

Covington: Unmatched quality of life

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



Tuesday, February 14, 2012
7:00 p.m.

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

CALL CITY COUNCIL MEETING TO ORDER

ROLL CALL/PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

PUBLIC COMMUNICATION

- Announcement of Commissioner of the Year (Council)

RECEPTION FOR COMMISSIONER OF THE YEAR

PUBLIC COMMENT *Persons addressing the Council shall state their name, address, and organization for the record. Speakers shall address comments to the City Council, not the audience or the staff. Public Comment shall be for the purpose of the Council receiving comment from the public and is not intended for conversation or debate. Public comments shall be limited to no more than four minutes per speaker. If additional time is needed a person may request that the Council place an item on a future agenda as time allows.**

APPROVE CONSENT AGENDA

- C-1. Minutes of January 10, 2012 Special & Regular Meetings; January 24, 2012 Joint Study Session with Planning Commission; and January 24, 2012 Regular Meeting (Scott)
- C-2. Vouchers (Hendrickson)
- C-3. Resolution Declaring Surplus Vehicles (Junkin)
- C-4. Franchise Fee and Utility Users Tax Compliance Review Services Contract (Hendrickson)

NEW BUSINESS

1. Consider Social Media Plan (Slate)
2. Appoint Budget Priorities Advisory Committee (BPAC) (Matheson)
3. Cedar Valley Elementary School Possible Closure (Matheson)

COUNCIL/STAFF COMMENTS

- Future Agenda Topics

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

EXECUTIVE SESSION – Potential Litigation. (RCW 42.30.110(1)(i))

ADJOURN

Any person requiring disability accommodation should contact the City of Covington at (253) 638-1110 a minimum of 24 hours in advance. For TDD relay service, please use the state's toll-free relay service (800) 833-6384 and ask the operator to dial (253) 638-1110.

Consent Agenda Item C-1

Covington City Council Meeting

Date: February 14, 2012

SUBJECT: APPROVAL OF MINUTES: JANUARY 10, 2012 CITY COUNCIL SPECIAL & REGULAR MEETING MINUTES; JANUARY 24, 2012 CITY COUNCIL JOINT STUDY SESSION WITH PLANNING COMMISSION MINUTES; AND JANUARY 24, 2012 CITY COUNCIL REGULAR MEETING MINUTES.

RECOMMENDED BY: Sharon G. Scott, City Clerk

ATTACHMENT(S): Proposed Minutes

PREPARED BY: Joan Michaud, Deputy City Clerk

EXPLANATION:

ALTERNATIVES:

FISCAL IMPACT:

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

Councilmember _____ moves, Councilmember _____ seconds, to approve the January 10, 2012 City Council Special & Regular Meeting Minutes; January 24, 2012 City Council Joint Study Session with Planning Commission Minutes; and January 24, 2012 City Council Regular Meeting Minutes.

**City of Covington
Special and Regular City Council Meeting Minutes
Tuesday, January 10, 2012**

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

INTERVIEWS– 5:30-7:00 P.M.:

The Council conducted interviews for openings on the Covington Parks & Recreation Commission. Applicants interviewed included Laura Morrissey, Lance Leonard, Elizabeth Fast, George Pearson, William Pand, and David Aldous.

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, January 10, 2012, at 7:12 p.m., with Mayor Margaret Harto presiding.

COUNCILMEMBERS PRESENT:

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

COUNCILMEMBERS ABSENT:

Mark Lanza.

STAFF PRESENT:

Derek Matheson, City Manager; Glenn Akramoff, Public Works Director; Noreen Beaufreere, Personnel Manager; Richard Hart, Community Development Director; Rob Hendrickson, Finance Director; Kevin Klason, Covington Police Chief; Karla Slate, Community Relations Coordinator; Scott Thomas, Parks & Recreation Director; Sara Springer, City Attorney; and Sharon Scott, City Clerk/Executive Assistant.

Council Action: Councilmember Wagner moved and Councilmember Snoey seconded to excuse Councilmember Lanza who was ill. Vote: 6-0. Motion carried.

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

OATH OF OFFICE TO NEWLY ELECTED COUNCILMEMBERS:

Executive Assistant/City Clerk Sharon Scott performed the Oath of Office to Marlla Mhoon (Position No. 1), Margaret Harto (Position No. 3), Wayne Snoey (Position No. 5), and Jeff Wagner (Position No. 7).

SELECTION OF MAYOR:

Council Action: Councilmember Snoey moved and Councilmember Scott seconded to nominate Margaret Harto for Mayor. Vote: 6-0. Motion carried.

SELECTION OF MAYOR PRO TEM:

Council Action: Councilmember Lucavish moved and Councilmember Snoey seconded to nominate Jeff Wagner for Mayor Pro Tem. Vote: 6-0. Motion carried.

Unapproved Draft – January 10, 2012 Special and Regular Meeting Minutes
Submitted for Approval: February 14, 2012

The Council recessed at 7:20 p.m. for a short celebration for newly elected councilmembers, Mayor, and Mayor Pro tem and reconvened at 7:37 p.m.

APPROVAL OF AGENDA:

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

PUBLIC COMMENT:

Mayor Harto called for public comments.

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

APPROVE CONSENT AGENDA:

C-1. Minutes: December 13, 2011 City Council Regular Meeting Minutes.

C-2. Vouchers: Vouchers #26341-26402, in the Amount of \$566,229.76, Dated December 14, 2011; Vouchers #26403-26436, in the Amount of \$108,487.46, Dated December 27, 2011; Paylocity Payroll Checks #1000285405-1000285415 and Paylocity Payroll Checks #1000285451-1000285454 Inclusive, Plus Employee Direct Deposits in the Amount of \$140,084.35, Dated December 23, 2011; and Paylocity Payroll Checks #1000308708-1000308716 and Paylocity Payroll Checks #1000308732-1000308734 Inclusive, Plus Employee Direct Deposits in the Amount of \$138,106.36, Dated January 6, 2012.

C-3. Waste Reduction and Recycling Grant Agreement.

C-4. Ratify Interlocal Agreement for Minor Home Repair.

C-5. Ratify Settlement Agreement with Soos Creek Water & Sewer District.

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

NEW BUSINESS:

1. Appointments to Parks & Recreation Commission.

Council Action: Councilmember Scott moved and Councilmember Mhoon seconded to defer the appointments to the Parks & Recreation Commission to the January 24 Council meeting in order for the two councilmembers unable to attend the interviews to review the interview recording and participate in the selection process. Vote: 6-0. Motion carried.

2. Ordinance Adopting Regulations Permitting Shooting Ranges.

Senior Planner Salina Lyons gave the staff report on this item.

Councilmembers provided comments and asked questions, and Ms. Lyons responded.

ORDINANCE NO. 01-12

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON AMENDING SECTIONS 18.20 TECHNICAL TERMS AND LAND USE DEFINITIONS; 18.25 PERMITTED USES; AND 18.31 DOWNTOWN DEVELOPMENT AND DESIGN STANDARDS, OF THE COVINGTON MUNICIPAL CODE TO ADOPT REGULATIONS PERMITTING SHOOTING RANGES WITHIN THE GENERAL COMMERCIAL (GC) ZONE.

Council Action: Councilmember Snoey moved and Councilmember Scott seconded to pass Ordinance No. 01-12 adopting amendments to CMC Title 18 for regulating shooting ranges. Vote: 6-0. Motion carried.

3. Purchase and Surplus Used Vehicles and Equipment Services Contract.

Maintenance Supervisor Ross Junkin gave the staff report on this item.

Councilmembers asked questions, and Mr. Junkin provided responses.

Council Action: Councilmember Wagner moved and Councilmember Snoey seconded to authorize the City Manager to execute a Contract for Services and Motor Vehicle Consignment Agreement in the substantial form included in the agenda packet with Wilson Fleet Services to purchase and surplus used vehicles and equipment. Vote: 6-0. Motion carried.

4. Integrated Traffic Impact and Concurrency Management System Services Agreement.

City Engineer Don Vondran gave the staff report on this item.

Councilmembers provided comments and asked questions, and Mr. Vondran provided responses. City Manager Derek Matheson provided further clarification on the options presented.

Council Action: Councilmember Wagner moved and Councilmember Mhoon seconded to authorize the City Manager to execute an Agreement for Services with David Evans and Associates to develop an integrated traffic impact and concurrency management system and utilize the Cumulative Reserve Fund to pay for the initial investment. Vote: 6-0. Motion carried.

Council Action: Councilmember Wagner moved and Councilmember Snoey seconded to utilize Option 1.5 as the method to pay back the Cumulative Reserve Fund which would be a sum of \$10,000 paid over a period of nine years. Vote: 5-1 (Voting yes: Harto, Lucavish, Mhoon, Scott, Wagner; voting no: Snoey). Motion carried.

5. Ordinance Reinstating Audit Committee.

ORDINANCE NO. 02-12

AN ORDINANCE OF THE CITY COUNCIL OF THE
CITY OF COVINGTON, KING COUNTY,
WASHINGTON REINSTATING THE AUDIT
COMMITTEE OF THE CITY COUNCIL.

Council Action: Councilmember Snoey moved and Councilmember Mhoon seconded to adopt Ordinance No. 02-12 reinstating the Audit Committee. Vote: 6-0. Motion carried.

Council Action: Councilmember Scott moved and Councilmember Wagner seconded to appoint Councilmembers Mark Lanza, Marlla Mhoon, and Wayne Snoey to the Council's Audit Committee. Vote: 6-0. Motion carried.

6. Appointments of 2012 Primary Representatives and Alternates to the following:
- South County Area Transportation Board (SCATBd)
 - Suburban Cities Association (SCA) Public Issues Committee (PIC)
 - Metropolitan Solid Waste Management Advisory Committee (MSWMAC)
 - Watershed Basins within Water Resource Inventory Area 9 Forum (WRIA 9)
 - Kent Fire Department Regional Fire Authority (RFA)
 - Southeast Area Transportation Solutions (SEATS)

Council Action: Councilmember Wagner moved and Councilmember Snoey seconded to approve the appointments as proposed in the attachment to the agenda packet item. Vote: 6-0. Motion carried.

Attachment 1 listed Public Works Director Glenn Akramoff as the member and Councilmember Scott as the alternate for the Metropolitan Solid Waste Management Advisory Committee (MSWMAC), Councilmember Snoey as the member and City Engineer Don Vondran as the alternate for the South County Area Transportation Board (SCATBd), Councilmember Mhoon as the member for Suburban Cities Association (SCA) Public Issues Committee (PIC), Councilmember Mhoon as the member and Public Works Director Glenn Akramoff as the alternate for the Watershed Basins within Water Resource Inventory Area 9 Forum (WRIA 9 Forum), Mayor Harto as the member of the Kent Regional Fire Authority (RFA), and Councilmember Snoey as the member and Councilmember Scott as the alternate for the Southeast Area Transportation Solutions (SEATS).

Mayor Harto was added as the PIC alternate.

COUNCIL/STAFF COMMENTS:

Councilmembers and staff discussed Future Agenda Topics and made comments.

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 8:35 p.m.

Prepared by:

Submitted by:

Joan Michaud
Deputy City Clerk

Sharon Scott
City Clerk

City of Covington
City Council Special Joint Study Session with Planning Commission Minutes
Tuesday, January 24, 2012

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

The Special Joint Study Session with the Planning Commission was called to order in the City Council Chambers, 16720 SE 271st Street, Suite 100, Covington, Washington, Tuesday, January 24, 2012, at 6:03 p.m., with Mayor Harto presiding.

COUNCILMEMBERS PRESENT:

Margaret Harto, Mark Lanza, David Lucavish (arrived @ 6:29 p.m.), Marlla Mhoon, Jim Scott, Wayne Snoey, and Jeff Wagner.

PLANNING COMMISSIONERS PRESENT:

Daniel Key, Sonia Foss, Ed Holmes, Paul Max, and Alex White.

PLANNING COMMISSIONERS ABSENT:

Bill Judd and Sean Smith.

STAFF PRESENT:

Derek Matheson, City Manager; Richard Hart, Community Development Director; Salina Lyons, Senior Planner; Ann Mueller, Senior Planner; and Sharon Scott, City Clerk/Executive Assistant.

Mayor Margaret Harto called the study session to order.

APPROVAL OF AGENDA:

Council Action: Councilmember Wagner moved and Councilmember Mhoon seconded to approve the Agenda. Vote: 11-0. Motion carried.

ITEMS FOR DISCUSSION:

1. Planning Commission 2012 Work Plan.

Community Development Director Richard Hart introduced this item, and Planning Commission Chair Daniel Key gave the presentation.

Council and Planning Commission discussed the eight work plan tasks for 2012 which included: 1) annual Comprehensive Plan docket, 2) park impact fees analysis, 3) shoreline development regulations, 4) Covington Northern Gateway Study of PPA 1 (possibly PAA 4), 5) medical marijuana, 6) revision of wireless communication regulations in zoning code, 7) continuing zoning code amendments, and 8) preliminary work for 2013 Comprehensive Plan Update.

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 6:37 p.m.

Prepared by:

Submitted by:

Joan Michaud
Deputy City Clerk

Sharon Scott
City Clerk

City of Covington
Regular City Council Meeting Minutes
Tuesday, January 24, 2012

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

The Regular Meeting of the City Council of the City of Covington was called to order in the City Council Chambers, 16720 SE 271st Street, Suite 100, Covington, Washington, Tuesday, January 24, 2012, at 7:00 p.m., with Mayor Harto presiding.

COUNCILMEMBERS PRESENT:

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

STAFF PRESENT:

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

Garrett Benson, Boy Scout Troop 474, led the Pledge of Allegiance.

APPROVAL OF AGENDA:

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

PUBLIC COMMUNICATION:

Mayor Harto announced the 2011 Volunteer of the Year: Krista Bates. The announcement of the 2011 Commissioner of the Year was postponed due to the recipient being unable to attend the Council meeting.

The Council recessed at 7:10 p.m. for a short celebration for the volunteers and reconvened at 7:22 p.m.

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 of January 9, 2012 Special Joint Meeting with Kent School District Board.

C-2. Vouchers #27000-27146, in the Amount of \$352,192.98, Dated January 10, 2012; Paylocity Payroll Checks #1000329468-1000329478 and Paylocity Payroll Checks #1000329481-1000329483 Inclusive, Plus Employee Direct Deposits in the Amount of \$136,385.81, Dated January 20, 2012.

- C-3. Interlocal Agreement with South End Area Regional Coalition for Housing (SEARCH).
- C-4. Agreement with Reporter Newspapers.
- C-5. Ratify Easement Agreement with Covington Legacy, LLC.
- C-6. Easement to Covington Commercial LLC for Installation of Water Main.

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

REPORTS OF COMMISSIONS:

Human Services Commission – Chair Haris Ahmad reported on the January 12 meeting.

Arts Commission – Secretary Rudi Sullivan reported on the November, December, and January meetings.

Planning Commission – Community Development Director Richard Hart reported that the January 19 meeting was also canceled and Council had been updated on the December 15 at the study session. Therefore, no report was needed at this time.

Economic Development Council – Co-Chair Jeff Wagner reported on the December 1 meeting.

Parks & Recreation Commission – Chair David Aldous gave a general update as the December and January meetings had been canceled.

NEW BUSINESS:

1. Appointments to Parks and Recreation Commission.

Council Action: Councilmember Lucavish moved and Councilmember Scott seconded, to appoint William Pand to fill Position No 1 on the Parks & Recreation Commission with a term expiring January 31, 2013. Vote: 7-0. Motion carried.

