screw Products, Inc.
 15154934 Aquatics; steel drop ins

24.69

24.69

Check No: 28508 Check Date: 10/29/2012
 Vendor: 2536 United States Treasury
 2025 NW Storm; vactor truck, 10/4

580.00

580.00

Check No: 28509 Check Date: 10/29/2012
 Vendor: 1315 The UPS Store #6080
 1157 Aquatics; vacuums shipped for repairs
 831868229102698 Aquatics; postage to return order

366.33

13.83

380.16

Check No: 28510 Check Date: 10/29/2012
 Vendor: 0357 Valley Communications
 13513 800 MHz access fee; October

75.00

75.00

Check No: 28511 Check Date: 10/29/2012
 Vendor: 1408 Washington Workwear Stores Inc.
 8110 Police Citizen Volunteers, safety vests

204.36

204.36

Check No: 28512 Check Date: 10/29/2012
 Vendor: 0995 Xerox Corporation
 064402770 Color Copier; usage, 6/30-10/11/12

1,378.88

1,378.88

Check No: 28513 Check Date: 10/29/2012

Vendor: 1894 Diana Ziolkowski
1894-10 Facility monitoring; 10/20-10/28/12

150.00

150.00

Date Totals:

413,812.03

Report Total:

413,812.03

October 26, 2012

City of Covington

Payroll Approval

- Request Council approval for payment of Payroll dated 10/26/12 consisting of:

PAYLOCITY CHECK # 1000808342 through PAYLOCITY CHECK # 1000808353 inclusive,
plus employee direct deposits

IN THE AMOUNT OF \$143,462.62

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

Robert M. Hendrickson
Finance Director

Mark Lanza
City Councilmember

Wayne Snoey
City Councilmember

Marlla Mhoon
City Councilmember

Council Meeting Date Approved: _____

10/26/12 Payroll Voucher

Payroll Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Name	Net Amount
103874	Regular	10/26/2012	Bates, Krista	88.66
103875	Regular	10/26/2012	Kirshenbaum, Kathleen	672.52
103876	Regular	10/26/2012	Lyon, Valerie	1,452.37
103877	Regular	10/26/2012	Matheson, Derek M	4,394.33
103878	Regular	10/26/2012	Mhoon, Darren S	1,315.04
103879	Regular	10/26/2012	Michaud, Joan M	1,806.60
103880	Regular	10/26/2012	Scott, Sharon G	2,657.03
103881	Regular	10/26/2012	Slate, Karla J	2,286.21
103882	Regular	10/26/2012	Hart, Richard	3,432.25
103883	Regular	10/26/2012	Cles, Staci M	1,722.80
103884	Regular	10/26/2012	Hagen, Lindsay K	1,375.68
103885	Regular	10/26/2012	Hendrickson, Robert	3,555.37
103886	Regular	10/26/2012	Parker, Cassandra	2,312.01
103887	Regular	10/26/2012	Harto, Margaret	461.75
103888	Regular	10/26/2012	Lanza, Mark	391.28
103889	Regular	10/26/2012	Mhoon, Marlla	391.28
103890	Regular	10/26/2012	Scott, James A	415.57
103891	Regular	10/26/2012	Wagner, Jeffrey	415.57
103892	Regular	10/26/2012	Allen, Joshua C	972.25
103893	Regular	10/26/2012	Dalton, Jesse J	1,569.14
103894	Regular	10/26/2012	Fealy, William J	1,895.57
103895	Regular	10/26/2012	Gaudette, John J	1,786.06
103896	Regular	10/26/2012	Hall, Ron	537.31
103897	Regular	10/26/2012	Hershaw, Reiner L	473.76
103898	Regular	10/26/2012	Junkin, Ross D	2,703.63
103899	Regular	10/26/2012	Moorman, Jason	1,047.52
103900	Regular	10/26/2012	Wesley, Daniel A	2,035.38
103901	Regular	10/26/2012	Bykonen, Brian D	2,953.33
103902	Regular	10/26/2012	Christenson, Gregg R	2,636.66
103903	Regular	10/26/2012	Lyons, Salina K	2,006.18
103904	Regular	10/26/2012	Meyers, Robert L	3,113.34
103905	Regular	10/26/2012	Ogren, Nelson W	2,580.59
103906	Regular	10/26/2012	Thompson, Kelly	1,868.84
103907	Regular	10/26/2012	Morrissey, Mayson	2,616.63
103908	Regular	10/26/2012	Bahl, Rachel A	1,588.97
103909	Regular	10/26/2012	Martinsons, Jaquelyn	235.38
103910	Regular	10/26/2012	Newton, Ethan A	2,022.69
103911	Regular	10/26/2012	Patterson, Clifford	2,355.78
103912	Regular	10/26/2012	Thomas, Scott R	3,326.62
103913	Regular	10/26/2012	Akramoff, Glenn A	3,386.00
103914	Regular	10/26/2012	Bates, Shellie L	1,818.83
103915	Regular	10/26/2012	Buck, Shawn M	1,474.58
103916	Regular	10/26/2012	French, Fred	465.04
103917	Regular	10/26/2012	Parrish, Benjamin A	1,736.43
103918	Regular	10/26/2012	Vondran, Donald M	3,371.57
103919	Regular	10/26/2012	Andrews, Kaitlyn E	53.52
103920	Regular	10/26/2012	Blakely, Coleman P.	50.85
103921	Regular	10/26/2012	Campbell, Noel M	101.70
103922	Regular	10/26/2012	Cox, Melissa	550.60
103923	Regular	10/26/2012	Felcyn, Adam	521.38

103924 Regular	10/26/2012	Foxworthy, Rebecca	45.52
103925 Regular	10/26/2012	Houghton, Cassandra L	487.21
103926 Regular	10/26/2012	Kim, Tabitha J	78.03
103927 Regular	10/26/2012	Kiselyov, Tatyana	409.44
103928 Regular	10/26/2012	MacConaghy, Hailey	200.06
103929 Regular	10/26/2012	Mooney, Lynell	330.51
103930 Regular	10/26/2012	Praggastis, Alexander	515.53
103931 Regular	10/26/2012	Reese, Rachel E	99.62
103932 Regular	10/26/2012	Szarka, Cheyenne	253.19
103933 Regular	10/26/2012	Tomalik, Stefan A	32.11
103934 Regular	10/26/2012	Tran, Jenifer	55.46
103935 Regular	10/26/2012	von Michalofski, Kayla M	80.79
103936 Regular	10/26/2012	Wardrip, Spencer A	169.35
103937 Regular	10/26/2012	Beaufre, Noreen	2,702.17
103938 Regular	10/26/2012	Throm, Victoria J	1,857.20
1000808342 Regular	10/26/2012	Newell, Nancy	44.32
1000808343 Regular	10/26/2012	Lucavish, David	415.57
1000808344 Regular	10/26/2012	Snoey, Wayne	188.78
1000808345 Regular	10/26/2012	Baughan, Jayson H.	292.43
1000808346 Regular	10/26/2012	Bell, Colin Q	284.78
1000808347 Regular	10/26/2012	Carkeek, Lena	210.09
1000808348 Regular	10/26/2012	Cox, Cory R	42.81
1000808349 Regular	10/26/2012	Johansen, Andrea	383.63
1000808350 Regular	10/26/2012	Panzer, Erika	571.51
1000808351 Regular	10/26/2012	Vieira, Logan G	82.80

Totals for Payroll Checks 75 Items 92,835.36

Third Party Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Name	Net Amount
103939	AGENCY	10/26/2012	ICMA Retirement Trust	14,734.18
103940	AGENCY	10/26/2012	Vantagepoint Transfer Agent-	358.78
103941	AGENCY	10/26/2012	City of Covington	2,675.31
103942	AGENCY	10/26/2012	Paylocity Corporation	125.00
103943	AGENCY	10/26/2012	City of Covington Employee	74.00
103944	AGENCY	10/26/2012	ICMA Retirement Trust	12,206.84
103945	AGENCY	10/26/2012	ICMA Retirement Trust	2,195.19
103946	AGENCY	10/26/2012	ICMA Retirement Trust	192.00
103947	AGENCY	10/26/2012	HRA VEBA Trust Contributions	1,020.00
1000808352	AGENCY	10/26/2012	WASH CHILD SUPPORT	110.41
1000808353	AGENCY	10/26/2012	United Way of King County	14.00

Totals for Third Party Checks 11 Items 33,705.71

Tax Liabilities	16,612.55
Paylocity Fees	309.00

Grand Total \$ 143,462.62

November 9, 2012

City of Covington

Payroll Approval

- Request Council approval for payment of Payroll dated 11/09/12 consisting of:

PAYLOCITY CHECK # 1000836342 through PAYLOCITY CHECK # 1000836355 inclusive,
plus employee direct deposits

IN THE AMOUNT OF \$139,346.29

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

Robert M. Hendrickson
Finance Director

Mark Lanza
City Councilmember

Wayne Snoey
City Councilmember

Marlla Mhoon
City Councilmember

Council Meeting Date Approved: _____

11/09/12 Payroll Voucher**Payroll Checks for Account Paylocity Account**

Check/Voucher	Check Type	Check Date	Employee Name	Net Amount
103953	Regular	11/9/2012	Bates, Krista	88.66
103954	Regular	11/9/2012	Kirshenbaum, Kathleen	623.07
103955	Regular	11/9/2012	Lyon, Valerie	1,452.37
103956	Regular	11/9/2012	Matheson, Derek M	4,394.29
103957	Regular	11/9/2012	Mhooon, Darren S	1,315.04
103958	Regular	11/9/2012	Michaud, Joan M	1,806.60
103959	Regular	11/9/2012	Scott, Sharon G	2,657.02
103960	Regular	11/9/2012	Slate, Karla J	2,286.21
103961	Regular	11/9/2012	Hart, Richard	3,432.24
103962	Regular	11/9/2012	Cles, Staci M	1,722.80
103963	Regular	11/9/2012	Hagen, Lindsay K	1,375.72
103964	Regular	11/9/2012	Hendrickson, Robert	3,555.37
103965	Regular	11/9/2012	Parker, Cassandra	2,312.01
103966	Regular	11/9/2012	Allen, Joshua C	972.25
103967	Regular	11/9/2012	Dalton, Jesse J	1,778.38
103968	Regular	11/9/2012	Fealy, William J	1,691.79
103969	Regular	11/9/2012	Gaudette, John J	1,752.10
103970	Regular	11/9/2012	Junkin, Ross D	2,703.63
103971	Regular	11/9/2012	Wesley, Daniel A	2,194.09
103972	Regular	11/9/2012	Bykonen, Brian D	2,953.33
103973	Regular	11/9/2012	Christenson, Gregg R	2,636.66
103974	Regular	11/9/2012	Lyons, Salina K	2,006.18
103975	Regular	11/9/2012	Meyers, Robert L	3,113.34
103976	Regular	11/9/2012	Ogren, Nelson W	2,580.59
103977	Regular	11/9/2012	Thompson, Kelly	1,868.84
103978	Regular	11/9/2012	Morrissey, Mayson	2,616.62
103979	Regular	11/9/2012	Bahl, Rachel A	1,588.97
103980	Regular	11/9/2012	Martinsons, Jaquelyn	198.60
103981	Regular	11/9/2012	Newton, Ethan A	2,022.65
103982	Regular	11/9/2012	Patterson, Clifford	2,355.79
103983	Regular	11/9/2012	Thomas, Scott R	3,326.62
103984	Regular	11/9/2012	Akramoff, Glenn A	3,386.04
103985	Regular	11/9/2012	Bates, Shellie L	1,818.82
103986	Regular	11/9/2012	Buck, Shawn M	1,474.58
103987	Regular	11/9/2012	French, Fred	857.37
103988	Regular	11/9/2012	Parrish, Benjamin A	1,876.39
103989	Regular	11/9/2012	Vondran, Donald M	3,371.58
103990	Regular	11/9/2012	Andrews, Kaitlyn E	48.18
103991	Regular	11/9/2012	Blakely, Coleman P.	74.92
103992	Regular	11/9/2012	Campbell, Noel M	117.82
103993	Regular	11/9/2012	Cox, Melissa	489.23
103994	Regular	11/9/2012	Cranstoun, Alexander M	26.76
103995	Regular	11/9/2012	Felcyn, Adam	527.44
103996	Regular	11/9/2012	Foxworthy, Rebecca	49.61
103997	Regular	11/9/2012	Houghton, Cassandra L	481.97
103998	Regular	11/9/2012	Kim, Tabitha J	71.12
103999	Regular	11/9/2012	Kiselyov, Tatyana	400.25
104000	Regular	11/9/2012	Loeppky, Janna	222.67

11/09/12 Payroll Voucher

Payroll Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Name	Net Amount
104001	Regular	11/9/2012	MacConaghy, Hailey	587.17
104002	Regular	11/9/2012	Mooney, Lynell	266.25
104003	Regular	11/9/2012	Praggastis, Alexander	510.43
104004	Regular	11/9/2012	Reese, Rachel E	198.49
104005	Regular	11/9/2012	Tomalik, Stefan A	53.52
104006	Regular	11/9/2012	Tran, Jenifer	113.85
104007	Regular	11/9/2012	von Michalofski, Kayla M	88.06
104008	Regular	11/9/2012	Wardrip, Spencer A	200.59
104009	Regular	11/9/2012	Beaufriere, Noreen	2,702.17
104010	Regular	11/9/2012	Throm, Victoria J	1,857.21
1000836342	Regular	11/9/2012	Newell, Nancy	27.74
1000836343	Regular	11/9/2012	Baughan, Jayson H.	180.79
1000836344	Regular	11/9/2012	Bell, Colin Q	230.35
1000836345	Regular	11/9/2012	Carkeek, Lena	286.01
1000836346	Regular	11/9/2012	Cox, Cory R	101.68
1000836347	Regular	11/9/2012	Goldfoos, Rhyan	209.79
1000836348	Regular	11/9/2012	Johansen, Andrea	455.04
1000836349	Regular	11/9/2012	Mayes, Annika L	10.70
1000836350	Regular	11/9/2012	Panzer, Erika	493.49
1000836351	Regular	11/9/2012	Praggastis, Elena C	80.79
1000836352	Regular	11/9/2012	Vieira, Logan G	96.35
1000836353	Regular	11/9/2012	Wunschel, Ethan G.	26.76

Totals for Payroll Checks 70 Items 89,453.81

Third Party Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Name	Net Amount
104011	AGENCY	11/9/2012	ICMA Retirement Trust	14,288.84
104012	AGENCY	11/9/2012	Vantagepoint Transfer Agent-457	358.78
104013	AGENCY	11/9/2012	City of Covington	2,675.31
104014	AGENCY	11/9/2012	Paylocity Corporation	125.00
104015	AGENCY	11/9/2012	City of Covington Employee Fund	74.00
104016	AGENCY	11/9/2012	ICMA Retirement Trust	12,291.08
104017	AGENCY	11/9/2012	ICMA Retirement Trust	1,985.19
104018	AGENCY	11/9/2012	ICMA Retirement Trust	192.00
104019	AGENCY	11/9/2012	HRA VEBA Trust Contributions	1,020.00
1000836354	AGENCY	11/9/2012	WASH CHILD SUPPORT	110.41
1000836355	AGENCY	11/9/2012	United Way of King County	14.00

Totals for Third Party 11 Items 33,134.61

Tax Liabilites 16,583.87
 Paylocity Fees 174.00

Grand Total \$ 139,346.29

SUBJECT: AWARD CONTRACT TO LEGACY GROUP FOR REPLACEMENT CARPET FOR CITY HALL

RECOMMENDED BY: Derek Matheson, City Manager

ATTACHMENT(S):

1. Proposed contract

PREPARED BY: Sharon Scott, Executive Assistant/City Clerk

EXPLANATION:

The carpet on the lower floor of City Hall is showing significant signs of wear and tear. There are many instances of seams coming apart, creating trip hazards to staff and visitors and posing a liability. The existing carpet is the original carpet installed when the building was constructed 10 years ago.

The replacement product proposed by Legacy Group meets the criteria stated in our bid proposal for a medium to heavy traffic area standard performance product with a minimum 10 year warranty.

The bid proposal is \$49,630.92 and staff recommends adding a 10% contingency amount to cover unforeseen circumstances. The expected total cost is \$54,590.12.

ALTERNATIVES:

Not buy replacement carpet and continue repairing the existing carpet.

FISCAL IMPACT:

\$54,590.12 for purchase and installation. Capital funds to come out of Equipment Replacement Fund which has a balance of \$67,688. It is the intent of staff to propose a revision to the Equipment Replacement Fund to include furnishings. In anticipation of that change, an amount equal to 1/10th of the estimated replacement cost needs to be set aside annually for 10 years. The replacement cost would be funded through Central Services.

CITY COUNCIL ACTION: ___Ordinance ___Resolution ___Motion X Other

Council member _____ moves, Council member _____ seconds, to award a contract in substantially the form attached to Legacy Group for replacement carpet for city hall.

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



Darren Mhoon
City of Covington
16720 SE 271st St.
Suite 100
Covington, WA 98042

October 17, 2012

Dear Darren,

We are pleased to present this response to the City of Covington City Hall Carpet RFP. Legacy Group has been performing occupied office carpet replacement since 1999. We have done millions of square feet of carpet replacement, including long-standing routine replacement for several of the top five largest corporations in Washington. Legacy Group has over fifteen full-time installers that have all passed a background check, a drug test, and have been cleared to work for the FAA, CIA, and high-security tech companies.

We have submitted a carpet that will meet your specifications as defined in the RFP. There are dozens of other carpet choices available to you that will meet the specifications, and we chose the least expensive option from Lees. We chose Lees because of their proprietary Duracolor carpet fiber, which is a negatively charged nylon carpet fiber, and because it is negatively charged it will be permanently stain proof against acid-based stains (coffee, juice, tea, soda) for the life of the carpet.

Enclosed you will find:

- 1) A formal quote encompassing all aspects of this project as defined by the RFP.
- 2) A set of references as solicited in the RFP.
- 3) All technical aspects of the carpet submitted.
- 4) Scheduling and moving information.
- 5) Details on Legacy Group's recycling program.
- 6) Legacy Group's contractor's license.

We appreciate the opportunity to provide you with our services, and we look forward to hearing back from you.

Sincerely,

David Harrison
Legacy Group

206-217-0310 Office
David@legacy-us.com

206-217-0231 Fax
www.legacy-us.com

LEGACY Group

RECEIVED
10/11/12
CITY OF COVINGTON

16-Oct-12
Price Quote # 101612-1
Price Quote Prepared for: Darren Mhoon
City of Covington
City of Covington City Hall Carpet Replacement
*PREVAILING WAGE QUOTE

Unit	Description	Price Per Unit	Extension
1000	Lees Class Act carpet tile	\$29.95	\$29,950.00
1560	4" rubber base	\$1.12	\$1,747.20
200	Occupied carpet tile installation weekday/weeknight man hours	\$61.28	\$12,256.00
1560	Installation for 4" rubber base	\$0.80	\$1,248.00
1000	Legacy Group carpet recycling	N/A	FREE
200	OPTIONAL Occupied carpet tile installation WEEKENDS (not included in total but provided as an option)	\$91.92	\$18,384.00
			Sub Total \$45,201.20
			Tax \$4,429.72
			Total \$49,630.92

Please Note* 4-6 weeks for material delivery.

Scope

- Supply and install carpet tile in accordance with all points and responsibilities in RFP.

Inclusions

- All installation labor and supply of specified materials.
- Complete project management for the above listed materials and labor.
- As much assistance as needed to provide that delicate items are safe during furniture moving.
- Computer disconnects and reconnects where needed.
- All removed carpet to be recycled.

Exclusions

- Labor and materials for leveling concrete that exceeds 1/4" in height difference.

Statements

Any trip to the jobsite where we cannot perform the scheduled phase shall be subject to a \$350.00 Trip Charge.

Payments due net 30

This quotation includes that which is expressly stated and takes exception to all else otherwise implied. This quotation is valid for 20 days from the date of quotation. Order cancellations or returns are subject to a 50% restocking/-rescheduling fee. Progress billing shall commence immediately. The above stated work shall have a one-year workmanship warranty for the above stated job scope. The materials quoted shall carry the manufactures applicable warranties. Applicable taxes shall be billed with invoice.

Legacy Group NW Inc.
820 SW 34th Street, Building W7, Suite H Renton, WA 98057
Telephone: 206-217-0310 Fax: 206-217-0231

PROPOSER'S REFERENCES

Provide three references of similar size and scope where products and services have been performed in the last 12 months.

RESPONDENT SUBMITTING PROPOSAL: Legacy Group - David Harrison

1. COMPANY NAME: Horizon House
ADDRESS: 900 University Street Seattle, WA 98101
CONTACT PERSON: Joseph Shigley
TELEPHONE: 206-748-7280
E-MAIL ADDRESS: josephs@horizonhouse.org

2. COMPANY NAME: Clarisonic
ADDRESS: 17275 67th Court Redmond, WA 98052
CONTACT PERSON: Mary Bergstrom
TELEPHONE: 312-730-4740
E-MAIL ADDRESS: mbergstrom@clarisonic.com

3. COMPANY NAME: LESA
ADDRESS: 955 Tacoma Avenue South, Suite 102 Tacoma, WA 98402
CONTACT PERSON: Chad Bennett
TELEPHONE: (253) 798-2778
E-MAIL ADDRESS: Bennettc@lesa.net

Legacy Group Proposed Scheduling

This is a hypothetical timeline of how we would perform your project, dependent upon your organization's availability.

