



**CITY OF COVINGTON
CITY COUNCIL SPECIAL MEETING AGENDA**

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**Tuesday, November 18, 2014
7:00 p.m.**

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

CALL CITY COUNCIL SPECIAL MEETING TO ORDER

ROLL CALL/PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

PUBLIC COMMUNICATION – NONE

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

APPROVE CONSENT AGENDA

- C-1. Minutes: October 14, 2014 Regular Meeting; October 25, 2014 Budget Workshop; October 28, 2014 Special Joint Study Session with Arts Commission; October 28, 2014 Regular Meeting; and November 3, 2014 Special Meeting (Scott)
- C-2. Vouchers (Hendrickson)
- C-3. Approve Amendment to Interlocal Agreement with Maple Valley for Storage of Deicer (Bates)

NEW BUSINESS

- 1. Consider 2015 Legislative Agenda (Hendrickson)
- 2. Discuss Human Services Commission Recommendation for 2015/16 Funding (Throm)
- 3. Consider Resolutions Adopting 2015 Community Development Fees (Hart/Thompson)
- 4. 2014 Third Quarter Financial Report (Parker)
- 5. Consider Selection of Candidate for the Position of City Manager (Mayor)

COUNCIL/STAFF COMMENTS - Future Agenda Topics

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

EXECUTIVE SESSION – If Needed

ADJOURN

Consent Agenda Item C-1

Covington City Council Meeting

Date: November 18, 2014

SUBJECT: APPROVAL OF MINUTES: OCTOBER 14, 2014 CITY COUNCIL REGULAR MEETING MINUTES; OCTOBER 25, 2014 CITY COUNCIL SPECIAL MEETING-BUDGET WORKSHOP MINUTES; OCTOBER 28, 2014 CITY COUNCIL JOINT STUDY SESSION WITH ARTS COMMISSION MINUTES; OCTOBER 28, 2014 CITY COUNCIL REGULAR MEETING MINUTES; AND NOVEMBER 3, 2014 CITY COUNCIL SPECIAL MEETING 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 14, 2014 City Council Regular Meeting Minutes; October 25, 2014 City Council Special Meeting-Budget Workshop Minutes; October 28, 2014 City Council Joint Study Session with Arts Commission Minutes; October 28, 2014 City Council Regular Meeting Minutes; and November 3, 2014 City Council Special Meeting Minutes.

**City of Covington
Regular City Council Meeting Minutes
Tuesday, October 14, 2014**

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

The Regular Meeting of the City Council of the City of Covington was called to order in the City Council Chambers, 16720 SE 271st Street, Suite 100, Covington, Washington, Tuesday, October 14, 2014, at 7:00 p.m., with Mayor Margaret Harto presiding.

COUNCILMEMBERS PRESENT:

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

STAFF PRESENT:

Rob Hendrickson, Interim City Manager; Don Vondran, Public Works Director; Casey Parker, Deputy Finance Director; Kevin Klason, Covington Police Chief; Richard Hart, Community Development Director; Sara Springer, City Attorney; Angie Feser, Parks Planner; Salina Lyons, Principal Planner; Bob Lindskov, City Engineer; and Sharon Scott, City Clerk/Executive Assistant.

Mayor Harto opened the meeting with the Pledge of Allegiance.

APPROVAL OF AGENDA:

Council Action: Councilmember Lanza moved and Councilmember Mhoon seconded to approve the Agenda as amended to remove the “Make a Difference Day” proclamation.
Vote: 7-0. Motion carried.

PUBLIC COMMUNICATION:

- Covington Police Chief Kevin Klason accepted a proclamation recognizing the week of October 19-25, 2014 as “Safe Schools Week” in Covington.
- Community Development Director Richard Hart accepted a proclamation recognizing the month of October 2014 as “National Community Planning Month” in Covington.
- Ron Speer, General Manager, Soos Creek Water & Sewer District, and Greg Hill with Stantec gave a presentation on the Soos Creek Water & Sewer District’s Wax Road project.

PUBLIC COMMENT:

Mayor Harto called for public comments.

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

APPROVE CONSENT AGENDA:

C-1. Minutes: August 12, 2014 City Council Regular Meeting Minutes.

C-2. Vouchers: Vouchers #31543-31597, including ACH Payments, in the Amount of \$789,758.13, Dated September 16, 2014; Electronic Funds Transfer, in the Amount of \$3,964.45, Dated September 26, 2014; Vouchers #31598-31640, including ACH Payments and Electronic Funds Transfer, in the Amount of \$195,784.12, Dated October 1, 2014; Paylocity Payroll Checks #1002874422-1002874446 and Paylocity Payroll Checks #1002874603-1002874603 Inclusive, Plus Employee Direct Deposits in the Amount of \$162,955.04, Dated September 26, 2014; and Paylocity Payroll Checks #1002921449-10029291465 and Paylocity Payroll Checks #1002921502-1002921502 Inclusive, Plus Employee Direct Deposits in the Amount of \$159,494.50.

C-3. Approve Amendment to Agreement for Design Services for SR516 Project.

C-4. Approve Interlocal Agreement for Urban Restoration Services.

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

NEW BUSINESS:

1. Consider Appointment to the Covington Economic Development Council.

Mayor Pro Tem Wagner moved and Councilmember Scott seconded to appoint Ed Cook to fill a position on the Covington Economic Development Council with a term expiring July 31, 2016. Vote: 7-0. Motion carried.

2. Interim City Manager Presents 2015 Budget Message.

Interim City Manager Rob Hendrickson gave the staff report on this item.

Councilmembers provided comments and asked questions, and Mr. Hendrickson and city staff provided responses.

COUNCIL/STAFF COMMENTS:

Councilmembers and staff discussed Future Agenda Topics and made comments.

Council Action: There was Council consensus to add an agenda item to the October 28 meeting to consider an appointment to the Arts Commission.

Councilmember Snoey invited councilmembers and the public works director to attend the SCATBd meeting at 9:00 a.m. on Tuesday, October 21, at SeaTac Council Chambers to hear Representative Sullivan and Senator Fain explain the lack of a transportation package.

PUBLIC COMMENTS:

Mayor Harto called for public comments.

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

ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:47 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, October 25, 2014

The Budget Workshop was called to order in the City Council Chambers, 16720 SE 271st Street, Suite 100, Covington, Washington, Saturday, October 25, 2014, at 8:10 a.m., with Mayor Harto presiding.

COUNCILMEMBERS PRESENT:

Margaret Harto, Joe Cimaomo, Mark Lanza, Marlla Mhoon, Jim Scott (left @ 12:00 noon), Wayne Snoey, and Jeff Wagner (left @ 12:00 noon).

STAFF PRESENT:

Rob Hendrickson, Interim City Manager; Don Vondran, Public Works Director; Noreen Beaufriere, Personnel Manager; Kevin Klason, Covington Police Chief; Richard Hart, Community Development Director; Karla Slate, Communications & Marketing Manager; Scott Thomas, Parks & Recreation Director; Lindsay Hagen, Accountant 1; Angie Feser, Parks Planner; and Sharon Scott, City Clerk/Executive Assistant.

Mayor Margaret Harto called the budget workshop to order.

APPROVAL OF AGENDA:

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

ITEMS FOR DISCUSSION:

1. Department 2015 Budget Presentations.
 - a. Executive. Interim City Manager Rob Hendrickson gave the presentation on this item.
 - b. Finance & Miscellaneous. Interim City Manager Rob Hendrickson gave the presentation on this item.
 - c. Police Department. Police Chief Kevin Klason gave the presentation on this item.
 - d. Community Development. Community Development Director Richard Hart gave the presentation on this item.
 - e. Public Works. Public Works Director Don Vondran gave the presentation on this item.
 - f. Parks & Recreation. Parks & Recreation Director Scott Thomas gave the presentation on this item.
2. Review Budget Strategies.

Council reviewed strategies.

3. Discuss Budget Presentations.

Councilmembers asked questions and discussed the budget presentations and decision cards.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 12:15 p.m.

Prepared by:

Submitted by:

Joan Michaud
Senior Deputy City Clerk

Sharon Scott
City Clerk

City of Covington
City Council Special Joint Study Session with Arts Commission
Tuesday, October 28, 2014

(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 28, 2014, at 6:05 p.m., with Mayor Harto presiding.

COUNCILMEMBERS PRESENT:

Margaret Harto, Joe Cimaomo, Mark Lanza, Marlla Mhoon, Jim Scott, Wayne Snoey (arrived @ 6:20 p.m.), and Jeff Wagner.

ARTS COMMISSIONERS PRESENT:

Lesli Cohan, Gini Cook, Leslie Spero, and Ed White.

STAFF PRESENT:

Rob Hendrickson, Interim City Manager; Scott Thomas, Parks & Recreation Director; Pat Patterson, Recreation Manager; and Sharon Scott, City Clerk/Executive Assistant.

Mayor Margaret Harto called the joint study session to order.

APPROVAL OF AGENDA:

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

ITEMS FOR DISCUSSION:

1. Realizing Public Art in Covington.

Vice Chair Ed White gave a PowerPoint presentation on this item and provided a handout of the commission's recommendation for the City's first public art installation.

Councilmembers provided comments and asked questions, and commissioners provided responses.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 6:59 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 28, 2014**

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

The Regular Meeting of the City Council of the City of Covington was called to order in the City Council Chambers, 16720 SE 271st Street, Suite 100, Covington, Washington, Tuesday, October 28, 2014, at 7:08 p.m., with Mayor Harto presiding.

COUNCILMEMBERS PRESENT:

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

STAFF PRESENT:

Rob Hendrickson, Interim City Manager; Don Vondran, Public Works Director; Noreen Beaufriere, Personnel Manager; Casey Parker, Deputy Finance Director; Karla Slate, Communications & Marketing Manager; Scott Thomas, Parks & Recreation Director; Sara Springer, City Attorney; Bob Lindskov, City Engineer; Salina Lyons, Principal Planner; Pat Patterson, Recreation Manager; Bill Fealy, Maintenance Worker-Arborist; and Sharon Scott, City Clerk/Executive Assistant.

Mayor Harto opened the meeting with the Pledge of Allegiance.

APPROVAL OF AGENDA:

Council Action: Councilmember Snoey moved and Councilmember Cimaomo seconded to approve the Agenda. Vote: 7-0. 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: City Council September 9, 2014 Regular Meeting Minutes; City Council September 21, 2014 Regular Meeting Minutes; and City Council September 30, 2014 Special Meeting Minutes.

C-2. Vouchers: Vouchers #31641-31693, including ACH Payments and Electronic Funds Transfers in the Amount of \$435,786.66, Dated October 14, 2014.

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

REPORTS OF COMMISSIONS:

Human Services Commission – Chair Fran McGregor reported on the October 9 meeting.

Parks & Recreation Commission – Chair Steven Pand reported on the October 15 meeting.

Arts Commission – Vice Chair Ed White reported on the October 9 meeting.

Economic Development Council – Co-Chair Jeff Wagner reported on the October 23 meeting; September 25 meeting canceled.

Planning Commission - Next meeting November; 6; both October meetings canceled.

PUBLIC HEARING:

1. Receive Testimony from the Public Regarding 2015 Revenues Sources and Possible Increase in Property Tax Revenues.

Deputy Finance Director Casey Parker gave a PowerPoint presentation 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. Select Aquatic Center Temporary Art.

Arts Commission Vice Chair Ed White and Recreation Manager Pat Patterson gave the staff report on this item.

Council Action: Councilmember Lanza moved and Councilmember Cimaomo seconded to authorize the selection and temporary installation of the metal sculpture “SeaHorse” as recommended by the Arts Commission. Vote: 7-0. Motion carried.

3. Consider Appointment to Arts Commission.

Council Action: Mayor Pro Tem Wagner moved and Councilmember Scott seconded to appoint Paul Selland to fill open Position No. 3 on the Arts Commission with a term expiring May 31, 2017. Vote: 7-0. Motion carried.

4. Discuss Animal Control Contract Extension.

Interim City Manager Rob Hendrickson gave the staff report on this item.

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

Council Action: Mayor Pro Tem Wagner moved and Councilmember Mhoon seconded to authorize the city manager to sign a non-binding agreement stating interest in extending the Regional Animal Services King County Interlocal Agreement for two years ending in 2017. Vote: 7-0. Motion carried.

Council Action: There was Council consensus to authorize staff to move forward with the Licensing Support program and the automated phone renewal program.

5. Discuss Surface Water Management Rate Study.

Public Works Director Don Vondran gave the staff report on this item.

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

COUNCIL/STAFF COMMENTS:

Councilmembers and staff discussed Future Agenda Topics and made comments.

Personnel Manager Noreen Beaufriere requested Council feedback regarding the city manager interview process.

Council Action: There was Council consensus to begin the November 3 Special Meeting at 6:00 p.m.

Council Action: There was Council consensus to have Ms. Beaufriere attend the special daytime meeting for city manager interviews on November 18, and there was Council consensus that no other management staff would be needed at the daytime special meeting.

Public Works Director Don Vondran requested Council feedback regarding the holiday tree that was blown over during a windstorm.

Council Action: There was Council consensus that staff would work with Big Trees again to obtain a replacement live tree.

Mayor Harto requested councilmember consensus regarding the mayor signing a letter to join with Snoqualmie, North Bend, and Maple Valley giving priority to the completion of Highway 18 into a four-lane highway as well as reconstructing the interchange at Highway 18 and I-90. The letter would be shared at an important Sound Cities Association meeting regarding transportation issues on Friday.

Council Action: There was Council consensus for the Mayor sign a letter on behalf of the city to support the completion Highway 18 and the Highway 18/I-90 interchange project.

PUBLIC COMMENTS:

Mayor Harto called for public comments.

Leroy Stevenson, 26838 166th Place SE, Covington resident, noted that budget increases seemed too generous in light of the economy. He also remarked that he felt animal services should be funded a different way.

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

ADJOURNMENT:

There being no further business, the meeting was adjourned at 9:23 p.m.

Prepared by:

Submitted by:

Joan Michaud
Senior Deputy City Clerk

Sharon Scott
City Clerk

**City of Covington
City Council Special Meeting Minutes
Monday, November 3, 2014**

The Special Meeting was called to order in the City Council Chambers, 16720 SE 271st Street, Suite 100, Covington, Washington, Monday, November 3, 2014, at 6:01 p.m., with Mayor Harto presiding.

COUNCILMEMBERS PRESENT:

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

STAFF PRESENT:

Rob Hendrickson, Interim City Manager; Noreen Beaufrere, Personnel Manager; and Sharon Scott, City Clerk/Executive Assistant.

Mayor Margaret Harto called the special meeting to order.

APPROVAL OF AGENDA:

Council Action: There was Council consensus to approve the agenda. Vote: 7-0. Motion carried.

EXECUTIVE SESSION:

Evaluate the Qualifications of Applicants for Public Employment. (RCW 42.30.110(1)(g)) from 6:02 to 7:15 p.m.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:15 p.m.

Prepared by:

Submitted by:

Joan Michaud
Senior Deputy City Clerk

Sharon Scott
City Clerk

Consent Agenda Item C-2

Covington City Council Meeting

Date: November 18, 2014

SUBJECT: APPROVAL OF VOUCHERS

RECOMMENDED BY: Rob Hendrickson, Finance Director

ATTACHMENT(S): Vouchers #31694-31694, in the Amount of \$95.50, Dated October 21, 2014; Vouchers #31695-31735, including ACH Payments in the Amount of \$108,591.70, Dated October 28, 2014; Electronic Funds Transfers in the Amount of \$797,108.39, Dated October 31, 2014; Paylocity Payroll Checks #1002961437-10002961457 and Paylocity Payroll Check #1002961542-1002961542 inclusive, Plus Employee Direct Deposits in the Amount of \$161,389.83, Dated October 24, 2014; and Paylocity Payroll Checks #1003012849-1003012870 inclusive, Plus Employee Direct Deposits in the Amount of \$159,077.99, Dated November 7, 2014.

PREPARED BY: Joan Michaud, Senior Deputy City Clerk

EXPLANATION: Not applicable.

ALTERNATIVES: Not applicable.

FISCAL IMPACT: Not applicable.

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

Councilmember _____ moves, Councilmember _____ seconds, to approve for payment Vouchers #31694-31694, in the Amount of \$95.50, Dated October 21, 2014; Vouchers #31695-31735, including ACH Payments in the Amount of \$108,591.70, Dated October 28, 2014; Electronic Funds Transfers in the Amount of \$797,108.39, Dated October 31, 2014; Paylocity Payroll Checks #1002961437-10002961457 and Paylocity Payroll Check #1002961542-1002961542 inclusive, Plus Employee Direct Deposits in the Amount of \$161,389.83, Dated October 24, 2014; and Paylocity Payroll Checks #1003012849-1003012870 inclusive, Plus Employee Direct Deposits in the Amount of \$159,077.99, Dated November 7, 2014.

October 21, 2014

City of Covington

City of Covington

City of Covington
Voucher/Check Register

Check # 31694 through Check # 31694

In the Amount of \$95.50

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

Cassandra Parker
Interim Deputy Finance Director

Mark Lanza
City Councilmember

Wayne Snoey
City Councilmember

Marlla Mhoon
City Councilmember

Council Meeting Date Approved _____

Accounts Payable

Checks by Date - Detail by Check Date

User: scles
Printed: 10/30/2014 3:08 PM



| Check No | Vendor No Invoice No | Vendor Name Description | Check Date Reference | Check Amount |
|-------------------------------|-------------------------|-------------------------------|-------------------------|--------------|
| 31694 | 0699 | Department of Licensing | 10/21/2014 | |
| | 10-2014 | #3495 Chevy Equinox licensing | | 47.75 |
| | 10-2014 | #3494 Chevy Equinox licensing | | 47.75 |
| Total for Check Number 31694: | | | | 95.50 |
| Total for 10/21/2014: | | | | 95.50 |
| Report Total (1 checks): | | | | 95.50 |

October 28, 2014

City of Covington

City of Covington

City of Covington
Voucher/Check Register

Check # 31695 through Check # 31735, including ACH payments

In the Amount of \$108,591.70

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

Cassandra Parker
Interim Deputy Finance Director

Mark Lanza
City Councilmember

Wayne Snoey
City Councilmember

Marlla Mhoon
City Councilmember

Council Meeting Date Approved _____

Accounts Payable

Checks by Date - Detail by Check Date

User: scles
 Printed: 10/30/2014 3:07 PM



| Check No | Vendor No Invoice No | Vendor Name Description | Check Date Reference | Check Amount |
|---|-------------------------|--|-------------------------|--------------|
| ACH | 0139 | West Coast Awards & Athletics | 10/28/2014 | |
| | 14-S536 | Volleyball coaches shirts | | 213.40 |
| | 14-S536 | Volleyball shirts | | 1,548.30 |
| | 14-S536 | Volleyball coaches shirts, use tax | | -16.90 |
| Total for this ACH Check for Vendor 0139: | | | | 1,744.80 |
| ACH | 0345 | Sharon Scott | 10/28/2014 | |
| | 0345-10 | Scott; KCMCA meeting, mileage | | 29.23 |
| | 0345-10 | Scott; KCMCA meeting, lunch | | 14.73 |
| Total for this ACH Check for Vendor 0345: | | | | 43.96 |
| ACH | 0706 | Covington Retail Associates | 10/28/2014 | |
| | 4410 | 1st floor; operating expenses, November | | 10,757.40 |
| | 4410 | 1st floor; building lease, November | | 25,717.00 |
| | 4411 | 2nd floor; operating expenses, November | | 1,484.75 |
| | 4411 | 2nd floor; building lease, November | | 3,280.83 |
| Total for this ACH Check for Vendor 0706: | | | | 41,239.98 |
| ACH | 0819 | Don Vondran | 10/28/2014 | |
| | 14-11 | Vondran; 2014 flexible spending | | 4.22 |
| Total for this ACH Check for Vendor 0819: | | | | 4.22 |
| ACH | 1408 | Washington Workwear Stores Inc. | 10/28/2014 | |
| | 1667 | Adopt-a-street; replacement safety vest | | 10.31 |
| | 1667 | Adopt-a-street; replacement safety vest | | 10.31 |
| Total for this ACH Check for Vendor 1408: | | | | 20.62 |
| ACH | 1736 | Salina Lyons | 10/28/2014 | |
| | 1736-10 | Lyons; APA conference, mileage/per diem | | 85.00 |
| | 1736-10 | Lyons; APA conference, mileage/per diem | | 340.02 |
| Total for this ACH Check for Vendor 1736: | | | | 425.02 |
| ACH | 1828 | Kathleen Kirshenbaum | 10/28/2014 | |
| | 1828-10 | Kirshenbaum; public defense screening, mileage | | 8.32 |
| Total for this ACH Check for Vendor 1828: | | | | 8.32 |
| ACH | 2044 | Karla Slate | 10/28/2014 | |
| | 2044-10 | Slate; PRSA conference, per diem, baggage fee | | 273.50 |
| Total for this ACH Check for Vendor 2044: | | | | 273.50 |
| ACH | 2266 | Lena Carkeek | 10/28/2014 | |
| | 2266-1 | Carkeek; mileage reimbursement, December | | 9.49 |
| | 2266-2 | Carkeek; mileage reimbursement, January | | 23.80 |

| Check No | Vendor No Invoice No | Vendor Name Description | Check Date Reference | Check Amount |
|----------|--|--|-------------------------|---|
| | 2266-3 | Carkeek; mileage reimbursement, February | | 60.09 |
| | 2266-4 | Carkeek; mileage reimbursement, March | | 3.14 |
| | 2266-5 | Carkeek; WRPA conference, mileage | | 36.43 |
| | 2266-9 | Carkeek; mileage reimbursement, April | | 3.14 |
| | 2266-9-1 | Carkeek; mileage reimbursement, May | | 7.84 |
| | 2266-9-2 | Carkeek; mileage reimbursement, June | | 18.26 |
| | | Total for this ACH Check for Vendor 2266: | | 162.19 |
| ACH | 2555 43276772 | NuCO2 LLC Aquatics; CO2 lease | 10/28/2014 | 74.92 |
| | | Total for this ACH Check for Vendor 2555: | | 74.92 |
| ACH | 2633 0388371-IN 0388371-IN 0388371-IN 0388372-IN 0388372-IN 0388372-IN | National Safety, Inc. Maint shop; ear plugs Maint shop; ear plugs Maint shop; ear plugs Fealy; rain gear Fealy; rain gear Fealy; rain gear | 10/28/2014 | 12.39 6.20 12.40 59.52 59.52 29.77 |
| | | Total for this ACH Check for Vendor 2633: | | 179.80 |
| 31695 | 2140 2140-10 2140-10-1 | Amicor Construction Minor housing repair; #HUTC-03-13 Minor housing repair; #TREP-02-13 | 10/28/2014 | 332.31 162.90 |
| | | Total for Check Number 31695: | | 495.21 |
| 31696 | 2033 5933 | Aquatic Specialty Services Aquatics; swim lift actual freight costs | 10/28/2014 | 187.40 |
| | | Total for Check Number 31696: | | 187.40 |
| 31697 | 2223 792316 | ARC Imaging Resources Mobile file to hold city/event banners | 10/28/2014 | 303.92 |
| | | Total for Check Number 31697: | | 303.92 |
| 31698 | 2516 115961 | Bob's Heating & Air Conditioning, Inc. Minor housing repair; #BEY-01-13 | 10/28/2014 | 234.58 |
| | | Total for Check Number 31698: | | 234.58 |
| 31699 | 0026 1187 | C&B Awards Recreation Aide staff shirts | 10/28/2014 | 97.20 |
| | | Total for Check Number 31699: | | 97.20 |
| 31700 | 1997 168125195211 168125195211 168125195211 168125195211 | Capital One Commercial Maint shop; coffee, creamer City hall; paper products, creamer, batteries Maint shop; coffee, creamer Maint shop; coffee, creamer | 10/28/2014 | 18.31 238.87 18.31 9.16 |
| | | Total for Check Number 31700: | | 284.65 |
| 31701 | 2819 2819-10 | Caron Fitness Instructor payment; Zumba, July & August | 10/28/2014 | 320.25 |
| | | Total for Check Number 31701: | | 320.25 |