Council Action: Councilmember Mhoon moved and Councilmember Wagner seconded, to appoint Elizabeth Fast to fill Position No 3 on the Parks & Recreation Commission with a term expiring January 31, 2015. Vote: 7-0. Motion carried.

Council Action: Councilmember Snoey moved and Councilmember Lucavish seconded, to appoint David Aldous to fill Position No 4 on the Parks & Recreation Commission with a term expiring January 31, 2015. Vote: 7-0. Motion carried.

2. Code Amendments to Clarify Exemptions for School and Traffic Impact Fees.

Senior Planner Salina Lyons gave the staff report on this item.

Councilmembers provided comments and asked clarifying questions; and Ms. Lyons provided responses.

ORDINANCE NO. 03-12

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON AMENDING THE IMPACT FEE EXEMPTION REQUIREMENTS AND PROCESS TO CMC CHAPTER 12.105 TRANSPORTATION IMPACT FEES AND CMC CHAPTER 18.120 SCHOOL IMPACT FEES.

Council Action: Councilmember Snoey moved and Councilmember Scott seconded to pass Ordinance No. 03-12 amending the impact fee exemption requirements and process to CMC Chapter 12.105 Transportation Impact Fees and CMC Chapter 18.120 School Impact Fees. Vote: 7-0. Motion carried.

3. Code Amendments to Permit Farmers Markets, Cross Reference Sign Standards and Create Parking Island Standards in Downtown Zones.

Councilmembers provided comments and asked clarifying questions; and Ms. Lyons provided responses.

ORDINANCE NO. 04-12

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON AMENDING CHAPTERS 18.20 TECHNICAL TERMS AND LAND USE DEFINITIONS; 18.31 DOWNTOWN DEVELOPMENT AND DESIGN STANDARDS; 18.40 DEVELOPMENT STANDARDS-LANDSCAPING AND 18.55 SIGNS OF THE COVINGTON MUNICIPAL CODE ASSOCIATED WITH MINOR CORRECTIONS TO THE DOWNTOWN ZONING PROVISIONS.

Council Action: Councilmember Wagner moved and Councilmember Scott seconded to pass Ordinance No. 04-12 amending CMC Sections 18.20 Technical Terms and Land Use Definitions; 18.31 Downtown Development and Design Standards; 18.40 Development Standards-Landscaping and 18.55 Signs of the Covington Municipal Code associated with minor corrections to the downtown zoning provisions. Vote: 7-0. Motion carried.

COUNCIL/STAFF COMMENTS:

Councilmembers and staff discussed Future Agenda Topics and made comments.

Council discussed the meeting handout entitled “State Infrastructure Bond Proposal Priorities” which included 1) Covington Aquatic Center Restoration, 2) Asphalt Renovation and Street Overlays, 3) Jenkins Creek Park Pedestrian Bridge Replacements, 4) Covington Community Park Picnic Shelter, and 5) 180th Avenue SE Sidewalk Installation.

Unapproved Draft – January 24, 2012 Regular Meeting Minutes
Submitted for Approval: February 14, 2012

Council Action: There was Council consensus on the priority order to the projects listed on the handout.

PUBLIC COMMENTS:

Mayor Harto called for public comments.

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

EXECUTIVE SESSION:

To Review the Performance of a Public Employee (RCW 42.30.110(1)(g) from 8:26 to 9:26 p.m.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 9:26 p.m.

Prepared by:

Submitted by:

Joan Michaud
Deputy City Clerk

Sharon Scott
City Clerk

Consent Agenda Item C-2

Covington City Council Meeting

Date: February 14, 2012

SUBJECT: APROVAL OF VOUCHERS.

RECOMMENDED BY: Rob Hendrickson, Finance Director

ATTACHMENT(S): Vouchers #27147-27219, in the Amount of \$221,949.29, Dated January 23, 2012; Paylocity Payroll Checks #1000349307-1000349321 Inclusive, Plus Employee Direct Deposits in the Amount of \$139,268.76, Dated February 3, 2012.

PREPARED BY: Joan Michaud, Deputy City Clerk

EXPLANATION: Not applicable.

ALTERNATIVES: Not applicable.

FISCAL IMPACT: Not applicable.

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

Councilmember _____ moves, Councilmember _____ seconds, to approve for payment: Vouchers #27147-27219, in the Amount of \$221,949.29, Dated January 23, 2012; Paylocity Payroll Checks #1000349307-1000349321 Inclusive, Plus Employee Direct Deposits in the Amount of \$139,268.76, Dated February 3, 2012.

January 23, 2012

City of Covington

City of Covington

City of Covington
Voucher/Check Register

Check # 27147 Through Check # 27219

In the Amount of \$221,949.29

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

Cassandra Parker
Accountant

Mark Lanza
City Councilmember

Wayne Snoey
City Councilmember

Marlla Mhoon
City Councilmember

Council Meeting Date Approved _____

				<u>Check Amount</u>
Check No:	27147	Check Date:	01/23/2012	
Vendor:	1955	All-Around Fence Co.		
4310	Multiple Fence Repairs	01/23/2012		8,736.98
				Check Total:
				8,736.98
Check No:	27148	Check Date:	01/23/2012	
Vendor:	0463	Allied Waste Services		
0176-00330	Maint. Shop; Disposal; 12-1/12-31	01/23/2012		221.38
0176-00330	Maint. Shop; Disposal; 12-1/12-31	01/23/2012		221.39
0176-00330	Aquatic Center; disposal; 12-1/12-31	01/23/2012		227.22
0176-00330	Maint. Shop; Disposal; 12-1/12-31	01/23/2012		110.69
				Check Total:
				780.68
Check No:	27149	Check Date:	01/23/2012	
Vendor:	2117	Bank of America		
1112006540	2011 Bank Analysis Fees	01/23/2012		3,527.62
				Check Total:
				3,527.62
Check No:	27150	Check Date:	01/23/2012	
Vendor:	2366	CenturyLink Business Services		
1195867111	Aquatics Internet Loop; December	01/23/2012		475.00
				Check Total:
				475.00
Check No:	27151	Check Date:	01/23/2012	
Vendor:	1091	Complete Office Solutions		
776089-0	Office Supplies	01/23/2012		310.29
				Check Total:
				310.29
Check No:	27152	Check Date:	01/23/2012	
Vendor:	1910	Contech Construction Products,		
INV0000022	2011 Stormfilter Cartridges Maple Valley	01/23/2012		4,544.91
INV0000022	2011 Stormfilter Cartridges	01/23/2012		3,084.24
				Check Total:
				7,629.15
Check No:	27153	Check Date:	01/23/2012	
Vendor:	0184	Cordi & Bejarano		
149	Public Defender Services; 12-16/12-23	01/23/2012		2,380.00
				Check Total:
				2,380.00
Check No:	27154	Check Date:	01/23/2012	
Vendor:	0780	DAWN		
0780-4thQT	Human Services; Joint Funding, 4th Qtr	01/23/2012		10,400.00
0780-4thQT	Human Services; 4th Qtr 2011	01/23/2012		2,000.00
				Check Total:
				12,400.00
Check No:	27155	Check Date:	01/23/2012	
Vendor:	2467	Department of Enterprise Servi		
2011120073	Remote Desktop Services	01/23/2012		177.38
2011120073	Remote Desktop Services	01/23/2012		118.24
2011120073	Remote Desktop Services	01/23/2012		59.12
2011120073	Adobe Acrobat Professional	01/23/2012		209.77
2011120073	Adobe Acrobat Professional	01/23/2012		104.88
2011120073	Adobe Acrobat Professional	01/23/2012		104.89
2011120073	Remote Desktop Services	01/23/2012		106.42
2011120073	Remote Desktop Services	01/23/2012		11.82
				Check Total:
				892.52
Check No:	27156	Check Date:	01/23/2012	
Vendor:	0072	Dept of Labor & Industries		
Q4-2011	Industrial Insurance, 4th Qtr 2011	01/23/2012		2,133.05
Q4-2011	Industrial Insurance, 4th Qtr 2011	01/23/2012		349.34
Q4-2011	Industrial Insurance, 4th Qtr 2011	01/23/2012		262.01
Q4-2011	Industrial Insurance, 4th Qtr 2011	01/23/2012		2,707.42
Q4-2011	Industrial Insurance, 4th Qtr 2011	01/23/2012		282.39
Q4-2011	Industrial Insurance, 4th Qtr 2011	01/23/2012		152.38
Q4-2011	Industrial Insurance, 4th Qtr 2011	01/23/2012		714.76
Q4-2011	Industrial Insurance, 4th Qtr 2011	01/23/2012		296.77
Q4-2011	Industrial Insurance, 4th Qtr 2011	01/23/2012		174.14
Q4-2011	Industrial Insurance, 4th Qtr 2011	01/23/2012		129.08
Q4-2011	Industrial Insurance, 4th Qtr 2011	01/23/2012		309.39
Q4-2011	Industrial Insurance, 4th Qtr 2011	01/23/2012		922.72

				<u>Check Amount</u>
Q4-2011	Industrial Insurance, 4th Qtr 2011	01/23/2012		1,114.38
			Check Total:	9,547.83
Check No:	27157	Check Date:	01/23/2012	
Vendor:	0886	John E. Galt		
2736	Hearing Examiner Services; Woodbridge	01/23/2012		522.50
			Check Total:	522.50
Check No:	27158	Check Date:	01/23/2012	
Vendor:	0533	KC Sexual Assault Resource Ctr		
0533-4QTR	Human Services; 4th Qtr 2011	01/23/2012		1,180.50
0533-4QTR	Human Services; Joint Funding, 4th Qtr	01/23/2012		20,551.25
			Check Total:	21,731.75
Check No:	27159	Check Date:	01/23/2012	
Vendor:	0143	King County Finance		
1640222	Street Services; 12-1-11/12-31-11	01/23/2012		5,152.53
1640223	Street Services; 12-1-11/12-31-11	01/23/2012		3,796.01
1640221	Credit Street Services; 12-1-11/12-31-11	01/23/2012		-1,470.21
			Check Total:	7,478.33
Check No:	27160	Check Date:	01/23/2012	
Vendor:	0641	King County Sheriff's Office		
11-523	Police Specialty Services; June 2011	01/23/2012		291.00
			Check Total:	291.00
Check No:	27161	Check Date:	01/23/2012	
Vendor:	2100	LaMotte Company		
1237113	Aquatics; pool chemicals	01/23/2012		-18.06
1237113	Aquatics; pool chemicals	01/23/2012		228.04
			Check Total:	209.98
Check No:	27162	Check Date:	01/23/2012	
Vendor:	1622	Law Offices of Thomas R Hargan		
11-CV12	Prosecution Services Through 12-31-11	01/23/2012		4,385.04
			Check Total:	4,385.04
Check No:	27163	Check Date:	01/23/2012	
Vendor:	1688	Mountain Mist		
054257-12	City Hall; bottled water; December	01/23/2012		121.48
054257-12	Aquatic Center; bottled water; December	01/23/2012		40.32
054257-12	Maint Shop; bottled water; December	01/23/2012		10.59
054257-12	Maint Shop; bottled water; December	01/23/2012		10.59
054257-12	Maint Shop; bottled water; December	01/23/2012		5.30
			Check Total:	188.28
Check No:	27164	Check Date:	01/23/2012	
Vendor:	2384	Northwest Stormwater Managemen		
2669	Cedar Valley Elementary - Call Out	01/23/2012		870.00
2670	Cleaning/Inspection Catch Basins MV	01/23/2012		1,305.00
			Check Total:	2,175.00
Check No:	27165	Check Date:	01/23/2012	
Vendor:	0004	Office Depot		
1427172976	Calculator Tape	01/23/2012		5.30
5920953930	Office Supplies	01/23/2012		156.59
5911746240	Office Supplies	01/23/2012		169.33
			Check Total:	331.22
Check No:	27166	Check Date:	01/23/2012	
Vendor:	2233	Pediatric Interim Care Center		
2233-4QTR	Human Services; 4th Qtr 2011	01/23/2012		250.00
			Check Total:	250.00
Check No:	27167	Check Date:	01/23/2012	
Vendor:	0164	Pitney Bowes		
5501804343	Postage Meter Supplies	01/23/2012		99.47
			Check Total:	99.47
Check No:	27168	Check Date:	01/23/2012	
Vendor:	0161	Puget Sound Energy		
8732768927	Maint. Shop; Electricity; 12-2/12-30	01/23/2012		104.47
5282721009	Aquatic Center; 12-2/12-31	01/23/2012		2,061.05

				<u>Check Amount</u>
5282721009	Aquatic Center; 12-2/12-31	01/23/2012		3,323.07
1777131457	Streets; Electricity; 12-2-12-30	01/23/2012		101.47
0047532379	Streets; Electricity; 12-2/12-30	01/23/2012		119.20
8732768927	Maint. Shop; Electricity; 12-2/12-30	01/23/2012		52.23
8732768927	Maint. Shop; Electricity; 12-2/12-30	01/23/2012		104.46
Check Total:				5,865.95
Check No:	27169	Check Date:	01/23/2012	
Vendor:	2249	QwikServices LLC		
1201-841	Teleconferencing Services; 12-9/12-14	01/23/2012		26.28
Check Total:				26.28
Check No:	27170	Check Date:	01/23/2012	
Vendor:	1063	Ritz Camera		
1698036360	Camera Case	01/23/2012		124.84
Check Total:				124.84
Check No:	27171	Check Date:	01/23/2012	
Vendor:	1163	Roto-Rooter Services Co.		
2181647021	Aquatic Center; drain clog	01/23/2012		302.99
2181647121	Aquatic Center; sewer pipe camera	01/23/2012		205.33
Check Total:				508.32
Check No:	27172	Check Date:	01/23/2012	
Vendor:	2207	db Secure Shred, LLC		
74181	Secure document destruction - December	01/23/2012		21.94
Check Total:				21.94
Check No:	27173	Check Date:	01/23/2012	
Vendor:	1905	Sharp Electronics Corporation		
C735282-70	Copier; usage	01/23/2012		13.85
Check Total:				13.85
Check No:	27174	Check Date:	01/23/2012	
Vendor:	0872	Sound Built Homes		
0872-12	Refund Building Permit B11-039	01/23/2012		590.70
0872-12	Refund Building Permit B11-0039	01/23/2012		38.00
0872-12	Refund Building Permit B11-0039	01/23/2012		2,106.65
Check Total:				2,735.35
Check No:	27175	Check Date:	01/23/2012	
Vendor:	1903	Sound Publishing, Inc.		
428246	Weekly Publications - December 2011	01/23/2011		622.82
428246	Monthly Ads	01/23/2011		2,804.50
Check Total:				3,427.32
Check No:	27176	Check Date:	01/23/2012	
Vendor:	0736	Sound Security, Inc.		
0577060-IN	Sonitrol Cards - KCSO TI	01/23/2012		488.70
Check Total:				488.70
Check No:	27177	Check Date:	01/23/2012	
Vendor:	2469	South King Council of HS		
2469-2011	Human services; 2011	01/23/2012		2,000.00
Check Total:				2,000.00
Check No:	27178	Check Date:	01/23/2012	
Vendor:	1456	Taser International, Inc.		
1456-12	Sales Tax Due on INV041061609	01/23/2012		29.75
Check Total:				29.75
Check No:	27179	Check Date:	01/23/2012	
Vendor:	2171	Washington Audiology Services		
37253	Hearing result management; data entry	01/23/2012		16.50
37260	Hearing result management; data entry	01/23/2012		41.25
Check Total:				57.75
Check No:	27180	Check Date:	01/23/2012	
Vendor:	0995	Xerox Corporation		
059338808	Color Copier; usage, 9/26-12/28/11	01/23/2012		1,269.00
059338809	Copier; usage, 9/21-12/20/11	01/23/2012		207.56
500283279	Copier lease; December	01/23/2012		425.71
500284488	Copier lease; December	01/23/2012		518.30