Week one – Drop off moving boxes.

Monday: Drop off 2-3 moving boxes per individual worker for personal or valuable items to be stored. Employees will have a full week to pack anything that they would like secured before we move their furniture around.

Week two – Complete 200 SY a night, each night, for a total of 1,000 SY/ 9,000 SF

Monday: 6:00PM – 4:00AM Complete 200 SY.

Tuesday: 6:00PM – 4:00AM Complete 200 SY.

Wednesday: 6:00PM – 4:00AM Complete 200 SY.

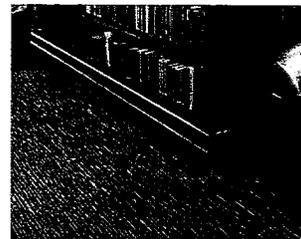
Thursday: 6:00PM – 4:00AM Complete 200 SY.

Friday: 6:00PM – 4:00AM Complete 200 SY.

Week three – Follow-up

- Schedule a time to meet with a representative of your organization.
- Pick up moving boxes.

Style Name High Marks Modular
 Style Number GT108
 Collection Class Act
 Brand Lees
 Product Type Modular



SPECIFICATIONS

Minimum Sq. Yd. No minimum
 Construction tufted
 Surface Texture Textured Multi Colored Loop
 Gauge 1/12 (47.00 rows per 10 cm)
 Density 6102
 Weight Density 122,040
 Sustainable Content Contains a minimum 35% pre-consumer recycled content by total weight
 Stitches Per Inch 9.8 (38.58 per 10 cm)
 Finished Pile Thickness .118" (3.00 mm)
 Dye Method Solution Dyed / Space Dyed
 Backing Material EcoFlex ICT
 Fiber Type Duracolor® Premium Nylon with Antron® Legacy
 Fiber Technology Duracolor® by LEES Stain Resistant System. Passes GSA requirements for permanent stain resistant carpet.
 Face Weight 20 oz. per sq. yd. (678.2 g/m2)
 Pattern Repeat Not Applicable
 Size/Width 24" x 24" (60.9 cm x 60.9 cm)
 Soil Release Technology DuraTech
 Installation Method Monolithic, Vertical Ashlar, Brick Ashlar, Quarter Turn, Multi-Directional
 Indoor Air Quality Green Label Plus 1098
 Foot Traffic Recommendation Severe
 TARR
 NSF 140 Gold

PERFORMANCE

Static 3.0 kv when tested under the Standard Shuffle Test 70 degrees Fahrenheit (21 degrees Celsius) - 20% R.H.
 Flammability Passes DOC-FF-1-70 Pill Test
 Flooring Radiant Panel Test Meets NFPA Class 1 when tested under ASTM E-648 glue down
 Smoke Density NBS Smoke Chamber NFPA-258 - Less than 450 Flaming Mode
 CRI Green Label Plus Certified Y

WARRANTIES

Warranties Lifetime Limited Modular Warranty
 Lifetime Duracolor Stain Warranty
 Lifetime Static

"Color may vary from dye lot to dye lot. Substitution of material may be made due to improved technology, supply limitations, or other factors. The performance is not affected by such variances. All Specifications are subject to normal manufacturing tolerances."

www.mohawkgroup.com 800.554.6637

Legacy Group Recycling Program

Legacy Group utilizes on-site an on-site recycling trailer at our facility. When it is filled, all carpet is taken to Recovery 1 in Tacoma. Paper products are recycled through Seadrumar. Pictures are at the bottom of this page. Legacy Group will provide documentation of all recycled carpet on your project.

- (1) Describe your program for reclamation/recycling of carpet. Please indicate what fiber types (Nylon 6; Nylon 6,6; Polypropylene; other) are included, and affirm that carpet tiles and broadloom are included.

- (i) Indicate if there are types of carpet your program cannot recycle.
 - 1. Legacy Group recycles all fiber types
- (ii) Reclamation/recycling program includes carpet tiles Y X N_____
- (iii) Reclamation/recycling program includes broadloom Y X N_____

- (2) List separately the business name, address, and contact for each reclamation/recycling facility you intend to use for materials under this RFP.

(a) **Recovery 1, Inc.**

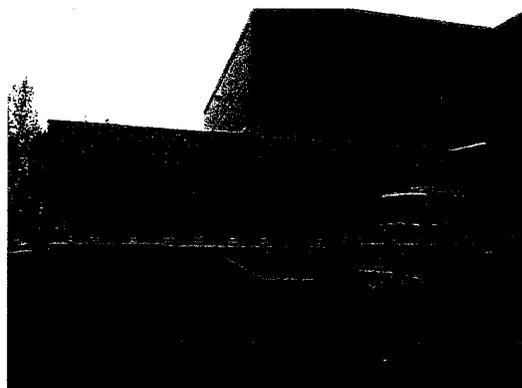
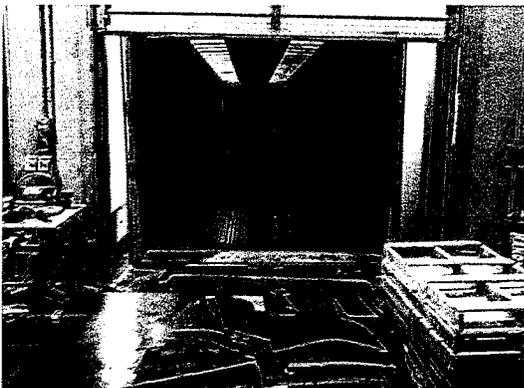
1805 Stewart Street
Tacoma, WA 98421
(253) 627.2231 Fax

(253) 627.1180 / (800) 949.5852

Terry Gillis
General Manager
Email: tgillis@recovery1.com

- (3) Describe or attach an example of the documentation you will provide documenting the amount and type of material reclaimed/recycled.

- (i) Example attached Y X N_____



SUBJECT: DISCUSS AMENDMENTS TO THE DEVELOPMENT AND PERMIT FEES,
ADMINISTRATIVE FEES, AND TRANSPORTATION IMPACT FEES FOR 2013

RECOMMENDED BY: Richard Hart, Community Development Director

ATTACHMENT(S):

1. Resolution adopting the 2013 Fee Resolution
 - a. Exhibit A Proposed 2013 Development and Permit Fees and Administrative Fees Tables
 - b. Exhibit B Transportation Impact Fees Rate Table
2. Transportation Impact Fee Rate Table with 2.67% CPI Increase

PREPARED BY: Salina Lyons, Senior Planner

EXPLANATION:

Adjustments to the development and permit fees, administrative fees, and transportation impact fees have historically been adjusted with the Consumer Price Index of Seattle-Tacoma (CPI-W), based on June to June of the previous year. The CPI from June 2011- June 2012 was 2.67%; therefore, the council has the option to increase the 2013 development and permitting fees, administrative fees, and transportation impact fees by 2.67% CPI. As proposed, all 2013 fees show an increase of 2.67%, with the exception of the following specifically adjusted fees.

Specifically Adjusted Development Fees

Staff has been able to build on the work from the 2008 Fee Study and staff time-tracking efforts to identify a few fee categories that need to be modified to align with the actual costs to perform the review and inspection services. Adjustments to the fees are based on an estimation of hours at the 2013 hourly billable rate of \$136. Some proposed fees are decreased and some are increased.

1. **Traffic Concurrency and Modeling (Schedule A):** The fees shown in Schedule A were adopted in May 2012. At that time the council directed staff to apply a 62.5% “overhead” factor to the David Evans & Associates (DEA) cost for review. Due to the recent implementation of these fees and the set overhead factor to cover costs, staff is recommending that Traffic Concurrency and Modeling Fees (Schedule A) not be included in the annual CPI adjustment and instead be amended at such time DEA proposes rate changes that affect how we cover our costs for traffic and concurrency modeling review.
2. **Residential Land Development:** Staff is proposing to reduce the current residential land development fees, Section C, by 10%. After reviewing existing data it was determined that the residential land use fees were starting to increase above actual time spent by staff to review the residential development projects.

3. Environmental Review: Staff is proposing to eliminate different fees for issuing a Determination of Non-Significance (DNS) and a Mitigated Determination of Non-Significance (MDNS) and reduce the fee from \$4,941 to \$1,360. Mitigation measures necessary under SEPA have been reduced substantially due to the implementation of code requirements, thus reducing staff time for issuing a determination. The majority of the cost for SEPA compliance is the time and actual cost associated with the required mailings, publishing in the paper, and posting of the site. In addition, a Determination of Significance (DS) was adjusted to account for 40 hours of staff time. Any staff time above the 40 hrs will be billed at the \$136 hourly rate.
4. Clearing and Grading: Staff is proposing to modify the clearing and grading fee table. Through the years, the existing table was increased by the CPI and as a result the calculation of the assessed fees would decrease as clearing and grading quantities increased.

The proposed fees are based on an estimate of staff time spent on reviewing clearing and grading permits and the development review engineer's time spent on inspections of sites. The modification of this chart results in a slight increase for small projects and a reduction of up to 50% for very large projects. This may seem counter intuitive. However, larger grading projects do not require as much supervision since it takes longer for the grading activity. In contrast, small projects tend to have multiple activities occurring at once. Therefore, the inspector is on the site more frequently.

5. Construction and Maintenance Inspection: The construction inspection fee is based on the total cost of the project and the maintenance fee is based on the cost of the public improvements as identified on the bond quantity worksheet submitted by the developer. Staff is proposing to modify the chart to combine the fees for construction and maintenance inspection and charge one fee based on the total bond quantity for the development.

Most development projects have a bonding quantity of over \$100,000 and the previous chart did not account for larger projects, such as large retail and medical facilities, that have bonding costs ranging from \$500,000 to \$1 million. Modification of the construction and maintenance fee table results in about a 30% reduction and aligns the fees with the time spent by staff for construction inspections and two years of maintenance monitoring and inspection for public improvements.

6. Zoning Variance and Sign Variance: Staff is proposing to reduce the fees for zoning and sign variances from \$8,881 to \$6,800. Zoning and sign variances are a Type III hearing examiner decision and the fee accounts for staff time to process the application and hearing examiner costs associated with the public hearing. The new fees equates to approximately 50 hours of staff time at the billable rate of \$136.
7. Building Permit Fees: Staff is proposing to modify the building permit fees to make corrections to the valuation table. As described for the other valuation charts, the fees have been skewed based on the CPI increase to each fee in the table. The building permits will increase or decrease slightly depending on the size of the project in relation to the valuation.

The fee modifications to the table do not result in a reduction of building permit fees anticipated in 2013.

8. Fire Fees: Staff is proposing to move to a valuation system for determining fire fees and eliminating the current process of itemizing each fire element. Staff has been working with the Kent Fire Regional Fire Authority (Kent RFA) to implement a fee structure that will capture both staff's time and Kent RFA's time to review permits. As a result, the valuation process will reflect about a 16% reduction but will still capture actual costs accrued by the Kent RFA and city for fire review.
9. Administrative Fees: Staff is proposing to reduce the fee from \$80 to \$68. Under the old MPS system staff spent a substantial amount of time tracking and processing the impact fee payments. This level of administrative work no longer exists since we moved traffic impact calculations in-house. Staff is proposing to reduce the fee to account for a ½ hour of administrative time to cover our cost for coordinating funds with the city's finance department.
10. Transportation Impact Fee: Staff is proposing to increase TIF fees based on the Institute of Traffic Engineers (ITE) Manual 9th Edition, rather than by the CPI. David Evans and Associates provided an updated traffic impact fee rate table that captured trip generation based on the 9th edition of the ITE Manual. The modification of the gross trip rates automatically updates the individual fees based on an average daily trip rate of \$406.

Attachment 1b is the modified TIF fee chart. The areas highlighted in red represent an increase in the fee and areas highlighted in green represent a decrease in the fee. The areas highlighted in yellow represent a land use category updated from the ITE 7th edition. Adopting the ITE 9th Edition modifications will reduce the SFR impact fee by \$44 dollars. An alternative method is to apply the CPI to the ITE 9th Edition factors and increase the daily trip rate by the CPI, which results in a \$514 daily trip rate. This methodology will increase the TIF as shown in Attachment 2.

11. Technology Management Fee. The city collects a technology management fee for each transaction associated with a permit or land use action. This fee is currently \$39 and will increase to \$40 in 2013. The technology management fee goes to the general fund. Staff is proposing that the methodology for collecting the technology management fee be modified. Instead of collecting the fee with each individual transaction, staff is proposing that the fee be collected with the final transaction associated with building related permits and also at each step in the land use process.

For example, a technology management fee is assessed at building permit plan review and again at the time of building permit issuance; resulting in technology management fees of \$78 collected for the one permit. This fee is more noticeable on small permits such as mechanical, plumbing, and fire that also have a plan review and issuance fee. These permits are often around \$100- \$200 dollars. With the inclusion of the per transaction requirement, the technology fees paid are almost as much as the permit.

ALTERNATIVES:

1. Do not implement the standard inflation rate of 2.67% to the fees.
2. Adjust the Transportation Impact Fee average daily trip rate by 2.67% and adopt the fee resolution as proposed.
3. Continue to collect the technology management fee at each transaction.
4. Direct staff to make any other changes.

FISCAL IMPACT:

The fees have been adjusted upward by the standard inflations factor and fiscal impacts will vary based on the application type. The proposed individual fee changes as outlined above should have minimal cumulative fiscal impact on the overall development services budget.

A change in policy for the collection of the technology impact fee will result in a loss of revenue to the general fund. In 2011, the city collected approximately \$25,250 in Technology Fees. Year to date for 2012, the city has collected approximately \$22,800. Approximately 25%-30% of the calculated totals were due to multiple transactions. If the technology is only collected once per permit it is anticipated that the revenue to the general fund would decrease by \$5,700-\$6,840, based on 2012 estimates.

CITY COUNCIL ACTION: ___Ordinance X Resolution ___Motion ___Other

Council member _____ moves, council member _____ seconds, to pass a resolution amending the development and permit fees, administrative fees, and transportation impact fees for 2013, as proposed.

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

RESOLUTION NO. 12-10

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINGTON, WASHINGTON, AMENDING THE DEVELOPMENT AND PERMIT FEES, ADMINISTRATIVE FEES, AND TRANSPORTATION IMPACT FEES FOR 2013.

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

WHEREAS, the Council has established a 100% cost recovery policy for land use, development, and building permits; and

WHEREAS, the Council desires to maintain administrative fees for certain products and services; and

WHEREAS, the Council desires to maintain transportation impact fees to fund capital improvements; and

WHEREAS, the Council desires to modify the fee resolution to amend specific fees to reflect the actual time and cost of providing these services and to make other minor changes to the fee resolution; and

WHEREAS, the Council desires to apply a 2.67% cost of living adjustment to the 2013 development and permit fees, administrative fees, and transportation impact fees; and

WHEREAS, the 2.67% cost of living adjustment is based on the CPI-W Seattle-Tacoma June to June Index published by the Bureau of Labor Statistics for the period 2011-2012; and

WHEREAS, the individual valuation tables for clearing and grading, construction and maintenance inspections, building permits, and fire fees were adjusted to correct the calculations and modified to account for review costs. The CPI was not applied to the valuation tables because the CPI will be reflected in the labor, materials, and contractor's time and profit (cost of the project), which is used to determine valuation.

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

Section 1. Adoption of Fees. Effective January 1, 2013, the city's development and permit fees, administrative fees, and transportation impact fees are hereby amended and adopted in the form as attached hereto as Exhibit "A" an Exhibit "B", incorporated fully herein by this reference as if fully set forth.

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

PASSED in open and regular session on this 13th day of November 2012.

MAYOR MARGARET HARTO

ATTESTED:

Sharon Scott, City Clerk

APPROVED AS TO FORM:

Sara Springer, City Attorney

DEVELOPMENT AND PERMIT CHARGES

I. DEVELOPMENT FEES

A. Integrated Traffic Concurrency Modeling and Reports

1. Integrated Traffic Concurrency Modeling & Traffic Analysis Reports.....	See Schedule A	CMC 12.100.090
2. Request for Extension of Concurrency and Traffic Report Approval	\$392 <u>402</u>	
3. Request for an individually-determined transportation impact fee.	\$408	CMC 12.105.050(5)
PLUS consultant costs	Billed separately	

B. Pre-application Conferences/Use Determinations

1. Pre-application conference.....	\$708 <u>726</u>	CMC 14.30.030(1)
2. Downtown permitted use determination.....	\$659 <u>677</u>	CMC 18.31.085

C. Residential Land Development

1. Short Subdivisions		
a.	\$12,882	
Preliminary application review fees	<u>11,594</u>	CMC 17.20.010
b. Request for extension.....	\$295 <u>266</u>	CMC 17.20.040
c.	\$6,235	
Final short plat	<u>5,761</u>	CMC 17.25.030
d.	\$1,766	
Alteration to recorded short plat.....	<u>1,632</u>	CMC 17.25.080
e. Vacation of short plat	\$824 <u>761</u>	CMC 17.25.090
f. Affidavit of correction	\$527 <u>487</u>	CMC 17.15.120(5)
2. Subdivisions		
a.	\$28,346	
Preliminary application review fees	<u>26,193</u>	CMC 17.20.010
PLUS per lot fee	\$325 <u>300</u>	
b. Major revision to approved preliminary subdivision	\$7,411	
	<u>6,848</u>	CMC 17.20.030
c. Request for extension	\$295 <u>273</u>	CMC 17.20.020
d. Final subdivision		
	\$10,586	
(i) Final subdivision fee	<u>9,782</u>	CMC 17.25.030
PLUS per lot fee	\$90 <u>83</u>	
	\$2,353	
(ii) Subdivision alteration	<u>2,174</u>	CMC 17.25.070(1)
e. Vacation of plat	\$824 <u>761</u>	CMC 17.25.090
f. Affidavit of correction	\$527 <u>487</u>	CMC 17.15.120(5)

D. Commercial Development

	<u>\$12,350</u>	
1. Commercial Site Dev. Permit (includes multifamily)	<u>12,680</u>	CMC 18.110.010(2)
2. Binding Site Plan		
	<u>\$12,939</u>	
a. Binding site plan	<u>13,284</u>	CMC 17.30.020
b. Binding site plan, in conjunction with commercial site development permit	<u>\$1,054</u> <u>1082</u>	CMC 17.30.020
c.	<u>\$12,939</u>	
Alteration of binding site plan.....	<u>13,284</u>	CMC 17.30.040
d.	<u>\$12,939</u>	
Vacation of binding site plan	<u>13,284</u>	CMC 17.30.050
	<u>\$1,054</u>	
3. Condominium Survey Map Review	<u>1,082</u>	CMC 17.35.010
E. Boundary Line Adjustment		
Request for boundary line adjustment	<u>\$884</u> <u>908</u>	CMC 17.40.010

F. Environmental Review		
1. State Environmental Policy Act (SEPA) Review		CMC 16.10.260(1)
a. Environmental checklist <u>& Threshold Determination</u>	<u>\$942</u> <u>1,088</u>	
b. <u>Determinattion of Significance (DS) Threshold determination</u>	<u>\$5,440</u>	
(i) <u>MDNS</u>	<u>\$4,941</u>	
(ii) <u>DS</u>	<u>\$4,941</u>	
PLUS hourly fee to review EIS (<u>Required when review exceeds 40 staff hours</u>).....	<u>\$136/hr</u>	
c. (ii) <u>SEPA re-review SEPA Threshold Determination Amendment</u>	<u>\$5,058</u> <u>680</u>	
2. Critical Area Review Fees		
a. Reviews associated with single-family residential building permits, shoreline permits, <u>individual short subdivision</u> , boundary line adjustments, right-of-way permits, <u>variances, and individual grading permits</u> (Level 1 Report)	<u>\$884</u> <u>908</u>	CMC 18.65.100(1)
b. Reviews associated with commercial and/or multifamily building permits, commercial site development, <u>grading permits</u> , subdivisions, <u>short subdivisions</u> , rezones, <u>variances</u> , and conditional use permits (Level 1 Report), to be collected as follows:		CMC 18.65.100(1)
	<u>\$2,058</u>	
(i) at time of application	<u>2,113</u>	
	<u>\$1,029</u>	
(ii) at time of engineering review.....	<u>1,056</u>	
	<u>\$1,971</u>	
(iii) at commencement of monitoring.....	<u>2,024</u>	
c. If Level 2, 3, or 4 critical area report required	Same fees as in (b) above	CMC 18.65.100(1)

	PLUS hourly fee	<u>\$132136</u> /hr	
e.	Critical area exceptions/reasonable use	<u>\$2,455</u>	CMC 18.65.070(4)
	Flood Damage Prevention Variance	<u>2,521</u>	CMC 16.15.180(1)
3.		<u>\$1,054</u>	
		<u>1,082</u>	

G. Parking Demand/Trip Reduction

1.	Parking Management Plan Review Fee.....	\$264,000 <u>271</u>	CMC 18.31.110(6)
2.	Commuter Trip Reduction		CMC 12.90.050
a.	Program review	<u>\$132136</u> /hr	
b.	Request for extension	<u>\$132136</u> /hr	
c.	Request for modification	<u>\$132136</u> /hr	

H. Engineering Review

1.	Engineering Plan Review Fees		CMC 17.15.145(3)
a.	Short subdivision		
		<u>\$8,177</u>	
	(i) Base fee	<u>8,395</u>	
	(ii) Resubmittal or revision, each occurrence		
	Base fee	<u>\$132136</u>	
	PLUS hourly fee	<u>\$132136</u> /hr	
b.	Subdivision		
	(i) Application plan review		
		<u>\$7,800</u>	
	Base fee	<u>8,008</u>	
	PLUS per lot fee	<u>\$6163</u>	
	(ii) Resubmittal or revision, each occurrence		
	Base fee	<u>\$132136</u>	
	PLUS hourly fee	<u>\$132136</u> /hr	
c.	Commercial/multifamily		CMC 18.110.030(b)
		<u>\$5,294</u>	
	(i) Base fee	<u>5,435</u>	
	(ii) Resubmittal or revision, each occurrence		
	Base fee	<u>\$132136</u>	
	PLUS hourly fee.....	<u>\$132136</u> /hr	
2.	Engineering Design Review		
a.	Design and Construction Standards design deviation (Type 1)	<u>\$395406</u>	CMC 12.60.050 (Standards 1.08G)
b.	Design and Construction Standards design variance (Type 2)	<u>\$659677</u>	CMC 12.60.050 (Standards 1.08)
3.	Drainage Review Fees		
a.	Drainage plan review	<u>\$132136</u> /hr	CMC 13.25.040(3)
b.	Stormwater Manual design deviation (Type 1).....	<u>\$395406</u>	CMC 13.25.050(1) (Standards 1.08G)
c.	Stormwater Manual design variance (Type	<u>\$772793-00</u>	CMC 13.25.050(6, 7)

I. Clearing and Grading

1. Clearing & Grading Permit Plan Review Fees

CMC 18.60.035(†)

- a. ~~Permit plan review~~The Clearing and Grading fee shall be calculated by adding the applicable amounts from Clearing and Grading Fee Tables.