| Check No | Vendor No Invoice No | Vendor Name Description | Check Date Reference | Check Amount |
|-------------------------------|---|---|-------------------------|----------------------------|
| 31702 | 2270 6317966698B-10 | CenturyLink City hall; telephone, 10/13-11/13/14 | 10/28/2014 | 96.85 |
| Total for Check Number 31702: | | | | 96.85 |
| 31703 | 1170 W2712832 W2712832-1 | Coastwide Laboratories Aquatics; cleaning supplies Aquatics; cleaning supplies | 10/28/2014 | 580.18 120.09 |
| Total for Check Number 31703: | | | | 700.27 |
| 31704 | 1910 901111212604 901111212604 | Contech Engineered Solutions SWM filters; return freight SWM filters; return freight, use tax | 10/28/2014 | 705.90 -55.90 |
| Total for Check Number 31704: | | | | 650.00 |
| 31705 | 0223 000111772232673 | Costco Wholesale Membership Costco annual business membership | 10/28/2014 | 165.00 |
| Total for Check Number 31705: | | | | 165.00 |
| 31706 | 0537 104587-10 105731-10 132670-10 | Covington Water District Crystal view; water, 9/20-10/17/14 SR 516; water, 9/20-10/17/14 CCP; water, 9/20-10/17/14 | 10/28/2014 | 28.50 54.50 1,108.97 |
| Total for Check Number 31706: | | | | 1,191.97 |
| 31707 | 1213 073792 | Everson's Econo-Vac, Inc. Vactor truck to jet storm lines | 10/28/2014 | 1,503.02 |
| Total for Check Number 31707: | | | | 1,503.02 |
| 31708 | 2686 2686-10 | Angela Feser Reimbursement; meeting office supplies | 10/28/2014 | 35.53 |
| Total for Check Number 31708: | | | | 35.53 |
| 31709 | 2847 2847-10 | Fraternal Order of Police Schrimpsheer; Winning Mind training, registration | 10/28/2014 | 50.00 |
| Total for Check Number 31709: | | | | 50.00 |
| 31710 | 1733 130381 130381 130381 | The Good Earth Works, Inc. Maint shop; nylon line Maint shop; nylon line Maint shop; nylon line | 10/28/2014 | 22.42 22.42 11.22 |
| Total for Check Number 31710: | | | | 56.06 |
| 31711 | 0302 13577.00-12 14528.00-4 | Gray & Osborne CIP 1057; engineering, 9/14-10/11/14 CIP 1014; engineering, 9/14-10/11/14 | 10/28/2014 | 8,459.25 2,682.72 |
| Total for Check Number 31711: | | | | 11,141.97 |
| 31712 | 2648 2648-10 2648-10 | Hart's Gymnastics Instructor payment; Gymnastics, October Instructor payment; Gymnastics, September | 10/28/2014 | 265.60 126.40 |
| Total for Check Number 31712: | | | | 392.00 |

| Check No | Vendor No Invoice No | Vendor Name Description | Check Date Reference | Check Amount |
|-------------------------------|--|---|-------------------------|--|
| 31713 | 1658 27662761-001 | Hertz Equipment Rental Corp. Tree lighting; boom truck rental, 9/25-9/26/14 | 10/28/2014 | 890.52 |
| Total for Check Number 31713: | | | | 890.52 |
| 31714 | 1722 2-1042639 | Honey Bucket Skate park; portable toilet, 10/5-11/4/14 | 10/28/2014 | 204.75 |
| Total for Check Number 31714: | | | | 204.75 |
| 31715 | 1342 12411284 12411284 12411284 12411284 12411284 | Integra Telecom Aquatics; telephone,10/8-11/7/14 Maint shop; telephone,10/8-11/7/14 City hall; telephone,10/8-11/7/14 Maint shop; telephone,10/8-11/7/14 Maint shop; telephone,10/8-11/7/14 | 10/28/2014 | 90.20 177.14 1,218.93 177.14 88.56 |
| Total for Check Number 31715: | | | | 1,751.97 |
| 31716 | 2848 8018070 8018070 | Maricelle Jimenez Community room; additional .5 hour rental time Damage deposit; community room rental | 10/28/2014 | -32.00 250.00 |
| Total for Check Number 31716: | | | | 218.00 |
| 31717 | 1258 12-024H GIS | King County Finance - GIS Comprehensive plan updates; June-July 2014 | 10/28/2014 | 336.00 |
| Total for Check Number 31717: | | | | 336.00 |
| 31718 | 2367 132326 | Magnum Print Solutions Toner cartridges | 10/28/2014 | 234.52 |
| Total for Check Number 31718: | | | | 234.52 |
| 31719 | 1796 1796-10 | Robert Meyers Meyers; residential plans examiner exam fees | 10/28/2014 | 189.00 |
| Total for Check Number 31719: | | | | 189.00 |
| 31720 | 2814 2508 | Orca Sign Company CCP; custom built sign | 10/28/2014 | 4,615.50 |
| Total for Check Number 31720: | | | | 4,615.50 |
| 31721 | 1407 14-81336 | Parametrix, Inc. Plan review services; 8/31-9/26/14 | 10/28/2014 | 1,698.65 |
| Total for Check Number 31721: | | | | 1,698.65 |
| 31722 | 0057 1500 1501 1502 1503 1504 | Petty Cash Parrish; stormwater work group meeting, parking Citizen police academy; ice Parrish; stormwater work group meeting, parking Summer concerts; supplies Parrish; stormwater work group meeting, parking | 10/28/2014 | 7.00 12.45 4.00 8.66 12.00 |
| Total for Check Number 31722: | | | | 44.11 |
| 31723 | 0980 2014-4580 | The Prothman Company City manager search; 2nd of 3 installments | 10/28/2014 | 6,500.00 |

| Check No | Vendor No Invoice No | Vendor Name Description | Check Date Reference | Check Amount |
|----------|-------------------------|---|-------------------------------|--------------|
| | | | Total for Check Number 31723: | 6,500.00 |
| 31724 | 0161 | Puget Sound Energy | 10/28/2014 | |
| | 300000001788-10 | Streets; electricity, 9/3-10/1/14 | | 9,081.32 |
| | 300000001788-10 | Streets; electricity, 9/3-10/1/14 | | 60.29 |
| | 420000093310 | Street lighting; supplemental charge | | 236.00 |
| | | | Total for Check Number 31724: | 9,377.61 |
| 31725 | 2680 702184 | Safeguard Business Systems City logo giveaways | 10/28/2014 | 483.81 |
| | | | Total for Check Number 31725: | 483.81 |
| 31726 | 2474 948 | SCORE Jail costs; September | 10/28/2014 | 14,130.00 |
| | | | Total for Check Number 31726: | 14,130.00 |
| 31727 | 1905 | Sharp Electronics Corporation | 10/28/2014 | |
| | C814590-701 | Workroom copier; usage, 9/15-10/9/14 | | 708.93 |
| | C815144-701 | Reception copier; usage, 9/15-10/9/14 | | 9.71 |
| | C815145-701 | Police copier; usage, 9/15-10/9/14 | | 27.89 |
| | | | Total for Check Number 31727: | 746.53 |
| 31728 | 0281 | Standard Insurance Company | 10/28/2014 | |
| | 00635510001-10 | Life Insurance Premiums, November | | 95.06 |
| | 00635510001-10 | Life Insurance Premiums, November | | 113.00 |
| | 00635510001-10 | Life Insurance Premiums, November | | 43.27 |
| | 00635510001-10 | Life Insurance Premiums, November | | 576.67 |
| | 00635510001-10 | Life Insurance Premiums, November | | 7.91 |
| | 00635510001-10 | Life Insurance Premiums, November | | 191.39 |
| | 00635510001-10 | Life Insurance Premiums, November | | 307.44 |
| | 00635510001-10 | Life Insurance Premiums, November | | 86.63 |
| | 00635510001-10 | Life Insurance Premiums, November | | 316.11 |
| | 00635510001-10 | Life Insurance Premiums, November | | 164.89 |
| | 00635510001-10 | Life Insurance Premiums, November | | 596.37 |
| | 00635510001-10 | Life Insurance Premiums, November | | 95.02 |
| | 00635510001-10 | Life Insurance Premiums, November | | 498.17 |
| | 00635510001-10 | Life Insurance Premiums, November | | 179.88 |
| | 00635510001-10 | Life Insurance Premiums, November | | 260.86 |
| | | | Total for Check Number 31728: | 3,532.67 |
| 31729 | 0217 L105209 | State Auditor's Office Audit fees; September | 10/28/2014 | 307.93 |
| | | | Total for Check Number 31729: | 307.93 |
| 31730 | 2028 2028-10 | Scott Thomas Thomas; NRPA conference, per diem, transporta | 10/28/2014 | 229.55 |
| | | | Total for Check Number 31730: | 229.55 |
| 31731 | 2103 264115767 | US Bancorp Equip Finance Inc. Workroom copier; lease | 10/28/2014 | 639.10 |
| | | | Total for Check Number 31731: | 639.10 |
| 31732 | 1421 | Ward's Power Equipment | 10/28/2014 | |

| Check No | Vendor No Invoice No | Vendor Name Description | Check Date Reference | Check Amount |
|-------------------------------|-------------------------|--------------------------------------|-------------------------|--------------|
| | 51932 | Maint shop; edger blade | | 2.15 |
| | 51932 | Maint shop; edger blade | | 2.15 |
| | 51932 | Maint shop; edger blade | | 1.08 |
| Total for Check Number 31732: | | | | 5.38 |
| 31733 | 1496 | Dan Wesley | 10/28/2014 | |
| | 1496-10 | Wesley; APWA conference, per diem | | 55.20 |
| Total for Check Number 31733: | | | | 55.20 |
| 31734 | 1708 | Western Equipment Distributors, Inc. | 10/28/2014 | |
| | 763578 | #2766; parts | | 232.90 |
| Total for Check Number 31734: | | | | 232.90 |
| 31735 | 2230 | Wilbur-Ellis Company | 10/28/2014 | |
| | 8528386 | Maint shop; spreader | | 16.96 |
| | 8528386 | Maint shop; spreader | | 33.91 |
| | 8528386 | Maint shop; spreader | | 33.92 |
| Total for Check Number 31735: | | | | 84.79 |
| Total for 10/28/2014: | | | | 108,591.70 |
| Report Total (52 checks): | | | | 108,591.70 |

October 31, 2014

City of Covington

City of Covington

City of Covington
Voucher/Check Register

Electronic Funds Transfer

In the Amount of \$797,108.39

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

Cassandra Parker
Interim Deputy Finance Director

Mark Lanza
City Councilmember

Wayne Snoey
City Councilmember

Marlla Mhoon
City Councilmember

Council Meeting Date Approved _____

Accounts Payable

Checks by Date - Detail by Check Date

User: scles
Printed: 10/30/2014 3:07 PM



| Check No | Vendor No Invoice No | Vendor Name Description | Check Date Reference | Check Amount |
|---------------------------|-------------------------|------------------------------|-------------------------|--------------|
| 7 | 2040 | The Bank of New York Mellon | 10/31/2014 | |
| | 09/30/14-227297 | 2007A Bond interest payment | | 207,341.89 |
| | 09/30/14-227298 | 2007T Bond interest payment | | 19,766.50 |
| | 09/30/14-227298 | 2007T Bond principal payment | | 570,000.00 |
| Total for Check Number 7: | | | | 797,108.39 |
| Total for 10/31/2014: | | | | 797,108.39 |
| Report Total (1 checks): | | | | 797,108.39 |

October 24, 2014

City of Covington

Payroll Approval

- Request Council approval for payment of Payroll dated 10/24/14 consisting of:

PAYLOCITY CHECK # 1002961437 through PAYLOCITY CHECK # 1002961457 and
PAYLOCITY CHECK # 1002961542 through PAYLOCITY CHECK # 1002961542 inclusive,
plus employee direct deposits

IN THE AMOUNT OF \$161,389.83

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

Cassandra Parker
Interim Deputy Finance Director

Mark Lanza
City Councilmember

Wayne Snoey
City Councilmember

Marlla Mhoon
City Councilmember

Council Meeting Date Approved: _____

10/24/14 Payroll Voucher

Payroll Checks for Account Paylocity Account

| Check/Voucher | Check Type | Check Date | Employee Id | Employee Name | Net Amount |
|---------------|------------|------------|-------------|------------------------------|------------|
| 108380 | Regular | 10/24/2014 | 478 | Bykonen, Cynthia M | 22.16 |
| 108381 | Regular | 10/24/2014 | 235 | Hendrickson, Robert | 4,069.14 |
| 108382 | Regular | 10/24/2014 | 246 | Kirshenbaum, Kathleen | 765.00 |
| 108383 | Regular | 10/24/2014 | 243 | Lyon, Valerie | 1,452.28 |
| 108384 | Regular | 10/24/2014 | 234 | Mhoon, Darren S | 1,437.30 |
| 108385 | Regular | 10/24/2014 | 162 | Michaud, Joan M | 2,140.00 |
| 108386 | Regular | 10/24/2014 | 123 | Scott, Sharon G | 2,488.19 |
| 108387 | Regular | 10/24/2014 | 313 | Slate, Karla J | 2,352.46 |
| 108388 | Regular | 10/24/2014 | 275 | Hart, Richard | 3,494.55 |
| 108389 | Regular | 10/24/2014 | 368 | Mueller, Ann M | 1,269.22 |
| 108390 | Regular | 10/24/2014 | 180 | Cles, Staci M | 1,780.70 |
| 108391 | Regular | 10/24/2014 | 146 | Hagen, Lindsay K | 1,536.56 |
| 108392 | Regular | 10/24/2014 | 105 | Parker, Cassandra | 2,861.57 |
| 108393 | Regular | 10/24/2014 | 454 | Salazar-Delatorre, Viviana J | 263.37 |
| 108394 | Regular | 10/24/2014 | 433 | Cimaomo, Joseph T | 390.11 |
| 108395 | Regular | 10/24/2014 | 323 | Harto, Margaret | 457.75 |
| 108396 | Regular | 10/24/2014 | 324 | Lanza, Mark | 382.11 |
| 108397 | Regular | 10/24/2014 | 326 | Mhoon, Marlla | 392.11 |
| 108398 | Regular | 10/24/2014 | 327 | Scott, James A | 413.57 |
| 108399 | Regular | 10/24/2014 | 329 | Wagner, Jeffrey | 415.57 |
| 108400 | Regular | 10/24/2014 | 374 | Allen, Joshua C | 1,871.78 |
| 108401 | Regular | 10/24/2014 | 353 | Dalton, Jesse J | 1,932.28 |
| 108402 | Regular | 10/24/2014 | 373 | Fealy, William J | 2,064.14 |
| 108403 | Regular | 10/24/2014 | 301 | Gaudette, John J | 2,090.59 |
| 108404 | Regular | 10/24/2014 | 186 | Junkin, Ross D | 2,799.01 |
| 108405 | Regular | 10/24/2014 | 443 | Matthews, Paul E | 923.42 |
| 108406 | Regular | 10/24/2014 | 440 | Rosales, Rafael | 783.34 |
| 108407 | Regular | 10/24/2014 | 457 | Smith, Nathan H | 896.90 |
| 108408 | Regular | 10/24/2014 | 268 | Bykonen, Brian D | 2,100.68 |
| 108409 | Regular | 10/24/2014 | 279 | Christenson, Gregg R | 2,727.24 |
| 108410 | Regular | 10/24/2014 | 270 | Lyons, Salina K | 2,323.13 |
| 108411 | Regular | 10/24/2014 | 269 | Meyers, Robert L | 3,285.62 |
| 108412 | Regular | 10/24/2014 | 284 | Ogren, Nelson W | 2,751.59 |
| 108413 | Regular | 10/24/2014 | 266 | Thompson, Kelly | 2,107.92 |
| 108414 | Regular | 10/24/2014 | 307 | Morrissey, Mayson | 2,827.16 |
| 108415 | Regular | 10/24/2014 | 199 | Bahl, Rachel A | 2,010.82 |
| 108416 | Regular | 10/24/2014 | 292 | Carkeek, Lena | 102.31 |
| 108417 | Regular | 10/24/2014 | 451 | Conway, Sean | 1,542.45 |
| 108418 | Regular | 10/24/2014 | 428 | Feser, Angela M | 2,215.09 |
| 108419 | Regular | 10/24/2014 | 448 | Finazzo, Dominic V | 1,485.88 |
| 108420 | Regular | 10/24/2014 | 305 | Kiselyov, Tatyana | 1,523.85 |
| 108421 | Regular | 10/24/2014 | 453 | Leung, Rachael M | 1,232.19 |
| 108422 | Regular | 10/24/2014 | 397 | Martinsons, Jaquelyn | 99.39 |
| 108423 | Regular | 10/24/2014 | 195 | Patterson, Clifford | 2,430.73 |
| 108424 | Regular | 10/24/2014 | 306 | Thomas, Scott R | 3,602.31 |
| 108425 | Regular | 10/24/2014 | 106 | Bates, Shellie L | 1,903.02 |
| 108426 | Regular | 10/24/2014 | 349 | Buck, Shawn M | 1,751.59 |
| 108427 | Regular | 10/24/2014 | 273 | French, Fred | 240.68 |
| 108428 | Regular | 10/24/2014 | 436 | Lindskov, Robert T | 2,876.17 |
| 108429 | Regular | 10/24/2014 | 257 | Parrish, Benjamin A | 1,912.23 |
| 108430 | Regular | 10/24/2014 | 173 | Vondran, Donald M | 3,719.61 |
| 108431 | Regular | 10/24/2014 | 252 | Wesley, Daniel A | 2,166.44 |
| 108432 | Regular | 10/24/2014 | 388 | Andrews, Kaitlyn E | 201.64 |
| 108433 | Regular | 10/24/2014 | 434 | Bailey, Brooke | 58.66 |
| 108434 | Regular | 10/24/2014 | 393 | Blakely, Coleman P. | 111.54 |
| 108435 | Regular | 10/24/2014 | 379 | Carrillo, Anthony G | 421.03 |

| | | | |
|----------------------------------|-----------------|-----------------------------|-------------------|
| 108436 Regular | 10/24/2014 | 258 Cox, Melissa | 519.38 |
| 108437 Regular | 10/24/2014 | 409 Hanger, Austin R. | 55.61 |
| 108438 Regular | 10/24/2014 | 460 Hatch, Christopher | 246.17 |
| 108439 Regular | 10/24/2014 | 417 Hendricks, Cole M | 80.64 |
| 108440 Regular | 10/24/2014 | 425 Knox, John Q | 209.26 |
| 108441 Regular | 10/24/2014 | 426 Knox, Patrick L | 123.56 |
| 108442 Regular | 10/24/2014 | 438 Mashika, Myroslav | 133.91 |
| 108443 Regular | 10/24/2014 | 423 McCarthy, Joseph | 332.33 |
| 108444 Regular | 10/24/2014 | 340 Middleton, Jordan | 162.56 |
| 108445 Regular | 10/24/2014 | 439 Newman, Ashley M | 421.74 |
| 108446 Regular | 10/24/2014 | 445 Portin, Andrew | 143.86 |
| 108447 Regular | 10/24/2014 | 319 Praggastis, Alexander | 151.69 |
| 108448 Regular | 10/24/2014 | 387 Praggastis, Elena C | 276.49 |
| 108449 Regular | 10/24/2014 | 429 Sizemore, Christine A | 273.00 |
| 108450 Regular | 10/24/2014 | 392 Wardrip, Spencer A | 395.49 |
| 108451 Regular | 10/24/2014 | 432 Wilton, Sara J | 86.64 |
| 108452 Regular | 10/24/2014 | 482 Cruz, Garrett M | 99.86 |
| 108453 Regular | 10/24/2014 | 464 Gill, Armann S | 64.97 |
| 108454 Regular | 10/24/2014 | 467 Lam, Brandon A | 78.75 |
| 108455 Regular | 10/24/2014 | 466 Morasch, David G | 38.23 |
| 108456 Regular | 10/24/2014 | 116 Beaufre, Noreen | 2,780.90 |
| 108457 Regular | 10/24/2014 | 137 Throm, Victoria J | 1,901.86 |
| 1002961437 Regular | 10/24/2014 | 364 Newell, Nancy J | 83.11 |
| 1002961438 Regular | 10/24/2014 | 328 Snoey, Wayne | 187.61 |
| 1002961439 Regular | 10/24/2014 | 458 Burns, Mark E | 866.39 |
| 1002961440 Regular | 10/24/2014 | 459 Ensign, Tanner J | 859.46 |
| 1002961441 Regular | 10/24/2014 | 378 Bell, Colin Q | 615.18 |
| 1002961442 Regular | 10/24/2014 | 437 George, James C | 66.73 |
| 1002961443 Regular | 10/24/2014 | 274 Goldfoos, Rhyan | 170.42 |
| 1002961444 Regular | 10/24/2014 | 399 Jensen, Emily A | 529.76 |
| 1002961445 Regular | 10/24/2014 | 442 Mosiychuk, Vadim A | 61.17 |
| 1002961446 Regular | 10/24/2014 | 400 Quintos, Edward Louie D | 143.04 |
| 1002961447 Regular | 10/24/2014 | 415 Rinck, Tyler P | 161.03 |
| 1002961448 Regular | 10/24/2014 | 395 Wunschel, Ethan G. | 264.20 |
| 1002961449 Regular | 10/24/2014 | 476 Andrew-Ellis, Sarah M | 28.67 |
| 1002961450 Regular | 10/24/2014 | 486 Camp, Alicia M | 21.37 |
| 1002961451 Regular | 10/24/2014 | 470 Cekarmis, Dusan | 155.14 |
| 1002961452 Regular | 10/24/2014 | 472 Davidson, Tucker P | 109.92 |
| 1002961453 Regular | 10/24/2014 | 465 Demecilio, Bryce D | 97.09 |
| 1002961454 Regular | 10/24/2014 | 475 Holly, Nicholas A | 119.13 |
| 1002961455 Regular | 10/24/2014 | 473 Hutsell, Tyler E | 102.10 |
| 1002961456 Regular | 10/24/2014 | 485 Jeele, Mohamed O | 64.97 |
| 1002961457 Regular | 10/24/2014 | 471 Shank, Maia M | 90.64 |
| Totals for Payroll Checks | 99 Items | | 104,850.18 |

Third Party Checks for Account Paylocity Account

| Check/Voucher | Check Type | Check Date | Employee Id | Employee Name | Net Amount |
|--------------------------------------|------------|----------------|-------------|-------------------------------------|------------------|
| 108458 | AGENCY | 10/24/2014 | 401SS | ICMA Retirement Trust | 16,582.42 |
| 108459 | AGENCY | 10/24/2014 | CICOV | City of Covington | 2,748.93 |
| 108460 | AGENCY | 10/24/2014 | | Emp City of Covington Employee Fund | 108.00 |
| 108461 | AGENCY | 10/24/2014 | IC401 | ICMA Retirement Trust | 13,958.16 |
| 108462 | AGENCY | 10/24/2014 | IC457 | ICMA Retirement Trust | 1,977.34 |
| 108463 | AGENCY | 10/24/2014 | | ROTH ICMA Retirement Trust | 150.00 |
| 108464 | AGENCY | 10/24/2014 | | VEBA HRA VEBA Trust Contributions | 1,681.00 |
| 1002961542 | AGENCY | 10/24/2014 | JG1 | WASH CHILD SUPPORT | 110.41 |
| Totals for Third Party Checks | | 8 Items | | | 37,316.26 |

| | |
|-----------------|-----------|
| Tax Liabilities | 18,785.82 |
| Paylocity Fees | 437.57 |

| | |
|--------------------|----------------------|
| Grand Total | \$ 161,389.83 |
|--------------------|----------------------|

November 7, 2014

City of Covington

Payroll Approval

- Request Council approval for payment of Payroll dated 11/07/14 consisting of:

PAYLOCITY CHECK # 1003012849 through PAYLOCITY CHECK # 1003012870 inclusive, plus employee direct deposits