				<u>Check Amount</u>
Check Total:				2,420.57
Check No: 27181	Check Date: 01/23/2012			
Vendor: 0781	YWCA of Seattle & King County			
0781-4Qtr	Human Services; 4th Qtr 2011	01/23/2012		1,664.00
Check Total:				1,664.00
Check No: 27182	Check Date: 01/23/2012			
Vendor: 0012	Jesse Ackerson			
0012-1	Utility tax rebate; natural gas	01/23/2012		26.67
0012-1	Utility tax rebate; electricy	01/23/2012		33.24
0012-1	Utility tax rebate; solid waste	01/23/2012		19.24
0012-1	Utility tax rebate; cellular/pager	01/23/2012		94.38
0012-1	Utility tax rebate; telephone	01/23/2012		31.56
Check Total:				205.09
Check No: 27183	Check Date: 01/23/2012			
Vendor: 0206	AFLAC			
737013	Insurance premium; January	01/23/2012		511.21
Check Total:				511.21
Check No: 27184	Check Date: 01/23/2012			
Vendor: 1278	ASCAP			
500639313	ASCAP license fee; 1/1-12/31/12	01/23/2012		320.00
Check Total:				320.00
Check No: 27185	Check Date: 01/23/2012			
Vendor: 0077	Association of WA Cities			
1/10/2012	AWC Drug/Alcohol testing membership fee	01/23/2012		415.00
Check Total:				415.00
Check No: 27186	Check Date: 01/23/2012			
Vendor: 0019	AWC Employee Benefits Trust			
100315L022	Medical insurance premiums; February	01/23/2012		515.36
100315L022	Medical insurance premiums; February	01/23/2012		2,233.17
100315L022	Medical insurance premiums; February	01/23/2012		805.64
100315L022	Medical insurance premiums; February	01/23/2012		4,236.75
100315L022	Medical insurance premiums; February	01/23/2012		7,848.90
100315L022	Medical insurance premiums; February	01/23/2012		8,333.28
100315L022	Medical insurance premiums; February	01/23/2012		6,072.38
100315L022	Medical insurance premiums; February	01/23/2012		2,049.73
100315L022	Medical insurance premiums; February	01/23/2012		1,999.90
100315L022	Medical insurance premiums; February	01/23/2012		2,130.01
100315L022	Medical insurance premiums; February	01/23/2012		5,651.88
100315L022	Medical insurance premiums; February	01/23/2012		1,190.82
Check Total:				43,067.82
Check No: 27187	Check Date: 01/23/2012			
Vendor: 2368	Best Parking Lot Cleaning Inc.			
113901	Street cleaning; Maple Valley, January	01/23/2012		1,320.58
Check Total:				1,320.58
Check No: 27188	Check Date: 01/23/2012			
Vendor: 2270	CenturyLink			
6392827698	City hall; telephone, 1/8-2/8/12	01/23/2012		137.79
Check Total:				137.79
Check No: 27189	Check Date: 01/23/2012			
Vendor: 1376	Covington Christian Fellowship			
1376-1	Summit council meeting; rental/catering	01/23/2012		845.00
Check Total:				845.00
Check No: 27190	Check Date: 01/23/2012			
Vendor: 0043	Covington Mini Storage			
0043-1	Storage unit #C25; lease, February	01/23/2012		120.00
0043-1	Storage unit #E32; lease, February	01/23/2012		80.00
Check Total:				200.00
Check No: 27191	Check Date: 01/23/2012			
Vendor: 0706	Covington Retail Associates			
0706-1-1	2nd floor; building lease, February	01/23/2012		3,122.75
0706-1	1st floor; operating expenses, February	01/23/2012		9,398.95

			<u>Check Amount</u>
0706-1	1st floor; building lease, February	01/23/2012	24,477.83
0706-1-1	2nd floor; operating expenses, February	01/23/2012	1,515.88
Check Total:			38,515.41
Check No:	27192	Check Date: 01/23/2012	
Vendor:	2468	Jesse Dalton	
2468-1	Dalton; reimbursement DOT physical	01/23/2012	13.60
2468-1	Dalton; reimbursement DOT physical	01/23/2012	27.20
2468-1	Dalton; reimbursement DOT physical	01/23/2012	27.20
Check Total:			68.00
Check No:	27193	Check Date: 01/23/2012	
Vendor:	1983	De Lage Landen Financial Srvc	
12411240	Copier lease, 1/15-2/14/12	01/23/2012	120.08
Check Total:			120.08
Check No:	27194	Check Date: 01/23/2012	
Vendor:	2195	Gearheard Law Offices	
2195-1	Conflict defense; Case# 41178076A	01/23/2012	200.00
Check Total:			200.00
Check No:	27195	Check Date: 01/23/2012	
Vendor:	1722	Honey Bucket	
1-407037	Skate park; portable toilet, 1/5-2/4/12	01/23/2012	204.75
Check Total:			204.75
Check No:	27196	Check Date: 01/23/2012	
Vendor:	1342	Integra Telecom	
9206060	City hall; telephone, 1/8-2/7/12	01/23/2012	1,367.75
Check Total:			1,367.75
Check No:	27197	Check Date: 01/23/2012	
Vendor:	1803	Iron Mountain	
EPD0602	Document storage to 1/31/12	01/23/2012	135.00
Check Total:			135.00
Check No:	27198	Check Date: 01/23/2012	
Vendor:	1828	Kathleen Kirshenbaum	
1828-1	Kirshenbaum; defense screenings, 1/6/12	01/23/2012	13.73
Check Total:			13.73
Check No:	27199	Check Date: 01/23/2012	
Vendor:	0400	Les Schwab	
561111	#2761; tires	01/23/2012	432.43
Check Total:			432.43
Check No:	27200	Check Date: 01/23/2012	
Vendor:	1921	Mastermark	
0587247	Date/received stamp	01/23/2012	22.43
0587247	Date/received stamp	01/23/2012	22.42
Check Total:			44.85
Check No:	27201	Check Date: 01/23/2012	
Vendor:	0252	Microflex	
00020421	Taxtools; sales tax conversions	01/23/2012	300.00
00020421	Taxtools; annual maintenance/support	01/23/2012	940.33
Check Total:			1,240.33
Check No:	27202	Check Date: 01/23/2012	
Vendor:	1901	Modern Building Systems, Inc.	
0046052	Maint shop; building lease, 2/1-3/1/12	01/23/2012	284.53
0046052	Maint shop; building lease, 2/1-3/1/12	01/23/2012	569.06
0046052	Maint shop; building lease, 2/1-3/1/12	01/23/2012	569.07
Check Total:			1,422.66
Check No:	27203	Check Date: 01/23/2012	
Vendor:	0305	Net Venture	
626302	Maint shop; DSL, 1/24-4/23/12	01/23/2012	59.94
626302	Maint shop; DSL, 1/24-4/23/12	01/23/2012	29.97
626302	Maint shop; DSL, 1/24-4/23/12	01/23/2012	59.94
Check Total:			149.85

				<u>Check Amount</u>
Check No:	27204	Check Date:	01/23/2012	
Vendor:	0682	Nextel Communications		
550142028-	Cellular service, 1/8-2/7/12	01/23/2012		79.10
550142028-	Cellular service, 1/8-2/7/12	01/23/2012		248.19
550142028-	Cellular service, 1/8-2/7/12	01/23/2012		103.64
550142028-	Cellular service, 1/8-2/7/12	01/23/2012		272.94
550142028-	Cellular service, 1/8-2/7/12	01/23/2012		88.69
550142028-	Cellular service, 1/8-2/7/12	01/23/2012		32.74
550142028-	Cellular service, 1/8-2/7/12	01/23/2012		27.27
550142028-	Cellular service, 1/8-2/7/12	01/23/2012		67.31
			Check Total:	919.88
Check No:	27205	Check Date:	01/23/2012	
Vendor:	0004	Office Depot		
1430685880	1099 forms/envelopes	01/23/2012		39.02
			Check Total:	39.02
Check No:	27206	Check Date:	01/23/2012	
Vendor:	0056	Cassandra Parker		
12-01	Parker; 2012 flexible spending	01/23/2012		1,149.41
			Check Total:	1,149.41
Check No:	27207	Check Date:	01/23/2012	
Vendor:	2133	Public Fleet Managers Associat		
624	2012 annual membership dues	01/23/2012		20.00
624	2012 annual membership dues	01/23/2012		40.00
624	2012 annual membership dues	01/23/2012		40.00
			Check Total:	100.00
Check No:	27208	Check Date:	01/23/2012	
Vendor:	0161	Puget Sound Energy		
8910394751	City hall; electricity, 12/4/11-1/4/12	01/23/2012		3,209.84
7042897053	Streets; electricity, 12/4/11-1/4/12	01/23/2012		7,766.72
7042898077	Streets; electricity, 12/4/11-1/4/12	01/23/2012		95.24
7042895297	Streets; electricity, 12/6/11-1/5/12	01/23/2012		9.92
4077636381	Streets; electricity, 12/4/11-1/4/12	01/23/2012		95.53
7042894027	Streets; electricity, 12/4/11-1/4/12	01/23/2012		48.67
7042898374	Streets; electricity, 12/6/11-1/5/12	01/23/2012		83.62
4077639500	Skate park; electricity, 12/6/11-1/5/12	01/23/2012		12.81
7042894886	Streets; electricity, 12/6/11-1/5/12	01/23/2012		68.34
4513241002	Streets; electricity, 12/4/11-1/4/12	01/23/2012		216.28
4513241002	Crystal view; electricity, 12/2-12/30/11	01/23/2012		9.92
7042890538	Streets; electricity, 12/4/11-1/4/12	01/23/2012		77.39
			Check Total:	11,694.28
Check No:	27209	Check Date:	01/23/2012	
Vendor:	1478	Rent Me Storage, LLC		
53266	Maint shop storage, lease, 1/22-2/22	01/23/2012		61.00
53266	Maint shop storage; interest, 1/22-2/22	01/23/2012		2.80
53266	Maint shop storage; interest, 1/22-2/22	01/23/2012		5.61
53266	Maint shop storage, lease, 1/22-2/22	01/23/2012		30.49
53266	Maint shop storage; interest, 1/22-2/22	01/23/2012		5.61
53266	Maint shop storage, lease, 1/22-2/22	01/23/2012		61.00
			Check Total:	166.51
Check No:	27210	Check Date:	01/23/2012	
Vendor:	0480	SHRM		
9004332566	Throm; SHRM Membership; 2/1/12-1/31/13	01/23/2012		180.00
			Check Total:	180.00
Check No:	27211	Check Date:	01/23/2012	
Vendor:	2354	Brenda Skeen		
11-2354	Refund balance on account - Aquatic Ctr	01/23/2012		7.50
			Check Total:	7.50
Check No:	27212	Check Date:	01/23/2012	
Vendor:	2044	Karla Slate		
2044-1	Slate; RASKC; mileage	01/23/2012		25.20
			Check Total:	25.20

				<u>Check Amount</u>
Check No: 27213	Check Date: 01/23/2012			
Vendor: 0736	Sound Security, Inc.			
0577085-IN	Access control; sheriffs office	01/23/2012		70.00
0576031-IN	Security monitory; January	01/23/2012		774.00
Check Total:				844.00
Check No: 27214	Check Date: 01/23/2012			
Vendor: 1907	Star Rentals			
33-081163-	Boomlift Rental	01/23/2012		532.14
Check Total:				532.14
Check No: 27215	Check Date: 01/23/2012			
Vendor: 0070	State Treasurer			
1-0070	St. Bldg Permits Payable; July-Dec 2011	01/23/2012		315.00
Check Total:				315.00
Check No: 27216	Check Date: 01/23/2012			
Vendor: 0062	Suburban Cities Association			
2056	2012 Dues Assessment	01/23/2012		9,874.87
Check Total:				9,874.87
Check No: 27217	Check Date: 01/23/2012			
Vendor: 2028	Scott Thomas			
12-02	Thomas; 2012 Flexible Spending	01/23/2012		1,200.00
Check Total:				1,200.00
Check No: 27218	Check Date: 01/23/2012			
Vendor: 2103	US Bancorp Equip Finance Inc.			
194395422	Copier Lease; January 2012	01/25/2012		101.89
Check Total:				101.89
Check No: 27219	Check Date: 01/23/2012			
Vendor: 1894	Diana Ziolkowski			
1894-3	Facility Monitoring; 1/15/12	01/23/2012		27.00
1894-2	Facility Monitoring; 12-23/1-1/1-8/1-9	01/23/2012		108.00
Check Total:				135.00
Date Totals:				221,949.29
Report Total:				0.00 221,949.29

February 3, 2012

City of Covington

Payroll Approval

- Request Council approval for payment of Payroll dated 02/03/12 consisting of:

PAYLOCITY CHECK # 1000349307 through PAYLOCITY CHECK # 1000349321 inclusive,
plus employee direct deposits

IN THE AMOUNT OF \$139,268.76

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

Robert M. Hendrickson
Finance Director

Mark Lanza
City Councilmember

Wayne Snoey
City Councilmember

Marlla Mhoon
City Councilmember

Council Meeting Date Approved: _____

02/03/12 Payroll Voucher**Payroll Checks for Account Paylocity Account**

Check/Voucher	Check Type	Check Date	Employee Name	Net Amount
101927	Regular	2/3/2012	Agnish, Ashley	112.81
101928	Regular	2/3/2012	Kirshenbaum, Kathleen	572.20
101929	Regular	2/3/2012	Lyon, Valerie	1,408.88
101930	Regular	2/3/2012	Matheson, Derek M	4,394.32
101931	Regular	2/3/2012	Mhoon, Darren S	1,278.56
101932	Regular	2/3/2012	Michaud, Joan M	1,721.72
101933	Regular	2/3/2012	Scott, Sharon G	2,657.02
101934	Regular	2/3/2012	Slate, Karla J	2,220.92
101935	Regular	2/3/2012	Hart, Richard	3,432.24
101936	Regular	2/3/2012	Mueller, Ann M	2,269.36
101937	Regular	2/3/2012	Cles, Staci M	1,683.21
101938	Regular	2/3/2012	Hagen, Lindsay K	1,375.71
101939	Regular	2/3/2012	Hendrickson, Robert	4,055.37
101940	Regular	2/3/2012	Parker, Cassandra	2,244.64
101941	Regular	2/3/2012	Dalton, Jesse J	2,869.58
101942	Regular	2/3/2012	Gaudette, John J	1,876.76
101943	Regular	2/3/2012	Hall, Ron	1,016.10
101944	Regular	2/3/2012	Junkin, Ross D	2,527.27
101945	Regular	2/3/2012	Wesley, Daniel A	3,731.56
101946	Regular	2/3/2012	Bykonen, Brian D	3,050.41
101947	Regular	2/3/2012	Christenson, Gregg R	2,292.70
101948	Regular	2/3/2012	Lyons, Salina K	2,198.18
101949	Regular	2/3/2012	Meyers, Robert L	3,113.34
101950	Regular	2/3/2012	Ogren, Nelson W	2,512.11
101951	Regular	2/3/2012	Thompson, Kelly	1,814.62
101952	Regular	2/3/2012	Morrissey, Mayson	2,543.18
101953	Regular	2/3/2012	Bahl, Rachel A	1,549.65
101954	Regular	2/3/2012	Newton, Ethan A	2,022.65
101955	Regular	2/3/2012	Patterson, Clifford	2,355.78
101956	Regular	2/3/2012	Thomas, Scott R	3,241.18
101957	Regular	2/3/2012	Akramoff, Glenn A	3,298.10
101958	Regular	2/3/2012	Bates, Shellie L	1,861.32
101959	Regular	2/3/2012	Buck, Shawn M	1,436.41
101960	Regular	2/3/2012	Parrish, Benjamin A	2,322.27
101961	Regular	2/3/2012	Vondran, Donald M	3,281.60
101962	Regular	2/3/2012	Beatty, Kyle B	77.61
101963	Regular	2/3/2012	Campbell, Noel M	124.91
101964	Regular	2/3/2012	Cox, Melissa	139.45
101965	Regular	2/3/2012	Felcyn, Adam	313.88
101966	Regular	2/3/2012	Foxworthy, Rebecca	99.62
101967	Regular	2/3/2012	Halbert, Mitchell S	64.22
101968	Regular	2/3/2012	Holmes, Kyle	74.92
101969	Regular	2/3/2012	Houghton, Cassandra L	132.26
101970	Regular	2/3/2012	Kiselyov, Tatyana	268.33
101971	Regular	2/3/2012	MacConaghy, Hailey	433.18
101972	Regular	2/3/2012	Middleton, Jordan	174.16
101973	Regular	2/3/2012	Mohr, Emily A	21.41