~~The plan review fee shall be calculated by adding the applicable amounts from Tables 1 and 2, provided the maximum plan review fee shall not exceed \$69,286.~~

Clearing Fee Table

<u>Clearing Area (ac)</u>		<u>Fee</u>		<u>+ Per/1 ac</u>
<u>Min</u>	<u>Max</u>	<u>Min</u>	<u>Max</u>	<u>over Min</u>
<u>0</u>	<u>1</u>	<u>680.00</u>	<u>680.00</u>	<u>-</u>
<u>1</u>	<u>10</u>	<u>680.00</u>	<u>1,112.00</u>	<u>48.00</u>
<u>10</u>	<u>40</u>	<u>1,112.00</u>	<u>2,072.00</u>	<u>32.00</u>
<u>40</u>	<u>120</u>	<u>2,072.00</u>	<u>3,352.00</u>	<u>16.00</u>
<u>120</u>	<u>-</u>	<u>3,352.00</u>	<u>-</u>	<u>3.00</u>

Grading Fee Table

<u>Grading Volume (cy)</u>		<u>Fee</u>		<u>+ Per/100 cy</u>
<u>Min</u>	<u>Max</u>	<u>Min</u>	<u>Max</u>	<u>over Min</u>
<u>0</u>	<u>50</u>	<u>408.00</u>	<u>408.00</u>	<u>-</u>
<u>50</u>	<u>100</u>	<u>408.00</u>	<u>432.00</u>	<u>48.00</u>
<u>100</u>	<u>1,000</u>	<u>432.00</u>	<u>720.00</u>	<u>32.00</u>
<u>1,000</u>	<u>10,000</u>	<u>720.00</u>	<u>2,160.00</u>	<u>16.00</u>
<u>10,000</u>	<u>100,000</u>	<u>2,160.00</u>	<u>4,860.00</u>	<u>3.00</u>
<u>100,000</u>	<u>-</u>	<u>4,860.00</u>	<u>-</u>	<u>0.30</u>

Table 1

<u>Volume (yd³)</u>	<u>Base</u>	<u>PLUS, per 100 yd³ (For Total)</u>
<u>0—500</u>	<u>\$0</u>	<u>\$38</u>
<u>501—3,000</u>	<u>\$70</u>	<u>\$52</u>
<u>3,001—10,000</u>	<u>\$429</u>	<u>\$35</u>
<u>10,001—20,000</u>	<u>\$2,713</u>	<u>\$13</u>
<u>20,001—40,000</u>	<u>\$4,172</u>	<u>\$8</u>
<u>40,001—80,000</u>	<u>\$4,522</u>	<u>\$7</u>
<u>Over 80,000</u>	<u>\$5,327</u>	<u>\$6</u>

Table 2

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

b. Plan revision fee

- (i) Base fee, each occurrence \$471403
 PLUS hourly fee..... \$132136/hr
- (ii) SEPA re-review \$5,058

2. Grading Permit Fee Reductions CMC 18.60.035(3)

- a. ~~Grading permit fee reduction for projects completed within one year~~ 40%
- b. Grading ~~permit~~ fee reduction for projects reviewed in conjunction with building permits, subdivisions, ~~or~~ short subdivisions ~~or planned unit developments~~ 5030%

3. Tree Removal and Clearing Fees

- a. Minor tree removal \$262269 CMC 18.45.060(6)
- b. Major tree clearing \$787808 CMC 18.45.060(6)

J. Construction Inspection

1. Construction ~~and Maintenance~~ Inspection Fee CMC 17.15.145(4)
 Table

<u>Bond Quantity Worksheet</u>		<u>Fee</u>		<u>+ Per/1,000</u>
<u>Min</u>	<u>Max</u>	<u>Min</u>	<u>Max</u>	<u>over BQW Min</u>
<u>\$0</u>	<u>\$100,000</u>	<u>\$5,168.00</u>	<u>\$9,248.00</u>	<u>\$40.80</u>
<u>\$100,000</u>	<u>\$500,000</u>	<u>\$9,248.00</u>	<u>\$22,848.00</u>	<u>\$34.00</u>
<u>\$500,000</u>	<u>\$1,000,000</u>	<u>\$22,848.00</u>	<u>\$36,448.00</u>	<u>\$27.20</u>
<u>\$1,000,000</u>	<u>±</u>	<u>\$36,448.00</u>	<u>-</u>	<u>\$20.40</u>

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

- ~~2. Annual Inspections~~ \$132/hr CMC 17.15.145(4)
- ~~3. Supplemental Inspection, base fee~~ \$341 CMC 17.15.145(4)
- ~~PLUS hourly fee~~ \$132/hr
- 4. Landscape Installation Inspection & Bond Release \$341408 CMC 18.40.150(4)

5. Landscape Maintenance Bond Release Inspection.....	\$341	CMC 18.40.150(4)
6. Request for Extension of Performance Guarantee	\$263270	CMC 18.40.150(4)
7. Inspection outside of business hours - Weekdays, <u>Billed at</u> 2 hour minimum	\$132136 /hr	
8. Inspection on weekends/holidays -- <u>Billed at</u> 4 hour minimum	\$132136 /hr	

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

Re-inspection fees will be assessed at ~~\$132-136~~ per occurrence when an inspection has been requested or is required and (1) the previous inspection correction items are not complete, and/or (2) access to the site is not provided, and/or (3) approved plans are not on-site.

L. ~~Maintenance Bond Fees~~

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

ML. Latecomers' Agreements

1. Application Fee		CMC 13.45.020(1)
a. Latecomer's costs \$20,000 or less	\$546561	
b. Latecomer's costs \$20,001 - \$100,000	\$1,093 1,122	
c. Latecomer's costs more than \$100,000.	\$2,186 2,244	
2. Review by City Engineer; 4-hour deposit required....	\$132136 /hr	CMC 13.45.020(2)
3. Processing Fee	\$132136	CMC 13.45.050(6)
4. Segregation Processing Fee	\$132136	CMC 13.45.060(1)

NM. Shoreline Management Fees

1. Substantial Development Permit		CMC 16.05.050
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a.	Total Cost of Proposed Development	Fee
	\$5,001 - 10,000	\$1,609 1,652
	\$10,001 - 100,000	\$3,217 3,303
	\$100,001 - 500,000	\$8,039 8,254
	\$500,001 - 1,000,000	\$12,056 12,378

More than \$1,000,000	\$ <u>16,072</u> <u>16,501</u>
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b. Single-family Joint-Use Dock	\$ <u>3,529</u> <u>3,623</u>	
2. Shoreline Conditional Use Permit	\$ <u>12,350</u> <u>12,680</u>	
3. Shoreline Variance		
Up to \$10,000 project value	\$ <u>3,647</u> <u>3,744</u>	
Over \$10,000 project value	\$ <u>9,646</u> <u>9,904</u>	
4. Shoreline Environment Redefinition		
Base fee	\$ <u>18,133</u> <u>18,617</u>	
PLUS per shoreline lineal foot.....	\$ <u>3738</u>	
Maximum charge	\$ <u>67,992</u> <u>69,807</u>	
5. Shoreline Exemption	\$ <u>414425</u>	
6. Supplemental Fees		
a. Request for extension, calculated as % of original permit	20%	
b. Revision, as % of original permit	20%	
c. Surcharge when public hearing required, as % of original permit	12%	
Minimum charge	\$ <u>3,764</u> <u>3,864</u>	
d. Compliance investigation not to exceed cost of permit (including travel time)	\$ <u>132136</u> /hr	

<u>ON.</u> Administrative Fees		
1. Administrative fee for school impact fees, per residential unit	\$ <u>8068</u>	CMC 18.120.030(1)
2. Administrative fee for development permits subject to transportation impact fees, per lot.....	\$ <u>8068</u>	CMC 12.105.070(3)
3. Administrative fee for development permits subject to individually determined transportation impact fees, per development ...	\$403	CMC 12.105.050(5)

PO. Consultant Pass-Through Fees

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

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

(SCHEDULE A)

ZONING AND LAND USE FEES

II. ZONING AND LAND USE FEES

A. Zoning Fees

1. Annexation Petitions and Election Requests ²		
Base Fee	\$ 12,812 <u>13,154</u>	
PLUS per acre	\$ 779	
2. Comprehensive Plan Amendment	\$ 3,825 <u>3,927</u>	CMC 14.25.020(2)
(includes \$500 non-refundable docketing fee)		
PLUS consultant costs if accepted by Planning Commission	Billed separately	
3. Development Regulation Amendment	\$ 3,278 <u>3,366</u>	
(includes \$500 non-refundable docketing fee)		
PLUS consultant costs if accepted by Planning Commission	Billed separately	
4. Land Use Written Determination/Certification ¹		
Type 1 decision letter	\$ 414 <u>425</u>	Multiple cites

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

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

B. Conditional Use Permits

1. Conditional Use Permit (CUP)		CMC 18.125.020
a. CUP (stand alone permit)	\$ 10,125 <u>10,395</u>	
b. CUP w/ Commercial Site Development	\$ 2,881 <u>2,958</u>	
c. Amendment to CUP	\$ 3,540 <u>3,635</u>	

C. Temporary Use/Re Use of a facility

1. Temporary Use Permit	\$ 263 <u>270</u>	CMC 18.85.100
2. Re-use of Closed Public School Facilities	\$ 1,761 <u>1,808</u>	CMC 18.85.220

D. Zoning Variance/Downtown Design Departure/Appeals

1. Zoning Variance (Type 3).....	\$ 8,881 <u>6,800</u>	CMC 18.125.030
2. Design Departure from the <i>City of Covington Design Guidelines and Standards</i>	\$ 263 <u>270</u>	CMC 18.31.050
3. Appeals to Hearing Examiner	\$ 619 <u>636</u>	CMC 14.35.110(1)

E. Sign Permits		
1. Sign Permits		CMC 18.55.050(1)
a. Freestanding sign, each	\$ <u>590606</u>	
b. Wall-mounted signs (up to 3)	\$ <u>590606</u>	
Additional per sign over 3 signs	\$ <u>132136</u>	
c. Temporary sign	\$ <u>132136</u>	
2.. Sign Variance	\$ <u>8,8816,800</u>	CMC 18.55.090

F. Wireless Communications Facilities		
1. Wireless Communications Facilities (WCF)		CMC 18.70
a. WCF - Type 1.....	\$ <u>396407</u>	
b. WCF - Type 2 Administrative	\$ <u>1,4521,491</u>	
c. WCF - Type 3- New WCF Tower or Height Waiver.....	\$ <u>1,9041,955</u>	

G. Multifamily Tax Exemption Fees		
1. Multifamily property tax exemption application	\$ <u>760780</u>	CMC 3.80
2. Amendment of approved contract.....	\$ <u>528542</u>	
3. Extension time for the conditional tax exempt certificate.....	\$ <u>264271</u>	
4. Application for final certificate of tax exemption ¹	\$ <u>760780</u>	

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

H. Other services	\$ <u>132136/h</u> r	
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III. RIGHT-OF-WAY FEES

A. Right-of-Way Use Permit ¹		CMC 12.35.040
Up to 300 lineal feet	\$ 421 <u>432</u>	
Over 300 lineal feet	\$ 664 <u>682</u>	
PLUS \$2.00 per foot over 300 lineal feet		
B. Right-of-Way Use Permit Extension		CMC 12.35.050(4)
Up to 300 lineal feet	\$ 421 <u>432</u>	
Over 300 lineal feet	\$ 664 <u>682</u>	
PLUS \$2.00 per foot over 300 lineal feet		
C. Right-of-Way Use - Non-Construction	\$ 132 <u>136</u>	CMC 12.35.040
(e.g. parade, block party, oversize load, etc.)		
D. Right-of-Way Construction Permit (Franchised Utility)		CMC 12.65.040(1)
Up to 300 lineal feet	\$ 421 <u>432</u>	
Over 300 lineal feet	\$ 664 <u>682</u>	
PLUS \$2.00 per foot over 300 lineal feet		
E. Right-of-Way Placement Permit (Non-franchised Utility)		CMC 12.67.050(5)
Up to 300 lineal feet	\$ 421 <u>432</u>	
Over 300 lineal feet	\$ 664 <u>682</u>	
PLUS \$2.00 per foot over 300 lineal feet		
F. Right-of-Way Use Permit - Aerial Work		
Base fee (non-construction).....	\$ 132 <u>136</u>	
Per pole fee.....	\$ 132 <u>136</u>	
G. ROW Use Permit - Aerial & Pole Replacement		
Base fee (construction).....	\$ 421 <u>432</u>	
Per pole fee.....	\$ 263 <u>270</u>	
H. Failure to Call In Job Start.....	\$ 132 <u>136</u>	
I. Petition for Vacation of Right-of-Way	\$ 947 <u>972</u>	CMC 12.55.070
PLUS pass-through consultant costs.....	Billed separately	
J. Limited Special Permit to Exceed Bridge Load Limit.	\$ 132 <u>136</u> /hr	CMC 12.20.020

¹ The fee is applicable to a request for the relocation of an existing driveway.

IV. BUILDING FEES

A. Building Code Fees

CMC 15.05.060

1. Building Permit Fee Table

Project Value	Fee
\$1 - \$500	\$30 <u>35</u>
\$500 - \$2,000	\$30-35 for first \$500, plus \$7 per each addt'l \$100 or fraction thereof up to and including \$2,000
\$2,001 - \$25,000	\$101-140 for first \$2,000, plus \$20-17 per each addt'l \$1,000 or fraction thereof up to and including \$25,000
\$25,001 - \$50,000	\$506-531 for first \$25,000, plus \$15-14 per each addt'l \$1,000 or fraction thereof, up to and including \$50,000
\$50,001 - \$100,000	\$858-881 for first \$50,000, plus \$13 per each addt'l \$1,000 or fraction thereof, up to and including \$100,000
\$100,001 - \$500,000	\$1,448-1531 for first \$100,000, plus \$14-13 per each addt'l \$1,000 or fraction thereof, up to and including \$500,000
\$500,001 - \$1,000,000	\$6,626-731 for first \$500,000, plus \$10-9 per each addt'l \$1,000 or fraction thereof, up to and including \$1,000,000
More than \$1,000,001	\$10,739-11,231 for first \$1,000,000, plus \$9 per each addt'l \$1,000 or fraction thereof

2. Other Inspections and Fees

- a. Inspections outside of normal business hours
 - Base fee ~~\$263~~270
 - PLUS hourly rate beyond two hours ~~\$132~~136/hr
- b. Reinspection fees assessed per IBC 305.8 ~~\$132~~136/hr
- c. Other inspections ~~\$132~~136/hr
- d. Additional plan review ~~\$132~~136/hr
- e. Plan review and/or inspection by outside consultants Actual costs

- 3. Building Permit Plan Review (due at time of application) 65% of building permit fee

4. Misc. Single-Family Residential Building Permit Fees

- a. Re-roofs ~~\$192~~197
- b. Manufactured home placement, per unit ... ~~\$192~~197
- c. Fences over 6 feet tall Valuation-based
- d. Demolition, per structure ~~\$254~~261
- e. Permit Extension Request..... ~~\$132~~136

5. Misc. Commercial Building Permit Fees

- a. Permit Extension Request..... ~~\$132~~136
- b. Temporary Certificate of Occupancy..... ~~\$264~~271

B. Mechanical Permit Fees

CMC 15.05.060

- 1. Permit Issuance \$3738
- 2. Supplemental Permit Issuance \$15

3.

Mechanical Unit Fee Schedule	
a. Furnace	<u>\$2223</u>
b. Furnace over 100,000 Btu/h (29.3 kw)	<u>\$2526</u>
c. Floor furnace	<u>\$2223</u>
d. Unit heater	<u>\$2223</u>
e. Appliance vent	\$12
f. Boiler or compressor up to 3 hp, or absorption system up to 100,000 Btu/h	<u>\$2422</u>
g. Boiler or compressor over 3 up to 15 hp, or absorption system 100,001-500,000 Btu/h	<u>\$3536</u>
h. Boiler or compressor over 15 up to 30 hp, or absorption system 500,001-1,000,000 Btu/h	<u>\$5051</u>
i. Boiler or compressor over 30 up to 50 hp, or absorption system 1,000,001-1,750,000 Btu/h	<u>\$7072</u>
j. Boiler or compressor over 50 hp, or absorption system over 1,750,000 Btu/h	<u>\$116119</u>
k. Air-handling unit up to 10,000 cfm	\$15
l. Air-handling unit over 10,000 cfm	<u>\$2526</u>
m. Evaporative cooler	\$15
n. Ventilation fan	\$12
o. Mechanical hood	\$15
p. Domestic-type incinerator	<u>\$2526</u>
q. Commercial or industrial-type incinerator	<u>\$2422</u>
r. Miscellaneous appliance	\$15
s. Gas piping system, 1-5 outlets	\$10
t. Additional outlet exceeding 5, each	\$6
u. Hazardous process piping system (HPP), 1-4 outlets	\$10
v. Hazardous process piping system (HPP), 5 or more outlets, each	\$6
w. Nonhazardous process piping system (NPP), 1-4 outlets	\$7
x. Nonhazardous process piping system (HPP), 5 or more outlets, each	<u>\$0.691</u>

- 4. Commercial Mechanical Permit Plan Review..... 65% of mechanical permit fee

C. Plumbing Permit Fees

CMC 15.05.060

- 1. Permit Issuance \$~~37~~38
- 2. Supplemental Permit Issuance \$15

3.