IN THE AMOUNT OF \$159,077.99

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

 Cassandra Parker
 Interim Deputy Finance Director

 Mark Lanza
 City Councilmember

 Wayne Snoey
 City Councilmember

 Marlla Mhoon
 City Councilmember

Council Meeting Date Approved: _____

11/07/14 Payroll Voucher

Payroll Checks for Account Paylocity Account

| Check/Voucher | Check Type | Check Date | Employee Id | Employee Name | Net Amount |
|---------------|------------|------------|-------------|------------------------------|------------|
| 108470 | Regular | 11/7/2014 | 235 | Hendrickson, Robert | 4,069.14 |
| 108471 | Regular | 11/7/2014 | 246 | Kirshenbaum, Kathleen | 569.00 |
| 108472 | Regular | 11/7/2014 | 243 | Lyon, Valerie | 1,452.31 |
| 108473 | Regular | 11/7/2014 | 234 | Mhoon, Darren S | 1,437.30 |
| 108474 | Regular | 11/7/2014 | 162 | Michaud, Joan M | 2,140.00 |
| 108475 | Regular | 11/7/2014 | 123 | Scott, Sharon G | 2,484.29 |
| 108476 | Regular | 11/7/2014 | 313 | Slate, Karla J | 2,352.46 |
| 108477 | Regular | 11/7/2014 | 444 | Ziolkowski, Diana | 88.66 |
| 108478 | Regular | 11/7/2014 | 275 | Hart, Richard | 3,394.55 |
| 108479 | Regular | 11/7/2014 | 368 | Mueller, Ann M | 1,284.21 |
| 108480 | Regular | 11/7/2014 | 180 | Cles, Staci M | 1,780.71 |
| 108481 | Regular | 11/7/2014 | 146 | Hagen, Lindsay K | 1,536.56 |
| 108482 | Regular | 11/7/2014 | 105 | Parker, Cassandra | 2,861.57 |
| 108483 | Regular | 11/7/2014 | 454 | Salazar-Delatorre, Viviana J | 252.25 |
| 108484 | Regular | 11/7/2014 | 374 | Allen, Joshua C | 1,838.42 |
| 108485 | Regular | 11/7/2014 | 353 | Dalton, Jesse J | 2,004.77 |
| 108486 | Regular | 11/7/2014 | 373 | Fealy, William J | 2,032.29 |
| 108487 | Regular | 11/7/2014 | 301 | Gaudette, John J | 1,959.62 |
| 108488 | Regular | 11/7/2014 | 186 | Junkin, Ross D | 2,799.60 |
| 108489 | Regular | 11/7/2014 | 443 | Matthews, Paul E | 860.77 |
| 108490 | Regular | 11/7/2014 | 440 | Rosales, Rafael | 967.50 |
| 108491 | Regular | 11/7/2014 | 457 | Smith, Nathan H | 896.98 |
| 108492 | Regular | 11/7/2014 | 268 | Bykonen, Brian D | 2,100.68 |
| 108493 | Regular | 11/7/2014 | 279 | Christenson, Gregg R | 2,727.24 |
| 108494 | Regular | 11/7/2014 | 270 | Lyons, Salina K | 2,323.17 |
| 108495 | Regular | 11/7/2014 | 269 | Meyers, Robert L | 3,285.62 |
| 108496 | Regular | 11/7/2014 | 284 | Ogren, Nelson W | 2,751.58 |
| 108497 | Regular | 11/7/2014 | 266 | Thompson, Kelly | 2,107.91 |
| 108498 | Regular | 11/7/2014 | 307 | Morrissey, Mayson | 2,827.20 |
| 108499 | Regular | 11/7/2014 | 199 | Bahl, Rachel A | 2,010.82 |
| 108500 | Regular | 11/7/2014 | 292 | Carkeek, Lena | 380.50 |
| 108501 | Regular | 11/7/2014 | 451 | Conway, Sean | 1,523.86 |
| 108502 | Regular | 11/7/2014 | 428 | Feser, Angela M | 2,232.50 |
| 108503 | Regular | 11/7/2014 | 448 | Finazzo, Dominic V | 1,485.88 |
| 108504 | Regular | 11/7/2014 | 305 | Kiselyov, Tatyana | 1,523.86 |
| 108505 | Regular | 11/7/2014 | 453 | Leung, Rachael M | 1,232.19 |
| 108506 | Regular | 11/7/2014 | 397 | Martinsons, Jaquelyn | 338.06 |
| 108507 | Regular | 11/7/2014 | 195 | Patterson, Clifford | 2,430.73 |
| 108508 | Regular | 11/7/2014 | 306 | Thomas, Scott R | 3,602.31 |
| 108509 | Regular | 11/7/2014 | 106 | Bates, Shellie L | 1,903.02 |
| 108510 | Regular | 11/7/2014 | 349 | Buck, Shawn M | 1,680.76 |
| 108511 | Regular | 11/7/2014 | 273 | French, Fred | 333.49 |
| 108512 | Regular | 11/7/2014 | 436 | Lindskov, Robert T | 2,885.16 |
| 108513 | Regular | 11/7/2014 | 257 | Parrish, Benjamin A | 1,926.60 |
| 108514 | Regular | 11/7/2014 | 173 | Vondran, Donald M | 3,719.61 |
| 108515 | Regular | 11/7/2014 | 252 | Wesley, Daniel A | 2,175.39 |
| 108516 | Regular | 11/7/2014 | 388 | Andrews, Kaitlyn E | 212.32 |
| 108517 | Regular | 11/7/2014 | 434 | Bailey, Brooke | 69.77 |
| 108518 | Regular | 11/7/2014 | 393 | Blakely, Coleman P. | 143.81 |
| 108519 | Regular | 11/7/2014 | 379 | Carrillo, Anthony G | 258.65 |
| 108520 | Regular | 11/7/2014 | 258 | Cox, Melissa | 656.60 |
| 108521 | Regular | 11/7/2014 | 460 | Hatch, Christopher | 318.62 |
| 108522 | Regular | 11/7/2014 | 417 | Hendricks, Cole M | 293.43 |
| 108523 | Regular | 11/7/2014 | 425 | Knox, John Q | 240.30 |
| 108524 | Regular | 11/7/2014 | 469 | Knox, Patrick L | 138.55 |

| | | | |
|----------------------------------|-----------------|-----------------------------|-------------------|
| 108525 Regular | 11/7/2014 | 438 Mashika, Myroslav | 86.54 |
| 108526 Regular | 11/7/2014 | 423 McCarthy, Joseph | 557.01 |
| 108527 Regular | 11/7/2014 | 340 Middleton, Jordan | 264.25 |
| 108528 Regular | 11/7/2014 | 439 Newman, Ashley M | 589.29 |
| 108529 Regular | 11/7/2014 | 445 Portin, Andrew | 27.97 |
| 108530 Regular | 11/7/2014 | 387 Praggastis, Elena C | 344.08 |
| 108531 Regular | 11/7/2014 | 429 Sizemore, Christine A | 391.56 |
| 108532 Regular | 11/7/2014 | 392 Wardrip, Spencer A | 555.87 |
| 108533 Regular | 11/7/2014 | 432 Wilton, Sara J | 67.08 |
| 108534 Regular | 11/7/2014 | 486 Camp, Alicia M | 64.12 |
| 108535 Regular | 11/7/2014 | 482 Cruz, Garrett M | 37.40 |
| 108536 Regular | 11/7/2014 | 477 Ellis, Geoffrey A | 21.52 |
| 108537 Regular | 11/7/2014 | 467 Lam, Brandon A | 49.23 |
| 108538 Regular | 11/7/2014 | 468 Lam, Matthew T | 29.54 |
| 108539 Regular | 11/7/2014 | 466 Morasch, David G | 47.79 |
| 108540 Regular | 11/7/2014 | 116 Beaufriere, Noreen | 2,780.90 |
| 108541 Regular | 11/7/2014 | 137 Throm, Victoria J | 1,901.87 |
| 1003012849 Regular | 11/7/2014 | 364 Newell, Nancy J | 52.64 |
| 1003012850 Regular | 11/7/2014 | 458 Burns, Mark E | 861.46 |
| 1003012851 Regular | 11/7/2014 | 459 Ensign, Tanner J | 860.32 |
| 1003012852 Regular | 11/7/2014 | 378 Bell, Colin Q | 850.10 |
| 1003012853 Regular | 11/7/2014 | 399 Jensen, Emily A | 165.75 |
| 1003012854 Regular | 11/7/2014 | 483 Medel, Erick | 168.53 |
| 1003012855 Regular | 11/7/2014 | 400 Quintos, Edward Louie D | 125.48 |
| 1003012856 Regular | 11/7/2014 | 484 Roth, Alexander E | 189.08 |
| 1003012857 Regular | 11/7/2014 | 480 Woods, Dylan J | 16.69 |
| 1003012858 Regular | 11/7/2014 | 395 Wunschel, Ethan G. | 266.86 |
| 1003012859 Regular | 11/7/2014 | 487 Bykonen, Tyler B | 32.06 |
| 1003012860 Regular | 11/7/2014 | 470 Cekarmis, Dusan | 110.82 |
| 1003012861 Regular | 11/7/2014 | 488 Cles, Erin L | 42.74 |
| 1003012862 Regular | 11/7/2014 | 472 Davidson, Tucker P | 100.36 |
| 1003012863 Regular | 11/7/2014 | 475 Holly, Nicholas A | 18.56 |
| 1003012864 Regular | 11/7/2014 | 473 Hutsell, Tyler E | 78.89 |
| 1003012865 Regular | 11/7/2014 | 485 Jeele, Mohamed O | 83.53 |
| 1003012866 Regular | 11/7/2014 | 461 Miller, Austin | 29.54 |
| 1003012867 Regular | 11/7/2014 | 462 Rogers, Trask | 47.79 |
| 1003012868 Regular | 11/7/2014 | 474 Shank, Elijah J | 108.71 |
| 1003012869 Regular | 11/7/2014 | 471 Shank, Maia M | 108.86 |
| Totals for Payroll Checks | 93 Items | | 103,037.94 |

Third Party Checks for Account Paylocity Account

| Check/Voucher | Check Type | Check Date | Employee Id | Employee Name | Net Amount |
|-------------------------------|------------|------------|----------------|--------------------------------|------------------|
| 108542 | AGENCY | 11/7/2014 | 401SS | ICMA Retirement Trust | 16,346.35 |
| 108543 | AGENCY | 11/7/2014 | CICOV | City of Covington | 2,717.58 |
| 108544 | AGENCY | 11/7/2014 | | Emp City of Covington Employee | 88.00 |
| 108545 | AGENCY | 11/7/2014 | IC401 | ICMA Retirement Trust | 14,024.05 |
| 108546 | AGENCY | 11/7/2014 | IC457 | ICMA Retirement Trust | 1,902.34 |
| 108547 | AGENCY | 11/7/2014 | ROTH | ICMA Retirement Trust | 150.00 |
| 108548 | AGENCY | 11/7/2014 | VEBA | HRA VEBA Trust | 1,681.00 |
| 1003012870 | AGENCY | 11/7/2014 | JG1 | WASH CHILD SUPPORT | 110.41 |
| Totals for Third Party | | | 8 Items | | 37,019.73 |

| | |
|-----------------|-----------|
| Tax Liabilities | 18,796.63 |
| Paylocity Fees | 223.69 |

| | |
|-------------|----------------------|
| Grand Total | \$ 159,077.99 |
|-------------|----------------------|

Consent Agenda Item C-3

Covington City Council Meeting

Date: November 18, 2014

SUBJECT: AUTHORIZE THE INTERIM CITY MANAGER TO EXECUTE AMENDMENT #1 TO AN INTERLOCAL AGREEMENT BETWEEN THE CITY OF MAPLE VALLEY AND THE CITY OF COVINGTON FOR STORAGE, USE AND PAYMENT OF DEICER.

RECOMMENDED BY: Don Vondran, Public Works Director

ATTACHMENT(S):

1. Amendment #1 to Interlocal Agreement between City of Maple Valley and City of Covington

PREPARED BY: Shellie Bates, Programs Supervisor/Public Works

EXPLANATION:

In November 2009, the cities of Covington and Maple Valley entered into an Interlocal Agreement (ILA) for the storage, use and payment of deicer. Since the approval of the ILA the cities of Covington and Maple Valley have successfully cooperated to ensure that each city has an adequate quantity of deicer available for use during snow and ice storm events, and the deicer is purchased at the lowest cost, typically delivered in loads of 6,000 gallons minimum. Each city has expressed interest in continuing this arrangement and asks Council for authorization to amend the ILA by extending the term of the Agreement until December 31, 2016. On November 3, 2014, the City of Maple Valley City Council authorized the City Manager to execute Amendment #1 to the ILA.

ALTERNATIVES:

Not sign the Amendment to the ILA and not allow Maple Valley to continue to store their deicer tank with Covington's at the Maintenance Facility.

FISCAL IMPACT:

The joint sighting will reduce both Covington's and Maple Valley's cost of deicer as only one drop of a full load at one site will be necessary. Each agency would be charged a separate unloading fee of \$100 per load for more than one stop. It also reduces operating costs through economies of scale of one system.

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

Councilmember _____ moves, Councilmember _____ seconds, to authorize the Interim City Manager to execute Amendment #1 to an Interlocal Agreement between the City of Maple Valley and the City of Covington for storage, use and payment of deicer.

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

**INTERLOCAL AGREEMENT BETWEEN
THE CITIES OF MAPLE VALLEY AND COVINGTON
FOR STORAGE, USE, AND PAYMENT OF DE-ICER**

Amendment #1

That portion of Interlocal Agreement (ILA) No. 952-09 between the City of Covington and City of Maple Valley is amended pursuant to Section 4 of the ILA , the term of the ILA may be extended by the mutual written agreement of the parties.

1. Term of Agreement. Section 4 of the Agreement shall be amended to extend the term of the Agreement until December 31, 2016.

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

Dated this ____ day of November, 2014.

IN WITNESS, the parties below execute this Agreement, which shall become effective on the last date entered below.

| | |
|---|---|
| <p>COVINGTON: CITY OF COVINGTON: By: _____ (signature) Print Name: <u>Rob Hendrickson</u> Its <u>Interim City Manager</u> DATE: _____</p> | <p>MAPLE VALLEY: CITY OF MAPLE VALLEY: By: _____ Print Name: <u>David W. Johnston</u> Its _____ City Manager DATE: _____</p> |
| <p>NOTICES TO BE SENT TO: Rob Hendrickson, Interim City Manager City of Covington 16720 SE 271st Street, Suite 100 Covington, WA 98042 (253) 480-2400 (telephone) (253) 480-2401 (facsimile) With a copy to: Don Vondran, PE Public Works Director City of Covington 16720 SE 271st Street, Suite 100 Covington, WA 98042</p> | <p>NOTICES TO BE SENT TO: David W. Johnston, City Manager City of Maple Valley P.O. Box 320 Maple Valley, WA 98038 (425) 413-8800 (telephone) (425) 413-4282 (facsimile) With a copy to: Steve Clark Public Works Director City of Maple Valley P.O. Box 320 Maple Valley, WA 98038</p> |
| <p>APPROVED AS TO FORM: _____ Sara Springer, City Attorney</p> | <p>APPROVED AS TO FORM: _____ Patricia Taraday, City Attorney</p> |

Agenda Item 1
Covington City Council Meeting
Date: November 18, 2014

SUBJECT: 2015 LEGISLATIVE AGENDA

RECOMMENDED BY: Rob Hendrickson, Interim City Manager

ATTACHMENT(S):

1. Draft 2015 Legislative Agenda
2. Briefing Sheets
 - a. SR 516 from Jenkins Creek to 185th Avenue SE
 - b. Covington Community Park, Phase II Construction

PREPARED BY: Rob Hendrickson, Interim City Manager
Briahna Taylor, Contract Lobbyist

EXPLANATION:

The City Council adopts a legislative agenda every year. The attached draft is revised from 2014 to add issues that have arisen and remove issues that have been resolved or have a very low probability of success. Staff will review the agenda with 47th District legislators later this fall.

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 2015 Legislative Agenda.**

REVIEWED BY: Management Team



City of Covington 2015-2017 Legislative Agenda

The city of Covington will actively lobby the following issues:

- **Joint Legislative Agenda:** The cities of Black Diamond, Covington, and Maple Valley will continue to advocate jointly for federal and state funding for State Route 169 and State Route 516 improvements and for transit alternatives in the three rapidly growing communities.
- **State-Shared Revenues:** Retain/reinstate state-shared revenues including liquor revenue and the Public Works Assistance Account. Support a local distribution of marijuana tax revenues to fund local obligations associated with marijuana legalization. Support harmonization of recreational and medical marijuana statutes.
- **Project-Specific Funding Requests:** Retain/enhance/seek funding for the following projects:
 1. SR 516, Jenkins Creek to 185th Avenue SE
 2. Covington Community Park
- **Transportation Investment Package:** Strongly support adoption of a transportation investment package that funds SR 516, distributes gas tax revenue to cities and counties, and authorizes a local option for King County to fund roads and transit.
- **Infrastructure Funding:** Support increased funding for cities' infrastructure design and construction needs, including but not limited to the surface transportation program (MAP-21) and Land & Water Conservation Fund (LWCF) at the federal level; and the Washington Wildlife and Recreation Program (WWRP), Public Works Assistance Account (PWAA), street utility concept, and transportation-package discussions at the state level. The City has projects selected to receive funding if the Legislature fully funds these grant programs:
 - \$500,000 in the RCO, Land Water Conservation Fund grant program for Covington Community Park construction, ranked #4
 - \$500,000 in the RCO, WWRP-Local Parks grant program for Covington Community Park construction, ranked #12
 - \$560,000 in the RCO, WWRP-Local Parks grant program for SoCo Park acquisition, ranked #31
- **Special Purpose Districts:** Oppose transfer of city authority for land use, waiving impact fees, building code, and right-of-way administration to special purpose districts.

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

- **Economic Development Funding:** Support constitutional amendments and/or legislation to create pure tax increment financing. Support funding for the Local Infrastructure Financing Tool (LIFT) and Local Revitalization Financing (LRF) programs. Support efforts to make LIFT and LRF simpler, more flexible, and user-friendlier.

- **Unfunded Mandates:** Oppose unfunded and under-funded mandates on local government. Support funding for existing mandates including comprehensive plan updates and National Pollution Discharge Elimination System (NPDES) requirements.
- **Rail:** Support Auburn’s efforts to secure an Amtrak stop, and support other parties’ rail advocacy efforts when helpful to Southeast King County’s rail and transit advocacy efforts.
- **AWC & SCA Legislative Programs:** Support the Association of Washington Cities (AWC) and Suburban Cities Association (SCA) legislative programs. Support other local government professional associations’ legislative programs when consistent with the aforementioned programs.¹

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

SR 516 from Jenkins Creek to 185th Avenue SE

The City of Covington respectfully requests \$11.3 million to fund State Route 516
Jenkins Creek - 185th Avenue 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 \$11.3 million to improve SR 516 from Jenkins Creek to 185th Avenue 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

Don Vondran, PE, Public Works Director

• dvondran@covingtonwa.gov

• (253) 480-2462

Covington Community Park – Phase 2 Construction

Project Description

According to a 2009 community survey, Covington residents prioritized additional park and recreation opportunities; particularly an extended trail system and large community parks with sports fields, picnic areas and pathways. In response to these needs, the city is diligently working toward constructing Covington Community Park. The park will address residents' needs as well as the surrounding region. The city acquired 30 acres of property in 2003, and phase 1 was constructed in 2013, which included the city's only sports field, parking, and wooded trail, as well as ponds and wetlands. The 60% design and cost estimate were completed in 2014, and construction is scheduled for summer 2016. Phase 2 adds the city's only community event stage and seating area, two group picnic shelters, outdoor fitness equipment, a tennis court, additional parking, and completes the wooded trail system.



Project Purpose

Covington Community Park is the city's only recreational open space for families and youth and provides the only community event stage, group picnic shelters, outdoor gym, tennis court, and expanded trail system.

Project Benefits

- ✓ Addresses highest priority community needs
- ✓ Provides a location for community events and festivals
- ✓ Completes the park trail system and supports a regional trail head
- ✓ Provides health and fitness opportunities

Project Schedule

- ✓ Land acquisition, completed 2003
- ✓ Phase 1, constructed 2013
- ✓ 60% design and cost estimate, completed 2014
- ✓ Complete phase 2 construction, 2016



Phase 2 Plan

Funding

The city of Covington is respectfully requesting a total contribution of \$2,894,000 in funding for Covington's Community Park Phase 2 project in the 2015-2017 Capital Budget. This amount of funding includes a \$500,000 grant on the Recreation and Conservation Office's Local Parks award list, a \$500,000 grant on the Land and Water Conservation Fund awards list, and \$1,894,000 remaining as a local community project. Community Park Phase 2 will give Covington its only space to host community events, open space for gatherings and picnics, and completes the park's trail system.

Contact Information

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

Agenda Item 2

Covington City Council Meeting

Date: November 18, 2014

SUBJECT: DISCUSS RECOMMENDATIONS FOR THE 2015-2016 HUMAN SERVICES GRANT FUNDS

RECOMMENDED BY: Human Services Commission

ATTACHMENT(S):

1. Minutes from the October 9, 2014 Human Services Commission meeting with funding recommendations

PREPARED BY: Victoria Throm, Personnel & Human Services Analyst

EXPLANATION:

The application process for the 2015-2016 human services general fund grants began in May with the acceptance of 31 applications from agencies requesting funding assistance from the city. Staff provided an application analysis to the Human Services Commission. Beginning in June, the Human Services Commission reviewed the applications and subsequently conducted interviews with several agency directors in August. The commission completed an evaluation score sheet based on the strength and content of the application and interviews. Each agency was objectively scored in the following areas: Management, Outreach, Collaboration, Accessibility, Program Expertise, Need, Evaluation, and Budget.

In October, the Human Services Commission reviewed a rank order list that was based on the total average score from the evaluation form. This was followed by a discussion of the merits of each agency, historical performance, cost of service per client, fiscal responsibility, best use of tax dollars; and, lastly, how the program aligned with the Human Services Commission's funding priorities, as follows:

1. Meeting community basics; access to resources to meet immediate or basic needs.
2. Increase self-reliance; breaking the cycle of poverty, removing barriers to employment.
3. Strengthening families; supporting positive development, early intervention and prevention services.
4. Safe community; services that reduce crime, violence, and neglect.
5. Improve health and well-being; provide access to mental, physical, and dental services.

This information was used to decide the final recommendations for funding selected programs. The base budget for 2015 human services funding is \$115,000, with the city council considering an additional \$10,000 based on a Decision Card submitted for the 2015 budget. Funding recommendation for Option A was made based on \$115,000, while Option B includes an additional \$10,000 dependent on city council approval in the 2015 budget.

The 2015-16 funding recommendations by the Human Services Commission are listed in the following table:

| AGENCY | PROGRAM | REQUEST | A \$115,000 | B Revised Totals to Reach \$125,000 |
|--|--------------------------------|------------------|------------------|---|
| INCREASE SELF-RELIANCE | | | | |
| Childcare Resources | Resource & Referral | \$ 3,545 | \$ 3,545 | \$ n/c |
| Crisis Clinic | 2-1-1 Service | 5,000 | 3,000 | 5,000 |
| SK Council of Human Services | Capacity Building | 2,000 | 1,500 | 2,000 |
| BASIC NEEDS | | | | |
| Auburn Youth Resources | Street Outreach | 5,000 | 4,000 | 5,000 |
| Catholic Community Services | Emergency Services | 8,500 | 8,500 | n/c |
| Crisis Clinic | 24 Hour Crisis Line | 2,500 | 2,500 | n/c |
| DAWN | Shelter & Housing | 6,000 | 6,000 | n/c |
| Maple Valley Food Bank | Food & Emergency Services | 15,000 | 15,000 | n/c |
| Storehouse Food Bank | Food Bank | 10,000 | 8,650 | 9,950 |
| IMPROVE HEALTH & WELL-BEING | | | | |
| Crisis Clinic | Teen Link (suicide prevention) | 2,700 | 2,000 | 2,700 |
| Dynamic Family Services | Children's Therapy | 10,000 | 10,000 | n/c |
| Health Point | Dental Services | 5,000 | 5,000 | n/c |
| Health Point | Medical Services | 5,000 | 5,000 | n/c |
| Kent Youth & Family | Clinical Services | 10,000 | 10,000 | n/c |
| Pediatric Interim Care Center | Interim Care of Infants | 3,000 | 3,000 | n/c |
| SAFE COMMUNITY | | | | |
| DAWN | DV Advocacy | 2,000 | 2,000 | n/c |
| KCSARC | Sexual Assault Resources | 5,156 | 5,155 | n/c |
| YWCA | DV Victims Services | 10,000 | 7,500 | 10,000 |
| STRENGTHENING FAMILIES | | | | |
| Catholic Community Services | Volunteer Chore | 3,150 | 3,150 | n/c |
| Communities in Schools | Mentoring | 5,000 | 4,000 | 5,000 |
| Kent Youth & Family Services | HeadStart & ECEAP | 5,000 | 4,000 | 5,000 |
| YMCA | Children's Crisis Outreach | 7,000 | 1,500 | n/c |
| TOTALS | | \$135,551 | \$115,000 | \$125,000 |

ALTERNATIVES:

1. Modify the recommendations of the commission.

FISCAL IMPACT:

The cost to the city's annual general funds would be \$115,000 for Option A and \$125,000 for option B for the next two-year cycle.

CITY COUNCIL ACTION: ___Ordinance ___Resolution ___Motion X Other

**Recommendations made by the Human Services Commission for
2015-16 human services grants are for discussion only at this time.
Action will be taken by the City Council at a later date.**

REVIEWED BY: Rob Hendrickson, Interim City Manager
Noreen Beaufriere, Personnel Manager



**HUMAN SERVICES COMMISSION
MINUTES**

October 9, 2014- 6:30 p.m.

CALL TO ORDER

Chair McGregor called the October 9, 2014 regular meeting of the Human Services Commission to order at 6:40 p.m.

MEMBERS PRESENT

Joyce Bowling, Leslie Hamada, Brian Lord, Jared McMeen, Fran McGregor, Lesley Schlesinger (attended by telephone conference) and Adam Wheeler

CITY STAFF PRESENT

Victoria Throm, Personnel & Human Services Analyst

APPROVAL OF CONSENT AGENDA

CM LORD MOVED AND CM WHEELER SECONDED TO APPROVE THE AGENDA TO INCLUDE THE MINUTES FROM SEPTEMBER 11, 2014 AS WRITTEN. VOTE: 7-0. MOTION CARRIED.