101974 Regular	2/3/2012	Mooney, Lynell	246.25
101975 Regular	2/3/2012	Perko, John	46.86
101976 Regular	2/3/2012	Praggastis, Alexander	170.73
101977 Regular	2/3/2012	Beaufriere, Noreen	2,702.17
101978 Regular	2/3/2012	Throm, Victoria J	1,857.21
1000349307 Regular	2/3/2012	Newell, Nancy	16.62
1000349308 Regular	2/3/2012	Johnson, Scott M	508.09
1000349309 Regular	2/3/2012	Pearson, George C	540.06
1000349310 Regular	2/3/2012	Baughan, Jayson H.	123.10
1000349311 Regular	2/3/2012	Carkeek, Lena	264.22
1000349312 Regular	2/3/2012	Cochran, Neil A	51.10
1000349313 Regular	2/3/2012	Eastin, Tatiana	221.97
1000349314 Regular	2/3/2012	Hatch, Jenessa	470.55
1000349315 Regular	2/3/2012	Johansen, Andrea	189.81
1000349316 Regular	2/3/2012	Milburn, Matthew	55.12
1000349317 Regular	2/3/2012	Panzer, Erika	216.71
1000349318 Regular	2/3/2012	Tran, Jenifer	42.81
Totals for Payroll Checks 64 Items			89,989.06

Third Party Checks for Account Paylocity Account				
Check/Voucher	Check Type	Check Date	Employee Name	Net Amount
101979	AGENCY	2/3/2012	ICMA Retirement Trust	14,280.35
101980	AGENCY	2/3/2012	Vantagepoint Transfer Agent-	358.78
101981	AGENCY	2/3/2012	Paylocity Corporation	125.00
101982	AGENCY	2/3/2012	City of Covington Employee	72.00
101983	AGENCY	2/3/2012	ICMA Retirement Trust	12,315.58
101984	AGENCY	2/3/2012	ICMA Retirement Trust	1,286.91
101985	AGENCY	2/3/2012	ICMA Retirement Trust	200.00
101986	AGENCY	2/3/2012	HRA VEBA Trust	1,020.00
1000349319	AGENCY	2/3/2012	City of Covington	2,660.30
1000349320	AGENCY	2/3/2012	WASH CHILD SUPPORT	110.41
1000349321	AGENCY	2/3/2012	United Way of King County	14.00
Totals for Third Party 11 Items			32,443.33	

Tax Liabilities	16,679.87
Paylocity Fees	156.50

Grand Total	<u><u>\$ 139,268.76</u></u>
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Consent Agenda Item C-3

Covington City Council Meeting

Date: February 14, 2012

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

RECOMMENDED BY: Glenn Akramoff, Public Works Director

ATTACHMENT(S):

1. Proposed Resolution

PREPARED BY: Ross Junkin, Maintenance Supervisor

EXPLANATION:

Staff is seeking council's approval to surplus three vehicles per the city's Fleet Management Policy Section 11.

The city currently owns the following vehicles:

- 2001 Dodge Flatbed Truck (VIN 1B7MF33WXIJ232859) – Asset #2764, Replacement Date: 05/25/12
- 1997 Ford F-350 Truck (VIN 1FDLF47G2VEB11452) – Asset #2765, Replacement Date: 05/25/12
- 2002 Chevy Trailblazer (VIN 1GNDDT13W22K157106) – Asset #2768, Replacement Date: 06/06/12

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

ALTERNATIVES:

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

FISCAL IMPACT:

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

- The 2001 Dodge Flatbed Truck (Asset #2764) currently has \$18,648 set aside for replacement.
- The 1997 Ford F-350 Truck (Asset #2765) currently has \$18,648 set aside for replacement.
- The 2002 Chevy Trailblazer (Asset #2768) currently has \$18,315 set aside for replacement.

These funds will be adequate for the replacement of similar vehicles.

CITY COUNCIL ACTION: _____ Ordinance Resolution _____ Motion _____ Other

Councilmember _____ moves, Councilmember _____ seconds, to pass a resolution declaring the 2001 Dodge Flatbed Truck, 1997 Ford F-350 Truck and 2002 Chevy Trailblazer as surplus property and authorize replacement.

REVIEWED BY: City Manager, City Attorney, Finance Director

RESOLUTION NO. 12-01

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

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

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

WHEREAS, the city owns a 2001 Dodge Flatbed Truck (Asset #2764), 1997 Ford F-350 Truck (Asset #2765), and 2002 Chevy Trailblazer (Asset #2768) that are scheduled for replacement in 2012; and

WHEREAS, the city's Financial Management Policies require that titled vehicles be surplus by city council resolution; now, therefore

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

Section 1. The city council does hereby declare that the 2001 Dodge Flatbed Truck (VIN 1B7MF33WXIJ232859), 1997 Ford F-350 Truck (VIN 1FDLF47G2VEB11452), and 2002 Chevy Trailblazer (VIN 1GN1T13W22K157106) are surplus to the needs of the city, and authorizes disposal of the vehicles in the most cost effective manner and to use these vehicle's replacement funds to purchase replacement vehicles in the future as needed.

PASSED in open and regular session on this 14th day of February, 2012.

Mayor Margaret Harto

ATTESTED:

Sharon Scott, City Clerk

APPROVED AS TO FORM:

Sara Springer, City Attorney

Consent Agenda Item C-4

Covington City Council Meeting

Date: February 14, 2012

SUBJECT: AUTHORIZE THE CITY MANAGER TO ENTER INTO A CONTRACT WITH MUNISERVICES TO PROVIDE A DESK REVIEW OF THE FRANCHISE FEES PAID BY COMCAST FOR A THREE-YEAR TIMEFRAME AND A UTILITY USER'S TAX (UUT) COMPLIANCE REVIEW

RECOMMENDED BY: Rob Hendrickson, Finance Director;

ATTACHMENT(S):

1. Proposed City of Covington Agreement for Services.

PREPARED BY: Rob Hendrickson, Finance Director

EXPLANATION:

The City has been receiving franchise fees from Comcast since incorporation. The franchise agreement states that the City receives 5% of gross revenues. It is prudent from time to time to verify revenues received and to make sure that areas such as annexations have been included.

Staff sent out an RFP for services related to a desk review of the franchise fees paid by Comcast. Three replies were received. All three companies have the experience and background to conduct this particular type of audit. Two of the companies charge a performance fee on the basis of revenue received. The third one charges a flat rate. Since additional income cannot be guaranteed it was determined that a performance fee based approach is best.

Of the two companies that have a performance fee, MuniServices is the lowest at 35% while Troy and Banks charges 49%.

In addition to the franchise fee review, staff has requested that MuniServices also provide a Utility Users' Tax Compliance Review Program. This program is designed to benefit the City through the auditing of companies that pay utility tax to the City.

The objective of both audits is to provide revenue enhancement that will provide the City with substantial revenues into the future.

Staff recommends that MuniServices provide both services.

ALTERNATIVES:

There are two alternatives. One, the council could ask staff to reconsider their strategy on the performance based pay and select the vendor who's compensation is a fixed fee. If the recoverable revenue exceeds \$60,000 then this could be a viable option. However, not knowing the amount of recoverable revenue puts money the City does not have at risk.

The second alternative would be not to move forward with either audit in which case the City revenue collection from both of these sources would remain status quo.

FISCAL IMPACT:

MuniServices will be compensated on a performance based pricing approach for both services. The City will pay a contingency fee of 35% for the additional revenue received by the City as a result of the compliance review services. The City will pay as new revenues are received. This is a one-time fee and future ongoing revenues are unencumbered by this agreement.

The City will not incur any out of pocket expenses.

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

Council member _____ moves, Council member _____ seconds, to authorize the City Manager to enter into an agreement with MuniServices to provide franchise fee and utility users tax compliance review services.

REVIEWED BY: City Manager; City Attorney.

**MuniServices, LLC
Consultant Services Agreement**

1. Us.

We are MuniServices, LLC, a Delaware limited liability company, and a wholly owned subsidiary of Portfolio Recovery Associates, Inc.; with an office at 7335 N. Palm Bluffs Avenue, Fresno, California 93711. In this Agreement we are referred to as "MuniServices" or "we", "our", "us. We use our sister company, RDS, to assist us with work. Sometimes we will refer to you and us as the "Parties."

If you need to contact us a short list of helpful contacts is attached as Attachment 3.

If you are sending us a notice required by this Agreement, send it to:

MuniServices, LLC
Attn: Legal Department
7335 N. Palm Bluffs Avenue
Fresno, CA 93711
Facsimile: 559.312.2852
Email: legal@muniservices.com

When providing notice to us, you must also provide a copy of the notice to: PRA General Counsel, 120 Corporate Blvd., Suite 100, Norfolk, VA 23502. All notices, including notices of address changes, provided under this Agreement are deemed received on the third day after mailing if sent by regular mail, or the next day if sent overnight delivery. We do not accept notices by email or facsimile. Notice of rate changes or distribution changes must be sent by certified mail.

2. You.

You are the City of Covington. You are a municipal corporation of the State of Washington. In this Agreement we will refer to you as "you", "your", "yours". If we are sending you a notice required by this Agreement, we will send it to:

City of Covington

Attn: Rob Hendrickson, Finance Director
16720 SE 271st Street, Suite 100
Covington, WA 98042-4964
Facsimile: 253.638.1122
Email: rhendrickson@covingtonwa.gov

3. Our Services and your payment.

We will provide you with the services listed in Attachment 1, Franchise Fee & Utility Users Tax Compliance Review Services (the "Services"). You will pay us the fees listed in that same Attachment. If the City authorizes us to provide other services such as Sales and Use Tax Audit Services, Sales/ Use Tax Analysis & Reporting Services, or Local Tax Compliance Services, etc., then this Agreement will be amended to add each additional service as a separate attachment and will be labeled Attachment 1-1, 1-2, etc.

4. What our Services do not include.

We do not provide to you or any third-parties any legal advice or services. We also do not provide tax advice to you or third parties. Also we cannot and therefore do not establish: the tax rates due from taxpayers; and the penalties and fees that are assessed against taxpayers (though we will calculate these amounts for you as part of the Services once you have established the rates). We also do not determine either the amount of refunds or the proper government account(s) that taxpayer receipts shall be deposited into.

5. Term of this Agreement.

This Agreement begins on February 15, 2012 (the "Effective Date") and continues for an initial period of one year from the Effective Date ending on February 14, 2013. There are some other ways this Agreement can end and those are found in Article I of the General Provisions, Attachment 2.

6. General Provisions.

The parties are also bound by the General Provisions as set forth in Attachment 2 of this Agreement, which are by this reference incorporated into this Agreement. If something in this Agreement contradicts the General Provisions, set forth in Attachment 2 or any other provision contained in the Attachments then what is said in this Agreement governs rather than the General Provisions.

The Parties are signing this Agreement on the Effective Date indicated in Section 5 above.

MuniServices, LLC

City of Covington
a Municipal Corporation

By: _____
Marc Herman, President

By: _____

Name: _____

By: _____
Doug Jensen, SVP Client Services

Title: _____

ATTACHMENT 1

Franchise Fee & Utility User's Tax Compliance Review Services

Article 1-Objectives and Methods

The City desires to have MuniServices conduct detailed Franchise Fee and/or Utility User's Tax Compliance Reviews ("Review") of selected and mutually agreed upon Utility Providers. It is understood that the City desires to initially pursue a compliance review of Comcast Cable Communications franchise fee payment calculations and UUT payments covering the last 3 year period. Subsequent compliance reviews will be selected in cooperation with the City and MuniServices as appropriate.

Article 2- Franchise Fee & Utility User's Tax Compliance Review Scope of Work

1. PreAudit Activity

- a. Conduct a project kick-off meeting with the City of Covington. At this time, MuniServices will review the Franchise agreement, Utility User's Tax ordinance and develop a plan for the impending audit of Comcast. All correspondence between the City and Comcast will be reviewed with the appropriate City representative. At this meeting, a timeline for the Comcast review, and other reviews as may be desired, will be discussed and a project timeline developed for each compliance review. A three year payment history of Franchise Fees and UUT payments to the City, along with any other documentation submitted by Comcast will be provided by the City to MuniServices at this time. An electronic file of city addresses, including annexations over the last 5 years, will be requested.
- b. MuniServices will prepare a "Letter of Authorization" for the City to copy/paste to its letterhead notifying Comcast of Washington IV, Inc. of the impending review to be performed on the City's behalf by MuniServices, LLC. A subpoena, issued by the City, may be required to get the information required from Comcast.
- c. MuniServices will prepare and transmit a written "Request for Information" on the City's letterhead to Comcast outlining the documentation required to conduct the review.

2. Audit Activity

Typically, the audit process, in general, will consist of the following:

- a. Submit an Audit Notification along with the Letter of Authorization and a Request for Information (RFI) outlining the information needed to complete the audit to the Provider(s).
- b. Attempt to obtain a waiver on the Statute of Limitations, as applicable, for the audit.
- c. Review the work papers and supporting documentation used in the computation of the UUT and/or franchise fee payments.
- d. Review and analyze the provider's general ledger and financial statements. Compare and analyze the data for reasonableness, completeness, and accuracy as related to the UUT and/or franchise fee.
- e. Review and analyze all the provider's revenue accounts in detail to:
 - 1) Determine revenues that are to be included or excluded from the UUT and/or franchise fee computations;
 - 2) Review the revenues excluded from the computations, if any, and;
 - 3) Determine if exclusions are permitted by the City's ordinance and/or franchise agreement.
- f. Determine if a utility provider or any of its subsidiaries receives any revenues from customers or third-parties for the use of utility provider's facilities located on City's

- right-of-way authorized by the franchise agreement that are not included in the franchise fee calculation used to determine the payment to the City.
- g. Analyze the number of customers reported in the City by rate classification and obtain and review the utility provider's procedures to code new customers to the proper jurisdictions and the procedures used to address annexations.
 - h. Obtain and review the list of any exempted customers, if any, from the UUT and/or franchise fee computation. For Cable TV Provider's PEG fees, if there are any, request the supporting documentation on provider's payments to the City. The schedules should include a composition of the number of subscribers such as basic, non-standard and free subscribers, by month, for each of the calendar years included in the review period.
 - i. Sample test the geo-coding system by selecting certain customer accounts within the City boundaries and in the immediate vicinity to review if those accounts are properly coded as assessed. MuniServices will concentrate the sampling in problematic geographical areas, such as those that might overlap with a neighboring city or where multiple zip codes exist. MuniServices will also sample test heavily in the area of annexations to ensure that proper procedures are in place to identify and properly code these areas within the Franchisee's system. MuniServices will request that the utility provide the customer account information in an electronic format for all customers located in the City and surrounding areas.
 - j. Compare the provider's payments, exclusions, and other computations as related to the UUT and/or franchise agreement. Compare the actual payments made to the City for timeliness and accuracy.
 - k. Conduct an Exit Interview with the utility provider to review findings and obtain the provider's position on the issues identified. Seek to obtain agreement and/or payment of any amounts due to the City (to be sent directly to the City) within 30 days.
 - l. Prepare a written report with findings that describe and explain the results of MuniServices review, potential additional monies due to the City, the Provider's position on the issues and any applicable penalties and interest. MuniServices will schedule a final presentation of these findings with the City.
 - m. Provide any and all necessary schedules and supporting documents to assist the City in collecting underpaid UUT and/or franchise fees.