Plumbing Unit Fee Schedule	
a. One trap or a set of fixtures on one trap	\$12
b. Building sewer and each trailer park sewer	\$ 22 <u>23</u>
c. Rainwater systems, per drain (inside building)	\$12
d. Cesspool (where permitted)	\$ 33 <u>34</u>
e. Private sewage disposal system	\$ 52 <u>53</u>
f. Water heater and/or vent	\$12
g. Gas-piping system, 1-5 outlets	\$10
h. Additional outlet exceeding 5, each	\$6
i. Industrial waste pretreatment interceptor including its trap and vent, except kitchen-type grease interceptors functioning as fixture trap	\$12
j. Installation or alteration of drainage or vent piping and/or water treating equipment, each	\$12
k. Repair or alteration of drainage or vent piping, each fixture	\$12
l. Lawn sprinkler system on any one meter including backflow protection devices	\$12
m. Atmospheric-type vacuum breakers, 1-5	\$10
n. Additional breakers exceeding 5, each	\$6
o. Backflow device other than atmospheric-type vacuum breakers, 2-inch or smaller	\$12
p. Backflow device other than atmospheric-type vacuum breakers, over 2 inches	\$ 22 <u>23</u>
q. Graywater system	\$ 52 <u>53</u>
r. Initial installation and testing for reclaimed water system*	\$ 39 <u>40</u>
s. Annual cross-connection testing of reclaimed water system (excluding initial test)*	\$ 39 <u>40</u>
t. Medical gas piping system serving 1-5 inlets/outlets for a specific gas	\$ 65 <u>67</u>
u. Additional medical gas inlets/outlets, each	\$10

*Additional hourly rate may apply to complex systems

- 4. Commercial Plumbing Permit Plan Review 65% of total plumbing permit fee

V. FIRE FEES

A. Fire Permit Fee Table

CMC 15.20.010

Project Value	Fee
\$1 - \$500	\$198
\$501 - \$2,000	\$198 for first \$501, plus \$7 per each addt'l \$100 or fraction thereof up to and including \$2,000
\$2,001 - \$25,000	\$303 for first \$2,001, plus \$3 per each addt'l \$1,000 or fraction thereof up to and including \$25,000
\$25,001 - \$50,000	\$372 for first \$25,001, plus \$8 per each addt'l \$1,000 or fraction thereof, up to and including \$50,000
\$50,001 - \$100,000	\$572 for first \$50,001, plus \$6 per each addt'l \$1,000 or fraction thereof, up to and including \$100,000
\$100,001 - \$500,000	\$872 for first \$100,000, plus \$4 per each addt'l \$1,000 or fraction thereof, up to and including \$500,000
\$500,001 - up	\$1032 for first \$500,000, plus \$4 per each addt'l \$1,000 or fraction thereof

B. Fire Code Construction Permit

CMC 15.20.010

1. Plan Review Fee (due at application)	65% of fire permit fee
2. Permit Fee (due at issuance).....	See fire permit fee table
3. Commercial Tanks	
a. 1 st tank	<u>\$264271</u>
b. Additional tanks	<u>\$264271</u>
4. Residential Tanks	
a. 1 st tank	<u>\$264271</u>
b. Additional tanks	<u>\$132136</u>
5. Residential tank removal/fill.....	<u>\$198203</u>
6. Commercial tank removal/fill	<u>\$264271</u>
7. Residential Emergency Generator	<u>\$264271</u>
8. Commercial Emergency Generator	<u>\$528542</u>
9. Hazardous Materials	<u>\$132-136/hr</u>
10. Permit extensions or approvals	
a. Single-family residential	<u>\$158162</u>
b. Final and correction inspections	<u>\$254261</u>
c. Full fire inspection	20% of original permit fee

C. Building and Land Use Plan Review

CMC 15.20.010

1. Commercial Building Permit.....	
0-10,000 sq. ft.	<u>\$528542</u>
10,001 - 50,000 sq. ft.	<u>\$14521,491</u>
50,001 sq. ft. and up.....	<u>\$19802,033</u>
2. Multi-Family Building Permit	5% of building permit fee
3. Single-family Permit.....	5% of building permit fee
4. Subdivisions (at preliminary plat review)	<u>\$659677</u>
5. Short subdivisions (at preliminary plat	

review).....	\$ <u>593609</u>	
6. Boundary line adjustments (case by case).....	\$ <u>132136</u>	
7. Commercial Site Development.....		
0-10,000 sq. ft.	\$ <u>528542</u>	
10,001 - 50,000 sq. ft.	\$ <u>10561,084</u>	
50,001 sq. ft. and up.....	\$ <u>13201,355</u>	
8. Other land applications	\$ <u>198203</u>	
D. Annual Fire Code Enforcement Inspection		CMC 15.20.010
1. Fire Code Permitted Business.....	\$ <u>132136</u> /hr	
2. General Business	\$ <u>132136</u> /hr	

E. Fireworks		CMC 15.20.250
1. Firework stands (rate set by state law)	\$100	
2. Firework displays (rate set by state law)	\$100	
F. Other		CMC 15.20.010
1. Inspections outside of normal business hours		
Base fee	\$ <u>264271</u>	
PLUS hourly rate beyond two hours	\$ <u>132136</u> /hr	
2. Re-inspection	\$ <u>132136</u> /hr	
3. Other inspections.....	\$ <u>132136</u> /hr	
4. Additional plan review.....	\$ <u>132136</u> /hr	
5. Request for a code modification.....	\$ <u>132136</u> /hr	
6. Request for alternative material and method....	\$ <u>132136</u> /hr	
7. Plan review and/or inspection by outside consultants	Actual costs	

~~V. FIRE CODE FEES~~

~~A. Fire Flow & Fire Access Review — International Fire Code — CMC 15.05.060~~

1. Commercial site development	
Buildings 5,000+ sq. ft.	\$889
Buildings less than 5,000 sq. ft.	\$494
2. Large commercial buildings 5,000 + sq. ft. (building permit review).....	
	\$1,350
3. Commercial building less than 5,000 sq. ft. (building permit review).....	
	\$527
4. Multifamily building (building permit review)....	
	\$1,350
5. Commercial tenant improvements	
	\$527
6. Single family residential (new building permit).....	
	\$296
7. Subdivisions (at preliminary plat review)	
	\$659
8. Short subdivisions (at preliminary plat review).....	
	\$593
9. Boundary line adjustments (case by case).....	
	\$132
10. Other applications	
	\$198

~~B. Fire System and Tank Reviews — CMC 15.05.060~~

1. Fire alarm systems	
a. 1-4 zones	\$204
b. Each additional zone	\$40
c. Each addressable panel	\$719
PLUS for each device	\$8
2. Fire extinguishing systems	
PLUS for each nozzle	\$24
3. Automatic sprinkler systems	
a. Commercial, each riser	\$386
PLUS for each head/plug	\$8
b. Multifamily 13R, each riser	\$311
PLUS for each head/plug	\$7
c. Single family 13D system	\$319
4. Standpipe systems	
a. Class I	\$403
b. Class II	\$403
c. Class III	\$1,108
d. Each outlet, Class I or II	\$78

e. Fire pump	\$359
5. Flammable or combustible liquids storage tanks	
a. Underground, first tank	\$204
PLUS each additional tank	\$111
b. Above ground, each tank	\$204
6. Hazardous materials storage tanks	
a. Less than 500 gallons, each	\$274
b. 501—1,199 gallons, each	\$553
c. 1,200 gallons or more	\$789
7. Liquefied petroleum tanks	
a. Less than 500 gallons, each	\$204
b. 501—9,999 gallons, each	\$403
c. 10,000 gallons or more	\$794
8. Gaseous oxygen systems	
a. Less than 6,000 ft³	\$126
b. 6,001—11,999 ft³	\$274
c. 12,000 ft³ or more	\$396
9. Nitrous oxide systems	
PLUS each outlet	\$20
10. Medical gas systems	
a. Gaseous systems	\$430
PLUS each outlet	\$20
b. Liquefied systems	\$923
PLUS each outlet	\$20
11. Hazardous material recycling systems	
a. 110 gallons or less per day capacity	\$274
b. Over 110 gallons per day capacity	\$788
12. Vapor recovery systems (per tank)	
a. Phase I—tank truck and tank	\$220
b. Phase II—vehicle fueled and tank	\$275
13. Cryogenic tank, each	
	\$220
14. Flammable liquid devices	
a. Spray booths (updraft), each	\$220
b. Dip tanks, each	\$200
c. Spray booths (downdraft), each	\$367
d. Flow coaters, each	\$417
e. Mixing/handling room	\$544

15.	Fiberglass work systems	
	a. Spray or chopper booth	\$367
	b. Lay-up areas	\$428
16.	Organic peroxide storage facility	\$428
17.	Explosives storage magazines	
	a. Class I	\$428
	b. Class II	\$274
18.	Compressed natural gas systems, each	\$417
19.	Liquefied natural gas systems	\$791
20.	High-piled storage racks	\$417
21.	Smoke removal systems	\$428
22.	High rise emergency evacuation plans	\$428
23.	Commercial candle holding devices	\$274
24.	Computer room	\$428
25.	Floor or layout plans required by the Fire Code for public assembly, special sales, outdoor storage of flammable liquids in drums, or indoor storage of combustibles	\$417
26.	Fire clearance when requested of the Fire Marshal, including but not limited to the following:	
	a. State funding of school projects	\$274
	b. State or federal school, hospital, nursing home, rehabilitative facilities, or custodial facilities accreditation	\$274
	c. State licensing of mini-day care, day care, foster home, boarding home	\$274
	d. State liquor license	\$274
	e. State gambling license	\$274
	f. Special out-of-occupancy uses	\$274
	g. House moving permit	\$274
	h. Fire clearance for Covington business licenses	\$274
27.	Approval of carpet samples or decorative materials	\$274
28.	Special inspections for occupancy determinations or changes of use requirements	\$274
29.	Requested preliminary inspections	\$274
30.	Each retest or re-inspection of a fire protection or hazardous materials	\$274

31.	Witnessing tests of used underground flammable liquids storage tanks before installation	\$274
32.	Investigating and processing leaking underground storage tanks or hazardous materials spills and the subsequent containment and recovery of lost product	\$274
33.	Underground piping to flammable or combustible liquid storage tanks	\$274
34.	Installation, removal or abandonment, or any combination thereof, of flammable or combustible liquid storage tanks	
	a. First commercial tank	\$274
	b. Each additional commercial tank	\$145
	c. Contractor's permit for removal or abandonment of residential underground fuel tanks	\$192
35.	Witnessing tests of underground flammable or combustible liquid storage tanks for tank tightness	\$274
36.	Conducting fire flow tests or analysis	\$968
37.	Fuel tanks for oil burning equipment	
	a. Commercial	\$204
	b. Residential	\$100
38.	Monitoring transmitters	\$275
	———— PLUS each device	\$8
39.	Sprinkler system supply mains (public main to sprinkler riser), each	\$274
40.	Emergency or standby power systems	\$274
41.	Plan review of construction fire safety plans	\$274
42.	Confidence testing of fire protection systems	\$274
43.	High rise fire system review	\$274
44.	Fire protection plan review	
	a. Review of water main extension, replacement, or both	\$291
	PLUS per hydrant	\$83
	b. Review of hazardous material management plan	\$568

C. Fire System and Fire Tank Inspections/Conformance CMC 15.05.060	
1. Inspection of residential projects	\$165
— PLUS per head/device	\$7
2. Inspection of commercial projects	\$178
— PLUS per head/device	\$8
3. Inspection of water main extension or replacement.	\$148
4. Inspection of combustible liquid storage tanks.	\$165
D. Hazardous Materials and Public Assembly Inspection CMC 15.05.060	
Code inspections, mitigations, and code enforcement fees shall be charged at the Department's current hourly rate, with the exception of the following:	
1. Fireworks stands (rate set by state law)	\$100
2. Fireworks displays (rate set by state law)	\$100
3. Liquefied petroleum gas serving single family residences	No charge
4. Parade floats	No charge
5. Use of candles for ceremonial purposes by churches or nonprofit groups	No charge
E. Extensions of permits or approvals CMC 15.05.060	
Fire system permits	
a. Single family residential	\$158
b. Final and correction inspections	\$254
c. Full fire inspection	20% of original permit fee
F. Fire Code Enforcement Inspection (Annual Fire Inspections) CMC 15.05.060	
Fire code enforcement inspections identified in the program policy shall be charged to the applicant or owner at hourly rate of \$132.	

VI. TECHNOLOGY MANAGEMENT FEE

A ~~\$3940~~.00 technology surcharge is assessed for each of the following transactions: Building permit, plumbing permit, mechanical permit, fire permit, sign permit, demolition permit, right-of-way use permit, etc. The fee is collected at the time of issuance for the building specific permits and right-of-way use permits. A technology surcharge will be assessed for development projects at, and each step in the land-use action process (Concurrency Review, Preliminary, Engineering, Notice to Proceed and Final approvals). Individual impact fees not paid with an associated building permit will be required to pay a separate technology surcharge fee at the time of payment. , impact fee assessment, and concurrency analysis (including supplemental applications).

ADMINISTRATIVE CHARGES

I. BUSINESS LICENSES

A. Business license fee, (New)	\$60
B. Business license fee for home occupations or home industry (New)	\$60
C. Business license renewal fee	\$60
C. Peddler's permit fee PLUS technology surcharge	\$99 <u>\$3940</u>
D. Special event license (3-day license) PLUS technology surcharge	\$141 <u>\$3940</u>

II. CITY CLERK'S OFFICE

A. Agenda-only subscription (City Council and all commissions)	No charge
B. Copies of audio tapes of meetings, per tape	Actual cost
C. Verbatim transcripts, requires \$400 deposit when ordered	Actual cost
D. Copy - CD rom	Actual cost
E. Paper copies on copier (no charge first 5 pages), per page	\$0.15

III. FINANCE DEPARTMENT

A. Financial Documents - <i>copies available at City Hall for viewing</i>	
1. Final Budget	Actual cost
2. Preliminary Budget	No charge
3. Financial Statement	Actual cost
B. Returned item fee (i.e. NSF, chargeback, etc.)	Actual cost

IV. MISCELLANEOUS FEES

A. Maps larger than 11" x 17"	Actual cost
B. Community Room	
1. Reservation fees - Weekdays during normal City business hours (8 am to 5 pm)	<u>\$2728</u> /hour
2. Reservation fees - Weekends, holidays, times other than normal City hours	<u>\$6264</u> /hour
3. Facility monitor hourly rate <u>(set by Executive Dept)</u>	\$12/hour
4. Kitchen use fee <u>(set by Executive Dept)</u>	\$30
5. Refundable damage/cleaning deposit	<u>\$257250</u>
6. Processing fee for refunds for cancellations <u>(set by Executive Dept)</u>	\$10/per transaction
C. Promotional Items	
1. City of Covington hats, mugs, etc.	Actual cost
2. Covington historical books	Actual cost
D. Special Event Permit (on City property)	<u>\$254261</u>

Appendix B. Traffic Impact Rate Table

PM Avg K-factor = 0.091 Avg Daily Fee/Trip = \$ 406

This table uses ITE⁽³⁾ driveway trip rates, with adjustments, to derive the net new impact per unit of development, in vehicle-miles-traveled (VMT). See ITE for details of land use categories.⁽⁹⁾

ITE LAND USE NAME	ITE LAND USE CODE	ITE LAND USE UNIT ⁽¹¹⁾	ITE Avg SIZE ⁽⁹⁾	ITE GROSS TRIP RATE / UNIT ⁽³⁾		DISCOUNT PASS-BY TRIPS ⁽⁴⁾	ITE Pk/Daily K-Factor	NET DAILY VMT IMPACT RATE / UNIT ⁽⁵⁾	FEE PER LAND USE UNIT
				PM	DAILY				
RESIDENTIAL									
<i>Signature elements: places where people live with active lifestyles. Afternoon peak hour traffic is mainly inbound.</i>									
Single-Family (Detached) Housing	210	Dwelling	214	1.00	9.52	0%	10.5%	9.52	\$ 4,461
Duplex (Detached) Housing	use 210	Dwelling	same	1.00	9.52	0%	10.5%	9.52	\$ 4,461
Multifamily, 3+ Bedrooms	use 231	Dwelling	234	0.78	7.41	0%	10.5%	7.41	\$ 3,479
Multifamily, under 3 Bedrooms	blend 220, 221, 230	Dwelling	250	0.60	6.00	0%	10.0%	6.00	\$ 2,676
Mobile Home Park	240	Dwelling	168	0.59	4.99	0%	11.8%	4.99	\$ 2,632
Self-contained Retirement Community ⁽⁷⁾	251	Dwelling	862	0.27	3.68	0%	7.3%	3.68	\$ 1,204
Senior Adult Housing-Attached	252	Dwelling	147	0.25	3.44	0%	7.3%	3.44	\$ 1,115
Congregate Care Facility, Nursing Home, Elderly Housing (Attached) <i>please see Non-Retail, assisted living facilities</i>									
NON-RETAIL									
<i>Signature elements: places where most traffic is generated by employees, rather than customers, patrons or residents. Includes some public facilities and some assisted-living types of residential facilities. Peak hour main direction varies.</i>									
Employment Centers									
Office Building (Single Building)	blend 710, 714, 715	1000 sq. ft.	150-300	1.50	11.42	0%	13.1%	11.42	\$ 6,691
Office Park (Multiple Buildings)	750	1000 sq. ft.	370	1.48	11.42	0%	13.0%	11.42	\$ 6,602
Business Park (Multiple Buildings)	770	1000 sq. ft.	379	1.26	12.44	0%	10.1%	12.44	\$ 5,621
Research & Development Center	760	1000 sq. ft.	306	1.07	8.11	0%	13.2%	8.11	\$ 4,773 %T ⁽¹⁰⁾
General Light Industrial	110	1000 sq. ft.	357	0.97	6.97	0%	13.9%	6.97	\$ 4,327 %T ⁽¹⁰⁾
Industrial Park	130	1000 sq. ft.	447	0.85	6.83	0%	12.4%	6.83	\$ 3,792 %T ⁽¹⁰⁾
Manufacturing	140	1000 sq. ft.	325	0.73	3.82	0%	19.1%	3.82	\$ 3,256 %T ⁽¹⁰⁾
General Heavy Industrial	120	1000 sq. ft.	1544	0.68	1.50	0%	45.3%	1.50	\$ 3,033 %T ⁽¹⁰⁾
Trucking and Storage Facilities									
1 Warehousing (Industrial)	150	1000 sq. ft.	354	0.32	3.56	0%	9.0%	3.56	\$ 1,427 %T ⁽¹⁰⁾
2 Mini-Warehouse (Self-Service Storage)	151	1000 sq. ft.	58	0.26	2.50	0%	10.4%	2.50	\$ 1,160
3 High-Cube Warehouse/Distribution Center	152	1000 sq. ft.	302	0.12	1.68	0%	7.1%	1.68	\$ 535 %T ⁽¹⁰⁾
4 Intermodal Truck Terminal	30	Acres	12	6.55	81.90	0%	8.0%	81.90	\$ 29,218 %T ⁽¹⁰⁾
Institutions									
Church, with Weekday Programs	560	1000 sq. ft.	17	2.00	30.00	20%	6.7%	24.00	\$ 7,137
High School	530	1000 sq. ft.	225	0.97	12.89	10%	7.5%	11.60	\$ 3,894
Elementary and Junior High School	520	1000 sq. ft.	55	0.20	14.49	20%	1.4%	11.59	\$ 714
Church, No Weekday Programs	560	1000 sq. ft.	17	0.40	6.00	0%	6.7%	6.00	\$ 1,784
Assisted Living Facilities									
Nursing Home	620	Beds	99	0.22	2.74	10%	8.0%	2.47	\$ 883
Congregate Care Facility, Elderly Housing (Attached)	253	Living unit	164	0.17	2.02	10%	8.4%	1.82	\$ 682

Notes:

- (1) V.S.P. (Vehicle Servicing Position) = space provided for one vehicle to be fueled or washed; not necessarily "pumps" or "hoses"
- (2) Use total rooms for hotel/motel; 15% vacancy factor is incorporated in gross trip rate. Excludes facilities with major restaurants and meeting places.
- (3) ITE Trip Generation Manual, 9th edition. Some ITE rates are smoothed and averaged to eliminate statistically insignificant differences.
- (4) Pass-by Reduction eliminates trips diverted from the stream of traffic "passing by" a retail site, which add no vehicle-miles of impact on the road system.
- (5) Net New VMT Impact Trip Rate = ITE Gross Trip Rate * (1 - % Pass-by)
- (6) For shopping centers over 65,000 sq. ft., see ITE for logarithmic trip rate formula.
- (7) A retirement community is "self-contained" only if it provides a full range of facilities on-site for medical care, recreation, shopping, dining, etc. For "assisted living" retirement facilities serving the non-driving elderly with caregivers employed on-site, use Congregate Care Centers under NON-RETAIL.
- (8) Average size of developments comprising the ITE database. May be useful to distinguish between otherwise similar-sounding classes.
- (9) Trip rate for any land use not covered by this table shall be determined by the Director of Public Works.
- (10) This land use generates heavy truck travel. Truck surcharge must be calculated.
- (11) Units expressed as 1000 sq. ft. refer to habitable gross building area, not land area. Units expressed as "acres" refer to land area.