PUBLIC COMMENTS

There were no public comments.

OLD BUSINESS:

Item 1. Review Human Services Applications and Rank Order

The commission began by reviewing the rank order and scores of the applicants. They agreed to eliminate Sophia Way Shelter and Hospitality House due to location; Sound Mental Health for duplication of services already funded; and ARC Parent to Parent and Somali Refugee which both scored the lowest. The next step was to decide which agencies they agreed to fully fund. With a total budget of \$115,000 the commissioners held a long conversation of how to distribute the remaining allocation, debating on the value of several new applications and which programs would best serve our residents for the value.

NEW BUSINESS:

Item 2. Action Item. Funding Recommendation to Council for 2015-16

At the joint Council/Commission meeting held earlier this year, the council approved a funding increase to \$115,000 and an additional \$10,000 would be considered during the budget deliberations.

ACTION: CM Lord moved and CM Wheeler seconded to recommend funding to the following agencies (as shown in the chart below) at the \$115,000 level and Plan B if additional funding is approved at \$125,000 for 2015-16 funding cycle. Vote: 7-0. Motion Carried.

| PROGRAM | CURRENT | REQUESTED | AWARD PLAN A | + \$10,000 PLAN B |
|---|----------------|------------------|---------------------|--------------------------|
| Auburn Youth Resources Street Outreach | \$ 1,500 | \$5,000 | \$4,000 | \$5,000 |
| Catholic Comm. Services Emergency Assistance | \$8,500 | \$8,500 | \$8,500 | |
| Catholic Comm. Services Volunteer Chore Services | \$3,000 | \$3,150 | \$3,150 | |
| Childcare Resources & Referral | \$3,585 | \$3,545 | \$3,545 | |
| Communities in Schools Mentoring | \$3,000 | \$5,000 | \$4,000 | \$5,000 |
| Crisis Clinic 2.1.1 | \$2,000 | \$5,000 | \$3,000 | \$5,000 |
| Crisis Clinic Telephone Services | \$2,400 | \$2,500 | \$2,500 | |
| Crisis Clinic Teen Link | \$2,671 | \$2,700 | \$2,000 | \$2,700 |
| DAWN DV Advocacy | \$8,000 | \$2,000 | \$2,000 | |
| DAWN Housing | 0 | \$6,000 | \$6,000 | |
| Dynamic Partners Children's Therapy | \$10,000 | \$10,000 | \$10,000 | |
| Health Point Dental | \$3,181 | \$5,000 | \$5,000 | |
| Health Point Medical | \$4,000 | \$5,000 | \$5,000 | |
| KC Sexual Assault Center | \$4,864 | \$5,156 | \$5,155 | |
| Kent Youth & Family Service Clinical Services | \$10,000 | \$10,000 | \$10,000 | |
| Kent Youth & Family Service HeadStart ECEAP | \$2,500 | \$ 5,000 | \$4,000 | \$5,000 |
| Maple Valley Food Bank Emergency Services | \$15,000 | \$15,000 | \$15,000 | |
| Pediatric Interim Care Center | \$1,500 | \$ 3,000 | \$3,000 | |
| Storehouse | \$7,143 | \$10,000 | \$8,650 | \$9,950 |
| SK Council of Human Serv. Capacity Building | \$1,500 | \$ 2,000 | \$1,500 | \$2,000 |
| YMCA *new Children's Crisis Outreach | 0 | \$ 7,000 | \$1,500 | |
| YWCA – DV Victim Services | \$6,656 | \$10,000 | \$7,500 | \$10,000 |

| | | | | |
|--------|-----------|-----------|------------------|------------------|
| | | | | |
| TOTALS | \$105,000 | \$130,551 | \$115,000 | \$125,000 |

Item 3. Designate Unspent Funding for 2014

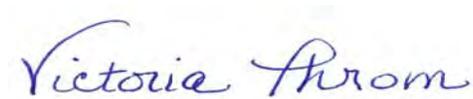
Due to the closure of Greater Maple Valley SE Regional Shuttle on September 30, 2014, the unspent funding of \$1,000 for fourth quarter had to be reallocated to a currently funded program. After a brief discussion, the commission agreed to designate funding to Auburn Youth Resources.

ACTION: CM Lord moved and CM McMeen seconded to give \$1,000 of the remaining funds from 2014 due to Greater Maple Valley SE Regional Shuttle closing, to go to Auburn Youth Resources Street Outreach Program. Vote: 7-0. Motion Carried.

COMMENTS AND DISCUSSION OF COMMISSIONERS AND STAFF

CM Hamada moved and CM Lord seconded to adjourn the October 9, 2014 meeting at 8:50 p.m. VOTE 7:0. Motion Carried.

Submitted by:



Victoria Throm
Personnel & Human Services Analyst

Agenda Item 3

Covington City Council Meeting

Date: November 18, 2014

SUBJECT: CONSIDER RESOLUTION AMENDING THE DEVELOPMENT, BUILDING PERMIT, ADMINISTRATIVE, AND TRANSPORTATION IMPACT FEES FOR 2015.

RECOMMENDED BY: Richard Hart, Community Development Director

ATTACHMENT(S):

1. Resolution adopting the 2015 Fee Resolution -
 - a. Exhibit A Proposed 2015 Development, Building Permit, Administrative, and Transportation Impact Fees Tables

PREPARED BY: Kelly Thompson, Permit Center Coordinator

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 2013- June 2014 was 2.23%; therefore, the council has the option to increase the 2015 development and permitting fees, administrative fees, and transportation impact fees by 2.23% CPI. As proposed, all 2015 fees show an increase of 2.23%, 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 2015 hourly billable rate of \$141. Some proposed fees are decreased, some have stayed the same 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 for 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, Commercial Land Development and Boundary Line Adjustments: The CPI was not applied to these fees (with the exception of Condominium Survey Map Review) as the current fee adequately covers staff time spent on review.

3. Shoreline Exemption Fee: The proposed fee was increased from \$138 to \$282. Staff processed the first Shoreline Exemption in 2014 and found review time took approximately two (2) hours of staff time, more than previous estimates.
4. City Attorney Review Fee: Staff proposes to add the ability to charge the applicant the attorney's billable rate for review of land use applications.
5. Transportation Impact Fee: There is no proposed increase to Transportation Impact Fees for 2015. The fees were reviewed in 2013 as they pertain to the Institute of Traffic Engineers (ITE) Manual 9th Edition trip rates and the city's Transportation Capital Program (TCP). There have been no changes in the ITE manual or TCP, so no new fees or adjustments are requested. Staff will be evaluating the Transportation Capital Program as part of the Comprehensive Plan update, and at that time there may be further adjustments to the Transportation Impact Fee structure, based on added infrastructure projects. Until then, staff is recommending no change in the Transportation Impact Fees.
6. Conditional Use Permits: The CPI was not applied to these fees as the current fee adequately covers staff time spent on review.
7. Building Fees Valuation Table: Staff proposes to reduce the multiplier from \$9 to \$6 per additional thousand or fraction thereof for a project valuation of \$500,001-\$1,000,000. Staff proposes to reduce the multiplier from \$9 to \$7 per additional thousand or fraction thereof for a project valuation of \$1,000,000 or more. This proposed fee reduction will help keep the fee proportionate to the review and inspection of higher valuation projects.
8. Energy Code Review: Staff proposes a new flat rate fee for new residential and commercial buildings. Energy Code Requirements have become increasingly complex requiring additional review and inspection time.
9. Commercial Mechanical Permit Fees: Staff proposes to move to a valuation based fee structure to more adequately capture the time spent for review and inspection of commercial projects. The unit based fees did not adequately pay for staff time.
10. Residential Mechanical Permit Fee: Staff proposes a new flat rate fee on new single family residences. This fee adequately covers staff time, simplifies entry and calculation of fees, and offers the customer flexibility to add fixtures without incurring additional plan review and inspection fees.
11. Commercial Plumbing Permit Fees: Staff proposes to move to a valuation based fee structure to more adequately capture the time spent for review and inspection of commercial projects. The unit based fees did not adequately pay for staff time.
12. Residential Plumbing Permit Fee: Staff proposes a flat rate fee on new single family residences. This fee adequately covers staff time, simplifies entry and calculation of fees, and offers the customer flexibility to add fixtures without incurring additional plan review and inspection fees.

13. Fire Fees: Staff proposes a flat rate fee for fire permits where the scope of work is three (3) or fewer sprinkler heads or three (3) or fewer alarm devices. These permits will be issued over-the-counter with no plan review and the work is subject to field inspection. This will simplify the process for the applicant and reduce the fee which will still adequately cover staff time for a relatively minor scope of work.
14. Technology Surcharge: No proposed change.
15. Business License Fee: No proposed change.
16. Valuation Tables: The CPI was not applied to the valuation tables for clearing and grading, construction and maintenance inspections, building permits, and fire fees 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.

ALTERNATIVES:

1. Do not implement the standard inflation rate of 2.23% to the fees.
2. Adjust the Transportation Impact Fee average daily trip rate by 2.23% and adopt the fee resolution as proposed.
3. Direct staff to make any other changes.

FISCAL IMPACT:

The fees that have been adjusted upward by the standard inflation factor and the associated 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.

CITY COUNCIL ACTION: ___Ordinance X Resolution ___Motion ___Other

Council member _____ moves, council member _____ seconds, to pass a resolution amending the development, building permit, administrative, and transportation impact fees for 2015, as proposed.

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

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 2015.

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 2.23% cost of living adjustment to the 2015 development and permit fees, administrative fees, and transportation impact fees; and

WHEREAS, the 2.23% 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 2013-2014; and

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

Section 1. Adoption of Fees. Effective January 1, 2015, 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” 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 18th day of November 2014.

ATTESTED:

MAYOR MARGARET HARTO

Sharon Scott, City Clerk

APPROVED AS TO FORM:

Sara Springer, City Attorney

2015 CITY OF COVINGTON FEE NOTEBOOK

TABLE OF CONTENTS

| DEVELOPMENT FEES | | Page |
|---|--|-----------|
| I. Development Fees | | 3 |
| A. Integrated Traffic Concurrency Modeling and Reports ** | | 3 |
| B. Pre-Application Conference | | 3 |
| C. Residential Land Development | | 3 |
| D. Commercial Development | | 4 |
| E. Boundary Line Adjustment | | 4 |
| F. Environmental Review | | 4 |
| G. Parking Demand / Trip Reduction | | 5 |
| H. Engineering Review | | 5 |
| I. Clearing and Grading | | 6 |
| J. Construction Inspection | | 7 |
| K. Re-inspections and Missed Appointments | | 7 |
| L. Latecomers' Agreements | | 7 |
| M. Shoreline Management Fees | | 8 |
| N. Administrative Fees | | 8 |
| O. Consultant Pass Through Fees | | 9 |
| ** Integrated Traffic Concurrency Modeling and Report Fee SCHEDULE A | | 10 |
| II. Zoning and Land Use Fees | | 12 |
| A. Zoning Fees | | 12 |
| B. Conditional Use Permits | | 12 |
| C. Temporary Use / Re-Use of a Facility | | 12 |
| D. Zoning Variance / Downtown Departures / Appeals | | 13 |
| E. Sign Permits | | 13 |
| F. Wireless Communications Facilities | | 13 |
| G. Multifamily Tax Exemption Fees | | 13 |
| H. Other Services | | 13 |
| III. Right-of-Way Fees | | 14 |
| IV. Building Fees | | 15 |
| A. Building Code Fees | | 15 |
| B. Mechanical Permit Fees | | 16 |
| C. Plumbing Permit Fees | | 17 |
| V. Fire Fees | | 18 |
| A. Fire Permit Fee Table | | 18 |
| B. Fire Code Construction Permit | | 18 |
| C. Building and Land Use Plan Review | | 19 |
| D. Annual Fire Code Enforcement Inspection | | 19 |
| E. Fireworks | | 19 |
| F. Other | | 19 |
| VI. Technology Management Fee | | 20 |

| | |
|--|-----------|
| ADMINISTRATIVE CHARGES | 21 |
| A. Business Licenses | 21 |
| B. City Clerk's Office | 21 |
| C. Finance Department | 21 |
| D. Miscellaneous Fees | 21 |
| IMPACT FEES / OTHER | |
| A. Traffic Impact Fees (TIF) | 22 |
| B. School Impact Fee Schedule | 27 |
| C. Park Impact Fees | 29 |
| D. Fee-in-Lieu of Recreation Space | 30 |
| E. Storm and Surface Water Service Charges | 32 |

DEVELOPMENT AND PERMIT CHARGES

I. DEVELOPMENT FEES

A. Integrated Traffic Concurrency Modeling and Reports

| | | | | | |
|---|-------------------|----------|----------------|----------|-------------------|
| 1. Integrated Traffic Concurrency Modeling and Traffic Analysis Reports | See Schedule A | 2014 Fee | 2.23% Increase | 2015 Fee | CMC 12.100.090 |
| 2. Request for Extension of Concurrency and Traffic Report Approval | | 406.66 | 9.07 | \$ 416 | |
| 3. Request for an individually-determined transportation impact fee | | 412.73 | 9.20 | \$ 422 | CMC 12.105.050(5) |
| PLUS consultant costs | Billed separately | | | | |

B. Pre-application Conferences/Use Determinations

| | | | | | |
|---|--|--------|-------|--------|------------------|
| 1. Pre-application conference | | 734.42 | 16.38 | \$ 751 | CMC 14.30.030(1) |
| 2. Downtown permitted use determination | | 684.85 | 15.27 | \$ 700 | CMC 18.31.085 |

C. Residential Land Development

| | | | | | |
|---|--|-----------|--|-----------|------------------|
| 1. Short Subdivisions | | | | | |
| a. Preliminary application review fees | | 11,728.49 | | \$ 11,728 | CMC 17.20.010 |
| b. Request for extension | | 276.00 | | \$ 276 | CMC 17.20.040 |
| c. Final short plat | | 5,827.83 | | \$ 5,828 | CMC 17.25.030 |
| d. Alteration to recorded short plat | | 1,650.93 | | \$ 1,651 | CMC 17.25.080 |
| e. Vacation of short plat | | 769.83 | | \$ 770 | CMC 17.25.090 |
| f. Affidavit of correction | | 492.65 | | \$ 493 | CMC 17.15.120(5) |
| 2. Subdivisions | | | | | |
| a. Preliminary application review fees | | 26,496.84 | | \$ 26,497 | CMC 17.20.010 |
| PLUS per lot fee | | 303.48 | | \$ 303 | |
| b. Major revision to approved preliminary subdivision | | 6,927.44 | | \$ 6,927 | CMC 17.02.030 |
| c. Request for extension | | 276.17 | | \$ 276 | CMC 17.20.020 |
| d. Final subdivision | | | | | |
| (i) Final subdivision fee | | 9,895.47 | | \$ 9,895 | CMC 17.25.030 |
| PLUS per lot fee | | 83.96 | | \$ 84 | |
| (ii) Subdivision alteration | | 2,199.22 | | \$ 2,199 | CMC 17.25.070(1) |
| e. Vacation of plat | | 769.83 | | \$ 770 | CMC 17.25.090 |
| f. Affidavit of correction | | 492.65 | | \$ 493 | CMC 17.15.120(5) |

CPI was not applied to Residential Land Development Fees. Staff time is adequately covered by current fee.

| D. Commercial Development | 2014 Fee | 2.23% Incr. | 2015 Fee | |
|--|-----------|-------------|-----------|-------------------|
| 1. Commercial Site Development Permit (includes multifamily) | 12,827.09 | ← | \$ 12,827 | CMC 18.110.010(2) |
| 2. Binding Site Plan | | | | |
| a. Binding site plan | 13,438.09 | | \$ 13,438 | CMC 17.30.020 |
| b. Binding site plan, in conjunction with commercial site development permit | 1,094.55 | | \$ 1,095 | CMC 17.30.020 |
| c. Alteration of binding site plan | 13,438.09 | | \$ 13,438 | CMC 17.30.040 |
| d. Vacation of binding site plan | 13,438.09 | | \$ 13,438 | CMC 17.30.050 |
| 3. Condominium Survey Map Review | 1,094.55 | 24.41 | \$ 1,119 | CMC 17.35.010 |

CPI was not applied to CSD and BSP. Current fee adequately covers staff review time.

| E. Boundary Line Adjustment | 2014 Fee | 2.23% Incr. | 2015 Fee | |
|--------------------------------------|----------|-------------|----------|---------------|
| Request for boundary line adjustment | 918.53 | ← | \$ 919 | CMC 17.40.010 |

CPI was not applied to BLA. Current fee adequately covers staff review time.

| F. Environmental Review | 2014 Fee | 2.23% Incr. | 2015 Fee | |
|--|----------|------------------------|----------|------------------|
| 1. State Environmental Policy Act (SEPA) Review | | | | CMC 16.10.260(1) |
| a. Environmental checklist & Threshold Determination | 1,100.62 | 24.54 | \$ 1,125 | |
| b. Determination of Significance (DS) | 5,503.10 | 122.72 | \$ 5,626 | |
| Threshold determination | | | | |
| PLUS hourly fee to review EIS (Required when review exceeds 40 staff hours) | 137.58 | 3.07 | \$ 141 | |
| c. SEPA Threshold Determination Amendment | 687.89 | 15.34 | \$ 703 | |
| d. SEPA Determination of Consistency Review (Planned Actions) | 2,070.00 | 46.16 | \$ 2,116 | |
| 2. Critical Area Review Fees | | | | |
| a. Reviews associated with single-family residential building permits, shoreline permits, boundary line adjustments, right-of-way permits, variances, and individual grading permits (Level 1 Report) | 918.53 | 20.48 | \$ 939 | CMC 18.65.100(1) |
| b. Reviews associated with commercial and/or multifamily building permits, commercial site development, subdivisions, short subdivisions, rezones, and conditional use permits (Level 1 Report), to be collected as follows: | | | | CMC 18.65.100(1) |
| (i) at time of application | 2,137.51 | 47.67 | \$ 2,185 | |
| (ii) at time of engineering review | 1,068.25 | 23.82 | \$ 1,092 | |
| (iii) at commencement of monitoring | 2,047.48 | 45.66 | \$ 2,093 | |
| c. If Level 2, 3, or 4 critical area report required | | Same fees as (b) above | | CMC 18.65.100(1) |
| PLUS hourly fee | 137.58 | 3.07 | \$ 141 | |
| e. Critical area exceptions/reasonable use | 2,550.24 | 56.87 | \$ 2,607 | CMC 18.65.070(4) |
| 3. Flood Damage Prevention Variance | 1,094.55 | 24.41 | \$ 1,119 | CMC 16.15.180(1) |

| G. Parking Demand/Trip Reduction | 2014 Fee | 2.23% Incr. | 2015 Fee | |
|---------------------------------------|----------|-------------|----------|------------------|
| 1. Parking Management Plan Review Fee | 274.14 | 6.11 | \$ 280 | CMC 18.31.110(6) |
| 2. Commute Trip Reduction | | | | CMC 12.90.050 |
| a. Program review | 137.58 | 3.07 | \$ 141 | |
| b. Request for extension | 137.58 | 3.07 | \$ 141 | |
| c. Request for modification | 137.58 | 3.07 | \$ 141 | |

| H. Engineering Review | | | | |
|---|----------|--------|----------|--------------------|
| 1. Engineering Plan Review Fees | | | | CMC 17.15.145(3) |
| a. Short subdivision | | | | |
| (i) Base fee | 6,210.00 | 138.48 | \$ 6,348 | |
| (ii) Resubmittal or revision, each occurrence | | | | |
| Base fee | 137.58 | 3.07 | \$ 141 | |
| PLUS hourly fee | 137.58 | 3.07 | \$ 141 | |
| b. Subdivision | | | | |
| (i) Application plan review | | | | |
| Base fee | 8,100.89 | 180.65 | \$ 8,282 | |
| PLUS per lot fee | 63.73 | 1.42 | \$ 65 | |
| (ii) Resubmittal or revision, each occurrence | | | | |
| Base fee | 137.58 | 3.07 | \$ 141 | |
| PLUS hourly fee | 137.58 | 3.07 | \$ 141 | |
| c. Commercial/multifamily | | | | CMC 18.110.030(b) |
| (i) Base fee | 5,498.05 | 122.61 | \$ 5,621 | |
| (ii) Resubmittal or revision, each occurrence | | | | |
| Base fee | 137.58 | 3.07 | \$ 141 | |
| PLUS hourly fee | 137.58 | 3.07 | \$ 141 | |
| 2. Engineering Design Review | | | | |
| a. Design and Construction Standards | 410.71 | 9.16 | \$ 420 | CMC 12.60.050 |
| design deviation (Type 1) | | | | (Standards 1.08G) |
| b. Design and Construction Standards | 684.85 | 15.27 | \$ 700 | CMC 12.60.050 |
| design variance (Type 2) | | | | (Standards 1.08) |
| 3. Drainage Review Fees | | | | |
| a. Drainage plan review | 137.58 | 3.07 | \$ 141 | CMC 13.25.040(3) |
| b. Storm water Manual design deviation (Type 1) | 410.71 | 9.16 | \$ 420 | CMC 13.25.050(1) |
| | | | | (Standards 1.08G) |
| c. Storm water Manual design variance (Type 2) | 802.20 | 17.89 | \$ 820 | CMC 13.25.050(6,7) |

| I. Clearing and Grading | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|----------|-------------|-------|----------|----------|--------------------------|--|----------|-------------|--|----------|--|--|----------------------|--|--|--|--|--|--|---------------------------|--------|--|------|--------|--|--|------------------------|--------|--|------|--------|--|--|----------------------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|-----------------------------------|--|--|--|--|--|--|-----------------------|--------|--|------|--------|--|------------------|-----------------------|--------|--|-------|--------|--|------------------|
| 1. Clearing and Grading Permit Plan Review Fees | | | | | | CMC 18.60.035(1) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| a. The Clearing and Grading fee shall be calculated by adding applicable amounts from Clearing and Grading Fee Tables. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Clearing Fee Table | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Clearing Fee (ac) | | Fee | | | | Plus Per/1 ac over Min | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Min | Max | Min | | | Max | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| - | 1 | \$ 680.00 | | | 680.00 | \$ - | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1 | 10 | 680.00 | | | 1,112.00 | 48.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10 | 40 | 1,112.00 | | | 2,702.00 | 32.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 40 | 120 | 2,702.00 | | | 3,352.00 | 16.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 120 | - | 3,352.00 | | | - | 3.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Grading Fee Table | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Grading Volume (cv) | | Fee | | | | Plus Per/100 cv over Min | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Min | Max | Min | | | Max | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| - | 50 | \$ 408.00 | | | 408.00 | \$ - | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 50 | 100 | 408.00 | | | 432.00 | 48.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 100 | 1,000 | 432.00 | | | 720.00 | 32.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1,000 | 10,000 | 720.00 | | | 2,160.00 | 16.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10,000 | 100,000 | 2,160.00 | | | 4,860.00 | 3.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 100,000 | - | 4,860.00 | | | - | 0.30 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <table border="0" style="width: 100%;"> <tr> <td></td> <td style="text-align: right;">2014 Fee</td> <td style="text-align: center;">2.23% Incr.</td> <td></td> <td style="text-align: right;">2015 Fee</td> <td></td> <td></td> </tr> <tr> <td>b. Plan revision fee</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> Base fee, each occurrence</td> <td style="text-align: right;">407.67</td> <td></td> <td style="text-align: center;">9.09</td> <td style="text-align: right;">\$ 417</td> <td></td> <td></td> </tr> <tr> <td> PLUS hourly fee</td> <td style="text-align: right;">137.58</td> <td></td> <td style="text-align: center;">3.07</td> <td style="text-align: right;">\$ 141</td> <td></td> <td></td> </tr> <tr> <td>2. Grading Permit Fee Reductions</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td colspan="7">Grading fee reduction for projects reviewed in conjunction with building permits, subdivisions or short subdivisions</td> </tr> <tr> <td>3. Tree Removal and Clearing Fees</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> a. Minor tree removal</td> <td style="text-align: right;">272.12</td> <td></td> <td style="text-align: center;">6.07</td> <td style="text-align: right;">\$ 278</td> <td></td> <td>CMC 18.45.060(6)</td> </tr> <tr> <td> b. Major tree removal</td> <td style="text-align: right;">817.37</td> <td></td> <td style="text-align: center;">18.23</td> <td style="text-align: right;">\$ 836</td> <td></td> <td>CMC 18.45.060(6)</td> </tr> </table> | | | | | | | | 2014 Fee | 2.23% Incr. | | 2015 Fee | | | b. Plan revision fee | | | | | | | Base fee, each occurrence | 407.67 | | 9.09 | \$ 417 | | | PLUS hourly fee | 137.58 | | 3.07 | \$ 141 | | | 2. Grading Permit Fee Reductions | | | | | | | Grading fee reduction for projects reviewed in conjunction with building permits, subdivisions or short subdivisions | | | | | | | 3. Tree Removal and Clearing Fees | | | | | | | a. Minor tree removal | 272.12 | | 6.07 | \$ 278 | | CMC 18.45.060(6) | b. Major tree removal | 817.37 | | 18.23 | \$ 836 | | CMC 18.45.060(6) |
| | 2014 Fee | 2.23% Incr. | | 2015 Fee | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| b. Plan revision fee | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Base fee, each occurrence | 407.67 | | 9.09 | \$ 417 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| PLUS hourly fee | 137.58 | | 3.07 | \$ 141 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2. Grading Permit Fee Reductions | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Grading fee reduction for projects reviewed in conjunction with building permits, subdivisions or short subdivisions | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3. Tree Removal and Clearing Fees | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| a. Minor tree removal | 272.12 | | 6.07 | \$ 278 | | CMC 18.45.060(6) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| b. Major tree removal | 817.37 | | 18.23 | \$ 836 | | CMC 18.45.060(6) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| J. Construction Inspection | | | | | | |
|--|---------------|-------------|----------|-------------|-----------|-----------------------------|
| 1. Construction and Maintenance Inspection Fee Table | | | | | | CMC 17.15.145(4) |
| Bond Quantity Worksheet | | Fee | | | | Plus Per/1,000 over BQW Min |
| Min | Max | Min | | | Max | |
| \$ - | \$ 100,000.00 | \$ 5,168.00 | | | 9,248.00 | \$ 40.80 |
| 100,000.00 | 500,000.00 | 9,248.00 | | | 22,848.00 | \$ 34.00 |
| 500,000.00 | 1,000,000.00 | 22,848.00 | | | 36,448.00 | \$ 27.20 |
| 1,000,000.00 | + | 36,448.00 | | | - | \$ 27.40 |
| | | | 2014 Fee | 2.23% Incr. | 2015 Fee | |
| 2. Landscape Installation Inspection & Bond Release | | | 412.73 | 9.20 | \$ 422 | CMC 18.40.150(4) |
| 3. Request for Extension of Performance Guarantee | | | 273.13 | 6.09 | \$ 279 | CMC 18.40.150(4) |
| 4. Inspection outside of business hours on weekdays | | | 137.58 | 3.07 | \$ 141 | |
| Billed at 2 hour minimum | | | 137.58 | 3.07 | \$ 141 | |
| 5. Inspection on weekend/holidays | | | | | | |
| Billed at 4 hour minimum | | | 137.58 | 3.07 | \$ 141 | |