Note: MuniServices already has access to all of the King County geocode address data which will be most beneficial in MuniServices partnership with the City of Covington for the franchisee fee review of Comcast.

Article 3-Reporting & Timeline

Reporting

- a. All preliminary findings will be reviewed with the Provider and the Provider's position on each issue will be documented.
- b. A meeting will be setup with the City to review the state of the records, the findings, the results of those findings and the Operator's position on the same.
- c. A written report enumerating the methodologies used, the results of such procedures and any areas of non-compliance or areas of suggested improvements. Work papers detailing amounts, dates, etc, will be provided in Excel format including a detailed explanation of the adjustment, penalties and late filing assessments as appropriate.
- d. A report will be provided to the City for copy/paste to City letterhead that details the above with a demand for payment or submission of additional substantiation as applicable.
- e. In the event that a discrepancy of more than ten percent (10%) between the financial report submitted by the Operator with a quarterly payment and the actual quarterly Gross

Revenues collected by the Operator, the Operator shall be billed for the actual cost of the franchise fee compliance review service. MuniServices will prepare this documentation for the City in the event that such applies.

Timeline & Key Checkpoints

MuniServices will strive to expedite the completion of the Franchise Fee audit, given the many factors that must be considered, we offer the following tentative timeline:

Month 1

10 Days from Contract Execution: Authorization & Notification Letter to Provider.
1st Request for Information Submitted & Request for First Fieldwork Date Set.

Month 2-3

Fieldwork begins pending Provider has been able to gather all necessary substantiating documentation timely. Testing & analysis performed.

Month 3-4

Initial adjustments, areas of concern or issues are reviewed with Provider and/or City Staff. Additional documentation requested or provided.

Month 4-5

Finalization of findings, reports written and work papers compiled. Findings reviewed with City staff and Exit Conference scheduled with Provider.

Month 5-6

Final report presented to City and Provider.
Payment Received by City of any additional monies owed, if applicable.

Please note that the above timeline assumes full and timely cooperation from Comcast and other such utility providers and does not account for delays by the provider or other unforeseen circumstances that may impact timely receipt of data.

Updates: MuniServices will provide the City with progress reports on a timeframe and method (email, facsimile, phone, and/or personal visit) as agreed upon.

Article 4-Compensation

MuniServices' will provide its Franchise Fee & Utility User's Tax Compliance Review Services on a performance-based pricing approach, which places the financial risk and obligation to perform on MuniServices and eliminates for the City any out-of-pocket expenses for the Compliance Review Service.

The City will pay a contingency fee of 35% of the additional revenue received by the City as a result of our Compliance Review Services. The 35% will apply to the current tax or fee year, all eligible prior period revenues, and include any applicable penalties, interest, late charges and any other associated fees. In the event that an understatement of more than 10% is discovered, the 35% contingent fee will be added to the demand for payment from the Provider, as in accordance with the provisions in the Agreement between the City and the Provider.

Optional Additional Consulting

The City may request that MuniServices provide additional consulting services at any time during the term of this Agreement. If MuniServices and the City agree on the scope of the additional consulting services requested, then MuniServices will provide the additional consulting on a Time and Materials basis. Depending on the personnel assigned to perform the work, standard hourly rates range from \$75 per hour to \$300 per hour.

The additional consulting services will be invoiced at least monthly based on actual time and expenses incurred. The reimbursable expenses will receive prior approval from the City and will be reimbursed at cost to MuniServices.

What the City will pay MuniServices for the Optional Customer Jurisdictional Verification Service

If the City desires to have MuniServices perform this optional service, it will be provided to the City for a fixed fee of \$20,000. The fixed fee will be billed to the City \$5,000 per quarter.

Article 5 – City Obligations

The City shall provide MuniServices with a letter of authorization from the City, copies of the franchise agreements, utility user’s tax ordinance, any amendments, and any subsequent agreements relating to franchise fee and Utility User’s Tax collection, any prior reports prepared by the internal or external auditors which concern the computation or methodologies for computing franchise fee, utility user’s tax and a history of payments made by providers to the City. MuniServices will also request an electronic copy of address ranges, annexations and any border changes if applicable and/or available.

ATTACHMENT 2
GENERAL PROVISIONS

Article I

Within 5 business days after signing this agreement.	You will designate, in writing, one individual to whom we may address communications concerning this Agreement. This person or such person's designee will be the principal point of contact for us in obtaining decisions, information, approvals, and acceptances.
10 business days after you receive our invoice.	You have until this date to dispute in the invoice, or a portion of it, in writing. Your written dispute must be post-marked by this date and must be sent to the addresses in paragraph 1 of the Agreement. (Paragraph 1 is located on the front page of the agreement and is titled "Us".)
10 business days after we receive your written notice that you dispute an invoice or part of an invoice.	We will either correct the error or explain to you why we think the invoice is correct. During this time, we will not try to collect the amount being disputed.
30 days after receiving our invoice.	You must pay our invoice(s) by this date. If you do not pay by that time, we have the right to charge you interest at the rate of one and one-half percent (1.5%) per month, or the maximum amount permitted by law, on any amounts you do not pay within thirty days. If we refer your account to an attorney for collection of past due amounts, we may charge you for our reasonable attorney fees, including costs for attorneys who are employed by us, and court costs incurred by us to the extent permitted by law. Any settlement of your account balance for less than what is owed requires our written consent.
40 days after receiving our invoice	If you have not paid, and have not disputed an invoice as provided above, then we may terminate this Agreement with no further notice and we have no further obligation to you.
When you provide us with information for use in the Services.	By providing us information, you represent that: <ul style="list-style-type: none">• you have the right to provide us the information without violating the rights of third-parties;• your release of the information to us does not violate any applicable laws and regulations; and• to the best of your knowledge the information is accurate and not defamatory. You will notify us immediately if there is a change in the information you have provided to us.
If we send you a report or other deliverable.	You will review all reports we provide to you in a timely fashion and you will notify us immediately if you find a discrepancy in any of the information we have provided to you. Upon payment therefor, we will grant you all right, title, and interest in and to the reports, charts, graphs, and other deliverables we are required to produce under this Agreement.
While the Agreement is effective.	We will keep in full force and effect insurance coverage during the term of this Agreement including without limitation statutory workers' compensation insurance; employer's liability and commercial general liability insurance; comprehensive automobile liability insurance; professional liability and fidelity insurance. You may at any time request copies of our certificates.
90-days after prior written notice.	This Agreement terminates for convenience but only if the terminating party sends the notice to the person designated to receive notices under this Agreement (see paragraph 1 or 2, as applicable, of this Agreement).

After giving written notice of a breach other than a failure to pay.

The non-breaching party may immediately terminate this Agreement if:

- the written notice of the breach was sent to the person designated to receive notices for the breaching party under this Agreement (see paragraph 1 or 2, as applicable, of this Agreement); and the breach is not your failure to pay (that situation is addressed separately below.); and
- the breach has not been cured in a reasonable time after the breaching party received notice.

Ordinarily, 30 days will be a reasonable time to cure the breach but if the party receiving notice of the breach can demonstrate that the breach will take more than 30 days to cure, the non-breaching party and breaching party will agree on an extended period to cure the breach.

After the occurrence of a “financial default”

A party may terminate this Agreement immediately if the other party experiences a “financial default.” A “financial default” means:

- a material adverse change in a party’s financial condition that adversely affects its ability to perform hereunder; or
- a party becomes or is declared insolvent or bankrupt; or
- a party is the subject of any proceedings relating to liquidation or insolvency or for the appointment of a receiver; or
- a party makes an assignment for the benefit of all or substantially all of its creditors; or
- a party enters into an agreement for the composition, extension, or readjustment of all or substantially all of its obligations.

If you experience a “financial default” then we may, at our option, declare the entire outstanding amounts and costs owing to us hereunder immediately due and payable.

This Agreement is terminated or expires.

You remain obligated to: (1) pay us for Services performed through the effective date of the termination or expiration; (2) if applicable, provide us with all the information necessary for us to calculate what you owe us on revenue you receive after the termination or expiration; and (3) if applicable pay invoices we send you after the expiration or termination of this Agreement for Services performed before termination or expiration or for continuing payments required by the Scope of Work or for both.

Article II. The parties also agree to the following miscellaneous terms.

1. *Independent Contractor.* We are an independent contractor. Nothing in this Agreement is to be interpreted as: creating the relationship of employer and employee between you and us or between you and any of our employees or agents; or creating a partnership or joint venture between you and us. We are responsible for any subcontractors we use in performing Services for you and we are solely responsible to pay those subcontractors. We may perform similar services for others during this Agreement and you agree that our representation of other government sector clients is not a conflict of interest.

2. *Compliance with Laws.* The parties agree to comply with all applicable local, state and federal laws and regulations during the term of this Agreement.

3. *Intellectual Property.* We retain all right, title, and interest in and to the processes, procedures, models, inventions, software, ideas, know-how, and any and all other patentable or copyrightable material used, developed, or reduced to practice in the performance of this Agreement.

4. *Waiver.* Either party's failure to insist upon strict performance of any provision of this Agreement are not to be construed as a waiver of that or any other of a party's rights under this Agreement at any later date or time.

5. *Force Majeure.* Neither party is liable for failing to perform its obligations hereunder (other than payment obligations) where performance is delayed or hindered by war, riots, embargoes, strikes or acts of its vendors or suppliers, accidents, acts of God, or any other event beyond its reasonable control.

6. *Counterparts.* This Agreement may be signed in separate counterparts including facsimile copies. Each counterpart (including facsimile copies) is deemed an original and all counterparts are deemed on and the same instrument and legally binding on the parties.

7. *Assignment.* MuniServices may assign this Agreement, in whole or in part, without your consent to any corporation or entity into which or with which MuniServices has merged or consolidated; any parent, subsidiary, successor or affiliated corporation of MuniServices; or any corporation or entity which acquires all or substantially all of the assets of MuniServices. Subject to the foregoing, this Agreement shall be binding upon and inure to the benefit of the parties and their successors or assigns.

8. *Public Release and Statements.* Neither you nor we nor each of our representatives or agents shall disseminate any oral or written advertisement, endorsement or other marketing material relating to each other's activities under this Agreement without the prior written approval of the other party. Neither party shall make any public release or statement concerning the subject matter of this Agreement without the express written consent and approval of the other party. No party or its agent will use the name, mark or logo of the other party in any advertisement or printed solicitation without first having prior written approval of the other party. The parties shall take reasonable efforts to ensure that its subcontractors shall not disseminate any oral or written advertisement, endorsement or other marketing materials referencing or relating to the other party without that party's prior written approval. In addition, the parties agree that their contracts with all subcontractors will include appropriate provisions to ensure compliance with the restrictions of this Section.

9. *Entire Agreement.* This Agreement is the entire Agreement between us and you for the Service(s). This Agreement supersedes and replaces any prior Agreements, of whatever kind or nature, for the Service(s). Any prior Agreements, discussions, or representations not expressly set forth in this Agreement are of no force or effect. No additional terms, Purchase Order Terms and Conditions, or oral or written representations of any kind are of any force and effect unless in writing and signed with the same formality as this Agreement.

10. *No Oral Modification.* No modification of this Agreement is effective unless set forth in writing and signed with the same formality as this Agreement.

11. *Invalidity.* If any provision of this Agreement is determined to be invalid, illegal, or unenforceable, the remaining provisions of this Agreement remain in full force, if the essential provisions of this Agreement for each party remain valid, binding, and enforceable.

12. *Construction.* This Agreement is to be construed in accordance with the laws of the State of California without regard to its conflict of laws principals.

13. *Headings.* The section headings herein are for convenience and reference purposes only and are not to serve as a basis for construction or interpretation.

Attachment 3
MuniServices Helpful Contacts

Contact	Project Role	Phone	Email
Tom Iandiorio	Regional Account Manager	909.703.1084	tom.iandiorio@muniservices.com
Doug Jensen	Sr. Vice President Client Services	559.288.8943	doug.jensen@muniservices.com
Andrea Hunter	Vice President Audit Services	205.533.0297	ahunter@revds.com
Gary Grace	FF/UUT Production Manager	818.661.5520	ggrace@revds.com
	Billing Department	559.271.6946	billing@muniservices.com
Patricia A. Dunn	Contracts Manager	559.271.6852	patricia.dunn@muniservices.com

SUBJECT: APPROVE SOCIAL MEDIA PLAN

RECOMMENDED BY: Karla Slate, Community Relations Coordinator

ATTACHMENT(S):

1. Proposed Social Media Plan

PREPARED BY: Karla Slate, Community Relations Coordinator

EXPLANATION:

In 2010, the City adopted its first Communications Plan to be proactive in determining the communication and information needed by target audiences and also being adaptable to the changing environment. It has become apparent that social media is a staple in the realm of communications and it makes sense for the city to engage in it.

As an extension of the city's overall communications objectives, the use of social media will allow the city to forge active relationships, convert the passive observer into an active participant, and create a network of advocates that can quickly pass information along.

The Social Media Plan addresses the benefits of social media, the challenges the city may face, and the tactics the city will use to make it a successful communications tool.

ALTERNATIVES:

Take additional time to review and provide adjustments.

FISCAL IMPACT:

None

CITY COUNCIL ACTION: ___ Ordinance ___ Resolution X Motion ___ None

Council member _____ moves, Council member _____ seconds, to authorize the city manager to implement the proposed Social Media Plan.

REVIEWED BY: City Manager, City Attorney



CITY OF COVINGTON
SOCIAL MEDIA PLAN
2012-2013



Purpose

According to Nielsen, a global leader in measurement and information, social networks and blogs reach 80 percent of all U.S. households and four in five internet users actively use social media. With numbers like these and the sheer reach that social media has across all demographics, it would be of benefit to the City of Covington to integrate a defined social media strategy into its existing communication plan.

Benefits of utilizing social media:

- Two-way communication between the city and its intended audiences
- Inexpensive and effective
- Quick in disseminating information
- Allows for further brand identification and development
- Increases transparency and accountability

Goals and Objectives

As an extension of the city's overall communications objectives, the use of social media will allow the city to forge active relationships, convert the passive observer into an active participant, and create a network of advocates that can quickly pass information along.