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				PM	DAILY				
RETAIL									
<i>Signature elements: non-residential activity with traffic generated mainly by customers or patrons, not employees. Inbound and outbound are roughly equal most of the day. Some public facilities are thus "retail".</i>									
Automobile-related Sales									
Auto Parts Sales	843	1000 sq. ft.	8	5.98	61.91	50%	9.7%	30.96	\$ 13,338
Auto Care Center (Multiple Stores)	942	1000 sq. ft.	12	3.11	38.87	20%	8.0%	31.10	\$ 11,098
Car Sales, New and Used	841	1000 sq. ft.	30	2.62	32.30	10%	8.1%	29.07	\$ 10,518
Automobile Servicing									
Gasoline/Service Station no Mini-Mart	944	V.S.P. ⁽¹⁾	8	13.87	168.56	80%	8.2%	33.71	\$ 12,374
Self-Service Car Wash	947	V.S.P. ⁽¹⁾	7	5.54	75.00	50%	7.4%	37.50	\$ 12,356
Gasoline/Service Station with Mini-Mart	945	V.S.P. ⁽¹⁾	10	13.51	162.78	80%	8.3%	32.56	\$ 12,053
Quick-Lube Vehicle Shop	941	V.S.P. ⁽¹⁾	2	5.19	40.00	50%	13.0%	20.00	\$ 11,576
Tire Store	848, 849	V.S.P. ⁽¹⁾	8	3.32	32.00	50%	10.4%	16.00	\$ 7,405
Social-Recreational Activities									
Coffee and Donut Shop w/o Drive-Through Window	936	1000 sq. ft.	4	40.75	503.09	80%	8.1%	100.62	\$ 36,355
Fast-Food Restaurant with Drive-Through Window	934	1000 sq. ft.	4	32.65	496.12	80%	6.6%	99.22	\$ 29,128
Library	590	1000 sq. ft.	16	7.30	56.24	10%	13.0%	50.62	\$ 29,307
Quality Restaurant	931	1000 sq. ft.	9	7.49	89.95	20%	8.3%	71.96	\$ 26,729
Sit-Down Restaurant	932	1000 sq. ft.	6	9.85	127.15	50%	7.7%	63.58	\$ 21,969
Lodge/Fraternal Organization, with dining facilities	591	1000 sq. ft.	n/a	6.00	48.00	10%	12.5%	43.20	\$ 24,088
Health/Fitness Club	492	1000 sq. ft.	36	3.53	32.93	10%	10.7%	29.64	\$ 14,172
Bowling Alley	437	1000 sq. ft.	24	1.71	33.33	10%	5.1%	30.00	\$ 6,865
Recreational Community Center	495	1000 sq. ft.	65	2.74	33.82	10%	8.1%	30.44	\$ 11,000
Racquet/Tennis Club	491	1000 sq. ft.	48	0.84	14.03	10%	6.0%	12.63	\$ 3,372

Notes:

- (1) V.S.P. (Vehicle Servicing Position) = space provided for one vehicle to be fueled or washed; not necessarily "pumps" or "hoses"
- (2) Use total rooms for hotel/motel; 15% vacancy factor is incorporated in gross trip rate. Excludes facilities with major restaurants and meeting places.
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For "assisted living" retirement facilities serving the non-driving elderly with caregivers employed on-site, use Congregate Care Centers under NON-RETAIL.
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				PM	DAILY				
RETAIL									
<i>Signature elements: non-residential activity with traffic generated mainly by customers or patrons, not employees. Inbound and outbound are roughly equal most of the day. Some public facilities are thus "retail".</i>									
Community Retail Focus									
Walk-in Bank	911	1000 sq. ft.	5	12.13	156.48	65%	7.8%	54.77	\$ 18,938
Drive-in Bank	912	1000 sq. ft.	4	24.30	148.15	75%	16.4%	37.04	\$ 27,099
Convenience Market	851 - 853	1000 sq. ft.	3	50.00	640.00	85%	7.8%	96.00	\$ 33,455
DVD/Video Rental Store	896	1000 sq. ft.	7	13.60	140.00	55%	9.7%	63.00	\$ 27,300
Pharmacy/Drug Store	880, 881	1000 sq. ft.	13	8.71	89.10	30%	9.8%	62.37	\$ 27,203
Supermarket and Discount Supermarket	850, 854	1000 sq. ft.	62	10.45	102.24	45%	10.2%	56.23	\$ 25,638
Hardware/Paint Store	816	1000 sq. ft.	21	4.84	51.29	25%	9.4%	38.47	\$ 16,192
Building Materials & Lumber Store	812	1000 sq. ft.	11	4.49	45.16	20%	9.9%	36.13	\$ 16,023
Apparel Store	876	1000 sq. ft.	5	3.83	66.40	20%	5.8%	53.12	\$ 13,668
Shopping Center, under 65,000 sq. ft. ⁽⁶⁾	820	1000 sq. ft.	50	3.71	42.70	50%	8.7%	21.35	\$ 8,275
Specialty Retail Center (Strip Mall)	826	1000 sq. ft.	105	2.71	44.32	20%	6.1%	35.46	\$ 9,671
Destination Retail Focus									
1 Free-Standing Discount Store	815	1000 sq. ft.	111	4.98	57.24	30%	8.7%	40.07	\$ 15,550
2 Toy/Children's Superstore	864	1000 sq. ft.	46	4.99	60.00	30%	8.3%	42.00	\$ 15,581
Discount Club									
3 (Membership Warehouse Store)	857	1000 sq. ft.	112	4.18	41.80	20%	10.0%	33.44	\$ 14,917
4 Electronics Superstore	863	1000 sq. ft.	37	4.50	45.04	30%	10.0%	31.53	\$ 14,051
5 Free-Standing Discount Superstore	813	1000 sq. ft.	154	4.35	50.75	20%	8.6%	40.60	\$ 15,523
6 Factory Outlet Center	823	1000 sq. ft.	146	2.29	26.59	10%	8.6%	23.93	\$ 9,194
7 Home Improvement Superstore	862	1000 sq. ft.	100	2.33	30.74	10%	7.6%	27.67	\$ 9,354
8 Furniture Store	890	1000 sq. ft.	67	0.45	5.06	10%	8.9%	4.55	\$ 1,807
11 Nursery (Garden Center)	817	Acres	4	8.06	108.10	10%	7.5%	97.29	\$ 32,358
12 Nursery (Wholesale)	818	Acres	24	0.45	19.50	10%	2.3%	17.55	\$ 1,807
SPECIAL CASES									
<i>Signature Elements: Characteristics not matched with groups above</i>									
State Motor Vehicles Department/Licensing Agency	731	1000 sq. ft.	10	17.09	166.02	30%	10.3%	116.21	\$ 53,364
US Post Office	732	1000 sq. ft.	31	11.22	108.19	60%	10.4%	43.28	\$ 20,020
Medical/Dental Office or Clinic	630, 720	1000 sq. ft.	71	3.66	33.00	10%	11.1%	29.70	\$ 14,694
Day Care Center	565	1000 sq. ft.	4	12.34	74.06	80%	16.7%	14.81	\$ 11,009
Hospital	610	1000 sq. ft.	500	0.93	13.22	10%	7.0%	11.90	\$ 3,734
Hotel/Motel - No Convention Facilities	310-312, 320	Total Rooms ⁽²⁾	200	0.53	6.50	10%	8.2%	5.85	\$ 2,128

Notes:

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ATTACHMENT 2

Appendix B. Traffic Impact Rate Table

PM Avg K-factor = 0.091 Avg Daily Fee/Trip = \$ 514

This table uses ITE⁽³⁾ driveway trip rates, with adjustments, to derive the net new impact per unit of development, in vehicle-miles-traveled (VMT). See ITE for details of land use categories.⁽⁹⁾

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				PM	DAILY				
RESIDENTIAL									
<i>Signature elements: places where people live with active lifestyles. Afternoon peak hour traffic is mainly inbound.</i>									
Single-Family (Detached) Housing	210	Dwelling	214	1.00	9.52	0%	10.5%	9.52	\$ 5,652
Duplex (Detached) Housing	use 210	Dwelling	same	1.00	9.52	0%	10.5%	9.52	\$ 5,652
Multifamily, 3+ Bedrooms	use 231	Dwelling	234	0.78	7.41	0%	10.5%	7.41	\$ 4,408
Multifamily, under 3 Bedrooms	blend 220, 221, 230	Dwelling	250	0.60	6.00	0%	10.0%	6.00	\$ 3,391
Mobile Home Park	240	Dwelling	168	0.59	4.99	0%	11.8%	4.99	\$ 3,335
Self-contained Retirement Community ⁽⁷⁾	251	Dwelling	862	0.27	3.68	0%	7.3%	3.68	\$ 1,526
Senior Adult Housing-Attached	252	Dwelling	147	0.25	3.44	0%	7.3%	3.44	\$ 1,413
Congregate Care Facility, Nursing Home, Elderly Housing (Attached) <i>please see Non-Retail, assisted living facilities</i>									
NON-RETAIL									
<i>Signature elements: places where most traffic is generated by employees, rather than customers, patrons or residents. Includes some public facilities and some assisted-living types of residential facilities. Peak hour main direction varies.</i>									
Employment Centers									
Office Building (Single Building)	blend 710, 714, 715	1000 sq. ft.	150-300	1.50	11.42	0%	13.1%	11.42	\$ 8,478
Office Park (Multiple Buildings)	750	1000 sq. ft.	370	1.48	11.42	0%	13.0%	11.42	\$ 8,365
Business Park (Multiple Buildings)	770	1000 sq. ft.	379	1.26	12.44	0%	10.1%	12.44	\$ 7,121
Research & Development Center	760	1000 sq. ft.	306	1.07	8.11	0%	13.2%	8.11	\$ 6,047
General Light Industrial	110	1000 sq. ft.	357	0.97	6.97	0%	13.9%	6.97	\$ 5,482
Industrial Park	130	1000 sq. ft.	447	0.85	6.83	0%	12.4%	6.83	\$ 4,804
Manufacturing	140	1000 sq. ft.	325	0.73	3.82	0%	19.1%	3.82	\$ 4,126
General Heavy Industrial	120	1000 sq. ft.	1544	0.68	1.50	0%	45.3%	1.50	\$ 3,843
Trucking and Storage Facilities									
1 Warehousing (Industrial)	150	1000 sq. ft.	354	0.32	3.56	0%	9.0%	3.56	\$ 1,809
2 Mini-Warehouse (Self-Service Storage)	151	1000 sq. ft.	58	0.26	2.50	0%	10.4%	2.50	\$ 1,469
3 High-Cube Warehouse/Distribution Center	152	1000 sq. ft.	302	0.12	1.68	0%	7.1%	1.68	\$ 678
4 Intermodal Truck Terminal	30	Acres	12	6.55	81.90	0%	8.0%	81.90	\$ 37,019
Institutions									
Church, with Weekday Programs	560	1000 sq. ft.	17	2.00	30.00	20%	6.7%	24.00	\$ 9,043
High School	530	1000 sq. ft.	225	0.97	12.89	10%	7.5%	11.60	\$ 4,934
Elementary and Junior High School	520	1000 sq. ft.	55	0.20	14.49	20%	1.4%	11.59	\$ 904
Church, No Weekday Programs	560	1000 sq. ft.	17	0.40	6.00	0%	6.7%	6.00	\$ 2,261
Assisted Living Facilities									
Nursing Home	620	Beds	99	0.22	2.74	10%	8.0%	2.47	\$ 1,119
Congregate Care Facility, Elderly Housing (Attached)	253	Living unit	164	0.17	2.02	10%	8.4%	1.82	\$ 865

Notes:

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RETAIL									
<i>Signature elements: non-residential activity with traffic generated mainly by customers or patrons, not employees. Inbound and outbound are roughly equal most of the day. Some public facilities are thus "retail".</i>									
Automobile-related Sales									
Auto Parts Sales	843	1000 sq. ft.	8	5.98	61.91	50%	9.7%	30.96	\$ 16,899
Auto Care Center (Multiple Stores)	942	1000 sq. ft.	12	3.11	38.87	20%	8.0%	31.10	\$ 14,061
Car Sales, New and Used	841	1000 sq. ft.	30	2.62	32.30	10%	8.1%	29.07	\$ 13,327
Automobile Servicing									
Gasoline/Service Station no Mini-Mart	944	V.S.P. ⁽¹⁾	8	13.87	168.56	80%	8.2%	33.71	\$ 15,678
Self-Service Car Wash	947	V.S.P. ⁽¹⁾	7	5.54	75.00	50%	7.4%	37.50	\$ 15,655
Gasoline/Service Station with Mini-Mart	945	V.S.P. ⁽¹⁾	10	13.51	162.78	80%	8.3%	32.56	\$ 15,271
Quick-Lube Vehicle Shop	941	V.S.P. ⁽¹⁾	2	5.19	40.00	50%	13.0%	20.00	\$ 14,666
Tire Store	848, 849	V.S.P. ⁽¹⁾	8	3.32	32.00	50%	10.4%	16.00	\$ 9,382
Social-Recreational Activities									
Coffee and Donut Shop w/o Drive-Through Window	936	1000 sq. ft.	4	40.75	503.09	80%	8.1%	100.62	\$ 46,062
Fast-Food Restaurant with Drive-Through Window	934	1000 sq. ft.	4	32.65	496.12	80%	6.6%	99.22	\$ 36,906
Library	590	1000 sq. ft.	16	7.30	56.24	10%	13.0%	50.62	\$ 37,132
Quality Restaurant	931	1000 sq. ft.	9	7.49	89.95	20%	8.3%	71.96	\$ 33,865
Sit-Down Restaurant	932	1000 sq. ft.	6	9.85	127.15	50%	7.7%	63.58	\$ 27,835
Lodge/Fraternal Organization, with dining facilities	591	1000 sq. ft.	n/a	6.00	48.00	10%	12.5%	43.20	\$ 30,519
Health/Fitness Club	492	1000 sq. ft.	36	3.53	32.93	10%	10.7%	29.64	\$ 17,956
Bowling Alley	437	1000 sq. ft.	24	1.71	33.33	10%	5.1%	30.00	\$ 8,698
Recreational Community Center	495	1000 sq. ft.	65	2.74	33.82	10%	8.1%	30.44	\$ 13,937
Racquet/Tennis Club	491	1000 sq. ft.	48	0.84	14.03	10%	6.0%	12.63	\$ 4,273

Notes:

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RETAIL									
<i>Signature elements: non-residential activity with traffic generated mainly by customers or patrons, not employees. Inbound and outbound are roughly equal most of the day. Some public facilities are thus "retail".</i>									
Community Retail Focus									
Walk-in Bank	911	1000 sq. ft.	5	12.13	156.48	65%	7.8%	54.77	\$ 23,994
Drive-in Bank	912	1000 sq. ft.	4	24.30	148.15	75%	16.4%	37.04	\$ 34,334
Convenience Market	851 - 853	1000 sq. ft.	3	50.00	640.00	85%	7.8%	96.00	\$ 42,388
DVD/Video Rental Store	896	1000 sq. ft.	7	13.60	140.00	55%	9.7%	63.00	\$ 34,589
Pharmacy/Drug Store	880, 881	1000 sq. ft.	13	8.71	89.10	30%	9.8%	62.37	\$ 34,466
Supermarket and Discount Supermarket	850, 854	1000 sq. ft.	62	10.45	102.24	45%	10.2%	56.23	\$ 32,483
Hardware/Paint Store	816	1000 sq. ft.	21	4.84	51.29	25%	9.4%	38.47	\$ 20,516
Building Materials & Lumber Store	812	1000 sq. ft.	11	4.49	45.16	20%	9.9%	36.13	\$ 20,301
Apparel Store	876	1000 sq. ft.	5	3.83	66.40	20%	5.8%	53.12	\$ 17,317
Shopping Center, under 65,000 sq. ft. ⁽⁶⁾	820	1000 sq. ft.	50	3.71	42.70	50%	8.7%	21.35	\$ 10,484
Specialty Retail Center (Strip Mall)	826	1000 sq. ft.	105	2.71	44.32	20%	6.1%	35.46	\$ 12,253
Destination Retail Focus									
1 Free-Standing Discount Store	815	1000 sq. ft.	111	4.98	57.24	30%	8.7%	40.07	\$ 19,702
2 Toy/Children's Superstore	864	1000 sq. ft.	46	4.99	60.00	30%	8.3%	42.00	\$ 19,741
Discount Club 3 (Membership Warehouse Store)	857	1000 sq. ft.	112	4.18	41.80	20%	10.0%	33.44	\$ 18,899
4 Electronics Superstore	863	1000 sq. ft.	37	4.50	45.04	30%	10.0%	31.53	\$ 17,803
5 Free-Standing Discount Superstore	813	1000 sq. ft.	154	4.35	50.75	20%	8.6%	40.60	\$ 19,668
6 Factory Outlet Center	823	1000 sq. ft.	146	2.29	26.59	10%	8.6%	23.93	\$ 11,648
7 Home Improvement Superstore	862	1000 sq. ft.	100	2.33	30.74	10%	7.6%	27.67	\$ 11,852
8 Furniture Store	890	1000 sq. ft.	67	0.45	5.06	10%	8.9%	4.55	\$ 2,289
11 Nursery (Garden Center)	817	Acres	4	8.06	108.10	10%	7.5%	97.29	\$ 40,998
12 Nursery (Wholesale)	818	Acres	24	0.45	19.50	10%	2.3%	17.55	\$ 2,289
SPECIAL CASES									
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Agenda Item 3
Covington City Council Meeting
Date: November 13, 2012

SUBJECT: 2013 LEGISLATIVE AGENDA

RECOMMENDED BY: Derek Matheson, City Manager

ATTACHMENT(S):

1. Draft 2013 Legislative Agenda
2. Briefing Sheets
 - a. SR 516
 - b. Covington Community Park, Phase II (New project)
 - c. Town Center Study

PREPARED BY: Derek Matheson, City Manager

EXPLANATION:

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

ALTERNATIVES:

1. Provide alternate direction to staff.

FISCAL IMPACT: Staff time

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

**Councilmember _____ moves, Councilmember _____
seconds to adopt the 2013 Legislative Agenda.**

REVIEWED BY: Management Team



City of Covington
2013-14 Legislative Agenda
 Adopted by the City Council

Comment [DM1]: Draft dated 10/4/12

Deleted: 2012

Deleted: 11/8/11

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 state-shared revenues including liquor profits and taxes.
- **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. Covington Community Park, Phase II
 3. Covington Town Center Economic Impact & Infrastructure Cost Study
- **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.

Comment [DM2]: We chose not to provide specific dollar amounts beginning last year because staff supplements this agenda with fact sheets that include dollars and are updated as needed.

Deleted: <#>Covington Community Park soccer field ¶

Deleted: SAFETEA-LU

Deleted: Connecting Washington Task Force, and

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

- **Medical Marijuana:** Support legislation enabling medical marijuana use.
- **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.
- **Tax Exemptions:** Exempt cities' capital projects from the sales tax, and exempt utility and enterprise revenues from the state business and occupations tax.
- **Simple Majority:** Support legislation to replace the supermajority threshold (60%) with a simple majority threshold (50%) for local government bond and levy elections.
- **Unfunded Mandates:** Oppose unfunded and under-funded mandates on local government. Support funding for existing mandates including the National Pollution Discharge Elimination System (NPDES) requirements.
- **Urban Growth Areas:** Provide cities time to annex adjacent land after a county classifies it as urban but before development may occur.
- **Rail & Transit:** 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, excluding AWC's position on LEOFF 2 benefit enhancements. Support other local government professional associations' legislative programs when consistent with the aforementioned programs.¹

Deleted: state funding programs that are

Deleted: Commuter & Passenger

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



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

SR 516 from Jenkins Creek to 185th Ave. SE

The City of Covington respectfully requests \$13.2 million to fund State Route 516
Jenkins Creek - 185th Ave. SE

Project Highlights

Improving SR 516 from Jenkins Creek to 185th will spur economic and residential development in eastern Covington and remove a significant bottleneck for traffic coming into downtown Covington. The project will widen SR 516 to five lanes from Jenkins Creek to 185th Ave. SE, and widen the Jenkins Creek stream crossing and improve the culvert for stream habitat and fish passage.

Project Benefits

- Widens SR 516 from a two-lane rural section to a five-lane urban arterial to address traffic bottleneck.
- Adds sidewalks along the state highway to accommodate pedestrians and facilitate a walking community.
- New structure over stream will accommodate high water flows during storm events.
- Stream crossing will include design features for salmon and stream habitat.
- Improves the safety and visibility of the roadway with new street lighting.
- Medians and u-turns will control access, improve safety, and maintain access to businesses.
- Landscaping strips between the curb and sidewalk will separate pedestrians from motorists.

Funding Partnership

The City of Covington respectfully requests that the state contribute \$13.2 million to improve SR 516 from Jenkins Creek to 185th Ave SE. Recognizing the positive impact that SR 516 improvements have on the city, Covington has already invested \$2.3 million of local funding to improve SR 516. As a state highway, SR 516 would traditionally be the state’s responsibility to maintain and improve. The City has chosen to share this obligation with the state, and is now asking the state to contribute funding to move the project forward.

Current Photo of SR 516, Jenkins Creek – 185th



After Project Improvements are Completed



Contact Information

Glenn Akramoff, Public Works Director
Don Vondran, PE, Senior City Engineer

- gakramoff@covingtonwa.gov • (253) 480-2461
- dvondran@covingtonwa.gov • (253) 480-2462



City of Covington

16720 SE 271st Street, Suite 100 • Covington, WA 98042

Briefing Sheet

Covington Community Park Construction

The City of Covington respectfully requests \$2.6 million in capital funding for Covington Community Park

Project Highlights

Phase II of Covington Community Park will provide the city’s first and only community event stage, group picnic shelters, outdoor exercise equipment and tennis courts, along with associated parking and an extended trail system that connects with the Green-to-Cedar regional trail leading to Flaming Geyser State Park.