K. Re-inspections and Missed Appointments (Construction, Planning, Engineering, Fire)
 Re-inspection fees will be assessed at **\$141 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. Latecomers' Agreements | | | | |
|---|----------|-------------|----------|------------------|
| 1. Application Fee | 2014 Fee | 2.23% Incr. | 2015 Fee | CMC 13.45.020(1) |
| a. Latecomer's costs \$20,000 or less | 567.51 | 12.66 | \$ 580 | |
| b. Latecomer's costs \$21,001-\$100,000 | 1,135.02 | 25.31 | \$ 1,160 | |
| c. Latecomer's costs more than \$100,000 | 2,270.03 | 50.62 | \$ 2,321 | |
| 2. Review by City Engineer; 4-hour deposit required | 137.58 | 3.07 | \$ 141 | CMC 13.45.020(2) |
| 3. Processing fee | 137.58 | 3.07 | \$ 141 | CMC 13.45.050(6) |
| 4. Segregation Processing Fee | 137.58 | 3.07 | \$ 141 | CMC 13.45.060(1) |

| M. Shoreline Management Fees | | | | |
|--|-----------------------|------------|-------------|-------------------------|
| 1. Substantial Development Permit | | | | CMC. 16.05.050 |
| a. Total Cost of Proposed Development | | | | |
| Total Cost of Proposed Development | | Fee | | |
| | \$5,001 - 10,000 | \$ | | 1,652.00 |
| | \$10,001 - 100,000 | | | 3,303.00 |
| | \$100,001 - 500,000 | | | 8,254.00 |
| | \$500,001 - 1,000,000 | | | 12,378.00 |
| | \$1,000,000+ | | | 16,501.00 |
| | | 2014 Fee | 2.23% Incr. | 2015 Fee |
| b. Single-family Joint-Use Dock | | 3,665.03 | 81.73 | \$ 3,747 |
| 2. Shoreline Conditional Use Permit | | 12,827.09 | 286.04 | \$ 13,113 |
| 3. Shoreline Variance | | | | |
| Up to \$10,000 project value | | 3,787.43 | 84.46 | \$ 3,872 |
| Over \$10,000 project value | | 10,018.89 | 223.42 | \$ 10,242 |
| 4. Shoreline Environment Redefinition | | | | |
| Base fee | | 18,832.96 | 419.97 | \$ 19,253 |
| PLUS per shoreline lineal foot | | 38.44 | 0.86 | \$ 39 |
| Maximum charge | | 70,616.76 | 1,574.75 | \$ 72,192 |
| 5. Shoreline Exemption | | 137.58 | | \$ 282 |
| 6. Supplemental Fees | | | | |
| a. Request for extension, calculated as % of original permit | | 0.20 | | |
| b. Revision, as % of original permit | | 0.20 | | |
| c. Surcharge when public hearing required, as % of original permit | | 0.12 | | |
| Minimum charge | | 3,908.82 | 87.17 | \$ 3,996 |
| d. Compliance investigation not to exceed cost of permit (including travel time) | | 137.58 | 3.07 | \$ 141 |
| N. Administrative Fees | | | | |
| 1. Administrative fee for school impact fees, per residential unit | | 68.79 | 1.53 | \$ 70 CMC 18.120.030(1) |
| 2. Administrative fee for development permits subject to transportation impact fees, per lot | | 68.79 | 1.53 | \$ 70 CMC 12.105.070(3) |

Staff processed the first shoreline exemption this year and found that it took 2 hours of staff time to review. The new fee is equivalent to 2 hours staff time.

O. 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 review of the City Attorney. 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

2. Administrative fee

10% of actual consultant costs

P. City Attorney Review

The City may determine that a land-use application requires the City Attorney's review. In addition to the development fees that an applicant is required to submit, the applicant shall also be responsible for reimbursing the City for the attorney's billable hourly rate. The City may 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 cost of attorney services and ensure reimbursement to the City for such costs.

1. Attorney's billable hourly rate

Staff proposes to add the ability to charge for attorney review. Examples include: concurrency conditions, amending agreements, draft language for certain development conditions, etc.

Traffic Review Fee Table/ SCHEDULE A

Per Council Direction 1/10/2012

Formula 1 - SMALL Developments

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

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

RESIDENTIAL

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

RETAIL BUSINESS

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

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

NONRETAIL BUSINESS

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

OTHER

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

SPECIAL CASES

| | | | | | | | |
|---------------------|-----------------------------|-------------------|-------------|----------|--|-----|-----|
| Not specified above | Use rate per peak hour trip | <i>pk hr trip</i> | \$ 2,437.50 | \$ 81.25 | | \$0 | 100 |
|---------------------|-----------------------------|-------------------|-------------|----------|--|-----|-----|

Fee schedule is based on typical trip generation rates, standardized across groups of similar land use categories

Formula 2 - LARGE Developments

Fee = Base Fee + Rate per Unit * DevelopmentUnits

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

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

RESIDENTIAL

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

RETAIL BUSINESS

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

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

NONRETAIL BUSINESS

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

OTHER

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

SPECIAL CASES

| | | | | | | | |
|---------------------|-----------------------------|-------------------|-------------|----------|--|-----|-----|
| Not specified above | Use rate per peak hour trip | <i>pk hr trip</i> | \$ 6,500.00 | \$ 40.63 | | \$0 | 100 |
|---------------------|-----------------------------|-------------------|-------------|----------|--|-----|-----|

Fee schedule is based on typical trip generation rates, standardized across groups of similar land use categories

ZONING AND LAND USE FEES

II. ZONING AND LAND USE FEES

A. Zoning Fees

| | 2014 | 2.23% Increase | 2015 Fee | |
|--|----------|-------------------|----------|--------------------|
| 1. Annexation Petitions and Election Requests ² | | | | |
| Base Fee | 13306.59 | 296.74 \$ | 13,603 | |
| PLUS per acre | 79.92 | 1.78 \$ | 82 | |
| 2. Comprehensive Plan Amendment (includes \$500 non-refundable docketing fee) | 3972.55 | 88.59 \$ | 4,061 | CMC 14.25.020(2) |
| PLUS consultant costs if accepted by Planning Commission | | Billed separately | | |
| 3. Development Regulation Amendment (includes \$500 non-refundable docketing fee) | 3405.05 | 75.93 \$ | 3,481 | |
| PLUS consultant costs if accepted by Planning Commission | | Billed separately | | |
| 4. Land Use Written Determination/Certification ¹ | | | | |
| Type 1 decision letter | 429.93 | 9.59 \$ | 440 | Multiple citations |
| 5. Development Agreement Fee | 4140.00 | 92.32 \$ | 4,232 | |
| Plus hourly fee exceeding 30 hours of staff time | 137.58 | 3.07 \$ | 141 | |

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.

Current fee for CUP covers staff time. No proposed increase for 2015.

B. Conditional Use Permits

| | 2014 | 2.23% Increase | 2015 Fee | |
|---------------------------------------|----------|----------------|----------|----------------|
| 1. Conditional Use Permit (CUP) | | | | CMC 18.125.020 |
| a. CUP (stand alone permit) | 10515.58 | \$ | 10,516 | |
| b. CUP w/ Commercial Site Development | 2992.31 | \$ | 2,992 | |
| c. Amendment to CUP | 3677.17 | \$ | 3,677 | |

C. Temporary Use/Re-use of a Facility

| | | | | |
|--|---------|----------|-------|---------------|
| 1. Temporary Use Permit | 273.13 | 6.09 \$ | 279 | CMC 18.85.100 |
| 2. Re-use of Closed Public School Facilities | 1828.97 | 40.79 \$ | 1,870 | CMC 18.85.220 |

| D. Zoning Variance/Downtown Design Departure/Appeals | 2014 | 2.23% Increase | 2015 Fee | |
|--|---------|----------------|----------|----------------------|
| 1. Zoning Variance (Type 3) | 6878.88 | 153.40 | \$ | 7,032 CMC 18.125.030 |
| 2. Design Departure from the City of Covington Design Guidelines and Standards | 282.00 | 6.29 | \$ | 288 CMC 18.31.050 |
| 3. Appeals to Hearing Examiner | 643.38 | 14.35 | \$ | 658 CMC 14.35.110(1) |

| E. Sign Permits | | | | |
|----------------------------------|---------|--------|----|---------------------|
| 1. Sign Permits | | | | CMC 18.55.050(1) |
| a. Freestanding sign, each | 613.03 | 13.67 | \$ | 627 |
| b. Wall-mounted sign (up to 3) | 414.00 | 9.23 | \$ | 423 |
| Additional per sign over 3 signs | 137.58 | 3.07 | \$ | 141 |
| c. Temporary sign permit | 137.58 | 3.07 | \$ | 141 |
| 2. Sign Variance | 6878.88 | 153.40 | \$ | 7,032 CMC 18.55.090 |

| F. Wireless Communications Facilities | | | | |
|--|---------|-------|----|-----------|
| 1. Wireless Communications Facilities (WCF) | | | | CMC 18.70 |
| a. WCF - Type 1 | 411.72 | 9.18 | \$ | 421 |
| b. WCF - Type 2 Administrative | 1508.30 | 33.63 | \$ | 1,542 |
| c. WCF - Type 3 - New WCF Tower or Height Waiver | 1977.68 | 44.10 | \$ | 2,022 |

| G. Multifamily Tax Exemption Fees | | | | |
|--|--------|-------|----|--------------|
| 1. Multifamily property tax exemption application | 789.05 | 17.60 | \$ | 807 CMC 3.80 |
| 2. Amendment of approved contract | 548.29 | 12.23 | \$ | 561 |
| 3. Extension time for the conditional tax exempt certificate | 274.14 | 6.11 | \$ | 280 |
| 4. Application for final certificate of tax exemption | 789.05 | 17.60 | \$ | 807 |

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

| | | | | |
|----------------------------------|--------|------|----|-----|
| H. Other Services (per hour fee) | 137.58 | 3.07 | \$ | 141 |
|----------------------------------|--------|------|----|-----|

III. RIGHT-OF-WAY FEES

| | 2014 Fee | 2.23 % Increase | 2015 Fee | CMC |
|---|-----------|-------------------|----------|------------------|
| A. Right-of-Way Use Permit ¹ | | | | CMC 12.35.040 |
| Up to 300 lineal feet | \$ 442.08 | \$ 9.86 | \$ 452 | |
| Over 300 lineal feet | \$ 697.91 | \$ 15.56 | \$ 713 | |
| 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 | \$ 442.08 | \$ 9.86 | \$ 452 | |
| Over 300 lineal feet | \$ 697.91 | \$ 15.56 | \$ 713 | |
| PLUS \$2.00 per foot over 300 lineal feet | | | | |
| C. Right-of-Way Use - Non-Construction (e.g. parade. Block party. Oversize load, etc.) | \$ 137.58 | \$ 3.07 | \$ 141 | CMC 12.35.040 |
| D. Right-of-Way Construction Permit (Franchised Utility) | | | | CMC 12.65.040(1) |
| Up to 300 lineal feet | \$ 442.08 | \$ 9.86 | \$ 452 | |
| Over 300 lineal feet | \$ 697.91 | \$ 15.56 | \$ 713 | |
| 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 | \$ 442.08 | \$ 9.86 | \$ 452 | |
| Over 300 lineal feet | \$ 697.91 | \$ 15.56 | \$ 713 | |
| PLUS \$2.00 per foot over 300 lineal feet | | | | |
| F. Right-of-Way Use Permit - Aerial Work | | | | |
| Base fee (non-construction) | \$ 137.58 | \$ 3.07 | \$ 141 | |
| Per pole fee | \$ 137.58 | \$ 3.07 | \$ 141 | |
| G. Right-of-Way Use Permit - Aerial & Pole Replacement | | | | |
| Base fee (construction) | \$ 442.08 | \$ 9.86 | \$ 452 | |
| Per pole fee | \$ 276.30 | \$ 6.16 | \$ 282 | |
| H. Failure to Call in Job Start | \$ 137.58 | \$ 3.07 | \$ 141 | |
| I. Petition for Vacation of Right-of-Way | \$ 994.68 | \$ 22.18 | \$ 1,017 | CMC 12.55.070 |
| PLUS pass through consultant costs | | | | |
| | | Billed separately | | |
| J. Limited Special Permit to Exceed Bridge Load Limit (hourly rate) | \$ 137.58 | \$ 3.07 | \$ 141 | 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 | \$35 | | | |
| \$500 - \$2,000 | \$35 for first \$500, plus \$7 per each additional \$100 or fraction thereof up to and including \$2,000 | | | |
| \$2,001 - \$25,000 | \$140 for first \$2,000, plus \$17 per each additional \$1,000 or fraction thereof up to and including \$25,000 | | | |
| \$25,001 - \$50,000 | \$531 for first \$25,000, plus \$14 per each additional \$1,000 or fraction thereof up to and including \$50,000 | | | |
| \$50,001 - \$100,000 | \$881 for first \$50,000, plus \$13 per each additional \$1,000 or fraction thereof up to an including \$100,000 | | | |
| \$100,001 - \$500,000 | \$1,531 for first \$100,000 plus \$13 per each additional \$1,000 or fraction thereof up to and including \$500,000 | | | |
| \$500,001 - \$1,000,000 | \$6,731 for first \$500,000, plus \$6 per each additional \$1,000 or fraction thereof up to and including \$1,000,000 | | | |
| \$1,000,001+ | \$9,731 for first \$1,000,000, plus \$7 per each additional \$1,000 or fraction thereof | | | |
| 2. Other Inspections and Fees | | 2014 Fee | 2.23% Increase | 2015 Fee |
| a. Inspections outside of normal business hours | | | | |
| Base fee | | \$ 275.76 | \$6.15 | \$282 |
| PLUS hourly rate beyond two hours | | \$ 137.58 | \$3.07 | \$141 |
| b. Reinspecton fees assessed per IBC 305.8 | | \$ 137.58 | \$3.07 | \$141 |
| c. Other inspections | | \$ 137.58 | \$3.07 | \$141 |
| d. Additional plan review | | \$ 137.58 | \$3.07 | \$141 |
| 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 | | \$ 198.91 | \$4.44 | \$203 |
| b. Manufactured home placement, per unit | | \$ 414.00 | \$9.23 | \$423 |
| c. Energy Code review | | | | |
| i. New Residential | | \$ 282.00 | | \$282 |
| ii. New Commercial | | \$ 564.00 | | \$564 |
| d. Fences over 6 feet tall | Valuation-based | | | |
| e. Demolition, per site | | \$ 414.00 | \$9.23 | \$423 |
| f. Permit Extension Request | | \$ 138.00 | \$3.08 | \$141 |

These numbers have been reduced from \$9 to \$6 for each additional thousand for valuations 500,001 to 1 million and from \$9 to \$7 for each additional thousand for valuations exceeding 1 million. This change will bring us more in line with actual costs.

These are new fees for 2015. Energy codes have become more and more complex requiring additional review and inspection time.

| | | | |
|--|-----------|--------|-------|
| 5. Miscellaneous Commercial Building Permit Fees | | | |
| a. Permit Extension Request | \$ 138.00 | \$3.08 | \$141 |
| b. Temporary Certificate of Occupancy | \$ 274.00 | \$6.11 | \$280 |

B. Mechanical Permit Fees CMC 15.05.060

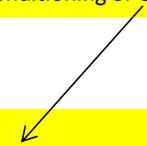
1. Commercial Mechanical Permit Fee Table

| Project Value | Fee |
|----------------------|---|
| \$1 - \$500 | \$141 |
| \$501 - \$2,000 | \$141 for first \$501, plus \$3 per each additional \$500 or fraction thereof up to and including \$2,000 |
| \$2,001 - \$25,000 | \$186 for first \$2,001, plus \$11 per each additional \$1,000 or fraction thereof up to and including \$25,000 |
| \$25,001 - \$50,000 | \$439 for first \$25,001, plus \$10 per each additional \$100 or fraction thereof, up to and including \$100,000 |
| \$50,001 - \$100,000 | \$689 for first \$50,001, plus \$8 per each additional \$1,000 or fraction thereof, up to and including \$100,000 |
| \$100,001 + | \$1089 for first \$100,001, plus \$17 per each additional \$1,000 or fraction thereof |

Staff proposes moving to a valuation based fee for commercial mechanical. This will more adequately cover actual time spent on review and inspection. The unit based fees did not.

| | 2014 Fee | 2.23% Increase | 2015 Fee | |
|--|-----------|----------------|------------------------------|----------------|
| 2. Permit Issuance | \$ 50.00 | \$1.12 | \$51 | CMC 18.125.020 |
| 3. Supplemental Permit Issuance | \$ 14.98 | \$0.33 | \$15 | |
| 4. Mechanical Unit Fee Schedule | | | | |
| a. Furnace | \$ 21.69 | \$0.48 | \$22 | |
| b. Furnace over 100,000 Btu/h (29.3 kw) | \$ 26.12 | \$0.58 | \$27 | |
| c. Floor furnace | \$ 21.69 | \$0.48 | \$22 | |
| d. Unit heater | \$ 21.69 | \$0.48 | \$22 | |
| e. Appliance vent | \$ 11.56 | \$0.26 | \$12 | |
| f. Boiler or compressor up to 3 hp, or absorption system up to 100,000 Btu/h | \$ 21.69 | \$0.48 | \$22 | |
| g. Boiler or compressor over 3 up to 15 hp, or absorption system 100,001-500,000 Btu/h | \$ 35.53 | \$0.79 | \$36 | |
| h. Boiler or compressor over 30 up to 50 hp, or absorption system 1,000,001-1,750,000 Btu/h | \$ 73.07 | \$1.63 | \$75 | |
| i. Boiler or compressor over 50 hp or absorption system over 1,750,00 Btu/h | \$ 120.01 | \$2.68 | \$123 | |
| j. Air-handling unit up to 10,000 cfm | \$ 14.98 | \$0.33 | \$15 | |
| k. Air-handling unit over 10,000 cfm | \$ 26.12 | \$0.58 | \$27 | |
| l. Evaporative cooler | \$ 14.98 | \$0.33 | \$15 | |
| m. Ventilation fan | \$ 11.56 | \$0.26 | \$12 | |
| n. Mechanical hood | \$ 14.98 | \$0.33 | \$15 | |
| o. Domestic-type incinerator | \$ 26.12 | \$0.58 | \$27 | |
| p. Commercial or industrial-type incinerator | \$ 21.69 | \$0.48 | \$22 | |
| q. Miscellaneous appliance | \$ 14.98 | \$0.33 | \$15 | |
| r. Gas piping system | | | | |
| 1-5 outlets | \$ 9.53 | \$0.21 | \$10 | |
| Each outlet over 5 | \$ 5.71 | \$0.13 | \$6 | |
| s. Hazardous process piping system (HPP), | | | | |
| 1-4 outlets | \$ 9.53 | \$0.21 | \$10 | |
| 5 or more outlets, each | \$ 5.71 | \$0.13 | \$6 | |
| 5. Residential New Single family | \$ 200.00 | | | |
| 6. Commercial Mechanical Permit by Valuation | | | | |
| 7. Commercial Mechanical Permit Plan Review | | | 65% of Mechanical Permit Fee | |

Staff proposes a flat fee for single family mechanical. This simplifies entry and verification of fees and alleviates the need for additional fees should the home buyer wish to add on fixtures such as air conditioning or other options.



C. Plumbing Permit Fees CMC 15.05.060

1. Commercial Plumbing Permit Fee Table

| Project Value | Fee |
|----------------------|---|
| \$1 - \$500 | \$141 |
| \$501 - \$2,000 | \$141 for first \$501, plus \$3 per each additional \$500 or fraction thereof up to and including \$2,000 |
| \$2,001 - \$25,000 | \$186 for first \$2,001, plus \$11 per each additional \$1,000 or fraction thereof up to and including \$25,000 |
| \$25,001 - \$50,000 | \$439 for first \$25,001, plus \$10 per each additional \$100 or fraction thereof, up to and including \$100,000 |
| \$50,001 - \$100,000 | \$689 for first \$50,001, plus \$8 per each additional \$1,000 or fraction thereof, up to and including \$100,000 |
| \$100,001 + | \$1089 for first \$100,001, plus \$17 per each additional \$1,000 or fraction thereof |

| | 2014 Fee | 2.23% Increase | 2015 Fee |
|---|----------|----------------|----------|
| 2. Permit Issuance | \$ 37.67 | \$0.84 | \$39 |
| 3. Supplemental Permit Issuance | \$ 14.98 | \$0.33 | \$15 |
| 4. Plumbing Unit Fee Schedule | | | |
| a. One trap or set of fixtures on one trap | \$ 12.00 | \$0.27 | \$12 |
| b. Building sewer and each trailer park sewer | \$ 23.00 | \$0.51 | \$24 |
| c. Rainwater systems, per drain (inside building) | \$ 12.00 | \$0.27 | \$12 |
| d. Water heater and/or vent | \$ 12.00 | \$0.27 | \$12 |
| e. Gas-piping system, 1-5 outlets | \$ 10.00 | \$0.22 | \$10 |
| f. Additional outlet exceeding 5, each | \$ 6.00 | \$0.13 | \$6 |
| g. Industrial waste pretreatment interceptor including its trap and vent, except kitchen type grease interceptors functioning as fixture trap | \$ 12.00 | \$0.27 | \$12 |
| h. Installation or alteration of drainage or vent piping and/or water treating equipment, each | \$ 12.00 | \$0.27 | \$12 |
| i. Repair or alteration of drainage or vent piping, each fixture | \$ 12.00 | \$0.27 | \$12 |
| j. Lawn sprinkler system on any one meter including backflow protection devices | \$ 12.00 | \$0.27 | \$12 |
| k. Atmospheric-type vacuum breakers, 1-5 | \$ 10.00 | \$0.22 | \$10 |
| l. Additional breakers exceeding 5, each | \$ 6.00 | \$0.13 | \$6 |
| m. Backflow device other than atmospheric-type vacuum breakers, 2-inch or smaller | \$ 12.00 | \$0.27 | \$12 |

Staff proposes moving to a valuation based fee for commercial plumbing. This will more adequately cover actual time spent on review and inspection. The unit based fees did not.

| | | | |
|--|------------------|--------|-----------------------------------|
| n. Backflow device other than atmospheric-type vacuum breakers, over 2 inches | \$ 23.00 | \$0.51 | \$24 |
| o. Initial installation and testing for reclaimed water system | \$ 40.00 | \$0.89 | \$41 |
| p. Annual cross-connection testing of reclaimed water system (excluding initial test)* | \$ 40.00 | \$0.89 | \$41 |
| q. Medical gas piping system serving 1-5 inlets/outlets for a specific gas | \$ 68.00 | \$1.52 | \$70 |
| r. Additional medical gas inlets/outlets, each *Additional hourly rate may apply to complex systems | \$ 10.00 | \$0.22 | \$10 |
| 5. Residential New Single family | \$ 250.00 | | \$250 |
| 6. Commercial Mechanical Permit by Valuation | | | |
| 7. Commercial Plumbing Permit Plan Review | | | 65% of Plumbing Permit Fee |

Staff proposes a flat fee for single family plumbing. This simplifies entry and verification of fees and alleviates the need for additional fees should the home buyer wish to add on fixtures .