Objective	Measurement
Increase reach of the city's messages online by building meaningful relationships with relevant audiences including residents, businesses, media	Number of followers/fans, amount of content sharing, number of referrals from social media to our website
Provide a recognizable personality to our organization to promote comprehension of the city's messages	User feedback
Provide additional methods to enable audience to interact with city government	Quality and volume of user feedback
Establish trust via transparency and personal connections	Qualitative assessment of user feedback (i.e. positive vs. negative opinions)

Platforms

There is a vast landscape of social media channels that can be utilized; the trick is choosing the ones that will allow for the biggest impact in achieving the stated objectives. It is important to follow the rule “quality over quantity” – just because it exists doesn’t mean it should be utilized.

By examining the city’s objectives, the following social media channels make the most sense:

	Description	Cost	Purpose
Twitter	140 character posts that can be sent via text message/cell phones	Free	Emergency notices Event information Time sensitive news
Facebook	Online community group fostering discussions	Free	Conduct surveys Elicit feedback Generate discussion Promote events Distribute news Post photos
YouTube	Online video hosting site	Free	Post videos
Linked In	Professional company profile	Free	Provide city background and recruitment info
Wikipedia	Fact-based historical and current information about the city	Free	Update city data and facts
QR Codes	Allows smart phones to scan code and link directly to a website	Free	Promote events, contests, activities

Other platforms to consider in the future and as time and/or budget allows include:

- Ustream = Live streaming video of events
- Buzztouch = Smart phone application builder
- Foursquare = Location-based promotion tool

Management

Social Media Use Policy

To effectively administer this Social Media Plan, city staff will create a Social Media Policy that addresses all aspects of the city's social media use, including, but not limited to:

- Designation of social media administrators and monitors
- Personal responsibility of staff use
- Policies for outside users, including comment and moderation policies and disclaimers regarding distribution, linking, and endorsement
- Legal management of content, i.e. copyright and personality right releases
- Information technology and security
- Public disclosure and records retention
- Use of social media for human resources purposes
- Risk management
- Public disclosure and records retention

Monitoring

It is important to monitor and measure the outcomes of each social media objective to help determine what channels are worth our efforts. Monitoring and measurement has to be as much subjective as it is objective. The quality of engagement can be more advantageous than just measuring the quantity of users.

The city should monitor regularly and evaluate periodically using a variety of methods, including: website analytics, Facebook insights, Twitter data, third party tools (Hootsuite, Addict-o-matic, etc.), general sentiment, and online surveys.

Third-party Requests

We may occasionally receive requests from other organizations to share or post information on our social media channels pertaining to their initiatives. We will post such information as long as it 1) relates to our social media and communication objectives, and 2) is of benefit to our audiences.

Promotion

To integrate this social media plan into the existing communications plan, the channels will be promoted in the following ways:

- Links to all channels on city website
- Links on all of the city's other social media outlets
- In city publications (i.e. the Scoop and Monthly Update)
- Added to city staff email signature lines
- Verbally promoted on city's phone recordings

Agenda Item 2

Covington City Council Meeting

Date: February 14, 2012

SUBJECT: APPOINT BUDGET PRIORITIES ADVISORY COMMITTEE

RECOMMENDED BY: Derek Matheson, City Manager

ATTACHMENT(S):

1. Budget Priorities Advisory Committee (BPAC) Charter
2. Invitation Letter
3. Applications

PREPARED BY: Derek Matheson, City Manager

EXPLANATION:

The council-adopted BPAC charter directs the city manager to recommend a 12-15-person BPAC roster. The city received 25 applications during an approximately eight-week recruitment period. The city manager's recommendations are below.ⁱ

The city manager's aim was to achieve balance among residents and non-residents (albeit weighted heavily toward residents), veterans and newcomers, supporters and occasional critics, professional experiences, and personal interests. The city manager will share more information on his decision-making process at the meeting.

Name	Occupation	Other Affiliation	Inside/Outside City Limits	CM Recommendation
Joseph Cimaomo, Jr.	Retail Manager		Inside	Appoint
William Pand	Student	Kentlake High School; Parks & Recreation Commission; Eagle Scout	Inside	Appoint as 1 st Student Alternate to Kentlake
Michael Jonasson	Bank Branch Manager	Rotary Club of Covington	Lives Outside; Works Inside	Appoint
Chele Dimmett	Human Resources Professional	Timberlane HOA	Inside	Appoint
Daniel Key	IT Manager	Planning Commission	Outside	Appoint as 1 st Adult Alternate
Sean Smith	National Parks Conservation Assoc. Policy Director	Planning Commission	Inside	Appoint

Leroy Stevenson	Semi-Retired		Inside	Appoint
Leslie Hamada	Marketing – Public Relations	Human Services Commission; PTSA; Communities in Schools	Inside	Appoint
Ed Cook	Simon Property Group Area Manager	CEDC	Inside	Appoint as Chair
Tamara Paul	Realtor	Chamber of Commerce	Works Outside	Appoint
Bill Judd	Police Officer	Planning Commission	Inside	Appoint
Darren Dofelmier	Contractor Sales – Head of Advertising		Inside	Appoint
Joe Potts	Principal	Kentlake High School	Outside	Appoint
Dan Williamson	Security Manager		Inside	Appoint
Nicole Charlton	Student	Kentwood High School	Outside	Appoint as 1 st Student Alternate to Kentwood
Ryan Turner	Student	Kentwood High School	Outside	Appoint as Kentwood Student
Carol Judd	Sales Analyst	Rotary Club of Covington; Lakes at Winterwood HOA	Inside	Appoint
Liz Collins	None	Chamber of Commerce; Rotary Club	Inside	Appoint as 2 nd Adult Alternate
Billy Rosling	Student/Dietary Server	Kentlake High School; Hollydaze Volunteer; Kent Clothing Bank Volunteer	Inside	Appoint as Kentlake Student
Laura Morrissey	Homemaker/Stay at Home Mom		Inside	Appoint as 3 rd Adult Alternate

ALTERNATIVES:

1. Approve the city manager’s recommendations.
2. Modify the city manager’s recommendations.
3. Provide alternate direction.

FISCAL IMPACT: Staff time.

CITY COUNCIL ACTION: ___Ordinance ___Resolution X Motion ___Other

Council member _____ moves, Council member _____ seconds, to appoint the Budget Priorities Advisory Committee per the city manager’s recommendations and to authorize the city manager to fill vacancies from among applicants.

REVIEWED BY: Discussed with Management Team

ⁱ Alternates would be added to the committee in the order specified in the event of vacancies. Vacancies are likely as it will be difficult to find a regular meeting date/time that works for everyone. Alternates would be encouraged to attend meetings and remain engaged in the process.

Budget Priorities Advisory Committee Charter

Purpose

- Educate and engage the community regarding mandated services, discretionary services, and the crucial role of the town center
 - Consider community meetings, surveys, social media, and focus groups
- Provide a report that includes:
 - City needs—both operating and capital
 - The community’s priorities—both operating and capital—within existing revenue
 - The community’s priorities for new revenue
 - The community’s willingness to support new revenue
 - The community’s preferred sources of new revenue
 - Recommendations
 - Include election date(s), if applicable

Structure

- 13 – 15 members
 - Significant representation of civic leaders, local business owners, and city registered voters.
 - May include city advisory commission members but must not include City Council members or City staff
 - Shall include one youth representative from each local high school
- Staff will seek nominations from City Council members, city advisory commission members, city staff, chamber of commerce, service clubs, and the community at-large
- Staff will propose members that represent a wide variety of people and viewpoints, including advocates and skeptics
- Council will consider staff’s recommendations and appoint the committee
- The committee chair will be selected by the Council
- The committee will designate a different member as vice chair

- Vacancies may be filled in like manner
- The city's finance director will serve as liaison between the committee and staff
- The city community relations coordinator will assist as applicable
- City Councilmembers and city staff will not attempt to influence committee recommendations
- The committee will sunset upon issuance of a final report (December 31, 2012), but no later than June 30, 2013, if Council chooses to extend the committee's sunset date

Duties

- Meet no less than once per month
- Abide by the Open Public Meetings Act
- Make decisions by consensus
 - Make decision by majority vote only when consensus is not possible
- Keep the community informed
 - Use common language, not government jargon
 - Consider the website, newspaper, newsletter, Facebook, etc.
- Use limited staff time efficiently i.e. focus on activities with a high return on investment
- Submit decisions cards for the 2014 budget process as applicable (no later than July 2013). If a ballot issue is recommended the timeframe may be earlier depending on the election date chosen.
- Give a verbal report to Council each month during Commission Reports as applicable
- Prepare a draft report for public review and comment
- Submit a final report to Council
 - Include minority reports as applicable



City of Covington

16720 SE 271st Street, Suite 100 • Covington, WA 98042 • (253) 638-1110 • Fax (253) 638-1122

December 2, 2011

To: City Council Members
City Advisory Commission Members
City Employees
Chamber of Commerce Board Members
Economic Development Council Members
Homeowner Association Leaders
Church Leaders
Service Club Leaders
School Principals
Local Media

Re: **The City of Covington needs *your* help!**

Dear Covington civic leaders:

It's no secret to those of you involved in Covington city government that times are tough. The city has **cut its workforce 20% and its budget by almost \$1.5 million** since the Great Recession began four long years ago. These bold actions have served the city well, but years of anemic revenue growth, combined with proposals by state government to reduce payments to cities, means **more bold actions likely are necessary**. At the same time, we know our community is growing and needs **more projects and services** like more police officers, better-maintained roads and parks, and new roads and parks.

The Covington City Council is about to embark on a multi-year public engagement process to give Covington residents an **opportunity to voice your priorities** for city government. Led by a citizen Budget Priorities Advisory Committee, the public engagement process will **identify the public's expectations** of city government and help the Council **decide whether new, voter-approved revenue** may be appropriate.

The City Council has charged me with **recommending a committee roster** for its consideration. Councilmembers adopted a charter (attached) that says the committee should consist of 13-15 members with "significant representation of civic leaders, local business owners, and city registered voters" and one student each from Kentlake, Kentwood, and Tahoma high schools.

The committee will meet no less than **once per month** and **submit a report** by December 31, 2012. City Finance Director Rob Hendrickson will provide staff support with assistance from other staff members as needed. The committee will use tools like community meetings, surveys, social media, and focus groups to engage the public and help it make recommendations.

If you want to **nominate yourself or someone you know** for the BPAC, please visit www.covingtonwa.gov/budgetpriorities or contact:

Joan Michaud
Deputy City Clerk
City of Covington
16720 SE 271st St, Suite 100
Covington, WA 98042
(253) 638-1110 ext. 2252
(253) 638-1122 fax
jmichaud@covingtonwa.gov

While there is not a formal deadline, **nominations by the end of December** are greatly appreciated. I hope to recommend a BPAC roster to the Council in January.

Thank you very much for your ongoing commitment and service to the Covington community, and please contact me at (253) 638-1110 ext. 2225 or dmatheson@covingtonwa.gov if you have questions.

Sincerely,



Derek Matheson
City Manager

Attachment

From: Karla Slate
Sent: Tuesday, December 06, 2011 3:02 PM
To: Joan Michaud
Subject: Re: BPAC Nomination

Nominee Name=Joseph Cimaomo Jr

Nominee Occupation=Retail Manager
Nominee Address=24330 188th ave SE
Nominee City=Covington
Nominee State=WA
Nominee ZIP=98042

Nominee Phone=206-371-8646

Nominee E-mail=JTCJR85@gmail.com

Name=Joseph Cimaomo Jr
Business Occupation=Retail Manager
Address=24330 188th Ave SE
City=Covington
State=WA
ZIP code=98042

Phone=206-371-8646

E-mail=JTCJR85@gmail.com

Nomination Statement=I have been a Covington area resident for the past thirteen years and have seen the great strides the city has made. I want to see the city succeed but we have to take a strong look at our budget and see where we can improve it. I have been attending the City Council meetings all year and we are still looking at troubling times I feel I can provide a new perspective as to where we can go when it comes to gaining new sources of revenue without having to raise taxes and make drastic cuts to the budget.

Joan Michaud

From: Karla Slate
Sent: Monday, December 05, 2011 9:48 AM
To: Joan Michaud
Subject: Re: BPAC Nomination

Nominee Name=William Pand

Nominee Occupation=Student

Nominee Address=25828 185th PL SE

Nominee City=Covington

Nominee State=WA

Nominee ZIP=98042

Nominee Phone=253-631-9538

Nominee E-mail=stevenpand@hotmail.com

Nominee School=Kentlake

Name=William Pand

Business/Occupation=Student at Kentlake

Address=25828 185th Pl SE

City=Covington

State=WA

ZIP code=98042

Phone=253-631-9538

E-mail=stevenpand@hotmail.com

Nomination Statement=I am a student at Kentlake High with a strong interest in city government. I have served this past year on the Parks Commission and have learned how important budget can be in running a city. I am a strong student with an 3.7 grade average and am an Eagle Scout with palm. I would very much like to represent my City, School and the Citizens of Covington in this process.

Joan Michaud

From: Karla Slate
Sent: Monday, December 05, 2011 11:22 AM
To: Joan Michaud
Subject: Re: BPAC Nomination

Nominee Name=Michael Jonasson

Nominee Occupation=Key Bank / Branch Manager Nominee Address=27205 172nd Ave SE
Nominee City=Covington Nominee State=WA Nominee ZIP=98042

Nominee Phone=2536303696

Nominee E-mail=[michael s jonasson@keybank.com](mailto:michael_s_jonasson@keybank.com) or msjonasson@gmail.com

Name=Michael Jonasson
Business/Occupation=Key Bank / Covington
Address=27205 172nd Ave SE
City=covington
State=wa
ZIP code=98042

Phone=2536303696

E-mail=[michael s jonasson@keybank.com](mailto:michael_s_jonasson@keybank.com) or msjonasson@gmail.com

Nomination Statement=I've been a part of the Covington community since 1997 when I moved to our Covington Key Bank branch. I have also been a part of the financial services industry for over 24 years. Although I have a Kent address, Covington is where I do the majority of my business and I feel it is my responsibility and my privilege to become more involved and to do more to help with the success of this community.

Joan Michaud

From: Karla Slate
Sent: Monday, December 05, 2011 9:49 AM
To: Joan Michaud
Subject: Re: BPAC Nomination

Nominee Name=Chele Dimmett

Nominee Occupation=Human Resources Professional

Nominee Address=PO Box 7214 (or 26626 190th Ave SE) Nominee City=Covington Nominee State=WA Nominee ZIP=98042

Nominee Phone=206-229-6420

Nominee E-mail=chele.dimmett@gmail.com

Name=Chele Dimmett

Business/Occupation=Human Resources Professional Address=PO Box 7214 (or 26626 190th Ave SE) City=Covington State=WA ZIP code=98042

Phone=206-229-6420

E-mail=chele.dimmett@gmail.com

Nomination Statement=I am very passionate about fiscal responsibility. I applied it to my work with the Youth and Family Services of Covington, and I know apply it to my work with Timberlane Homes Association, Inc. I understand the what it takes to run a household, to run a business and to run a not for profit. It's not easy. I also understand the perception that government is wasteful and all powerful, neither of which is necessarily true.

Joan Michaud

From: Karla Slate
Sent: Friday, December 16, 2011 9:24 AM
To: Joan Michaud
Subject: BPAC Nomination

Nominee Name=Daniel Key

Nominee Occupation=IT Manager

Nominee Address=17424 SE 288th ST

Nominee City=Kent

Nominee State=WA

Nominee ZIP=98042

Nominee Phone=206-276-2438

Nominee E-mail=danielekey@gmail.com

Name=Daniel Key

Business/Occupation=IT Manager

Address=17424 SE 288th ST

City=Kent

State=WA

ZIP code=98042

Phone=206-276-2438

E-mail=danielekey@gmail.com

Nomination Statement=I was born and raised in Covington well before it was incorporated. I am passionate about this community and creating a excellent and sustainable quality of life for all of its residents. I am excited about another opportunity to facilitate creating our vision and the means to implement it.