Project Need

In a recent community survey, community events along with health and fitness programs were highly rated needs. The phase II construction project provides important local facilities so families and youth living in the fast growing Covington community don’t need to travel to neighboring cities for recreational opportunities.

Funding Details

Covington has worked hard to fund its community park through partnerships with the state and local partners. The first phase of the project was funded with \$2.2 million in local resources and state funding. Previous city park projects have been funded entirely by local resources. The requested \$2.6 million state capital investment will be the last allocation of funding needed before construction begins for phase II of the project. The City can adapt the construction schedule to accommodate a smaller amount of funding if the full request is not available.



Contact Information

Scott Thomas, Parks and Recreation Director • sthomas@covingtonwa.gov • (253) 480-2481



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

Briefing Sheet

Town Center Economic Impact & Infrastructure Cost Study

The City of Covington respectfully requests \$50,000 to complete a Town Center Study

Project Highlights

With its birth as an unincorporated community crossroads, Covington naturally evolved as a retail shopping area oriented to vehicular travel and was not developed with complete transportation systems or a true downtown. Since incorporation, the community has consistently expressed the desire for a central gathering place.



The town center will offer:

- A traditional “main street” with slow-moving traffic and on-street parking.
- A public plaza for local events, celebrations, and cultural activities.
- A civic center with mixed-use, multiple-story buildings.
- Opportunities for private development, including retail, office, and residential development in mixed-use and stand-alone formats.

Project Need & Benefits

The city is seeking \$50,000 for a Town Center Economic Impact & Infrastructure Cost Study. This study will determine the town center concept’s economic impact (including job creation and tax revenue generation) and infrastructure costs. The information will position the city to seek the grants necessary to fund town center infrastructure and catalyze private investment.



Funding Details

This project is currently unfunded.

Project Schedule

Dependent on funding.

Contact Information

Derek Matheson, City Manager
dmatheson@covingtonwa.gov
(253) 480-2405

Agenda Item 4
Covington City Council Meeting
Date: November 13, 2012

SUBJECT: 2012 THIRD QUARTER FINANCIAL REPORTS

RECOMMENDED BY: Rob Hendrickson, Finance Director

ATTACHMENT(S):

1. 2012 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.

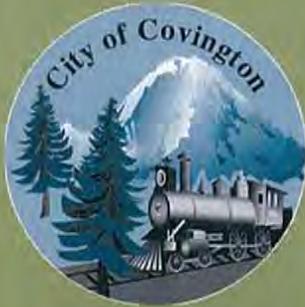
CITY COUNCIL ACTION: ___Ordinance___ Resolution ___Motion___ X Other

NO ACTION NECESSARY AT THIS MEETING

REVIEWED BY: City Manager

Economic & Revenue Summary

~WA State Economic & Revenue Forecast Council



- September U.S. employment grew by 114,000 jobs; July and August employment data were revised up by a total of 86,000 jobs.
- In the last three months the Washington economy added 12,700 jobs for an annualized growth rate of 1.8%. Led by Boeing, manufacturing employment growth remains strong.
- Economic data continue to provide mixed signals, but consumer confidence improves.
- Washington employment and income continue to grow at a moderate rate.
- Housing construction is improving, but off a very low base.
- Major General Fund-State revenue collections for the September 11 – October 10, 2012 collection period were \$36.6 million (3.4%) higher than the September forecast. Revenue Act (B&O tax) collections were \$35.7 million (3.8%) higher than forecasted and other revenue was \$1.0 million (0.8%) higher.
- It is likely that this month's large Revenue Act variance was mainly due to the timing of payments and it will be at least partially reversed next month.

2012 Third Quarter

September reflects three-quarters of the year. Year-end is in sight and as such, forecasting expected revenues and expenditures becomes less murky. As reported in previous quarters, major revenues continue their strong showing in most categories. Expectations for year-end revenue are high for most funds with the exception of Development Services and Parks. Development Services will repair itself in 2013 whereas Parks will continue to slide as expenditures outpace revenues. Fund expenditures continue at or near budget.

- Rob Hendrickson, Finance Director

Inside this issue:

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Real Estate Excise Tax	2	Capital Investment Program	7
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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.

Collections for the third quarter were \$36,612 bringing the total to \$1,253,599 or 53.6% of forecast.

Property tax is the most stable source of revenue the City has. It is

2010	2011	2012
\$ 1,135,168	\$ 1,251,520	\$1,253,599

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 2011 levy for 2012 collection is \$2,340,000 and the levy rate is \$1.48/\$1,000 assessed value.

The City’s assessed valuation is \$1.579 billion—a decrease of \$142 million or 8.3% over the previous year.

The cap for property tax collections is \$2.10/\$1,000 assessed value.

Real Estate Excise Tax (REET)

REET is a restricted revenue dedicated to paying debt service on the 2007 transportation bonds and loans from the Public Works Trust Fund. This tax is levied by the City

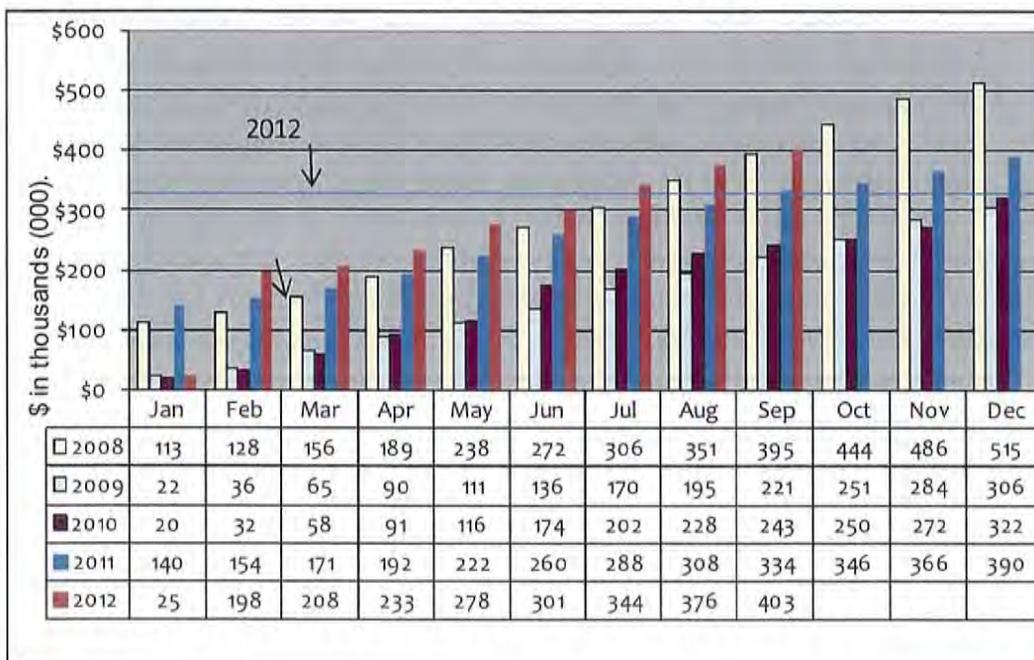
on all sales of real estate at the rate of one-half percent (two quarter percents).

Through the third quarter, collections are at \$403,440 or 124.1% of

budget. The Home Depot Shopping Center Complex sale contributed to the large amount. The budget for 2012 is \$325,000.

Through September there were 52 new home sales, 134 existing home sales, 42 land only sales, two building sales, and nine commercial sales.

A combination of rising prices and low interest rates has spurred the housing market forward in recent months.



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 2011 levels by \$175,000 or 7.9%. Total collections are at \$2,370,926 or 83.2%.

In year over year comparisons, retail sales increased by 5.6%, construction increased 69.0%, food services was up 3.7%, and all other categories decreased 4.6%.

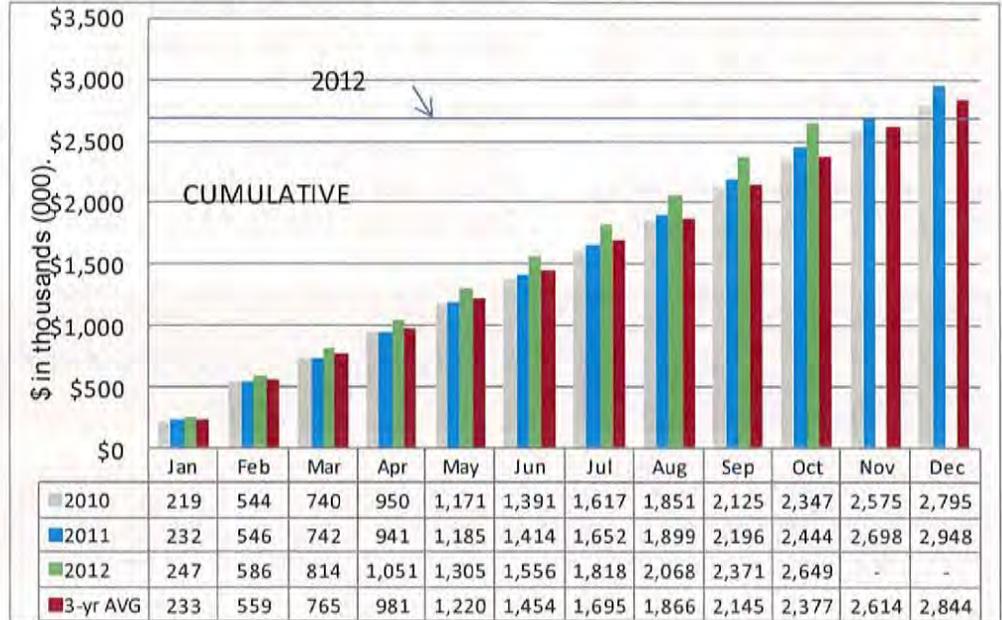
May through September has seen the "all other" category turn negative. This is a small dollar category so the impact is negligible (\$11,520).

Collections through the third quarter 2012 are higher than any third quarter on record by a wide margin. Construction has seen

positive increases for 19 months and retail for 14 months. Food services turned negative on a monthly basis but overall is still ahead of last year cumulatively.

The national economy is finally

showing signs of higher consumer confidence, which translates to higher retail sales. In addition, construction should remain stable through 2013.



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 is higher than 2011 by \$67,216. Electricity and natural gas are slightly lower than 2011 while the remaining categories are showing stronger on a year over year basis.

SWM has been added for 2012.

MuniServices is in process of conducting an audit of solid waste, cable and telephone service that should provide some answers to the swings in revenue.



The accompanying chart reflects the changes in revenue for the third quarter of 2011 and 2012.

Utility	2011	2012
Electricity	\$473,103	\$461,287
Natural Gas	286,571	283,127
Solid Waste	90,954	114,156
Cable	180,955	194,463
Telephone	355,783	400,820
SWM	0	729
Total	\$1,387,366	\$1,454,582

GENERAL FUND

Revenues through September are 68.5% of budget or \$5.6 million. With a recent accounting change*, this total is even with 2011. Sales tax, on a cash basis, is 7.9% or \$174,846 higher (this is due to a change in % allocation) than 2011 third quarter while utility tax is 4.8% or \$67,216 above 2011 collections (due in part to rate change). Property taxes are higher than 2011.

Total expenditures including transfers out through September

are \$5,265,289. This is an increase in spending of 7.8% or \$383,191 over the same period last year. This is due to the payout to Costco, increased police costs, and a larger operating transfer out.

Overall, 59.5% of the budget has been spent. With the exception of the City Council all departments are below the 75% threshold. The City Council is higher due to the Costco payout. The departments that had large payouts early in the

year have now caught up with their spending for the year.

Beginning fund balance is \$3,004,967—an increase of \$653,377. This is a result of under spending and increased revenues during 2011.

**Interfund payments are now being netted against expenditures to show the true cost of general fund expenditures. This reduces overall revenue and expenditures.*

GENERAL FUND DEPARTMENT BUDGET UPDATE

Department	YTD - 2011	% of Budget	YTD - 2012	% of Budget
City Council	78,586	55.2%	\$ 323,236	81.2%
Municipal Court	418,585	83.3%	419,777	63.4%
City Manager	625,111	71.2%	645,729	68.3%
Finance	373,048	73.7%	392,729	74.7%
Legal	45,472	52.9%	41,859	52.3%
Personnel	232,516	69.4%	239,790	71.9%
Central Services	693,664	74.4%	402,501	44.2%
Law Enforcement	1,830,379	60.5%	1,926,475	62.5%
Community Development	271,470	62.2%	246,440	63.2%
Operating Transfers Out	<u>313,267</u>	27.0%	<u>626,754</u>	41.2%
TOTAL	<u>\$ 4,882,098</u>	61.1%	<u>\$ 5,265,289</u>	59.5%

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 slightly under forecast at 74.1% or \$147,500. Total operating revenues are \$517,992 and transfers in are \$247,003. At \$764,995, this puts total revenues at 93.6% for the end of the quarter.

The gas tax is running under budget. This could be due to sev-

eral factors including the economy, higher mileage cars, or inaccurate forecasting. The forecast is generated through Municipal Research Services Corporation (MRSC). The amount received to date is 71.3% (\$265,122) of budget. This is lower than 2011 by about \$7,437. Fuel taxes have been declining since Dec 2009.

Total expenditures are slightly over budget due to the additional cost for the traffic model. Total expenditures are at 76.4% or \$694,047. *(a spending freeze began in July).*

SWM is primarily funded through drainage fees that are collected by King County. The City has received \$907,633 or 53.3%. Total revenues are at 61.6% or \$1,139,116.

Operating expenditures are at 63.8% or \$770,248. With transfers out and debt service costs total uses are \$1,099,087 or 63.1%.

Fund balances for Street Operations declined by \$229,607 (REET reimbursement) while increasing in SWM by \$373,151.

DEVELOPMENT SERVICES

Overall revenue is below forecast. Licenses and permits are running well above budget but charges for services is lagging in three main areas—commercial construction inspection, and residential and commercial plan review.

Through the end of September, \$928,809 or 67.5% has been

received.

The number of permits for single family residences are at 81 compared to 23 in 2011. New commercial permits are at two compared to three in 2011.

Operational expenditures came in at 70.6% or \$515,614. Including other financing uses of \$135,367

the total increases to \$650,981 or 73.8%.

Even with revenue below forecast, revenue still exceeds expenditures by a healthy margin. Coupled with a large beginning fund balance, this fund remains in good shape.

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 came in ahead of forecast at 83.2% or \$1,005,911—led in

part by sales tax. Aquatics revenue stands at 88.0% or \$438,993—\$66,437 above 2011.

Attendance is ahead of 2011 by 7,213 at 71,503. Considering that January was almost 900 less than 2011 this is quite encouraging.

Overall operating expenditures for the four divisions are 72.7% or \$797,180. Overall uses are

\$902,914 or 72.4%. Overall revenues are exceeding expenditures by \$102,998.

The beginning fund balance is \$232,391 which is a decrease of \$957.

Cash & Investments

Total cash and investments total \$11,430,363. This exceeds September 2011 by \$4.1 million. The largest gainer is CIP followed by Development Services and the Surface Water Management Fund.

The Local Government Investment Pool (LGIP) is currently earning 0.19%. The City has \$8,763,255 invested with the LGIP. The LGIP invests in short term securities. It is comparable to an SEC regulated Rule 2a-7 money market fund and offers 100% liquidity to its participants.

Investments outside the LGIP total \$2,160,879 (market value). That is split between US Government Agencies at \$1,357,376 and Municipal Securities at \$803,503.

The weighted yield of the portfolio with the state pool is 0.47% and without the pool is 1.65%. (almost 8.7 times the pool rate!) Average days to maturity with the pool is 414 days or 1.13 years and without the pool is 465 days or 1.27 years.

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 2011. This is reconciled and updated on a monthly basis.



TOTAL GENERAL LEDGER ACCOUNTS

	as of 09/30/11	as of 09/30/12	Δ
GENERAL FUND	\$2,471,340	\$2,679,520	\$208,180
STREET FUND	235,776	316,898	81,122
CONTINGENCY FUND	420,624	414,117	(6,507)
CUMULATIVE RESERVE FUND	1,430,187	1,381,790	(48,397)
REET 1ST 1/4% FUND	46,397	62,664	16,267
REET 2ND 1/4% FUND	46,397	62,664	16,267
DEVELOPMENT SERVICES FUND	1,442,135	1,850,449	408,314
PARKS FUND	202,888	246,132	43,244
LID 99-01 GUARANTY FUND	52,242	52,322	80
LID 99.01 FUND	391	386	(5)
CAPITAL IMPROVEMENT PROGRAM	1,637,714	2,193,870	556,156
SURFACE WATER MANAGEMENT	1,221,059	1,694,316	473,257
UNEMPLOYMENT INSURANCE	141,001	145,925	4,924
EQUIPMENT REPLACEMENT	354,105	329,309	(24,796)
TOTAL ALL FUNDS	\$9,702,256	\$11,430,362	\$1,728,106

Capital Investment Program

Covington Community Park (CCP) (project 1010) spent a significant portion of its budget during the third quarter. This project is expected to be substantially completed by year end. Some additional planting work will be completed in spring 2013 with an expected opening early summer 2013. Total budget on this project is slightly over \$1.7 million.

A majority of revenue received for CCP has come from grant revenues. A lesser amount has been received through the property tax expansion levy.

The SR 516 Safety Widening from Wax Road to Jenkins Creek (project 1039) has been fully completed and closed out.

The next phase of widening from Jenkins Creek to 185th Ave (project 1127) began design in April of 2012 and continues to progress on schedule. The project should be at a level to submit for grants by midyear 2013 with a tentative construction period of late 2014 through the end of 2015.

The revenue for 1127 is slated to come from grants, mitigation fee revenue, internal transfers and legislative appropriations.

Project #	Project Description	Revenues	Expenditures
1010	Covington Community Park	\$387,021	\$694,270
1039	SR 516 Safety Widening	\$5,224	\$22,602
1127	SR 516 Widening at Jenkins Creek	\$477,320	\$232,741

CITY OF COVINGTON FINANCE DEPARTMENT

**16720 SE 271st St
Suite 100
Covington, WA 98042
Phone: 253-480-2400
Fax: 253-638-1122**

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

City of Covington Quarterly Performance Report - General Fund as of 9/30/2012

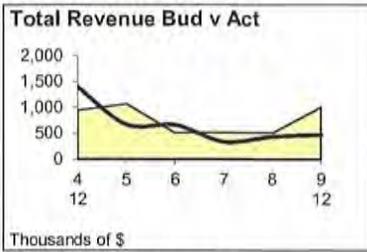


Chart 1

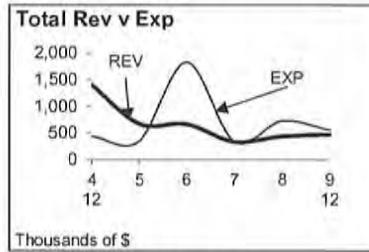


Chart 2

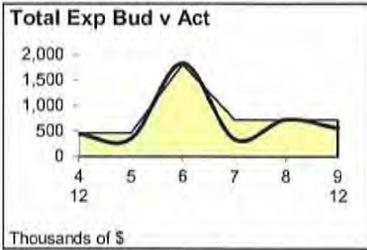


Chart 3

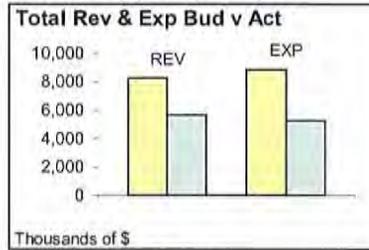


Chart 4

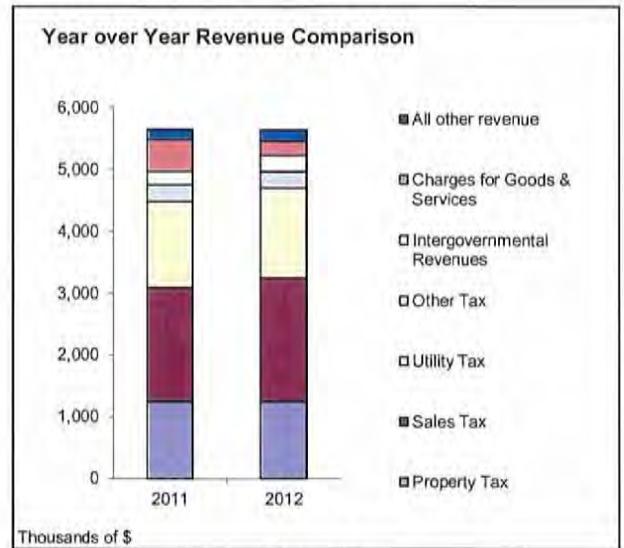
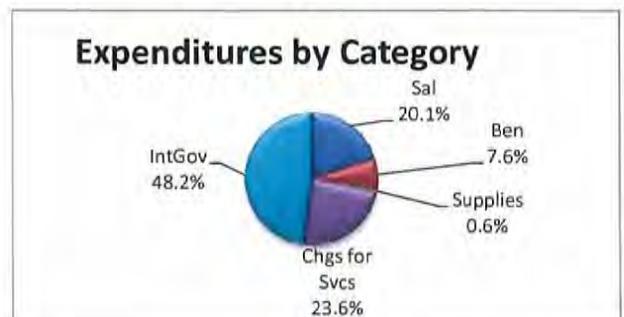
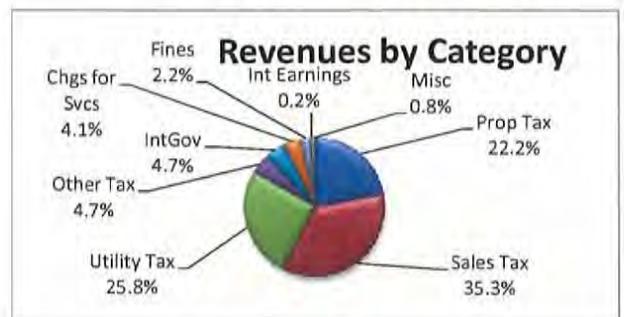