V. FIRE FEES

| A. Fire Permit Fee Table | | CMC 15.20.010 | | | |
|--|---|---------------------------|----------------|----------|----------------|
| Project Value | Fee | | | | |
| Three (3) or less sprinkler heads or alarm devices are exempt from plan review. Issued over counter. | Flat rate of \$141 plus tech fee ← This is a new proposed fee for 2015 that adequately covers actual time spent. | | | | |
| \$1 - \$500 | \$198 | | | | |
| \$501 - \$2,000 | \$198 for first \$501, plus \$7 per each additional \$100 or fraction thereof up to and including \$2,000 | | | | |
| \$2,001 - \$25,000 | \$303 for first \$2,001, plus \$3 per each additional \$1,000 or fraction thereof up to and including \$25,000 | | | | |
| \$25,001 - \$50,000 | \$372 for first \$25,001, plus \$8 per each additional \$100 or fraction thereof, up to and including \$100,000 | | | | |
| \$50,001 - \$100,000 | \$572 for first \$50,001, plus \$6 per each additional \$1,000 or fraction thereof, up to and including \$100,000 | | | | |
| \$100,001 - \$500,000 | \$872 for first \$100,001, plus \$4 per each additional \$10,000 or fraction thereof, up to and including \$500,000 | | | | |
| \$500,0001+ | \$1,032 for first \$500,001, plus \$4 per each additional \$10,000 or fraction thereof | | | | |
| B. Fire Code Construction Permit | | 2014 Fee | 2.23% Increase | 2015 Fee | CMC 15.20.010 |
| 1. Plan Review Fee (due at application) | | 65% of fire permit fee | | | CMC 18.125.020 |
| 2. Permit Fee (due at issuance) | | See fire permit fee table | | | |
| 3. Commercial Tanks | | | | | |
| a. First tank | | \$ 274.14 | \$ 6.11 | \$280 | |
| b. Additional tanks | | \$ 274.14 | | | |
| 4. Residential Tanks | | | | | |
| a. First tank | | \$ 274.14 | \$ 6.11 | \$280 | |
| b. Additional tanks | | \$ 137.58 | \$ 3.07 | \$141 | |
| 5. Residential tank removal/fill | | | | | |
| | | \$ 205.35 | \$ 4.58 | \$210 | |
| 6. Commercial tank removal/fill | | | | | |
| | | \$ 274.14 | \$ 6.11 | \$280 | |
| 7. Residential Emergency Generator | | | | | |
| | | \$ 274.14 | \$ 6.11 | \$280 | |
| 8. Commercial Emergency Generator | | | | | |
| | | \$ 548.29 | \$ 12.23 | \$561 | |
| 9. Hazardous Materials (per hour) | | | | | |
| | | \$ 137.58 | \$ 3.07 | \$141 | |
| 10. Permit extensions or approvals | | | | | |
| a. Single family residential | | \$ 163.88 | \$ 3.65 | \$168 | |
| b. Final and correction inspections | | \$ 264.03 | \$ 5.89 | \$270 | |
| 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. | \$ 548.29 | \$ 12.23 | | \$561 |
| 10,001 - 50,000 sq. ft. | \$ 1,508.30 | \$ 33.63 | | \$1,542 |
| 50,001 sq. ft. and up | \$ 2,056.58 | \$ 45.86 | | \$2,102 |
| 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) | \$ 684.85 | \$ 15.27 | | \$700 |
| 5. Short subdivisions (at preliminary plat review) | \$ 616.06 | \$ 13.74 | | \$630 |
| 6. Boundary line adjustments (case by case) | \$ 137.58 | \$ 3.07 | | \$141 |
| 7. Commercial Site Development and Multi-Family | | | | |
| 0 - 10,000 sq. ft. | \$ 548.29 | \$ 12.23 | | \$561 |
| 10,001 - 50,000 sq. ft. | \$ 1,096.57 | \$ 24.45 | | \$1,121 |
| 50,001 sq. ft. and up | \$ 1,370.72 | \$ 30.57 | | \$1,401 |
| 8. Binding site plan, in conjunction with commercial site development permit | \$ 205.35 | \$ 4.58 | | \$210 |
| D. Annual Fire Code Enforcement Inspection | | | | CMC 15.20.010 |
| 1. Fire Code Permitted Business (per hour) | | | | |
| | \$ 137.58 | \$ 3.07 | | \$141 |
| 2. General Business (per hour) | | | | |
| | \$ 137.58 | \$ 3.07 | | \$141 |
| E. Fireworks | | | | CMC 15.20.250 |
| 1. Fireworks stands (rate set by state law) | | | | |
| | \$ 100.00 | | | \$100 |
| 2. Fireworks displays (rate set by state law) | | | | |
| | \$ 100.00 | | | \$100 |
| F. Other | | | | CMC 15.20.010 |
| 1. Inspections outside of normal business hours | | | | |
| Base fee | \$ 275.16 | \$ 6.14 | | \$281 |
| PLUS hourly rate beyond two hours (per hour) | \$ 137.58 | \$ 3.07 | | \$141 |
| 2. Re-inspection (per hour) | | | | |
| | \$ 137.58 | \$ 3.07 | | \$141 |
| 3. Other inspections (per hour) | | | | |
| | \$ 137.58 | \$ 3.07 | | \$141 |
| 4. Additonal plan review (per hour) | | | | |
| | \$ 137.58 | \$ 3.07 | | \$141 |
| 5. Request for a code modification (per hour) | | | | |
| | \$ 137.58 | \$ 3.07 | | \$141 |
| 6. Request for alternative material and method (per hour) | | | | |
| | \$ 137.58 | \$ 3.07 | | \$141 |
| 7. Plan review and/or inspection by outside consultants | | | | |

VI. TECHNOLOGY MANAGEMENT FEE

A **\$40.00 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 each step in the land-use 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.

No proposed changes to tech fee for 2015.

ADMINISTRATIVE CHARGES

| A. Business Licenses | 2014 Fee | 2.23% Increase | 2015 Fee |
|--|----------|----------------|----------|
| 1. Business license fee, (New) | \$60 | | \$60 |
| 2. Business license for home occupation or home industry (New) | \$60 | | \$60 |
| 3. Business license renewal fee | \$60 | | \$60 |
| 4. Peddler's permit fee | \$100 | \$ 2.23 | \$102 |
| PLUS technology surcharge | \$40 | | \$40 |
| 5. Special event license (3-day license) | \$143 | \$ 3.19 | \$146 |
| PLUS technology surcharge | \$40 | | \$40 |

| B. City Clerk's Office | |
|--|-------------|
| 1. Agenda-only subscription (City Council and all commissions) | No charge |
| 2. Copies of audio tapes of meetings, per tape | Actual cost |
| 3. Verbatim transcripts, requires \$400 deposit when ordered | Actual cost |
| 4. Copy - CD ROM | Actual cost |
| 5. Paper copies on copier (no charge first 5 pages), per page | \$0.15 |

Staff proposes to keep business license fee at \$60 for 2015.

| C. Finance Department | |
|--|-------------|
| 1. Finance Documents - copies available at City Hall for viewing | |
| a. Final Budget | Actual Cost |
| b. Preliminary Budget | No charge |
| c. Financial Statement | Actual Cost |
| 2. Returned item fee (i.e. NSF, chargeback, etc.) | Actual Cost |

| D. Miscellaneous Fees | |
|--|-------------|
| 1. Maps larger than 11" x 17" | Actual Cost |
| 2. Community Room | |
| a. Reservation fees - Weekdays during normal City Hall business hours (8am to 5pm) | \$28/hour |
| b. Reservation fees - Weekends, holidays, times other than normal City Hall business hours | \$64/hour |
| c. Facility monitor hourly rate (set by Executive Department) | \$12/hour |

| | |
|--|----------------------|
| d. Facility monitor lock-up fee | \$6 |
| e. Kitchen use fee (set by Executive Department) | \$30 |
| f. Refundable damage/cleaning deposit | \$250 |
| g. Processing fee for refunds for cancellations (set by Executive Department) | \$10/per transaction |
| 3. Promotional Items | |
| a. City of Covington hats, mugs, etc. | Actual Cost |
| b. Covington historical books | Actual Cost |

Impact Fees / Other Section A

Transportation Impact Fees (TIF) CMC Chapter 12. 105

Residential Subdivisions: The TIF is based on fees in effect at the time of building permit issuance. Fees are calculated on a per lot basis and are paid prior to (or at time of) building permit issuance.

Commercial Site Development (includes multi-family): The TIF is based on fees in effect at the time of the building permit issuance. Fees are paid prior to (or at time of) building permit issuance.

Fees are determined by the City on a project by project basis, same methodology set forth in the code section cited above.

Refer to the Traffic Impact Fee Rate Table and Calculation Sheet for specific fees.

Worksheet for Transportation Impact Fee of New Development

Pursuant to Ordinance No. 08-10 (Effective October 1, 2010)

Development Name:

Street Location:

City Case Number:

Size of Development:

Residential: Enter number of dwelling units:

Other: Enter building square feet / 1000, or other unit if applicable. (see Table 1)

Total sq. ft. / units

Enter ITE Land Use Code (or word description) from Table 1 columns 1-2, for reference:

ITE L.U. Code:

 (a)

Transportation Impact Fee Rate per Unit of Development:

Enter corresponding Fee per Land Use Unit from Table 1 last column:

Note: Fee rate per Land Use Unit is based on adopted Fee per Vehicle-Mile of impact at top of Table 1.

 (b)

Transportation Impact Fee:

Size of Development x Impact Fee Rate:

(a) x (b) =

 (c)

Total Transportation Impact Fee Due for this Development:

 (c)

Appendix B. Traffic Impact Rate Table

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

This table uses ITE⁽¹⁾ 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 |
| 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.

Appendix B. Traffic Impact Rate Table

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

This table uses ITE⁽⁹⁾ 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 | | | | |
| 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.
- (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.
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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 | | | | |
| 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 |
| 3 Discount Club (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:

- (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.

Impact Fees / Other Section B

School Impact Fee

CMC Chapter 18.120

The School Impact Fee is collected for residential development projects or projects with a residential component.

For a Plat/Subdivision, 100% of the fees can be paid per the fee schedule that is in effect at the time of Final Plat approval. Alternately, the School Impact Fee for each individual single family residence can be paid prior to issuance of the building permit for that SF residence, based on the impact fees in effect at the time of application for that building permit.

For development of existing lots (including plats that were finalized without payment of school impact fees) 100% of the fees are to be paid per the schedule in effect at the time of building permit application, and are to be paid prior to building permit issuance (or at time of issuance).

The only exception to the above references of when fees are assessed and paid are: 1) lots covered under a Plat Condition of Approval with different requirements.

ORDINANCE NO. 12-11 (Exhibit B)

2013 Kent School District Impact Fee Schedule

| | |
|----------------------------------|-------------|
| Single-family, per dwelling unit | \$ 5,486.00 |
| Multi-family, per dwelling unit | \$ 3,378.00 |

Impact Fees / Other Section C

Park Impact Fee CMC 14.92

Park Impact Fees have been authorized by City Council, but are not being collected at this time.

Impact Fees / Other Section D

Fee-in-Lieu of Recreation Space CMC 18.35.160

Most residential developments are required to provide on-site recreation space. The City may, at its sole discretion, allow the applicant to meet some or all of the on-site recreational space requirements by paying a fee in lieu of recreation space. Fees are determined by the City on a project-by-project basis, using the methodology set forth in the code section cited above.



CITY OF COVINGTON
 Permit Services
 16720 SE 271st Street, Suite 100
 Covington, WA 98042

Phone: 253-480-2400
 Fax: 253-480-2401
 www.covingtonwa.gov

FEE-IN-LIEU OF OPEN SPACE CALCULATION SHEET

Plat Name: _____

Plat Number: _____

Zoning: _____

Date: _____

- 1. Valuation per Residential Acre
- Valuation per Commercial Acre
- Valuation of Improvements

\$5.00 SF multiplied by required SF*
 \$18.00 SF multiplied by required SF**
 \$6.00 SF multiplied by required SF***

2. Required Open Space:

_____ sq. ft. x _____ = _____ sq. ft. (____ acres)****
 Open space per unit / lot x # of units / lots = required open space

3. Fee-in-Lieu of Open Space:

_____ + \$ _____ x _____ = \$ _____
 Improvement Value** + Land Value x required open space = Fee DUE

- * Value based on Department estimates of land value, as amended annually; King County Office of Assessment data or average land cost in King County indicates a land value of \$199,170 per acre in 1999. Covington area value ranges from \$100,000 to \$150,000 per acre.
- ** Value based on Department estimates of land value, as amended annually; Today's Real Estate, Inc. data on average commercial land cost in Covington area, year 2000 sales.
- *** Improvement value is calculated by the Department based on an average cost for providing improvements (\$4.00 per SF).
- **** 43,560 sq. ft./acre

**Impact Fees / Other
Section E**

Storm and Surface Water Service Charge

Agenda Item 4
Covington City Council Meeting
Date: November 18, 2014

SUBJECT: 2014 THIRD QUARTER FINANCIAL REPORTS

RECOMMENDED BY: Rob Hendrickson, Finance Director

ATTACHMENT(S):

1. 2014 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: Interim City Manager



ATTACHMENT 1 Economic & Revenue Summary

~WA State Economic & Revenue Forecast Council

- Gasoline prices continue to drop with the price below \$3.00/gallon in some areas.
- Weak growth in Europe, slowing Asian growth, possible disruptions to the housing recovery, and geopolitical unrest remain significant threats to the U.S. economy.
- Unemployment claims have declined to pre-recession levels.
- The Washington economy continues to grow modestly, with employment rising in most sectors.
- Job growth slowed in August but bounced back in September.
- Housing starts are trending up but still remain below historic average.
- Consumer confidence improving but also below pre-recession levels.
- U.S. retail sales declined slightly in September.
- Seattle area employment growing much faster than the rest of the state.

2014 Third Quarter

The third quarter was a little more exciting than anticipated with the unexpected departure of City Manager Derek Matheson. While this doesn't impact the city's bottom line as perhaps it would in the private sector, it does create an unknown moving into the future. Fortunately, the City Council has continued the sound fiscal policies that garnered the city's bond ratings upgrade earlier in the year. Continuing with those policies based on sound financial principles will help keep the city sustainable moving into the second half of the decade.

- Rob Hendrickson, Finance Director

Inside this issue:

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

Property Tax

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

Through the 3rd quarter the City received \$1,320,579 or 54.4% of budget. This is on target for the year. It is \$98,553 or 8.1% above 2013 third quarter collections.

| 2012 | 2013 | 2014 |
|--------------|--------------|--------------|
| \$ 1,253,599 | \$ 1,222,026 | \$ 1,320,579 |

on what the revenue can be used to pay for within the City. Currently property taxes are allocated 100% to the General Fund.

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

Property taxes are unrestricted. This means there are no restrictions

This 2013 levy for 2014 collection is \$2,427,134 and the levy rate is \$1.55/\$1,000 assessed value. The cap for property tax collections is \$2.10/\$1,000 assessed value.

The City’s assessed valuation is \$1.62 billion—an increase of \$87.3 million or 5.71% over the previous year.

Real Estate Excise Tax (REET)

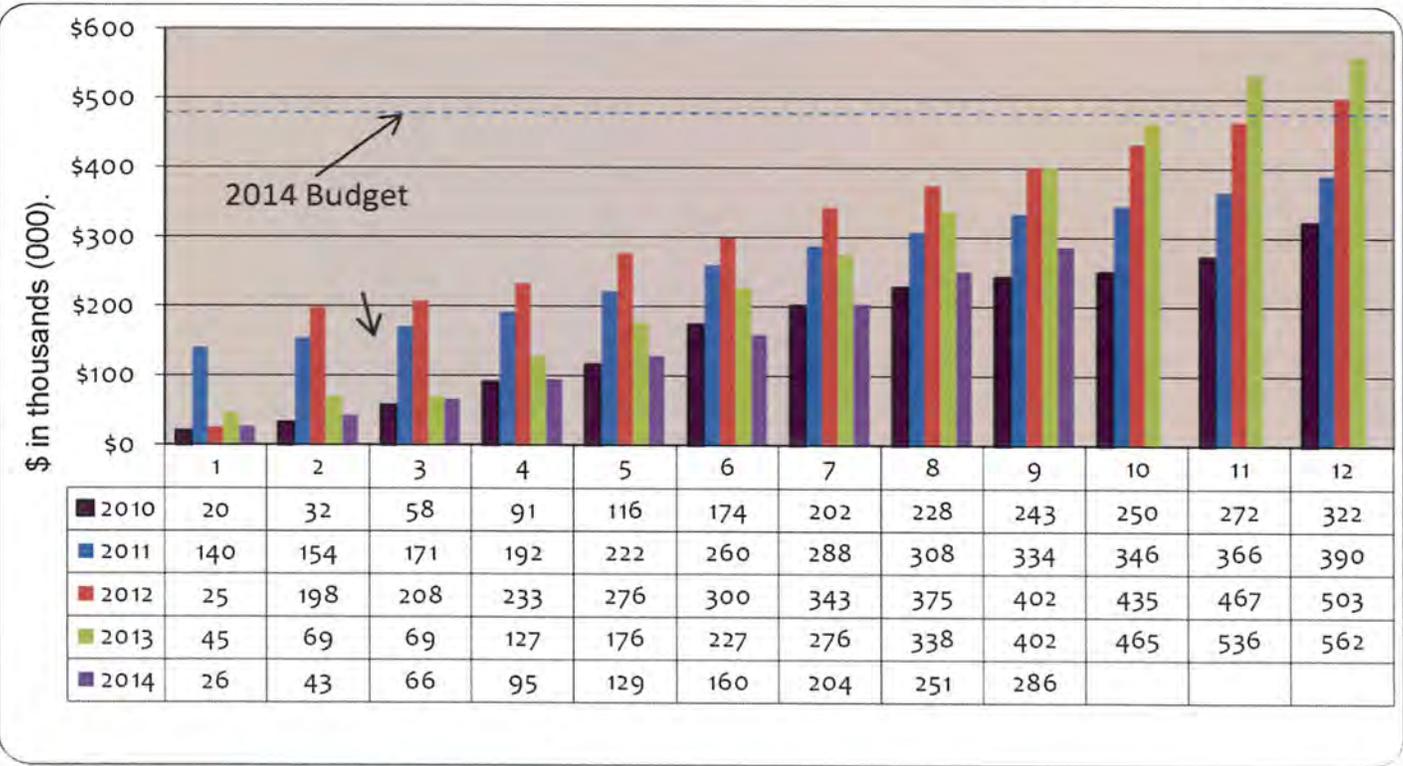
REET is a restricted revenue dedicated to paying debt service on the 2007 transportation bonds which paid for 168th Place SE/165th Place SE and loans from the Public Works Trust Fund. This tax is levied

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

Through September, collections are at \$286,071 or 59.6% of the \$480,000 budget.

There were 6 new home sales, 225 existing home sales, and three land only sales through September.

Generally, existing home sales drive REET, but commercial sales add revenue rapidly and in large chunks.

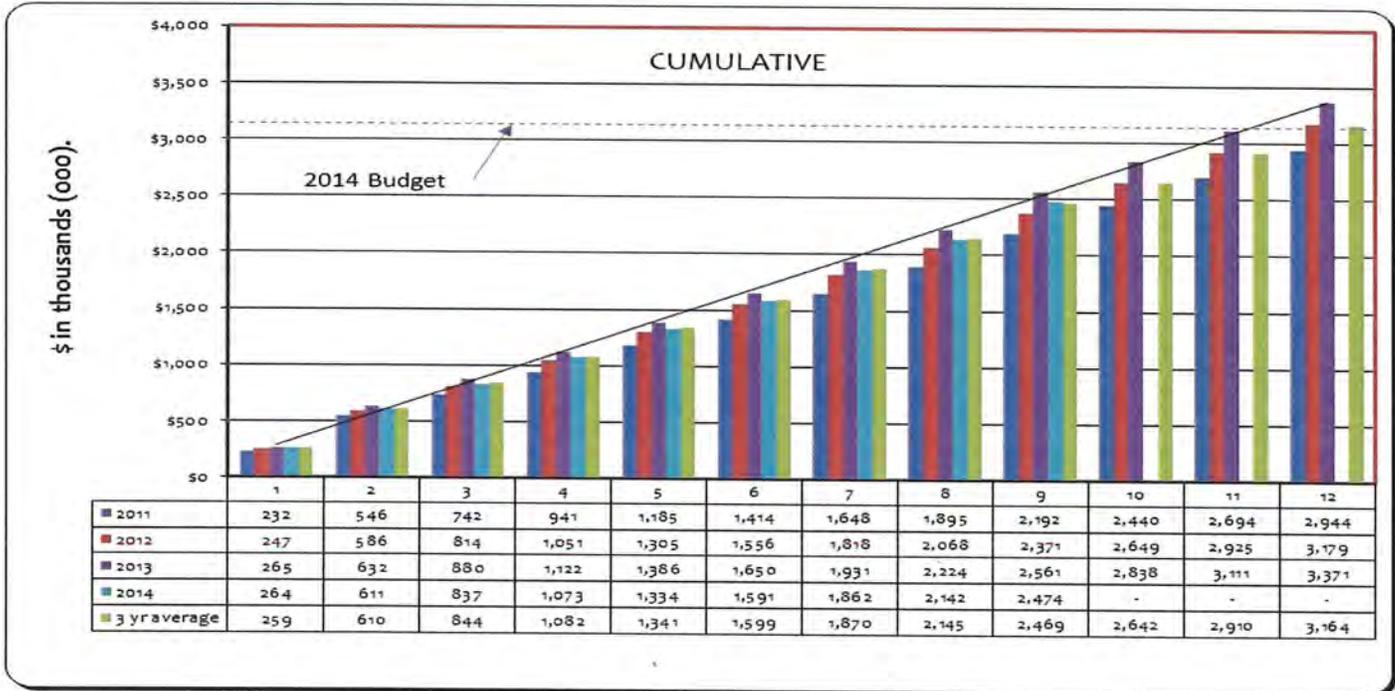


Retail Sales & Use Tax

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 below 2013 levels by \$82,565 or 3.3%. Total collections are at \$2,478,686 or 76.1%. The budget for 2014 is \$3,257,000.

In year over year comparisons, retail sales increased by 2.5%, construction decreased 56.5%, food services was up 4.8%, and all other categories increased 6.0%.



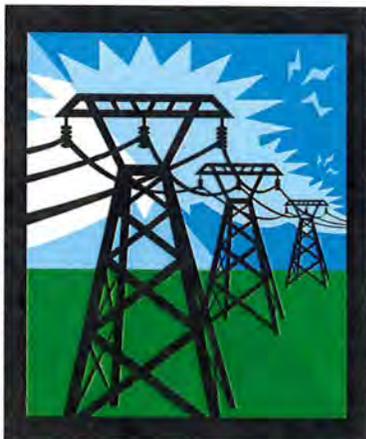
Utility Tax

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 slightly ahead of 2013 by \$124,587. Solid waste is the only category that is behind 2013 collections.

The MuniService audit on Comcast telecommunications and cable is complete. Staff is working with them to determine next steps.



| Utility | 2013 | 2014 |
|--------------|--------------------|--------------------|
| Electricity | \$483,602 | \$534,151 |
| Natural Gas | 267,921 | 285,887 |
| Solid Waste | 124,066 | 117,326 |
| Cable | 213,168 | 241,086 |
| Telephone | 360,921 | 393,714 |
| SWM | 60,996 | 63,094 |
| Total | \$1,510,672 | \$1,635,259 |

GENERAL FUND

Operating revenues for the third quarter are 69.6% of budget or \$6.2 million. This is more than 2013 levels by about \$255,861. Sales tax, on a cash basis, is 3.3% or \$69,355 lower than 2013 third quarter while utility tax is 8.2% or \$124,587 higher than 2013 collections. Property taxes are higher than 2013 by \$98,553 or 8.1%.

Total expenditures including transfers out through September are \$5,682,507. This is more than 2013 by \$45,671 or 8.1%.

Overall, 63.5% of the budget has been spent. Note in the chart below that most departments are well below the 75% mark, but the City Manager's department is

slightly over the benchmark due to the one-time payout of accrued benefits to the departing city manager and professional services for the town center infrastructure study.