Submit Nomination=Submit Nomination

Joan Michaud

From: Karla Slate
Sent: Monday, December 19, 2011 9:01 AM
To: Joan Michaud
Subject: BPAC Nomination

Nominee Name=Sean Smith

Nominee Occupation=National Parks Conservation Association/Policy Director

Nominee Address=15825 SE 258th

Nominee City=Covington

Nominee State=WA

Nominee ZIP=98042

Nominee Phone=253-813-1883

Nominee E-mail=wassean@Yahoo.com

Name=Sean Smith

Business/Occupation=National Parks Conservation Association/Policy Director

Address=15825 SE 258th

City=Covington

State=WA

ZIP code=98042

Phone=253-813-1883

E-mail=wassean@yahoo.com

Nomination Statement=I respectfully submit my name for consideration for an appointment to the BPAC. I'm excited about the opportunity to help the city develop a map for navigating the difficult economic times we are facing. I fully believe that communities flourish when citizens take an active role in shaping its future. To that end, I've enjoyed and appreciated my time on the planning commission. Working on the Town Center and the Shoreline Master Plan have given me firsthand experience in city issues and deepened my understanding of how things work. I believe I have much to bring to the BPAC including an open mind and a consensus building approach to city issues.

TELL US ABOUT THE NOMINEE

Name:

Business/Occupation:

Address:

City:

State:

ZIP code:

Phone:

E-mail:

Is this person under 18? Yes No If yes, which school do they attend?

TELL US ABOUT YOURSELF

Name:

Business/Occupation:

Address:

City:

State:

ZIP code:

Phone: E-mail:

NOMINATION STATEMENT

Tell us why this person would be an ideal BPAC member.

MR STEVENSON HAS SOME KNOWLEDGE OF CITY FINANCES AND CITY HISTORY. HE WOULD REPRESENT THE TAXPAYER SIDE OF BUDGET PRIORITIES, ESPECIALLY FOR THE LOW INCOME RETIRED AND VETERANS.

Joan Michaud

From: Karla Slate
Sent: Thursday, December 22, 2011 8:21 AM
To: Joan Michaud
Subject: Re: BPAC Nomination

Nominee Name=Leslie Kae Hamada

Nominee Occupation=marketing, public relations

Nominee Address=28026 189th Avenue S E

Nominee City=Covington

Nominee State=Wa

Nominee ZIP=98042

Nominee Phone=206-892-8197

Nominee E-mail=leslie.hamada@yahoo.com

Name=Leslie Hamada

Business/Occupation=marketing, public relations

Address=28026 189th Ave. S.E.

City=Covington

State=Wa

ZIP code=98042

Phone=206-892-8197

E-mail=leslie.hamada@yahoo.com

Nomination Statement=I presently serve on the Covington Human Services Commission. I also serve on many other Boards in the area. Active PTSA member and active in Communities of Schools. Very involved in the community and recently worked on writing new covenants for my homeowners association.

Joan Michaud

From: Karla Slate
Sent: Thursday, December 22, 2011 8:20 AM
To: Joan Michaud
Subject: Re: BPAC Nomination

Nominee Name=Ed Cook

Nominee Occupation=Area Manager, Simon Property Group

Nominee Address=25912 179th Pl. SE

Nominee City=Covington

Nominee State=WA

Nominee ZIP=98042

Nominee Phone=253 639-1459

Nominee E-mail=edandgini@comcast.net

Name=same as nominee

Business/Occupation=Area Manager, Simon Property Group

Address=25912 179th Pl. SE

City=Covington

State=WA

ZIP code=98042

Phone=253 639-1459

E-mail=edandgini@comcast.net

Nomination Statement=30 years of financial budget experience including developing, monitoring, and reforecasting of annual budgets with revenues based on controllable and uncontrollable factors.

Submit Nomination=Submit Nomination

Joan Michaud

From: Karla Slate
Sent: Thursday, December 22, 2011 3:07 PM
To: Joan Michaud
Subject: Re: BPAC Nomination

Nominee Name=Tamara Paul

Nominee Occupation=Prudential Meridian Valley Realty/ REALTOR

Nominee Address=15423 SE 272nd St, Suite 110 Nominee City=Kent Nominee State=WA Nominee ZIP=98042

Nominee Phone=206-226-5869

Nominee E-mail=tamara@yourrealtortamara.com

Name=Tamara Paul

Business/Occupation=Prudential Meridian Valley Realty/ REALTOR

Address=15423 SE 272nd St, Suite 110
City=Kent
State=WA
ZIP code=98042

Phone=206-226-5869

E-mail=tamara@yourrealtortamara.com

Nomination Statement=I am currently serving on the Covington Chamber of Commerce Board as Chair Elect, 2012 I will become the President/Chairperson of the Board. I am excited to see our city and community grow and would love any opportunity there is to help this process along!

Joan Michaud

From: Karla Slate
Sent: Wednesday, December 28, 2011 10:36 AM
To: Joan Michaud
Subject: Re: BPAC Nomination

Nominee Name=Bill Judd

Nominee Occupation=Police Officer

Nominee Address=25738 177TH PL SE

Nominee City=Covington

Nominee State=WA

Nominee ZIP=98042

Nominee Phone=206 229 0933

Nominee E-mail=chinmusic22@comcast.net

Name=Bill Judd

Business/Occupation=Police Officer

Address=25738 177TH PL SE

City=Covington

State=WA

ZIP code=98042

Phone=206 229 0933

E-mail=chinmusic22@comcast.net

Nomination Statement=I am excited about being a part of a local solution to one of the most challenging times our Country has faced. I am motivated to make the community better and I possess a unique skill set that will make positive contributions to the team. The mission of the BPAC strikes at the heart of what I feel local government should provide. In closing I would like to list some jobs and assignments I participated in that give me a unique perspective in vision, strategic thinking, and communications, both within the team environment as well as outreach.

Joan Michaud

From: Karla Slate
Sent: Friday, December 30, 2011 7:55 AM
To: Joan Michaud
Subject: Re: BPAC Nomination

Nominee Name=Darren Dofelmier

Nominee Occupation=TRM Contractor Sales/ Head of Advertising & Broker Rowley Realty NW

Nominee Address=15623 SE 262nd Pl

Nominee City=Covington

Nominee State=WA

Nominee ZIP=98042

Nominee Phone=206-793-9411

Nominee E-mail=darren@trmwoodproducts.net

Name=Darren Dofelmier

Business/Occupation=TRM Contractor Sales/ Head of Advertising & Broker Rowley Realty NW

Address=15623 SE 262nd Pl

City=Covington

State=WA

ZIP code=98042

Phone=206-793-9411

E-mail=darren@trmwoodproducts.net

Nomination Statement=I would like to nominate myself to become a BPAC member. I care deeply about the direction of our city, especially in these tough economic times. I have lived in the Covington/ Maple Valley area all of my life and intend to continue to live and raise my children here for many years to come. I believe our city has certain responsibilities to our residents no matter how long this recession lasts. The challenge will be to fulfill those responsibilities in a fiscally responsible manner with our last resort being increasing the tax burden on our families. My background in sales and advertising has taught me how to work with all sorts of people with ranging opinions and personalities as well as how to get my company's message out in a positive way. Police, parks, road maintenance and traffic relief through new road projects are all important and I would love to be engaged in the process of setting our city's priorities. Thank you for your consideration.

Joan Michaud

From: Karla Slate
Sent: Tuesday, January 17, 2012 8:57 AM
To: Joan Michaud
Subject: BPAC Nomination

Nominee Name=Joe Potts

Nominee Occupation=Kentlake High School, Principal

Nominee Address=21401 Falcon Way

Nominee City=Kent

Nominee State=WA

Nominee ZIP=98042

Nominee Phone=253-373-4905

Nominee E-mail=joe.potts@kent.k12.wa.us

Name=SAME AS ABOVE

Business/Occupation=

Address=21401 Falcon Way

City=Kent

State=WA

ZIP code=98042

Phone=2533734905

E-mail=joe.potts@kent.k12.wa.us

Nomination Statement=I am deeply interested in the development of Covington because so many of our students live in the Covington community. And we are interested in developing on-going partnerships with the City of Covington to improve the quality of education at Kentlake.

Joan Michaud

From: Karla Slate
Sent: Tuesday, January 24, 2012 12:36 PM
To: Joan Michaud
Subject: BPAC Nomination

Nominee Name=Dan Williamson

Nominee Occupation=Security Manager

Nominee Address=26016 189th Ave SE

Nominee City=Covington

Nominee State=WA

Nominee ZIP=98042

Nominee Phone=253-630-3505

Nominee E-mail=dwill1239@gmail.com

Name=Daniel Williamson

Business/Occupation=Security Manager

Address=26016 189th Ave SE

City=Covington

State=WA

ZIP code=98042

Phone=253-630-3505

E-mail=dwill1239@gmail.com

Nomination Statement=I graduated from Washington State University from 1998 with a BA in Criminal Justice. I served as as security officer at Microsoft very briefly before being promoted to HR Manager for the Security Division at Microsoft. After serving one year in HR I was promoted to Operations Manager for Security Services.

Joan Michaud

From: Karla Slate
Sent: Monday, January 30, 2012 8:42 AM
To: Joan Michaud
Subject: Re: BPAC Nomination

Nominee Name=Nicole Charlton

Nominee Occupation=student

Nominee Address=13709 SE 244th CT

Nominee City=Kent

Nominee State=WA

Nominee ZIP=98042

Nominee Phone=2536399511

Nominee E-mail=nhorse1995@yahoo.com

Nominee School=Kentwood

Name=Jodi Charlton

Business/Occupation=Boeing Sales Rep

Address=13709 SE 244th CT

City=Kent

State=WA

ZIP code=98042

Phone=2536399511

E-mail=Jodi.K.Charlton@Boeing.com

Nomination Statement=Nicole loves the city of Covington. She wants to help her community in the best ways possible. She feels that her leadership skills will be beneficial to the City of Covington because she knows how to talk to a youthful audience. She works great in teams and the determination to get every job done. She is would make the perfect BPAC Member.

From: [Karla Slate](#)
To: [Joan Michaud](#)
Subject: Re: BPAC Nomination
Date: Tuesday, January 31, 2012 8:09:50 AM

Nominee Name=Ryan Turner

Nominee Occupation=Student, Kentwood High School

Nominee Address=11906 SE 229th PL
Nominee City=Kent
Nominee State=WA
Nominee ZIP=98031

Nominee Phone=(253) 561-4593

Nominee E-mail=ryanturner24@gmail.com

Nominee School=Kentwood High School

Name=see above
Business/Occupation=see above
Address=see above
City=Kent
State=WA
ZIP code=98031

Phone=see above

E-mail=see above

Nomination Statement=I was nominated for this committee by my Leadership teacher at Kentwood High School, Mr. Kurt Phelps. He felt that I exemplified the characteristics necessary to be an asset to this committee. For more information, please feel free to contact Mr. Phelps directly by phone at (253) 373-7764, or by email at kurt.phelps@kent.k12.wa.us.

**BUDGET PRIORITIES ADVISORY COMMITTEE
NOMINATION FORM**



TELL US ABOUT THE NOMINEE (Self nominations are also encouraged)

NAME: Carol Judd

BUSINESS/OCCUPATION: former buyer with Costco, current P/T sales analyst

ADDRESS: 17957 SE 281st Ct (Lake Winterwood)

CITY: Covington STATE: WA ZIPCODE: 98042

PHONE: 253-632-4764 EMAIL: cjjudd@comcast.net

IS THIS PERSON UNDER 18? N IF SO, WHICH SCHOOL DOES HE/SHE ATTEND? _____

TELL US ABOUT YOURSELF

NAME: See Above

BUSINESS/OCCUPATION: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIPCODE: _____

PHONE: _____ EMAIL: _____

NOMINATION STATEMENT

TELL US WHY THE NOMINEE WOULD BE AN IDEAL BPAC MEMBER: (use back of form if necessary)

I have lived in Covington for the past 18 years, same home in Lake Winterwood. I have two teenage daughters, one in running start at Green River, and the other a sophomore at KentLake HS. I have been a member of the Covington Rotary for the past 4 or 5 years. I am currently the Chairperson involved in our Backpack buddy program that is serving 200 school children within the Covington Elementary's with a weekend food program. I have coached the kids volleyball team thru the Kent Park sand Recreation. I am a former PTA member and a parent involved in the school system. Sharon Scott called and told me a little bit about this committee, mentioning your desire for a representative from Lake Winterwood. From the information that I gained in our conversation, this sounds like something that I would like to be considered for.

Please forward your completed nomination form by mail, e-mail, fax or drop-off to:

Joan Michaud, Deputy City Clerk
City of Covington
16720 SE 271st St #100
Covington, WA 98042
Fax: (253) 638-1122
jmichaud@covingtonwa.gov

Questions?
Contact: City Manager Derek Matheson
Email: dmatheson@covingtonwa.gov
Phone: (253) 638-1110 ext.2225

**BUDGET PRIORITIES ADVISORY COMMITTEE
NOMINATION FORM**



TELL US ABOUT THE NOMINEE *(Self nominations are also encouraged)*

NAME: _____

BUSINESS/OCCUPATION: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

PHONE: _____ EMAIL: _____

IS THIS PERSON UNDER 18? _____ IF SO, WHICH SCHOOL DOES HE/SHE ATTEND? _____

TELL US ABOUT YOURSELF

NAME: Liz Collins

BUSINESS/OCCUPATION: Covington Citizen

ADDRESS: 18431 SE 277th PI

CITY: Covington STATE: WA ZIP CODE: 98042

PHONE: 206-387-2813 EMAIL: ebcollins@comcast.net

NOMINATION STATEMENT

TELL US WHY THE NOMINEE WOULD BE AN IDEAL BPAC MEMBER: (use back of form if necessary)

I think I would make an ideal BPAC member because I have lived in Covington for 14 years. During this time I have raised three children in our community. My children went to public schools in Covington; Grass Lake Elementary, Cedar Heights and Kentlake. I was involved with PTA in all three schools by being an Art Docent, chairing several auctions, Vice President of Volunteers and volunteering in several other ways. My husband and I also owned a business in Covington for three years. I have been involved with the Covington Chamber for many years as well as the Rotary Club of Covington. I feel that this gives me a "big picture" of our community and will be an asset when forming my opinions. I look forward to helping the community of Covington to become prosperous and fiscally sound.