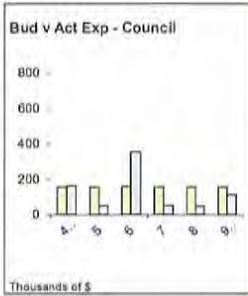
Chart 5

Rev & Exp - YTD	2012		\$ Rem	% Coll YTD	2011	
	Budget	Actual			Actual	Actual
Property Tax	\$ 2,340.0	\$ 1,253.6	\$ 1,086.4	53.6%	\$ 1,251.5	
Sales Tax	2,394.0	1,991.6	402.4	83.2%	1,844.7	
Utility Tax	2,012.5	1,455.8	556.7	72.3%	1,387.4	
Other Tax	354.0	267.7	86.3	75.6%	266.6	
Intergovernmental Rev	309.5	262.8	46.6	84.9%	219.5	
Charges for Goods & Svcs	668.6	229.9	438.7	34.4%	515.4	
Fines & Penalties	132.0	125.4	6.6	95.0%	114.1	
Investment Interest	6.3	10.7	(4.4)	170.1%	6.3	
Miscellaneous	22.0	44.5	(22.5)	202.3%	42.5	
Total Operating Revenues	8,238.9	5,642.0	2,596.9	68.5%	5,648.0	
Other Financing Sources	-	-	-	0.0%	0.0	
Total Sources	\$ 8,238.9	\$ 5,642.0	\$ 2,596.9	68.5%	\$ 5,648.1	
Salaries & Wages	\$ 1,346.2	\$ 987.4	\$ 358.8	73.3%	\$ 975.6	
Benefits	516.0	372.9	143.0	72.3%	370.4	
Supplies	60.9	28.3	32.5	46.6%	40.8	
Charges for Services	1,576.1	1,156.9	419.2	73.4%	883.0	
Intergovernmental Svcs	3,789.4	2,366.7	1,422.7	62.5%	2,270.4	
Capital	9.8	-	9.8	0.0%	-	
Total Operating Expenses	7,298.4	4,912.2	2,386.1	67.3%	4,540.3	
Other Financing Uses	1,551.6	353.1	1,198.6	22.8%	341.8	
Total Uses	\$ 8,850.0	\$ 5,265.3	\$ 3,584.7	59.5%	\$ 4,882.1	

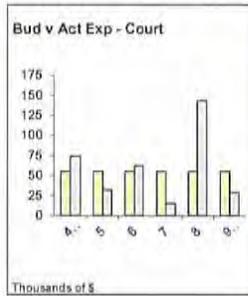


Legend	
	Cur Year
	Budget
	Actual
Data in Thousands of \$	

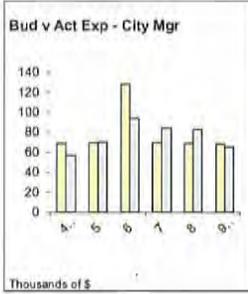
General Fund Expenditures by Department through 9/30/12



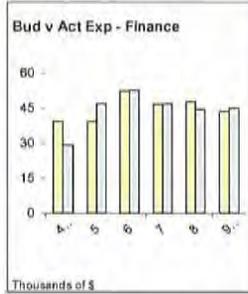
Exp - YTD	2012		2012		2011	
	Budget	Actual	\$ Rem	% Coll YTD	Budget	Actual
Salaries & Wages	\$ 38.4	\$ 28.8	\$ 9.6	75.0%	\$ 28.8	
Benefits	3.4	2.4	1.0	70.6%	2.4	
Supplies	4.9	3.0	2.0	60.0%	2.7	
Charges for Services	351.1	289.1	62.0	82.3%	44.7	
Total Operating Expenses	397.8	323.2	74.6	81.2%	78.6	
Other Financing Uses	1,520.7	626.8	894.0	41.2%	313.3	
Total Uses	\$ 1,918.6	\$ 950.0	\$ 968.6	49.5%	\$ 391.9	



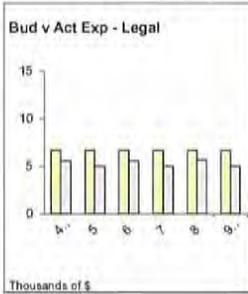
Exp - YTD	2012		2012		2011	
	Budget	Actual	\$ Rem	% Coll YTD	Budget	Actual
Salaries & Wages						
Benefits						
Supplies			\$ -	0.0%	\$ -	
Charges for Services	\$ 104.3	\$ 70.9	\$ 33.4	68.0%	\$ 52.3	
Intergovernmental Svcs	568.0	348.8	209.2	62.5%	366.3	
Total Operating Expenses	\$ 662.3	\$ 419.8	\$ 242.5	63.4%	\$ 418.6	



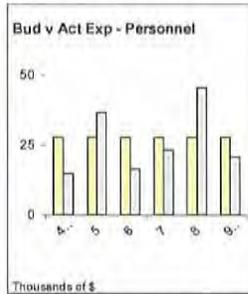
Exp - YTD	2012		2012		2011	
	Budget	Actual	\$ Rem	% Coll YTD	Budget	Actual
Salaries & Wages	\$ 515.2	\$ 372.1	\$ 143.1	72.2%	\$ 365.9	
Benefits	198.4	152.6	45.8	76.9%	145.5	
Supplies	3.4	1.6	1.8	47.1%	1.0	
Charges for Services	109.2	58.9	50.3	52.1%	59.4	
Intergovernmental Svcs	119.5	62.5	57.0	52.3%	52.4	
Total Operating Expenses	\$ 945.8	\$ 645.7	\$ 300.1	68.3%	\$ 625.1	



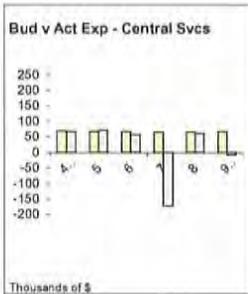
Exp - YTD	2012		2012		2011	
	Budget	Actual	\$ Rem	% Coll YTD	Budget	Actual
Salaries & Wages	\$ 319.7	\$ 234.0	\$ 85.7	73.2%	\$ 224.8	
Benefits	125.7	98.2	27.5	78.1%	93.0	
Supplies	2.7	1.3	1.4	49.0%	0.5	
Charges for Services	36.5	29.1	7.4	79.6%	26.2	
Intergovernmental Svcs	31.0	30.1	0.9	97.2%	28.6	
Capital Outlay	9.8	-	9.8	0.0%	-	
Total Operating Expenses	\$ 525.4	\$ 392.7	\$ 132.7	74.7%	\$ 373.0	



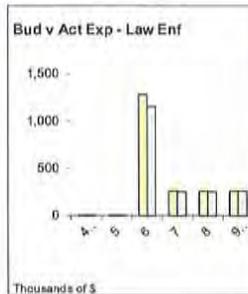
Exp - YTD	2012		2012		2011	
	Budget	Actual	\$ Rem	% Coll YTD	Budget	Actual
Charges for Services	\$ 80.0	\$ 41.9	\$ 38.1	52.3%	\$ 45.5	
Total Uses	\$ 80.0	\$ 41.9	\$ 38.1	52.3%	\$ 45.5	



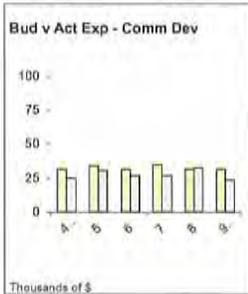
Exp - YTD	2012		2012		2011	
	Budget	Actual	\$ Rem	% Coll YTD	Budget	Actual
Salaries & Wages	\$ 155.7	\$ 113.8	\$ 41.9	73.1%	\$ 109.5	
Benefits	51.8	40.1	11.6	77.6%	38.2	
Supplies	1.0	0.7	0.3	73.9%	0.5	
Charges for Services	124.8	85.1	39.7	68.2%	78.5	
Total Operating Expenses	333.3	239.8	93.5	71.9%	226.7	
Other Financing Uses	-	-	-	0.0%	5.9	
Total Operating Expenses	\$ 333.3	\$ 239.8	\$ 93.5	71.9%	\$ 232.5	



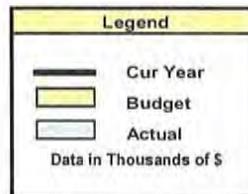
Exp - YTD	2012		2012		2011	
	Budget	Actual	\$ Rem	% Coll YTD	Budget	Actual
Salaries & Wages	\$ 80.6	\$ 58.5	\$ 22.1	72.6%	\$ 55.2	
Benefits	36.1	28.6	7.6	79.0%	28.0	
Supplies	40.1	20.7	19.4	51.6%	33.3	
Charges for Services	729.7	573.1	156.6	78.5%	560.4	
Capital	-	-	-	0.0%	-	
Total Operating Expenses	886.5	680.8	205.7	76.8%	676.8	
Other Financing Uses	24.7	(278.3)	303.1	-1124.9%	16.8	
Total Uses	\$ 911.2	\$ 402.5	\$ 508.7	44.2%	\$ 693.7	



Exp - YTD	2012		2012		2011	
	Budget	Actual	\$ Rem	% Coll YTD	Budget	Actual
Supplies	\$ 7.5	\$ 0.4	\$ 7.1	5.0%	\$ 2.7	
Charges for Services	8.0	3.2	4.8	39.5%	5.6	
Intergovernmental Svcs	3,067.6	1,922.8	1,144.7	62.7%	1,820.9	
Total Operating Expenses	3,083.0	1,926.3	1,156.7	62.5%	1,829.2	
Other Financing Uses	0.2	0.1	0.0	75.5%	1.1	
Total Uses	\$ 3,083.2	\$ 1,926.5	\$ 1,156.7	62.5%	\$ 1,830.4	



Exp - YTD	2012		2012		2011	
	Budget	Actual	\$ Rem	% Coll YTD	Budget	Actual
Salaries & Wages	\$ 238.6	\$ 180.2	\$ 58.5	76.1%	\$ 191.5	
Benefits	100.5	51.1	49.5	50.8%	62.5	
Supplies	1.3	0.7	0.6	52.2%	0.2	
Charges for Services	32.5	7.7	24.8	23.7%	10.4	
Intergovernmental Svcs	13.3	2.4	10.9	17.9%	2.2	
Total Operating Expenses	384.2	241.9	142.2	63.0%	266.7	
Other Financing Uses	6.0	4.5	1.5	75.0%	4.7	
Total Uses	\$ 390.2	\$ 246.4	\$ 143.7	63.2%	\$ 271.5	



City of Covington

Quarterly Performance Report - Street Operations

as of 9/30/2012

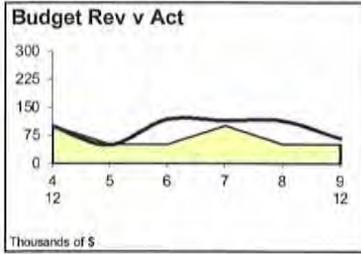


Chart 1

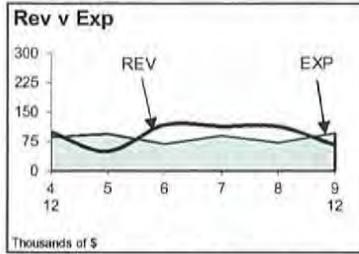


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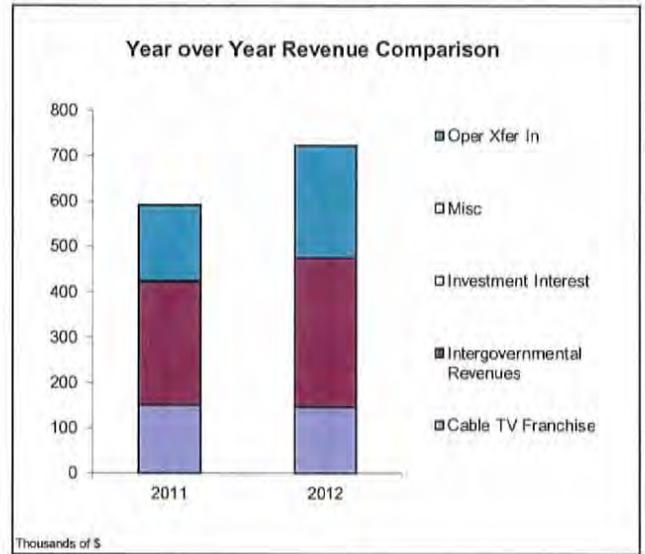


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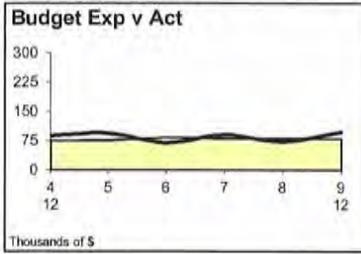


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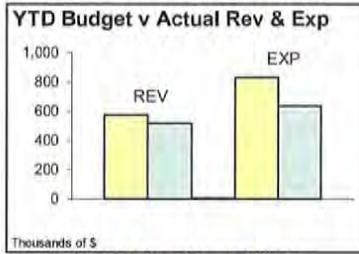
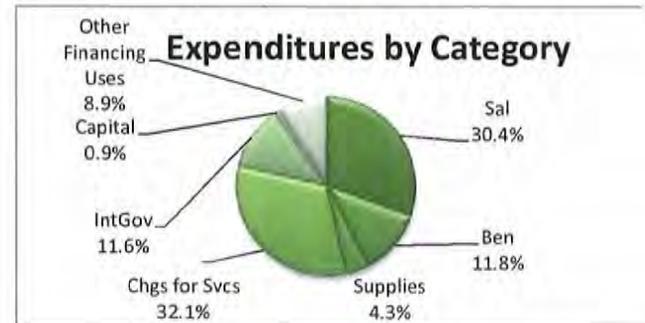
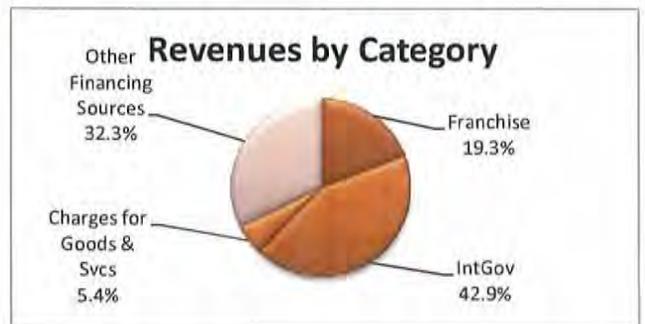


Chart 4

Rev & Exp - YTD	2012		\$ Rem	% Coll	2011
	Budget	Actual			Actual
Cable TV Franchise	\$ 199.0	\$ 147.5	\$ 51.5	74.1%	\$ 150.8
Intergovernmental Revenues	371.7	328.5	43.2	88.4%	272.6
Charges for Goods & Svcs		41.6	(41.6)	0.0%	-
Investment Interest	0.3	0.3	(0.0)	108.8%	0.4
Miscellaneous	-	0.0	(0.0)	0.0%	0.0
Total Operating Revenues	571.0	518.0	53.0	90.7%	423.8
Operating Transfer In	245.9	247.0	(1.1)	100.5%	168.0
Total Sources	\$ 816.9	\$ 765.0	\$ 51.9	93.6%	\$ 591.8
Salaries & Wages	\$ 269.3	\$ 210.8	\$ 58.6	78.3%	\$ 180.0
Benefits	106.2	82.0	24.2	77.2%	73.3
Supplies	59.0	29.7	29.3	50.3%	30.6
Charges for Services	266.5	223.0	43.5	83.7%	158.6
Intergovernmental	128.3	80.5	47.8	62.7%	73.1
Capital	-	6.5	(6.5)	0.0%	-
Total Operating Expenses	829.3	632.4	196.9	76.3%	515.6
Other Financing Uses	78.8	61.6	17.2	78.2%	313.3
Total Uses	\$ 908.1	\$ 694.0	\$ 214.0	76.4%	\$ 828.9



Legend	
	Cur Year
	Budget
	Actual
Data in Thousands of \$	

City of Covington

Quarterly Performance Report - Development Services

as of 9/30/2012

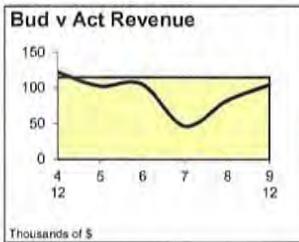


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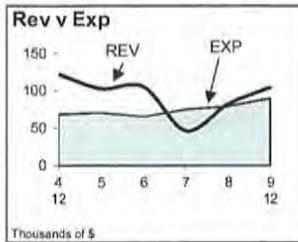


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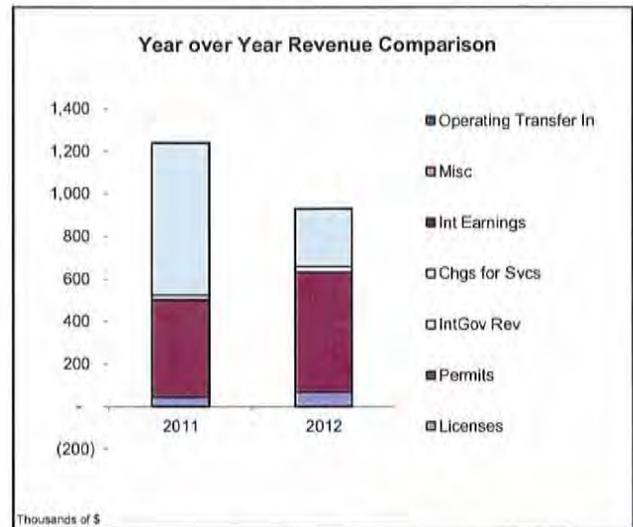


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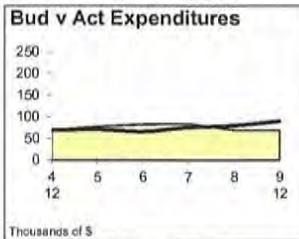


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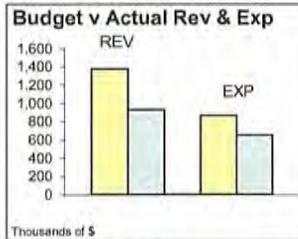


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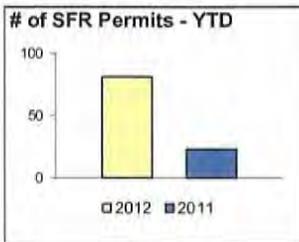


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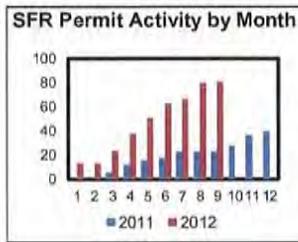


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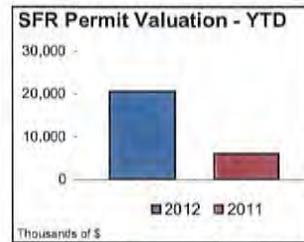
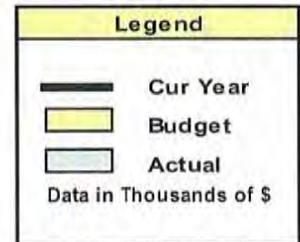
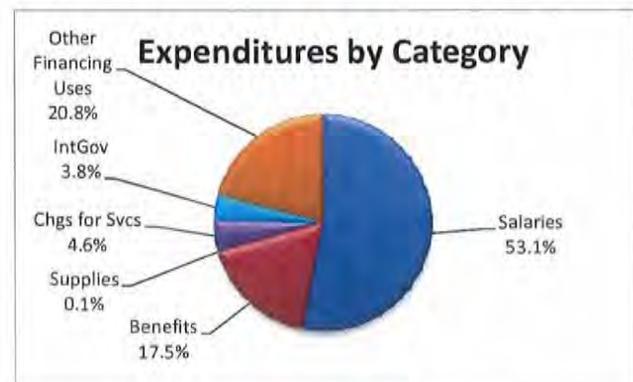
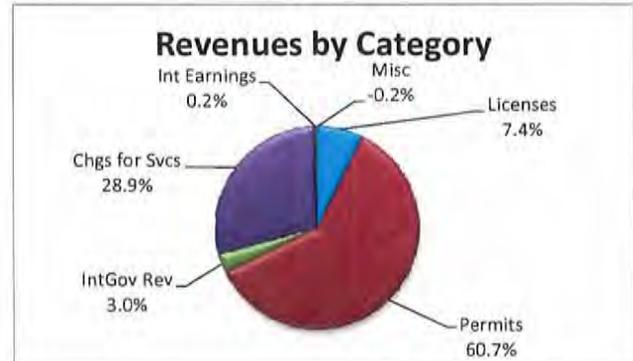