Police Services are slightly under budget through September along with jail and court services.

GENERAL FUND DEPARTMENT BUDGET UPDATE

| Department | YTD - 2013 | % of Budget | YTD - 2014 | % of Budget |
|-------------------------|----------------------------|--------------|----------------------------|--------------|
| City Council | \$ 420,186 | 87.4% | 414,913 | 85.2% |
| Municipal Court | 326,639 | 51.3% | 282,095 | 44.2% |
| City Manager | 676,738 | 68.8% | 744,145 | 78.5% |
| Finance | 399,503 | 74.2% | 395,384 | 71.4% |
| Legal | 45,534 | 60.7% | 69,280 | 75.0% |
| Personnel | 242,485 | 67.8% | 248,134 | 68.9% |
| Central Services | 432,544 | 83.1% | 385,919 | 72.7% |
| Solid Waste | 383 | 0.0% | 799 | 0.00% |
| Law Enforcement | 2,039,825 | 64.9% | 2,192,710 | 67.5% |
| Community Development | 440,666 | 131.7% | 243,985 | 52.5% |
| Operating Transfers Out | <u>612,330</u> | 38.7% | <u>705,143</u> | 36.0% |
| TOTAL | <u>\$ 5,636,834</u> | 65.1% | <u>\$ 5,682,507</u> | 63.5% |

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 ahead of forecast at 79.6% or \$175,202. The increase is due to additional one-time revenues from the recent audit.

Total operating revenues are \$508,243 and other financing sources are \$197,634. At \$705,877

this puts total revenues at 80.7% for the third quarter.

The gas tax is running slightly under budget. This could be due to the economy or inaccurate forecasting. The forecast is generated through Municipal Research Services Corporation (MRSC). The amount received is \$274,491 or 74.3% of budget. This is slightly higher than 2013 by \$4,063.

Total expenditures are under budget for the third quarter. Total expenditures are at 67.4% or \$640,592.

For the Street Operations Fund, revenues are exceeding expenditures by \$65,285.

SWM is primarily funded through drainage fees that are collected by King County. The City has received \$939,286 or 53.5%. Total revenues are at 54.2% or \$1,014,056.

Total expenditures are at 66.7% or \$1,312,080. There are no transfers out to report this quarter.

SWM revenues are below expenditures by \$298,023.

DEVELOPMENT SERVICES

Revenue is at \$782,755 or 82.7% of forecast.

The number of permits for single family residences are at 0 compared to 74 in 2013. There are cur-

rently no buildable lots.

Operational expenditures came in

PARKS and RECREATION

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

Revenue came in ahead of forecast at 69.0% or \$1,326,270—led by sales tax and aquatics revenue. Sales tax is 70.7% or \$396,589, aquatics revenue is \$523,700 or 77.8%, athletics revenue is \$38,143 and recreation revenue is \$36,804 or 78.2%. Aquatics revenues exceeds 2013 in year over year results. However, sales tax is lag-

ging.

Year to date attendance is 87,513—ahead of 2013 by 905 or 1.0%.

Overall expenditures for the five divisions are 77.8% or \$1,468,943. Expenditures are exceeding operating revenues by \$135,715.

Cash & Investments

Total cash and investments total \$12,640,693. This exceeds September 2013 by \$512,227. The largest gainer is the General Fund, followed by Equipment Replacement. Seven funds saw their cash balances decline.

The Local Government Investment Pool (LGIP) is currently earning 0.10% (as of September 2014). The City has \$10,000,992 invested with the LGIP.

Investments outside the LGIP total \$2,165,760.32 (market value). That is split between US Govern-

ment Agencies and Municipal Securities.

The weighted yield of the portfolio with the state pool is 0.18% and without the pool is 0.49%. Average days to maturity with the pool is 22.9 days or 0.06 years and with-



out the pool is 126.5 days or 0.35 years.

There was no Investment activity for the quarter.

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 2013. This is reconciled and updated on a monthly basis.

TOTAL GENERAL LEDGER ACCOUNTS

| | as of 09/30/13 | as of 09/30/14 | Δ |
|-----------------------------|-------------------------|-------------------------|----------------------|
| GENERAL FUND | \$ 3,093,492.44 | \$ 3,847,330.43 | \$ 753,837.99 |
| STREET FUND | 332,332.65 | 409,044.06 | 76,711.41 |
| CONTINGENCY FUND | 417,744.27 | 421,428.51 | 3,684.24 |
| CUMULATIVE RESERVE FUND | 1,375,514.15 | 1,390,472.56 | 14,958.41 |
| REET 1ST 1/4% FUND | 113,053.30 | 60,382.81 | -52,670.49 |
| REET 3rd 1/4% FUND | 112,360.80 | 60,382.81 | -51,977.99 |
| DEVELOPMENT SERVICES FUND | 2,020,116.78 | 1,923,663.84 | -96,452.94 |
| PARKS FUND | 309,680.88 | 79,995.03 | -229,685.85 |
| LID 99-01 GUARANTY FUND | 52,403.17 | - | -52,403.17 |
| LID 99.01 FUND | 7,471.82 | 393.01 | -7,078.81 |
| CAPITAL IMPROVEMENT PROGRAM | 2,018,437.90 | 1,926,969.25 | -91,468.65 |
| SURFACE WATER MANAGEMENT | 1,844,636.10 | 1,937,832.21 | 93,196.11 |
| UNEMPLOYMENT INSURANCE | 175,265.17 | 221,984.08 | 46,718.91 |
| EQUIPMENT REPLACEMENT | 255,956.10 | 360,814.28 | 104,858.18 |
| TOTAL ALL FUNDS | \$ 12,128,465.53 | \$ 12,640,692.88 | \$ 512,227.35 |

Capital Investment Program

Please see the chart below for current CIP activity.

| Project # | Project Description | Revenues | Expenditures |
|-----------|----------------------------------|-----------|--------------|
| 1010 | Covington Community Park Phase 2 | \$203,431 | \$209,025 |
| 1028 | Annual Road Overlay | 974 | 329,680 |
| 1029 | Annual Traffic Safety | 922 | 4,736 |
| 1057 | SR 516 Safety Widening | 10,854 | 32,987 |
| 1127 | SR 516 Widening at Jenkins Creek | \$19,586 | \$46,415 |

CITY OF COVINGTON FINANCE DEPARTMENT

16720 SE 271st St
Suite 100
Covington, WA 98042

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

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

City of Covington ATTACHMENT 2

Quarterly Performance Report - General Fund

as of 9/30/2014

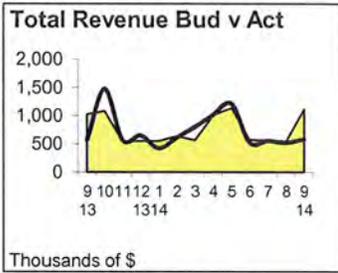


Chart 1

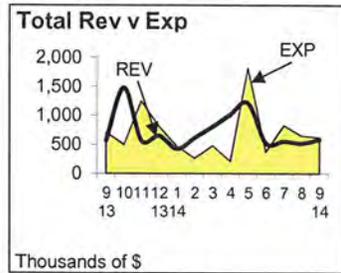


Chart 2

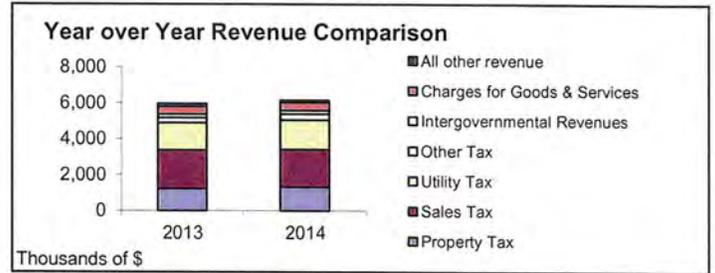


Chart 3

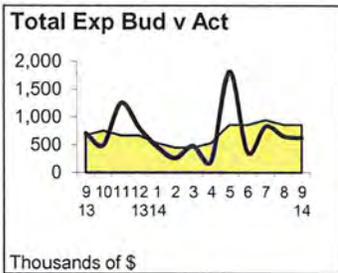


Chart 4

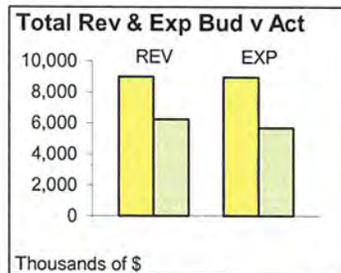


Chart 5

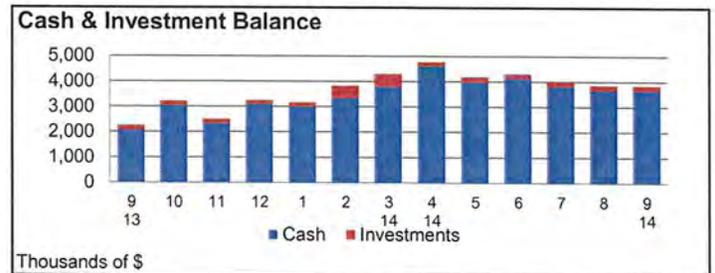


Chart 6

| Rev & Exp - YTD | 2014 Budget | 2014 Actual | \$ Rem | % Coll YTD | 2013 Actual |
|---------------------------------|-------------------|-------------------|-------------------|--------------|-------------------|
| Property Tax | \$ 2,427.1 | \$ 1,320.6 | \$ 1,106.6 | 54.4% | \$ 1,222.0 |
| Sales Tax | 2,945.9 | 2,082.1 | 863.8 | 70.7% | 2,151.4 |
| Utility Tax | 2,080.1 | 1,635.3 | 444.8 | 78.6% | 1,510.7 |
| Other Tax | 386.5 | 341.1 | 45.4 | 88.2% | 290.3 |
| Licenses & Permits | 75.0 | 62.5 | 12.5 | 83.3% | 25.0 |
| Intergovernmental Rev | 262.9 | 207.2 | 55.7 | 78.8% | 197.3 |
| Charges for Goods & Svcs | 544.0 | 436.6 | 107.4 | 80.3% | 427.9 |
| Fines & Penalties | 156.5 | 75.9 | 80.6 | 48.5% | 95.7 |
| Investment Interest | 15.5 | 5.9 | 9.6 | 38.1% | 4.7 |
| Miscellaneous | 41.0 | 38.1 | 2.8 | 93.1% | 48.7 |
| Total Operating Revenues | 8,934.5 | 6,205.3 | 2,729.2 | 69.5% | 5,973.7 |
| Other Financing Sources | 36.5 | 35.2 | 1.3 | 96.4% | 10.9 |
| Total Sources | \$ 8,971.0 | \$ 6,240.5 | \$ 2,730.5 | 69.6% | \$ 5,984.7 |
| Salaries & Wages | \$ 1,418.1 | \$ 1,025.1 | \$ 393.0 | 72.3% | \$ 989.4 |
| Benefits | 504.4 | 375.4 | 129.0 | 74.4% | 363.4 |
| Supplies | 69.5 | 77.4 | (7.9) | 111.3% | 39.7 |
| Charges for Services | 1,878.0 | 1,376.8 | 501.2 | 73.3% | 1,551.1 |
| Intergovernmental Svcs | 3,893.2 | 2,470.4 | 1,422.8 | 63.5% | 2,385.8 |
| Capital | - | 16.1 | (16.1) | 0.0% | 12.4 |
| Total Operating Expenses | 7,763.2 | 5,341.2 | 2,422.0 | 68.8% | 5,342.0 |
| Other Financing Uses | 1,180.0 | 341.3 | 838.7 | 28.9% | 294.8 |
| Total Uses | \$ 8,943.3 | \$ 5,682.5 | \$ 3,260.7 | 63.5% | \$ 5,636.8 |

Chart 7

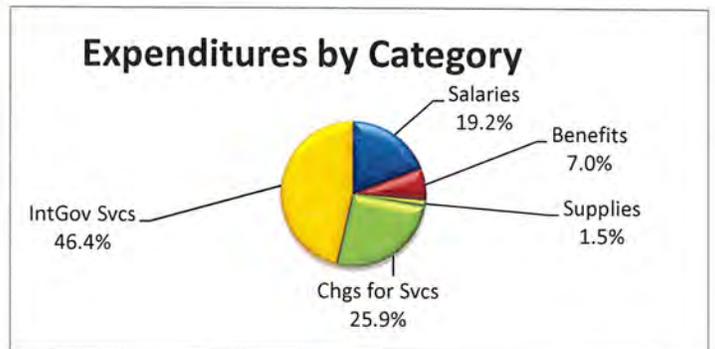
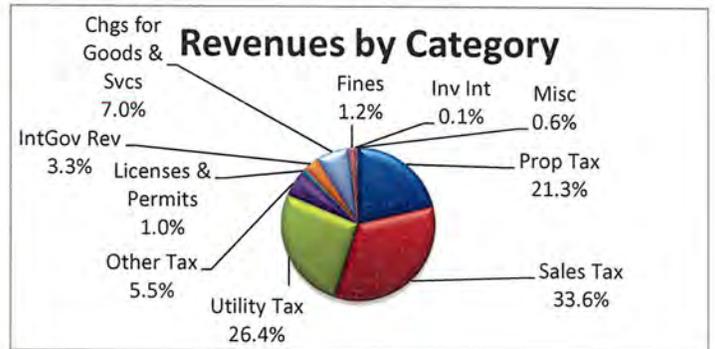


Chart 8 & 9

| Legend | |
|---|----------|
| | Cur Year |
| | Budget |
| | Actual |
| Data in Thousands of \$ | |

City of Covington

Quarterly Performance Report - Street Operations

as of 9/30/2014

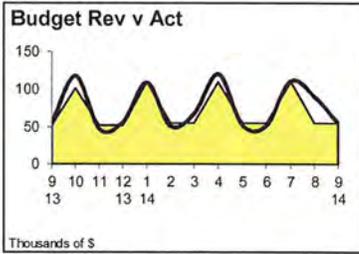


Chart 1

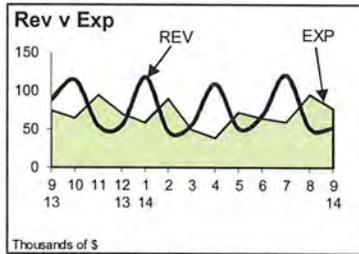


Chart 2

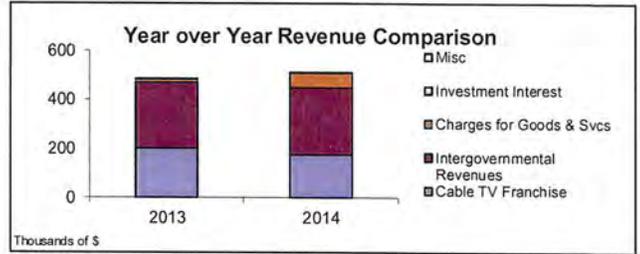


Chart 3

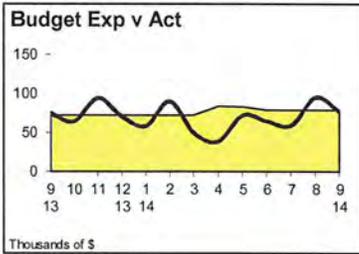


Chart 4

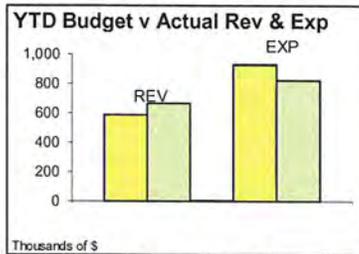


Chart 5

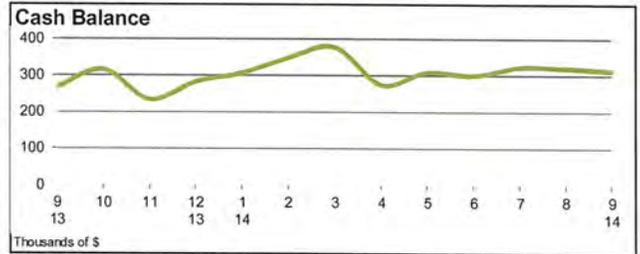


Chart 6

| Rev & Exp - YTD | 2014 | 2014 | \$ Rem | % Coll | 2013 |
|---------------------------------|-----------------|-----------------|-----------------|--------------|-----------------|
| | Budget | Actual | | | Actual |
| Cable TV Franchise | \$ 220.0 | \$ 175.2 | \$ 44.8 | 79.6% | \$ 201.6 |
| Intergovernmental Revenues | 369.2 | 274.5 | 94.7 | 74.3% | 270.4 |
| Charges for Goods & Svcs | 6.0 | 58.3 | (52.3) | 971.0% | 12.0 |
| Investment Interest | 0.4 | 0.3 | 0.1 | 64.4% | 0.3 |
| Miscellaneous | - | 0.0 | (0.0) | 0.0% | 0.8 |
| Total Operating Revenues | 595.6 | 508.2 | 87.4 | 85.3% | 485.0 |
| Operating Transfer In | 279.3 | 197.6 | 81.7 | 70.8% | 189.0 |
| Total Sources | \$ 875.0 | \$ 705.9 | \$ 169.1 | 80.7% | \$ 674.0 |
| Salaries & Wages | \$ 309.4 | \$ 245.2 | \$ 64.2 | 79.3% | \$ 220.6 |
| Benefits | 120.4 | 93.5 | 26.8 | 77.7% | 85.3 |
| Supplies | 59.5 | 26.7 | 32.8 | 44.8% | 31.5 |
| Charges for Services | 330.5 | 194.2 | 136.3 | 58.7% | 221.3 |
| Intergovernmental | 100.5 | 53.9 | 46.6 | 53.6% | 60.2 |
| Capital | - | 12.7 | (12.7) | 0.0% | - |
| Total Operating Expenses | 920.3 | 626.2 | 294.1 | 68.0% | 618.9 |
| Other Financing Uses | - | 14.4 | (14.4) | 0.0% | 1.8 |
| Total Uses | \$ 920.3 | \$ 640.6 | \$ 279.7 | 69.6% | \$ 620.7 |

Chart 7

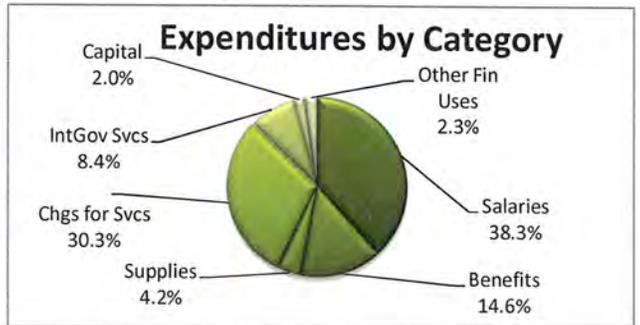
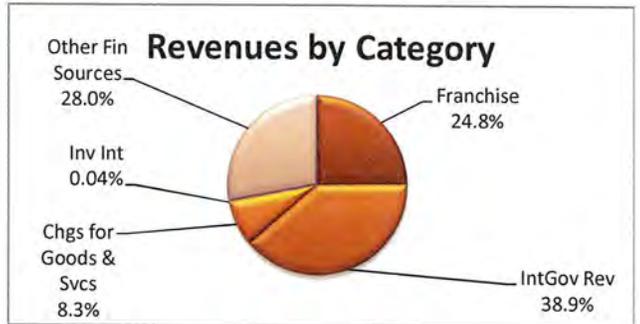


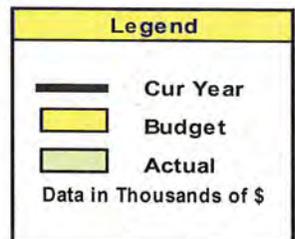
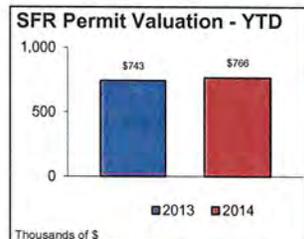
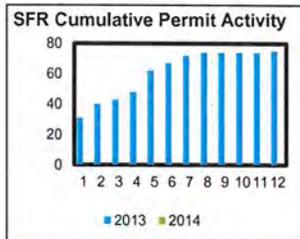
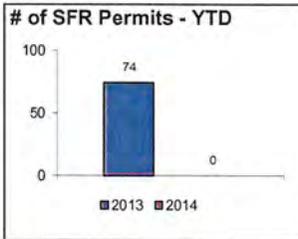
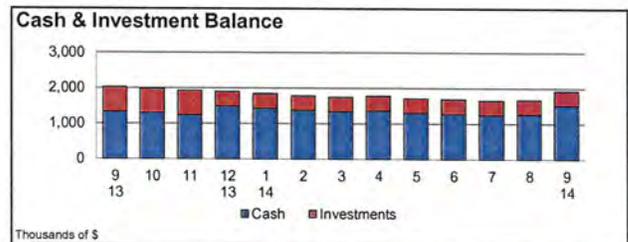
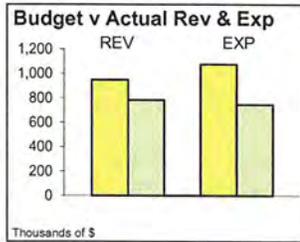
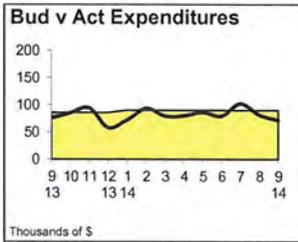
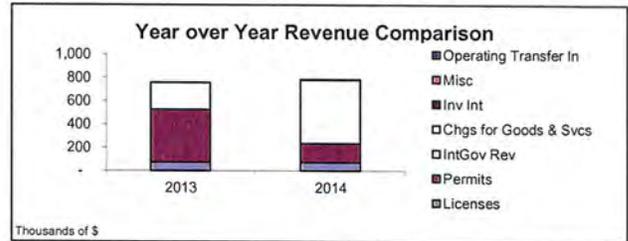
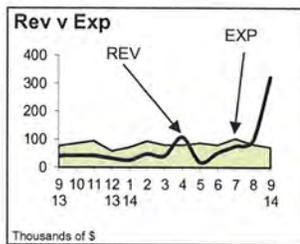
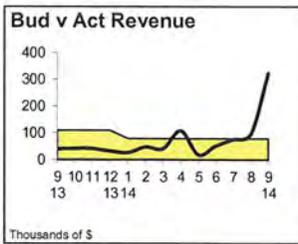
Chart 8 & 9

| Legend | |
|--------|----------|
| | Cur Year |
| | Budget |
| | Actual |
| #REF! | |

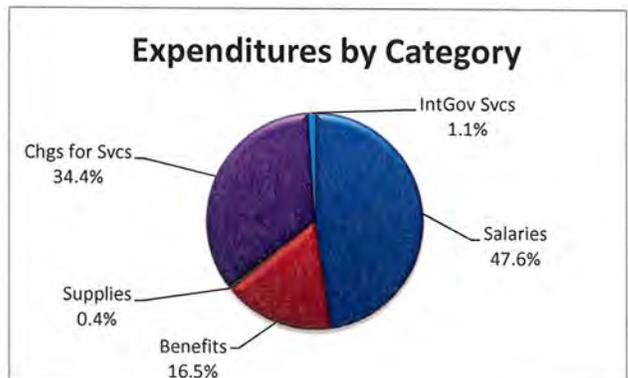
City of Covington

Quarterly Performance Report - Development Services

as of 9/30/2014



| Rev & Exp - YTD | 2014 | | \$ Rem | % Coll YTD | 2013 |
|---------------------------------|-------------------|-----------------|-----------------|--------------|-----------------|
| | Budget | Actual | | | Actual |
| Licenses | \$ 83.3 | \$ 73.1 | 10.2 | 87.7% | \$ 72.3 |
| Permits | 241.7 | 160.9 | 80.8 | 66.6% | 452.0 |
| Intergovernmental Svcs | - | 0.1 | (0.1) | 0.0% | 0.3 |
| Charges for Services | 619.9 | 546.6 | 73.3 | 88.2% | 230.3 |
| Interest Income | 1.3 | 2.0 | (0.7) | 155.9% | 0.9 |
| Miscellaneous | - | 0.0 | (0.0) | 0.0% | (0.5) |
| Total Operating Revenues | 946.2 | 782.8 | 163.4 | 82.7% | 755.3 |
| Operating Transfer In | - | - | - | 0.0% | - |
| Total Sources | \$ 946.2 | \$ 782.8 | \$ 163.4 | 82.7% | \$ 755.3 |
| Salaries & Wages | \$ 476.7 | 353.9 | 122.8 | 74.2% | 367.1 |
| Benefits | 171.3 | 122.6 | 48.7 | 71.6% | 117.9 |
| Supplies | 7.9 | 3.3 | 4.6 | 42.1% | 2.8 |
| Charges for Services | 358.2 | 256.1 | 102.2 | 71.5% | 229.5 |
| Intergovernmental | 60.6 | 7.8 | 52.8 | 12.9% | 20.7 |
| Total Operating Expenses | 1,074.7 | 743.7 | 331.0 | 69.2% | 738.0 |
| Other Financing Uses | - | - | - | 0.0% | - |
| Total Uses | \$ 1,074.7 | \$ 743.7 | \$ 331.0 | 69.2% | \$ 738.0 |