Please forward your completed nomination form by mail, e-mail, fax or drop-off to:

Joan Michaud, Deputy City Clerk
City of Covington
16720 SE 271st St #100
Covington, WA 98042
Fax: (253) 638-1122
jmichaud@covingtonwa.gov

Questions?
Contact: City Manager Derek Matheson
Email: dmatheson@covingtonwa.gov
Phone: (253) 638-1110 ext.2225

**BUDGET PRIORITIES ADVISORY COMMITTEE
NOMINATION FORM**



TELL US ABOUT THE NOMINEE (Self nominations are also encouraged)

NAME: Billy Rosling

BUSINESS/OCCUPATION: Student at Kentlake High School and Dietary Server at Fountain Court Senior Living

ADDRESS: 25858 189th AVE SE

CITY: Covington STATE: WA ZIPCODE: 98042

PHONE: 253-394-8031 EMAIL: billy.rosling@yahoo.com

IS THIS PERSON UNDER 18? Yes IF SO, WHICH SCHOOL DOES HE/SHE ATTEND? Kentlake High School

TELL US ABOUT YOURSELF

NAME: Billy Rosling

BUSINESS/OCCUPATION: Student at Kentlake High School and Dietary Server at Fountain Court Senior Living

ADDRESS: 25858 189th AVE SE

CITY: Covington STATE: WA ZIPCODE: 98042

PHONE: 253-394-8031 EMAIL: billy.rosling@yahoo.com

NOMINATION STATEMENT

TELL US WHY THE NOMINEE WOULD BE AN IDEAL BPAC MEMBER: (use back of form if necessary)

I would be an ideal BPAC member because of my excitement, interest, experience, and involvement within my school and community. Currently, I am a part of the officer team as Treasurer for two clubs I am involved with at school, DECA and Key Club. Also within my school I am a member of Honors Society and cashier/prep for our student store, with promise of manager for the upcoming 2012-2013 school year. In addition I challenge myself in UW and AP classes, as well advanced marketing and Spanish at my High School. As far as the community is concerned I am currently employed at Fountain Court Senior Living as a Dietary Server and have volunteered my time for community service and events within the city. For example, this last Christmas I volunteered to help out with the Hollydaze events and at the Kent Clothing Bank as well. I am always looking for ways to give back to the community and get involved. Other experience I have include: being a barista/cashier for our school espresso stand and working on special tasks as an office assistant at Northwest Playground Equipment Inc. Some of my skills and qualities include: communicating, organizing, cooperating, and being an easy learner, reliable, responsible, hard working, determined, a team player, friendly, and enthusiastic. Lastly, the most important reason why I would be an ideal BPAC member is because of my interest and excitement in this opportunity. When I found out about this opportunity I immediately took the initiative in applying because I thought that not only would I be able to help in the experience I am gaining to accomplish my future goals, but to help share my thoughts, ideas, and work as part of this committee as well. My experience, involvement, skills, and interest will be a strong asset to this team.

Please forward your completed nomination form by mail, e-mail, fax or drop-off to:

Joan Michaud, Deputy City Clerk
City of Covington

Questions?
Contact: City Manager Derek Matheson

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Covington, WA 98042
Fax: (253) 638-1122
jmichaud@covingtonwa.gov

Email: dmatheson@covingtonwa.gov
Phone: (253) 638-1110 ext.2225

BUDGET PRIORITIES ADVISORY COMMITTEE
NOMINATION FORM



TELL US ABOUT THE NOMINEE (Self nominations are also encouraged)

NAME: Laura Morrissey

BUSINESS/OCCUPATION: stay at home mom to four little ones

ADDRESS: P.O. Box 7591

CITY: Covington STATE: WA ZIPCODE: 98042

PHONE: 253 639 8422 EMAIL: maysonandlaura@yahoo.com

IS THIS PERSON UNDER 18? _____ IF SO, WHICH SCHOOL DOES HE/SHE ATTEND? _____

TELL US ABOUT YOURSELF

NAME: _____

BUSINESS/OCCUPATION: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIPCODE: _____

PHONE: _____ EMAIL: _____

NOMINATION STATEMENT

TELL US WHY THE NOMINEE WOULD BE AN IDEAL BPAC MEMBER: (use back of form if necessary)

I care about what happens in and to Covington. Having lived here three years, my family wants to put down roots here. We have no plans to leave Covington because we love living here. I am planning on raising my four children in Covington; I want to make sure that I am doing everything I can to make this city a wonderful place for families. I am a reasonable, practical person. I am level-headed, honest, and amiable. I understand that things cost money and there's not a lot of it right now, thus necessitating hard choices. I have no personal agenda to bring to the committee, only a clear head, a desire to listen to and explore all options, and a hope that the committee will often find consensus. If these are characteristics of someone you would like to see on the BPAC Committee, consider selecting me.

Please forward your completed nomination form by mail, e-mail, fax or drop-off to:

Joan Michaud, Deputy City Clerk
City of Covington
16720 SE 271st St #100
Covington, WA 98042
Fax: (253) 638-1122
jmichaud@covingtonwa.gov

Questions?
Contact: City Manager Derek Matheson
Email: dmatheson@covingtonwa.gov
Phone: (253) 638-1110 ext.2225

Agenda Item 3
Covington City Council Meeting
Date: February 14, 2012

SUBJECT: CEDAR VALLEY ELEMENTARY SCHOOL POSSIBLE CLOSURE

RECOMMENDED BY: Derek Matheson, City Manager

ATTACHMENT(S):

1. "Reasons to Save Cedar Valley" from www.savecedarvalley.com
2. Timeline from www.savecedarvalley.com

PREPARED BY: Derek Matheson, City Manager

EXPLANATION:

The Kent School District is evaluating whether to close Cedar Valley Elementary School in Covington's Timberlane neighborhood. This agenda item is an opportunity for the City Council to discuss the city's position and consider whether to direct the city manager to prepare and the mayor to sign a letter to the school board. If the council wishes to send a letter, the city manager would appreciate direction on which points to emphasize. (See Attachment 1.)

ALTERNATIVES:

1. Direct the city manager to prepare and the mayor to sign a letter
2. Direct the city manager to prepare a letter for review at the next council meeting
3. Do not send a letter

FISCAL IMPACT: Staff time

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

**Council member _____ moves, Council member _____
seconds, to direct the city manager to prepare and the mayor to sign a letter
to the school board.**

REVIEWED BY:

ATTACHMENT 1

SAVE CEDAR VALLEY ELEMENTARY!*Home**Reasons**What You Can Do**Sign the Petition**Who Makes the
Decision?***Reasons to save our school from closure**

- * If our school closes, our children will be scattered to various schools and stuffed into brand new portables and into classrooms beyond capacity. This is not in the best interests of educating any of our kids.
- * Closing a school leads to feelings of mistrust and would therefore have a negative impact on the upcoming Bond Campaign. Voters will not approve additional funding from their local taxes if the District does not listen to the people paying those local taxes.
- * We have unique learning opportunities for our students in grades 3-6 such as after school tutoring made available by a Century 21 grant. This 2 1/2 hour program runs Monday through Thursday.
- * Our school is the only Covington site of the KSD Free Summer Lunch program which provides free lunch all summer long to all children ages 0 to 18.
- * We have unique community partnerships including the Backpack Buddy program sponsored by Covington Rotary which provides food to one-quarter of our families every weekend.
- * An empty building in the middle of our community would become a center for crime and vandalism.
- * Did you know that the Hi-Cap program used to be at Cedar Valley? Let's move it back! Although we have one of the smallest schools in the District, more Hi-Cap kids came from Cedar Valley last year than any other elementary school! Let's keep our kids off the bus across town and save some transportation costs!
- * Our Kindergarten teachers volunteer their time off to run a Kindergarten Readiness Camp in conjunction with Mt. Vineyard every summer to give our students the best opportunity to succeed when they enter school.
- * Cedar Valley participates in Salmon in Schools, a unique salmon lifecycle experience. We grow salmon from eggs, raise them, and then all students release salmon into our local creek.
- * We have an after school "Art is Smart" club which is run during the entire school year by volunteers, sponsored by the PTA and is completely cost FREE to our students.
- * Our school is proud to work with Covington Kiwanis who sponsors the BUG (Bring Up Grades) program. Kiwanis provides incentives and recognition for students who meet

their goals within their planned timeframe.

* Closing an elementary school saves only \$700,000 which is only one-third of a percent of the District's operating budget.

* Our students earn charms for demonstrating behavior that represents a different character trait each month. These charms are very popular and are also given to students on their birthday and for attending special evening events.

* Many starter homes are in the vicinity of Cedar Valley and an empty school is not appealing to young families moving to the Covington area. This has a negative impact on our neighborhood and our growing city!

* Cedar Valley is proud to have a positive PTA relationship within our school. Our PTA has very strong support from our families, our teachers and our school.

* Why close a school when there are elementary schools in the District which are over capacity with students? An aggressive boundary shift throughout the District makes more sense.

* We have a strong community partnership with Mt. Vineyard. The parish organizes KidReach, which is one-on-one tutoring available for kids after school in grades K-2. They also run a week long, all day summer camp which is free to Cedar Valley students. They host a toy drive every year at Christmas, adopt families for Thanksgiving, and also supply school supplies specifically for Cedar Valley families. They also serve on our School Improvement Team. This partnership is a growing relationship that takes time, reflects Mt. Vineyard's vested interest in our school, and is a shining example of a successful community partnership, which is vital to the success of the District.

* Our students follow the Cheetah Code. When caught going above and beyond, teachers and staff may enter a student into a weekly drawing for a special prize.

* We have the best (this is a fact) office staff in the District. They have all worked together for over 20 years and are truly connected and vested in the success of every child at Cedar Valley.

* We are proud to be the most diverse elementary school in Covington and are proud to be a part of the greater diversity of Kent School District.

* We are an all-walking school. All of our students (and even some who attend neighboring schools) are within walking distance.

* We serve as a site for after school community sports programs sponsored by Covington Community Sports.

* Our PTA gives back to the community and to the District. Donations have been made to bond and levy campaigns and in support of Covington Hollydaze events. Our PTA even

phone banked in the last levy campaign!

* Property values have already taken a hit. Closing our school nestled in our neighborhood would cause another drop to property values. This affects revenues earned from property tax and affects our homeowners' investments!

* Our students benefit from ELL tutoring which is held Monday through Thursday after school.

* Because all of our students walk, if our school closed, all of the kids would need to take the bus. The average bus route is \$40,000 per year and we would need about five or so buses to hold all of our students. That's \$200,000 per year!

* Cedar Valley runs the Cheetah Cub Club where children ages 2 to 5 visit the school on a regular basis to participate in activities that prepare and transition them for Kindergarten. Opportunities are also presented to parents so they may learn about early childhood education.

* Cedar Valley receives Title I funding because of the high number of students that receive free and reduced lunch. This funding allows the school to hold various family-centered events throughout the year to encourage strong family engagement. Title I funding also allows for staffing that enable our school to have a higher number of differentiated reading and math groups based on our students' needs.

* Costco provides backpacks and some school supplies to each one of our students at the beginning of each school year. They also provide in-class tutors to students in need. This is yet another example of Cedar Valley's connection to our greater community.

* Cedar Valley is a recipient (and one of only 12 schools in the State) of the Healthy Gardens, Healthy Youth grant which targets childhood obesity and improving nutrition and engages low-income students in growing food, learning life skills, and teaching science and math. We are excited to get started with this amazing opportunity!

* The District would lose a large number of dedicated and involved parents and community members. Cedar Valley is our source of inspiration.

* Email us some more!! We love to hear from kids, families, teachers, staff, community members, etc! SaveCedarValley@gmail.com

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ATTACHMENT 2

SAVE CEDAR VALLEY ELEMENTARY![Home](#)[Reasons](#)[What You Can Do](#)[Sign the Petition](#)[Who Makes the
Decision?](#)[en Español](#)

Did you know that on February 22nd, the School Board will decide whether or not to move forward with the school closure process? Two schools are being considered and Cedar Valley is at the top of that very short list.

About Us

This web page has been set up as a source for current information on the campaign to save Cedar Valley Elementary in Covington, WA. Kent School District is considering school closures and our mission is to save Cedar Valley. We are parents, alumni, teachers, staff, students, and community members coming together as a united voice.

Timeline

February 15, 2012 - School Board Work Session

The District will present its closure analysis to the School Board. This work session is open to the public; however, there is no public comment or communication from the Board to the audience. The time and place are TBD.

February 22, 2012 - School Board Meeting

At this regularly scheduled board meeting, the School Board will announce its plans whether to proceed or not with school closures. This meeting will be held at 7:00 pm in the Board Room of the KSD Admin Building located at 12033 SE 256th Street, Kent.

March 12-15, 2012 - Public Hearings

Public hearings will be held to collect input on school closures. The time and place are TBD.

March 21, 2012 - School Board Work Session

The School Board will review input on school closures. This work session is open to the public; however, there is no public comment or communication from the Board to the audience.

March 28, 2012 - School Board Meeting

The School Board makes its final decision regarding school closures. This meeting will be held at 7:00 pm in the Board Room of the KSD Admin Building located at 12033 SE

256th Street, Kent.

This web page will grow with relevant information so please check back frequently.

To sign up for e-mail updates, please e-mail SaveCedarValley@gmail.com



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**DISCUSSION OF
FUTURE AGENDA TOPICS:**

**7:00 p.m., Thursday, February 23, 2012
Joint Meeting with Cities of Black Diamond and Maple Valley**

7:00 p.m., Tuesday, February 28, 2012 Regular Meeting

(Draft Agendas Attached)

Draft

as of 2/9/12



BLACK DIAMOND COUNCIL

Rebecca Olness, Mayor
Craig Goodwin, Mayor Pro Tem
Tamie Deady
Joe May
Ron Taylor

COVINGTON COUNCIL

Margaret Harto, Mayor
Jeff Wagner, Mayor Pro Tem
Mark Lanza
David Lucavish
Marlla Mhoon
Jim Scott
Wayne Snoey

MAPLE VALLEY COUNCIL

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

**JOINT CITY COUNCIL MEETING AGENDA
CITIES OF BLACK DIAMOND, COVINGTON AND MAPLE VALLEY**

Thursday, February 23, 2012, 7:00 p.m.

Covington City Hall Council Chambers
16720 SE 271st Street, Covington, WA 98042

CALL MEETING TO ORDER - 7:00 PM - MAYOR HARTO

PLEDGE OF ALLEGIANCE/INTRODUCTIONS

APPROVAL OF AGENDA

OPENING REMARKS – MAYOR HARTO

ITEMS FOR JOINT COUNCIL DISCUSSION

1. Shared Animal Services (Derek Matheson and Tony McCarthy)

COUNCIL CLOSING REMARKS

ADJOURN

Any person requiring disability accommodation should contact the City of Covington at (253) 638-1110 a minimum of 24 hours in advance. For TDD relay service, please use the state's toll-free relay service (800) 833-6384 and ask the operator to dial (253) 638-1110.



Covington: Unmatched quality of life



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

www.covingtonwa.gov

**Tuesday, February 28, 2012
7:00 p.m.**

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

CALL CITY COUNCIL REGULAR MEETING TO ORDER

ROLL CALL/PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

PUBLIC COMMUNICATION

- Aquatic Center 35th Anniversary Proclamation (Newton)

PUBLIC COMMENT *Persons addressing the Council shall state their name, address, and organization for the record. Speakers shall address comments to the City Council, not the audience or the staff. Public Comment shall be for the purpose of the Council receiving comment from the public and is not intended for conversation or debate. Public comments shall be limited to no more than four minutes per speaker. If additional time is needed a person may request that the Council place an item on a future agenda as time allows.**

APPROVE CONSENT AGENDA

- C-1. Minutes (Scott)
- C-2. Vouchers (Hendrickson)

REPORTS OF COMMISSIONS

- Human Services Chair Haris Ahmad: February 9 Meeting.
- Arts Chair Sandi Bisordi: February 9 Meeting.
- Planning Chair Daniel Key: February 2 and 16 Meetings.
- Parks & Recreation Chair David Aldous: February 15 Meeting.
- Economic Development Council Co-Chair Jeff Wagner: Jan. 26 and Feb. 23 Meetings.

PUBLIC HEARING

1. Multifamily Property Tax Exemption (Hart/Mueller)

NEW BUSINESS

2. Public Works Department Strategic Plan (Akramoff)
3. Approve City Manager Merit Goals for 2012 (Matheson)

COUNCIL/STAFF COMMENTS

- Future Agenda Topics

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

EXECUTIVE SESSION: If Needed

ADJOURN

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