Chart 8



Rev & Exp - YTD	2012	2012	\$ Rem	% Coll YTD	2011
	Budget	Actual			Actual
Licenses	47.4	68.8	(21.4)	145.1%	43.3
Permits	591.6	563.6	28.0	95.3%	457.7
Intergovernmental Svcs	72.4	27.5	44.8	38.1%	22.6
Charges for Services	664.9	268.8	396.1	40.4%	713.4
Interest Income	-	1.8	(1.8)	0.0%	1.4
Miscellaneous	-	(1.7)	1.7	0.0%	0.0
Total Operating Revenues	1,376.3	928.8	447.5	67.5%	1,238.5
Operating Transfer In	-	-	-	0.0%	-
Total Sources	\$ 1,376.3	\$ 928.8	\$ 447.5	67.5%	\$ 1,238.5
Salaries & Wages	469.1	346.0	123.1	73.8%	333.1
Benefits	148.3	114.2	34.1	77.0%	104.1
Supplies	5.0	0.8	4.2	15.7%	1.6
Charges for Services	62.4	29.9	32.5	48.0%	23.5
Intergovernmental	45.2	24.7	20.6	54.5%	23.7
Total Operating Expenses	730.1	515.6	214.4	70.6%	486.0
Other Financing Uses	151.9	135.4	16.5	89.1%	106.5
Total Uses	\$ 881.9	\$ 651.0	\$ 230.9	73.8%	\$ 592.6



City of Covington

Quarterly Performance Report - Parks and Recreation Services

as of 9/30/2012

SUMMARY CHARTS

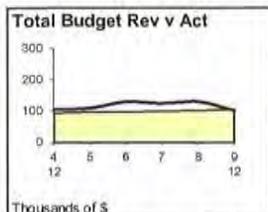


Chart 1

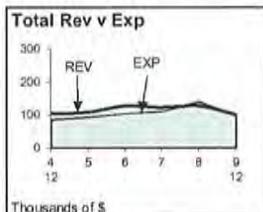


Chart 2

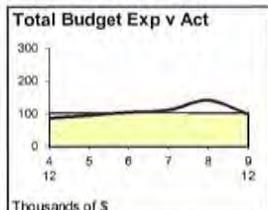


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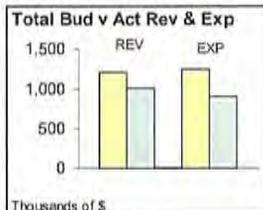


Chart 4

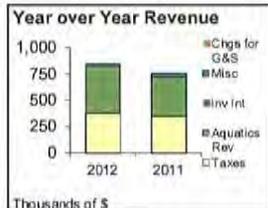


Chart 5

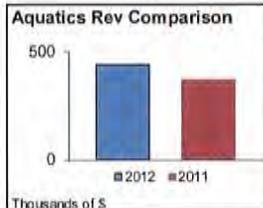


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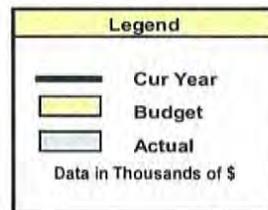
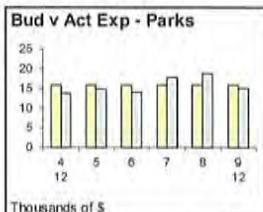
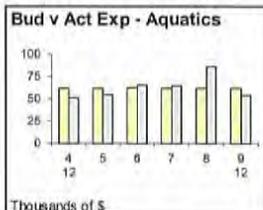


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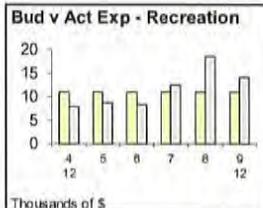
DEPARTMENTS



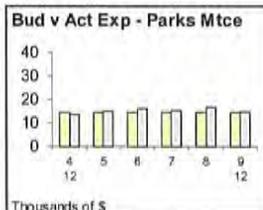
	2012		\$ Rem	% Coll YTD	2011
	Budget	Actual			Actual
Salaries & Wages	\$ 121.1	\$ 87.9	\$ 33.2	72.6%	\$ 83.0
Benefits	34.7	25.9	8.8	74.5%	24.6
Supplies	0.9	0.3	0.5	38.5%	0.0
Charges for Services	7.8	4.8	3.0	61.8%	1.2
Intergovernmental Svcs	0.9	0.3	0.6	32.2%	0.6
Total Operating Expenses	165.4	119.3	46.1	72.1%	109.3
Other Financing Uses	25.6	19.2	6.4	75.0%	20.6
Total Uses	\$ 191.0	\$ 138.5	\$ 52.5	72.5%	\$ 129.9



	2012		\$ Rem	% Coll YTD	2011
	Budget	Actual			Actual
Salaries & Wages	\$ 345.4	\$ 275.3	\$ 70.1	79.7%	\$ 249.7
Benefits	95.3	64.4	30.9	67.6%	66.0
Supplies	10.1	5.7	4.2	52.2%	6.3
Charges for Services	110.0	81.0	29.0	73.5%	65.3
Intergovernmental Svcs	7.1	6.0	1.1	85.1%	4.9
Total Operating Expenses	658.8	479.5	179.3	72.8%	449.8
Other Financing Uses	85.9	57.6	28.4	67.0%	59.8
Total Uses	\$ 744.7	\$ 537.1	\$ 207.7	72.1%	\$ 509.6

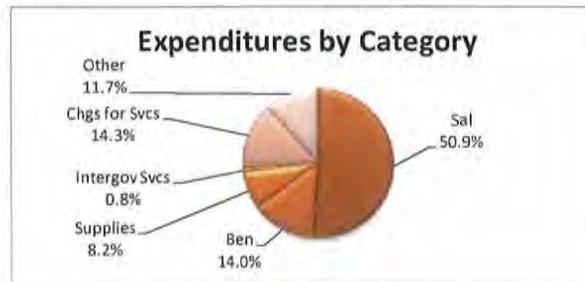
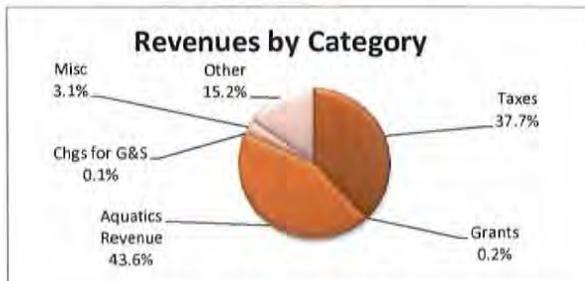


	2012		\$ Rem	% Coll YTD	2011
	Budget	Actual			Actual
Salaries & Wages	\$ 67.1	\$ 47.4	\$ 19.7	70.6%	\$ 36.7
Benefits	19.4	14.2	5.2	73.4%	19.9
Supplies	4.2	3.4	0.8	82.0%	4.3
Charges for Services	24.1	15.3	9	63.3%	11.1
Intergovernmental Svcs	-	1.3	(1.3)	0.0%	3.3
Total Operating Expenses	114.8	81.6	33.2	71.1%	75.4
Other Financing Uses	20.3	15.2	5.1	75.0%	15.6
Total Uses	\$ 135.1	\$ 96.9	\$ 38.2	71.7%	\$ 90.9



	2012		\$ Rem	% Coll YTD	2011
	Budget	Actual			Actual
Salaries & Wages	\$ 65.5	\$ 49.2	\$ 16.3	75.1%	\$ 43.4
Benefits	29.1	21.9	7.2	75.3%	19.8
Supplies	9.1	17.4	(8.3)	190.3%	9.2
Charges for Services	54.1	28.3	25.7	52.4%	22.1
Capital Outlay	-	-	-	0.0%	-
Total Operating Expenses	157.8	116.8	41.0	74.0%	94.5
Other Financing Uses	17.8	13.7	4.1	76.7%	13.9
Total Uses	\$ 175.6	\$ 130.5	\$ 45.1	74.3%	\$ 108.4

Rev & Exp - YTD	2012		\$ Rem	% Coll YTD	2011
	Budget	Actual			Actual
Taxes	\$ 456.0	\$ 379.3	\$ 76.7	83.2%	\$ 351.4
Grants	-	2.4	(2.4)	0.0%	-
Aquatics Revenue	498.9	439.0	59.9	88.0%	372.6
Investment Interest	0.2	0.2	(0.0)	121.8%	0.3
Charges for Goods & Services	-	0.8	(0.8)	0.0%	6.6
Miscellaneous	41.9	31.3	10.6	74.8%	33.1
Total Operating Revenues	997.0	853.1	143.8	85.6%	763.9
Other Financing Sources	211.6	152.8	58.8	72.2%	148.1
Total Sources	\$ 1,208.5	\$ 1,005.9	\$ 202.6	83.2%	\$ 912.0
Salaries & Wages	\$ 599.1	\$ 459.8	\$ 139.3	76.8%	\$ 412.8
Benefits	178.5	126.4	52.1	70.8%	130.3
Supplies	115.1	73.9	41.2	64.2%	77.5
Intergovernmental Svcs	8.1	7.7	0.4	95.0%	8.8
Charges for Services	196.0	129.4	66.6	66.0%	99.7
Capital Outlay	-	-	-	0.0%	-
Total Operating Expenses	1,096.8	797.2	299.6	72.7%	729.1
Other Financing Uses	149.7	105.7	44.0	70.6%	109.7
Total Uses	\$ 1,246.5	\$ 902.9	\$ 343.6	72.4%	\$ 838.8



City of Covington

Quarterly Performance Report - SWM Operations

as of 9/30/2012

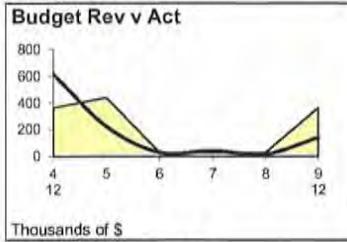


Chart 1

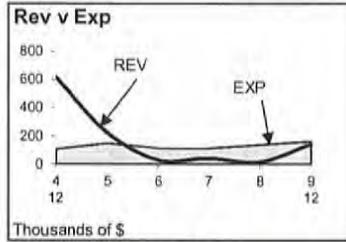


Chart 2

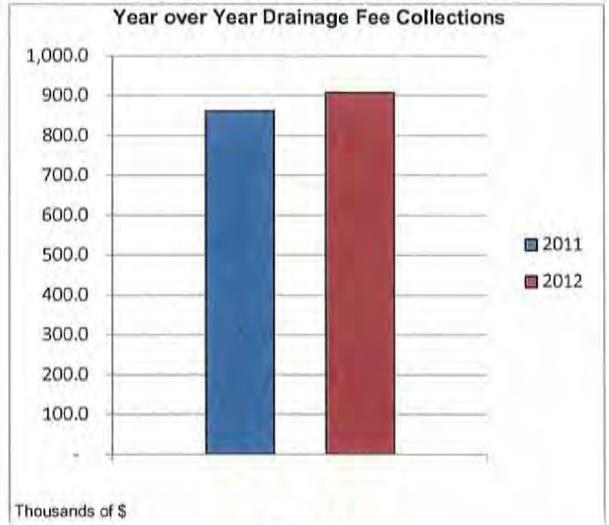


Chart 5

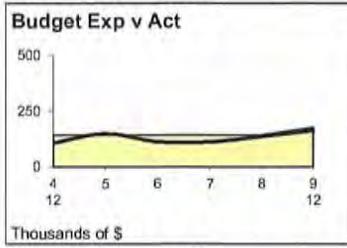


Chart 3

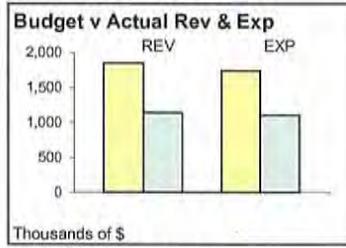
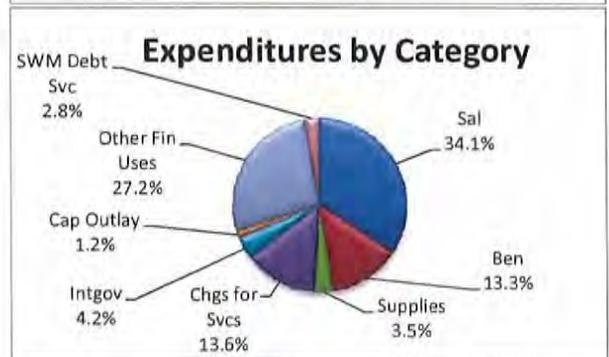
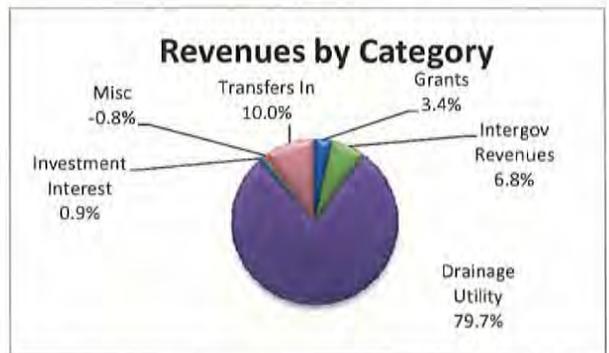


Chart 4

Rev & Exp - YTD	2012		\$ Rem	% Coll YTD	2011
	Budget	Actual			Actual
Grants	\$ 88.8	\$ 39.3	49.5	44.3%	\$ 27.4
KC Salmon Conservancy	-	-	-	-	-
Intergovernmental Revenues	55.9	77.6	(21.7)	138.8%	-
Drainage Utility	1,704.1	907.6	796.4	53.3%	861.9
Investment Interest	-	10.6	(10.6)	0.0%	1.9
Miscellaneous	-	(9.4)	9.4	-	0.0
Comp/Loss	-	-	-	-	-
Total Operating Revenues	1,848.7	1,025.7	823.0	55.5%	891.2
Transfers In	-	113.4	(113.4)	-	-
Total Sources	\$ 1,848.7	\$ 1,139.1	\$ 709.6	61.6%	\$ 891.2
Salaries	\$ 538.3	\$ 375.5	\$ 162.8	69.8%	\$ 382.7
Benefits	199.4	147.0	52.5	73.7%	140.5
Supplies	43.7	38.7	5.0	88.5%	9.4
Charges for Services	339.0	149.5	189.4	44.1%	65.8
Intergovernmental	87.3	46.3	41.0	53.1%	32.8
Capital Outlay	-	13.2	(13.2)	-	-
Total Operating Expenditures	1,207.8	770.2	437.5	63.8%	631.1
Other Financing Uses	499.7	299.3	200.4	59.9%	305.9
SWM Debt Service P & I	34.7	30.5	4.2	87.8%	29.8
Total Uses	\$ 1,742.1	\$ 1,100.0	\$ 642.1	63.1%	\$ 966.9



Legend	
	Cur Year
	Budget
	Actual
Data in Thousands of \$	

	Source/Data			Budget vs Actual		Revenue by Month (shown on a cash basis)	
		3Q-11	3Q-12	% Diff	YTD	Annual	
GENERAL FUND	Sales Tax						
	Qtr - Qtr Revenues	2,196,080	2,370,926	8.0%			
		Budget	Actual	% Collected			
	2012 Annual Revenues \$	2,850,000	2,370,926	83.2%			
2011 Annual Revenues \$	2,904,000	2,947,658	101.5%				
2010 Annual Revenues \$	3,025,000	2,795,130	92.4%				
GENERAL FUND	Property Tax						
	Qtr - Qtr Revenues \$	1,251,520	1,253,599	0.2%			
		Budget	Actual	% Collected			
	2012 Annual Revenues \$	2,340,000	1,253,599	53.6%			
2011 Annual Revenues \$	2,356,779	2,339,013	99.2%				
2010 Annual Revenues \$	2,112,000	1,976,819	93.6%				
GENERAL FUND	Utility Tax¹						
	Qtr - Qtr Revenues \$	1,387,368	1,455,806	4.9%			
		Budget	Actual	% Collected			
	2012 Annual Revenues \$	2,012,475	1,455,806	72.3%			
2011 Annual Revenues \$	2,016,000	1,785,767	88.6%				
2010 Annual Revenues \$	2,060,060	1,778,701	86.3%				
STREET FUND	Fuel Tax						
	Qtr - Qtr Revenues \$	272,559	265,122	-2.7%			
		Budget	Actual	% Collected			
	2012 Annual Revenues \$	371,700	265,122	71.3%			
2011 Annual Revenues \$	378,202	366,520	96.9%				
2010 Annual Revenues \$	380,000	378,263	99.5%				
STREET FUND	Comcast Franchise Fees						
	Qtr - Qtr Revenues \$	150,812	147,500	-2.2%			
		Budget	Actual	% Collected			
	2012 Annual Revenues \$	199,000	147,500	74.1%			
2011 Annual Revenues \$	184,000	196,256	106.7%				
2010 Annual Revenues \$	184,000	197,813	107.5%				
DEV SVCS	Development Services Permitting Revenue/Activity						
	Qtr - Qtr Revenues \$	457,749	563,586	23.1%			
		Budget	Actual	% Collected			
	2012 Annual Revenues \$	566,835	563,586	99.4%			
2011 Annual Revenues \$	327,766	556,842	169.9%				
2010 Annual Revenues \$	175,500	391,659	223.2%				
PARKS	Aquatics Revenue/Attendance *						
	Qtr - Qtr Revenues \$	372,556	438,993	17.8%			
		Budget	Actual	% Collected			
	2012 Annual Revenues \$	498,880	438,993	88.0%			
2011 Annual Revenues \$	486,330	466,487	95.9%				
2010 Annual Revenues \$	423,746	462,942	109.2%				
SWM	SWM Fees						
	Qtr - Qtr Revenues \$	861,904	907,633	5.3%			
		Budget	Actual	% Collected			
	2012 Annual Revenues \$	1,704,052	907,633	53.3%			
2011 Annual Revenues \$	1,542,260	1,606,794	104.2%				
2010 Annual Revenues \$	1,258,896	1,443,633	114.7%				
REET	Real Estate Excise Tax (REET)/Avg Sales Price/Unit						
	Qtr - Qtr Revenues \$	317,020	403,440	27.3%			
		Budget	Actual	% Collected			
	2012 Annual Revenues \$	325,000	403,440	124.1%			
2011 Annual Revenues \$	300,000	350,364	130.1%				
2010 Annual Revenues \$	350,000	322,179	92.1%				

¹ The utility tax rate increased to 6% in 2012 from 5.5%.

* Attendance, permitting activity, and average unit sales price are shown on the secondary axis to compare with revenue intake.

**DISCUSSION OF
FUTURE AGENDA TOPICS:**

November 27, 2012 – City Council Regular Meeting

(Draft Agenda Attached)



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



Tuesday, November 27, 2012
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

- Suburban Cities Association Presentation (Deanna Dawson, Executive Director)

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

APPROVE CONSENT AGENDA

- C-1. Minutes: November 13, 2012 Regular Meeting Minutes (Scott)
- C-2. Vouchers (Hendrickson)
- C-3. Accept Department of Commerce Aquatics Renovation Grant (Thomas)

REPORTS OF COMMISSIONS

- Human Services Chair Haris Ahmad: November 8 meeting.
- Arts Chair Sandy Bisordi: November 8 meeting.
- Budget Priorities Advisory Committee Liaison: November 7 & 28 meetings.
- Parks & Recreation Chair Steven Pand: November 7 special meeting.
- Planning Chair Daniel Key: November 1 & 15 meetings.
- Economic Development Council Co-Chair Jeff Wagner: October 25 meeting.

PUBLIC HEARING

- 1. Receive Public Testimony Regarding Proposed Fiscal Year 2013 Budget and Consider Ordinance Setting the 2012 Property Tax Levy for Collection in 2013 (Hendrickson)

CONTINUED BUSINESS

- 2. Continue Budget Deliberations (Hendrickson)

NEW BUSINESS

- 3. Consider Ordinance Authorizing a Property Tax Increase in Terms of Both Dollars and Percentages as Required by RCW 84.55.120 (Hendrickson)

4. Gary Patrick Memorial Motion (Council)
5. Northern Gateway Study Phase II (Hart)
6. Accept King Conservation District Parks Grant (Thomas)

COUNCIL/STAFF COMMENTS - Future Agenda Topics

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

EXECUTIVE SESSION – If Needed

ADJOURN

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