City of Covington

Quarterly Performance Report - Parks and Recreation Services

as of 9/30/2014

SUMMARY CHARTS

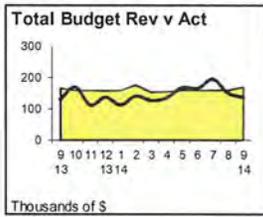


Chart 1

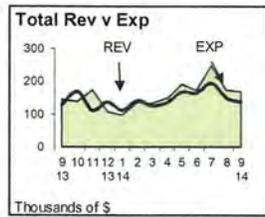


Chart 2

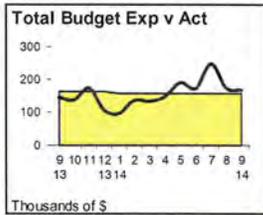


Chart 3

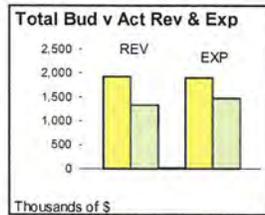


Chart 4

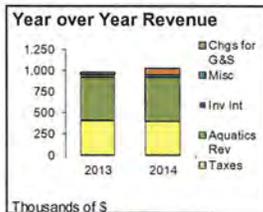


Chart 5

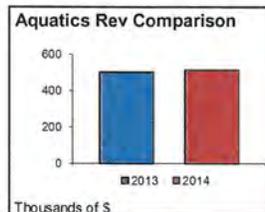


Chart 6

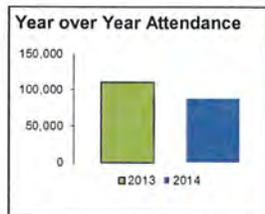
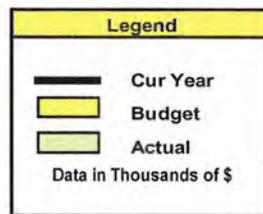
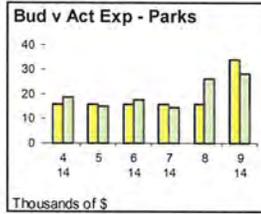
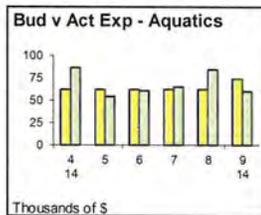


Chart 7

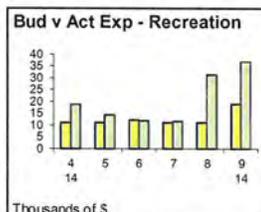
DEPARTMENTS



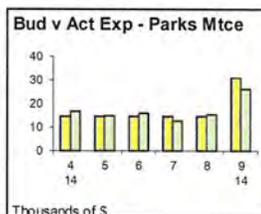
| Exp - YTD | 2014 | | \$ Rem | % Coll YTD | 2013 |
|--------------------------|----------|----------|----------|------------|----------|
| | Budget | Actual | | | Actual |
| Salaries & Wages | \$ 241.6 | \$ 144.3 | \$ 97.4 | 59.7% | \$ 92.8 |
| Benefits | 47.0 | 34.1 | 12.9 | 72.6% | 26.7 |
| Supplies | 0.8 | 0.1 | 0.7 | 18.5% | 0.3 |
| Charges for Services | 115.9 | 77.5 | 38.4 | 66.9% | 23.5 |
| Intergovernmental Svcs | 1.0 | (0.1) | 1.0 | -6.0% | 0.3 |
| Total Operating Expenses | 406.3 | 256.0 | 150.3 | 63.0% | 143.5 |
| Other Financing Uses | - | - | - | 0.0% | - |
| Total Uses | \$ 406.3 | \$ 256.0 | \$ 150.3 | 63.0% | \$ 143.5 |



| Exp - YTD | 2014 | | \$ Rem | % Coll YTD | 2013 |
|--------------------------|----------|----------|----------|------------|----------|
| | Budget | Actual | | | Actual |
| Salaries & Wages | \$ 399.0 | \$ 349.5 | \$ 49.5 | 87.6% | \$ 324.7 |
| Benefits | 119.0 | 98.8 | 20.2 | 83.0% | 90.2 |
| Supplies | 55.6 | 19.9 | 35.7 | 35.8% | 46.3 |
| Charges for Services | 260.0 | 202.5 | 57.5 | 77.9% | 193.8 |
| Intergovernmental Svcs | - | - | - | 0.0% | - |
| Capital Outlay | 23.4 | 27.8 | (4.4) | 119.0% | - |
| Total Operating Expenses | 856.9 | 670.7 | 162.9 | 78.3% | 654.9 |
| Other Financing Uses | 27.5 | 13.7 | 13.7 | 50.0% | 13.7 |
| Total Uses | \$ 884.4 | \$ 712.2 | \$ 172.2 | 80.5% | \$ 668.7 |

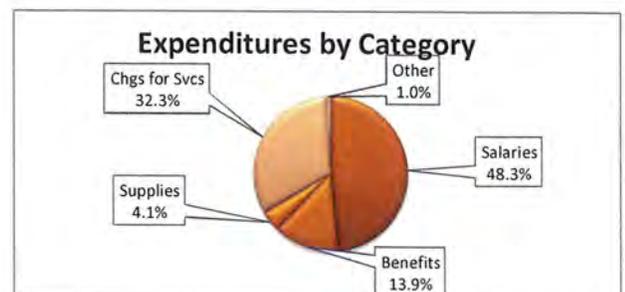
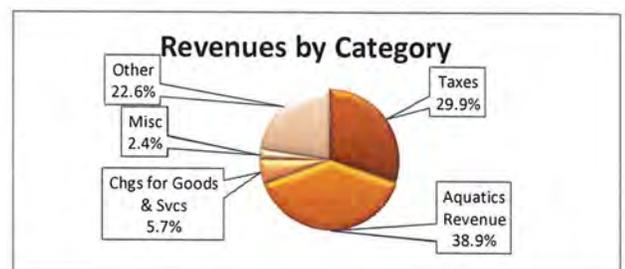


| Exp - YTD | 2014 | | \$ Rem | % Coll YTD | 2013 |
|--------------------------|----------|----------|---------|------------|----------|
| | Budget | Actual | | | Actual |
| Salaries & Wages | \$ 100.9 | \$ 77.7 | \$ 23.1 | 77.1% | \$ 73.4 |
| Benefits | 29.8 | 22.4 | 7.4 | 75.0% | 21.1 |
| Supplies | 12.6 | 6.1 | 6.5 | 48.8% | 10.2 |
| Charges for Services | 80.8 | 67.4 | 13 | 83.4% | 54.3 |
| Intergovernmental Svcs | 3.5 | 5.4 | (1.9) | 153.2% | 3.3 |
| Total Operating Expenses | 227.6 | 197.4 | 30.2 | 86.7% | 162.4 |
| Other Financing Uses | - | - | - | 0.0% | - |
| Total Uses | \$ 227.6 | \$ 197.4 | \$ 30.2 | 86.7% | \$ 162.4 |



| Exp - YTD | 2014 | | \$ Rem | % Coll YTD | 2013 |
|--------------------------|----------|----------|----------|------------|----------|
| | Budget | Actual | | | Actual |
| Salaries & Wages | \$ 92.9 | \$ 72.3 | \$ 20.6 | 77.8% | \$ 62.3 |
| Benefits | 37.5 | 28.2 | 9.3 | 75.2% | 25.5 |
| Supplies | 20.4 | 10.9 | 9.5 | 53.6% | 14.9 |
| Charges for Services | 220.0 | 99.3 | 120.7 | 45.2% | 76.9 |
| Capital Outlay | - | - | - | 0.0% | 11.0 |
| Total Operating Expenses | 370.8 | 210.7 | 160.0 | 56.8% | 190.6 |
| Other Financing Uses | - | - | - | 0.0% | 28.4 |
| Total Uses | \$ 370.8 | \$ 210.7 | \$ 160.0 | 56.8% | \$ 219.0 |

| Rev & Exp - YTD | 2014 | | \$ Rem | % Coll YTD | 2013 |
|------------------------------|------------|------------|----------|------------|------------|
| | Budget | Actual | | | Actual |
| Taxes | \$ 561.1 | \$ 396.6 | \$ 164.5 | 70.7% | \$ 409.8 |
| Grants/Intergovernmental Rev | 64.3 | 6.7 | 57.6 | 10.4% | 7.5 |
| Aquatics Revenue | 608.8 | 516.0 | 92.7 | 84.8% | 504.1 |
| Investment Interest | 0.4 | 0.1 | 0.3 | 31.5% | 0.3 |
| Charges for Goods & Services | 46.1 | 75.2 | (29.1) | 163.1% | 25.1 |
| Miscellaneous | 36.6 | 31.6 | 5.0 | 86.3% | 32.4 |
| Total Operating Revenues | 1,317.3 | 1,026.2 | 291.1 | 77.9% | 979.2 |
| Other Financing Sources | 604.4 | 300.1 | 304.3 | 49.6% | 287.1 |
| Total Sources | \$ 1,921.7 | \$ 1,326.3 | \$ 595.4 | 69.0% | \$ 1,266.3 |
| Salaries & Wages | \$ 834.3 | \$ 675.2 | \$ 159.1 | 80.9% | \$ 553.2 |
| Benefits | 233.3 | 194.7 | 38.7 | 83.4% | 163.5 |
| Supplies | 89.5 | 57.7 | 31.7 | 64.5% | 71.7 |
| Intergovernmental Svcs | 4.5 | 5.3 | (0.8) | 118.9% | 348.4 |
| Charges for Services | 676.7 | 452.2 | 224.5 | 66.8% | 3.7 |
| Capital Outlay | 23.4 | 70.1 | (46.7) | 300.0% | 11.0 |
| Total Operating Expenses | 1,861.6 | 1,455.2 | 406.4 | 78.2% | 1,151.5 |
| Other Financing Uses | 27.5 | 13.7 | 13.7 | 50.0% | 42.2 |
| Total Uses | \$ 1,889.1 | \$ 1,468.9 | \$ 420.2 | 77.8% | \$ 1,193.7 |



City of Covington

Quarterly Performance Report - SWM Operations

as of 9/30/2014

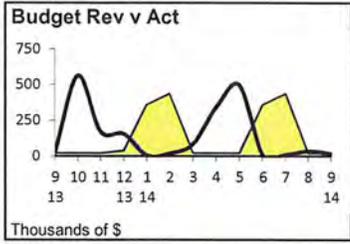


Chart 1

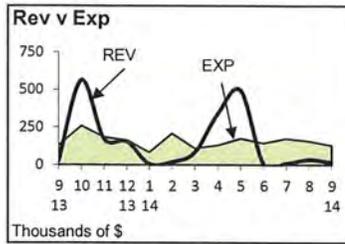


Chart 2

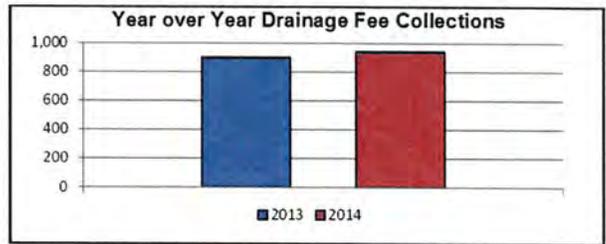


Chart 5

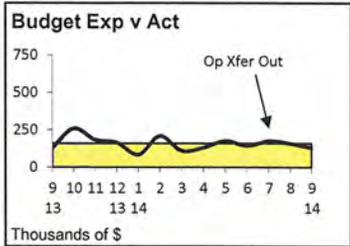


Chart 3

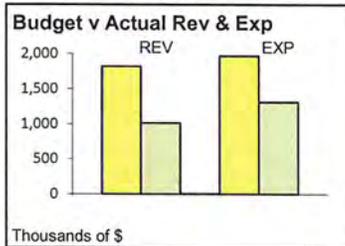


Chart 4

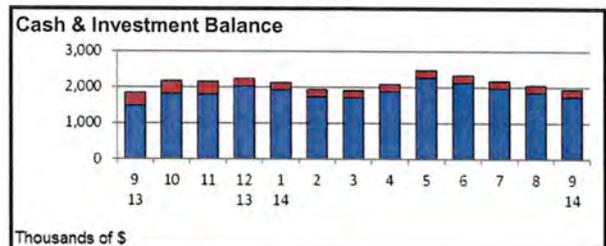


Chart 6

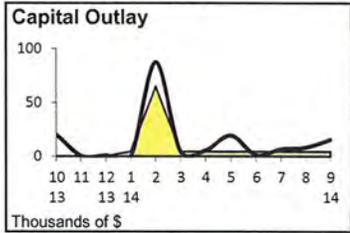
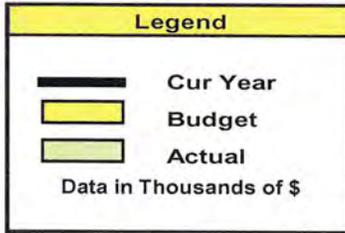
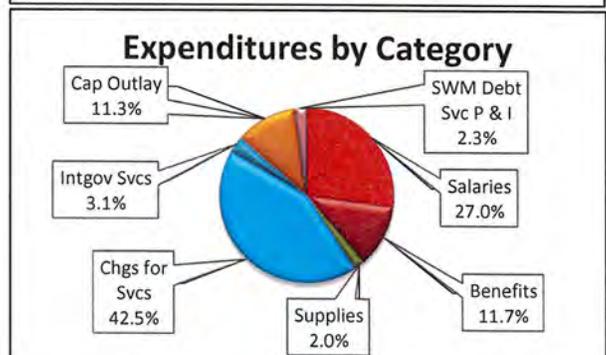
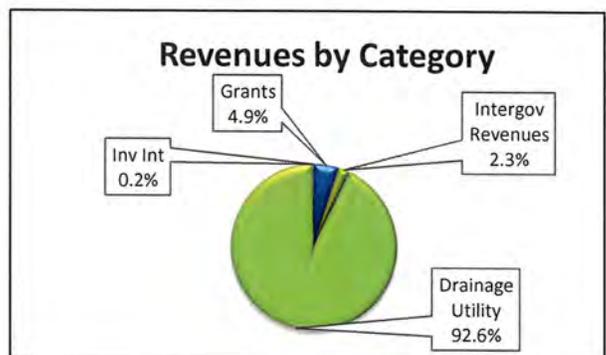


Chart 7



| Rev & Exp - YTD | 2014 | 2014 | \$ Rem | % Coll YTD | 2013 |
|------------------------------|------------|------------|----------|------------|------------|
| | Budget | Actual | | | Actual |
| Grants | \$ 49.3 | \$ 50 | (0.2) | 100.4% | \$ - |
| KC Salmon Conservancy | - | - | - | - | - |
| Intergovernmental Revenues | 55.7 | 23.1 | 32.6 | 41.4% | 22.2 |
| Drainage Utility | 1,754.9 | 939.3 | 815.6 | 53.5% | 899.4 |
| Investment Interest | 9.5 | 2.4 | 7.1 | 25.8% | 0.5 |
| Misc | - | (0.3) | 0.3 | - | 5.9 |
| Comp/Loss | - | - | - | - | - |
| Total Operating Revenues | 1,869.4 | 1,014.1 | 855.3 | 54.2% | 928.1 |
| Transfers In | - | - | - | - | - |
| Total Sources | \$ 1,869.4 | \$ 1,014.1 | \$ 855.3 | 54.2% | \$ 928.1 |
| Salaries | \$ 591.8 | \$ 354.1 | \$ 237.6 | 59.8% | \$ 373.7 |
| Benefits | 217.7 | 153.8 | 63.9 | 70.7% | 147.5 |
| Supplies | 51.8 | 26.7 | 25.0 | 51.6% | 20.2 |
| Charges for Services | 905.4 | 557.9 | 347.5 | 61.6% | 569.1 |
| Intergovernmental | 52.7 | 40.8 | 11.9 | 77.3% | 12.7 |
| Capital Outlay | 113.9 | 148.3 | (34.5) | - | 27.4 |
| Total Operating Expenditures | 1,933.2 | 1,281.6 | 651.5 | 66.3% | 1,150.7 |
| Other Financing Uses | - | - | - | 0.0% | - |
| SWM Debt Service P & I | 32.8 | 30.4 | 2.4 | 92.7% | 29.7 |
| Total Uses | \$ 1,966.0 | \$ 1,312.1 | \$ 653.9 | 66.7% | \$ 1,180.4 |



| | Source/Data | Budget vs Actual | Revenue by Month (shown on a cash basis) | High/Low | |
|-------------------------|---|---|--|----------|--|
| GENERAL FUND | Sales Tax | | | | |
| | Qtr - Qtr Revenues | 3Q-13: 2,561,251 3Q-14: 2,478,686 % Diff: -3.2% | | | |
| | 2014 Annual Revenues \$ | Budget: 3,507,000 Actual: 2,478,686 % Collected: 70.7% | | | |
| | 2013 Annual Revenues \$ | Budget: 2,988,000 Actual: 3,370,592 % Collected: 112.8% | | | |
| 2012 Annual Revenues \$ | Budget: 2,850,000 Actual: 3,179,326 % Collected: 111.6% | | | | |
| GENERAL FUND | Property Tax | | | | |
| | Qtr - Qtr Revenues | 3Q-13: 1,222,026 \$ 3Q-14: 1,320,579 \$ % Diff: 8.1% | | | |
| | 2014 Annual Revenues \$ | Budget: 2,427,134 \$ Actual: 1,320,579 \$ % Collected: 54.4% | | | |
| | 2013 Annual Revenues \$ | Budget: 2,340,000 \$ Actual: 2,278,336 \$ % Collected: 97.4% | | | |
| 2012 Annual Revenues \$ | Budget: 2,340,000 \$ Actual: 2,363,948 \$ % Collected: 101.0% | | | | |
| GENERAL FUND | Utility Tax | | | | |
| | Qtr - Qtr Revenues | 3Q-13: 1,510,672 \$ 3Q-14: 1,635,259 \$ % Diff: 8.2% | | | |
| | 2014 Annual Revenues \$ | Budget: 2,080,100 \$ Actual: 1,635,259 \$ % Collected: 78.6% | | | |
| | 2013 Annual Revenues \$ | Budget: 2,140,140 \$ Actual: 2,052,234 \$ % Collected: 95.9% | | | |
| 2012 Annual Revenues \$ | Budget: 2,012,475 \$ Actual: 2,004,827 \$ % Collected: 99.6% | | | | |
| STREET FUND | Fuel Tax | | | | |
| | Qtr - Qtr Revenues | 3Q-13: 270,428 \$ 3Q-14: 274,491 \$ % Diff: 1.5% | | | |
| | 2014 Annual Revenues \$ | Budget: 366,566 \$ Actual: 274,491 \$ % Collected: 74.9% | | | |
| | 2013 Annual Revenues \$ | Budget: 366,566 \$ Actual: 259,889 \$ % Collected: 70.9% | | | |
| 2012 Annual Revenues \$ | Budget: 371,700 \$ Actual: 360,567 \$ % Collected: 97.0% | | | | |
| STREET FUND | Comcast Franchise Fees | | | | |
| | Qtr - Qtr Revenues | 3Q-13: 201,624 \$ 3Q-14: 175,202 \$ % Diff: -13.1% | | | |
| | 2014 Annual Revenues \$ | Budget: 220,000 \$ Actual: 175,202 \$ % Collected: 79.6% | | | |
| | 2013 Annual Revenues \$ | Budget: 199,000 \$ Actual: 259,889 \$ % Collected: 130.6% | | | |
| 2012 Annual Revenues \$ | Budget: 199,000 \$ Actual: 200,952 \$ % Collected: 101.0% | | | | |
| DEV SVCS FUND | Development Services Permitting Revenue/Activity | | | | |
| | Qtr - Qtr Revenues | 3Q-13: (694) \$ 3Q-14: (578) \$ % Diff: -16.8% | | | |
| | 2014 Annual Revenues \$ | Budget: 241,700 \$ Actual: (578) \$ % Collected: -0.2% | | | |
| | 2013 Annual Revenues \$ | Budget: 713,823 \$ Actual: 487,938 \$ % Collected: 68.4% | | | |
| 2012 Annual Revenues \$ | Budget: 566,835 \$ Actual: 845,807 \$ % Collected: 149.2% | | | | |
| PARKS FUND | Aquatics Revenue/Attendance * | | | | |
| | Qtr - Qtr Revenues | 3Q-13: 409,799 \$ 3Q-14: 396,589 \$ % Diff: -3.2% | | | |
| | 2014 Annual Revenues \$ | Budget: 608,785 \$ Actual: 396,589 \$ % Collected: 65.1% | | | |
| | 2013 Annual Revenues \$ | Budget: 512,820 \$ Actual: 656,651 \$ % Collected: 128.0% | | | |
| 2012 Annual Revenues \$ | Budget: 498,880 \$ Actual: 572,887 \$ % Collected: 114.8% | | | | |
| SWM FUND | SWM Fees | | | | |
| | Qtr - Qtr Revenues | 3Q-13: 899,449 \$ 3Q-14: 939,286 \$ % Diff: 4.4% | | | |
| | 2014 Annual Revenues \$ | Budget: 1,754,862 \$ Actual: 939,286 \$ % Collected: 53.5% | | | |
| | 2013 Annual Revenues \$ | Budget: 1,733,000 \$ Actual: 1,751,467 \$ % Collected: 101.1% | | | |
| 2012 Annual Revenues \$ | Budget: 1,704,052 \$ Actual: 1,784,919 \$ % Collected: 104.7% | | | | |
| REET FUND | Real Estate Excise Tax (REET)/Avg Sales Price/Unit | | | | |
| | Qtr - Qtr Revenues | 3Q-13: 401,655 \$ 3Q-14: 286,071 \$ % Diff: -28.8% | | | |
| | 2014 Annual Revenues \$ | Budget: 480,000 \$ Actual: 286,071 \$ % Collected: 59.6% | | | |
| | 2013 Annual Revenues \$ | Budget: 350,000 \$ Actual: 562,456 \$ % Collected: 160.7% | | | |
| 2012 Annual Revenues \$ | Budget: 325,000 \$ Actual: 502,510 \$ % Collected: 154.6% | | | | |

Agenda Item 5
Covington City Council Meeting
Date: November 18, 2014

SUBJECT: CONSIDER SELECTION OF CANDIDATE FOR THE POSITION OF CITY
MANAGER

RECOMMENDED BY: Mayor Margaret Harto

ATTACHMENT(S): None

PREPARED BY: Staff

EXPLANATION: The Mayor will direct discussion.

ALTERNATIVES:

FISCAL IMPACT:

CITY COUNCIL ACTION: ____Ordinance ____ Resolution X Motion ____Other

**Council member _____ moves, Council member _____
seconds to select _____ for the position of City Manager.**

REVIEWED BY: City Attorney

**DISCUSSION OF
FUTURE AGENDA TOPICS:**

7:00 p.m. Tuesday, November 25, 2014 Regular Meeting

(Draft Agenda Attached)



CITY COUNCIL REGULAR MEETING AGENDA

www.covingtonwa.gov

Tuesday, November 25, 2014
7:00 p.m.

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

CALL CITY COUNCIL REGULAR MEETING TO ORDER

ROLL CALL/PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

PUBLIC COMMUNICATION – NONE

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

APPROVE CONSENT AGENDA

- C-1. Minutes: November 18, 2014, 11:15 a.m. Special Meeting and November 18, 2014, 7:00 p.m. Special Meeting (Scott)
- C-2. Vouchers (Hendrickson)
- C-3. Approve Contract for Public Defender Services (Scott)
- C-4. Approve Contract for Lobbyist Services (Scott)

REPORTS OF COMMISSIONS

- Human Services Chair Fran McGregor: November 13 meeting.
- Parks & Recreation Chair Steven Pand: November 19 meeting.
- Arts Chair Lesli Cohan: November 13 meeting.
- Planning Chair Sean Smith: November 20 meeting; November 6 meeting canceled.
- **Future Meetings:** Economic Development Council: Next meeting December 4.

PUBLIC HEARING

- 1. Receive Public Testimony Regarding Proposed Fiscal Year 2015 Budget
 - 1a. Consider Ordinance Setting the 2014 Property Tax Levy for Collection in 2015
 - 1b. Consider Ordinance Authorizing a Property Tax Increase (Parker/Hendrickson)

NEW BUSINESS

- 2. Consider Resolution Increasing Surface Water Management Rates (Vondran)
- 3. Consider Interlocal Agreement with the City of Maple Valley (Hart)

COUNCIL/STAFF COMMENTS - Future Agenda Topics

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

EXECUTIVE SESSION – If Needed

ADJOURN

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