

# Covington: Unmatched quality of life

## AGENDA CITY OF COVINGTON CITY COUNCIL REGULAR MEETING



Tuesday, April 26, 2011  
7:00 p.m.

City Council Chambers  
16720 SE 271<sup>st</sup> Street, Suite 100, Covington

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### CALL CITY COUNCIL REGULAR MEETING TO ORDER

### ROLL CALL/PLEDGE OF ALLEGIANCE

### APPROVAL OF AGENDA

### PUBLIC COMMUNICATION

- Recognize Finance Staff for CAFR Award (Finance)
- National Building Safety Week Proclamation (Meyers)
- National Transportation Week Proclamation (Vondran)
- National Public Works Week Proclamation (Akramoff)
- National Aquatics Month Proclamation (Aquatics Staff)

**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. Approval of Minutes (Scott)
- C-2. Approval of Vouchers (Hendrickson)

### REPORTS OF COMMISSIONS

- Human Services Chair Haris Ahmad: January, February, March, and April Meetings.
- Arts Chair Gregg Lobdell: April 14 Meeting.
- Parks & Recreation Chair David Aldous: April 20 Meeting.
- Economic Development Co-Chair Hugh Kodama: March 31 Meeting.
  
- Planning: April meetings canceled; next meeting scheduled for May 5.

### PUBLIC HEARING

1. Receive Public Testimony Regarding MultiCare Appeal of Right of Way Decision (Akramoff)

### CONTINUED BUSINESS

2. Decision on MultiCare Appeal of Right of Way Decision (Akramoff)
3. Adopt Final 2011 Comprehensive Plan Amendment Docket (Hart)
4. Approve Ordinance Adopting Final Shoreline Master Program Update (Hart)

**NEW BUSINESS**

5. Consider Ordinance Regarding Extensions for Site Development Permits (Hart)
6. Presentation of 2010 Year End Financials (Hendrickson)

**COUNCIL/STAFF COMMENTS**

- Future Agenda Topics

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

**EXECUTIVE SESSION: If Needed**

**ADJOURN**

*Any person requiring disability accommodation should contact the City of Covington at (253) 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: April 26, 2011

SUBJECT: APPROVAL OF MINUTES: APRIL 12, 2011 CITY COUNCIL SPECIAL JOINT STUDY SESSION WITH PLANNING COMMISSION MINUTES AND APRIL 12, 2011 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 April 12, 2011 City Council Special Joint Study Session with Planning Commission Minutes and April 12, 2011 City Council Regular Meeting Minutes.**

**City of Covington**  
**City Council Special Joint Study Session with Planning Commission Minutes**  
**Tuesday, April 12, 2011**

(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 271<sup>st</sup> Street, Suite 100, Covington, Washington, Tuesday, April 12, 2011, at 6:04 p.m., with Mayor Harto presiding.

**COUNCILMEMBERS PRESENT:**

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

**COUNCILMEMBERS ABSENT:**

Mark Lanza and Jim Scott

**PLANNING COMMISSIONERS PRESENT:**

Alex White, Bill Judd, Sonia Foss, Daniel Key (arrived @ 6:20 p.m.), and Sean Smith.

**PLANNING COMMISSIONERS ABSENT:**

Jack Brooks and Ed Pfeifer.

**STAFF PRESENT:**

Derek Matheson, City Manager; Salina Lyons, Senior Planner; and Joan Michaud, Deputy City Clerk.

Mayor Margaret Harto called the study session to order.

**APPROVAL OF AGENDA:**

**Council Action: Councilmember Snoey moved and Councilmember Mhoon seconded to approve the Agenda. Vote: 5-0. Motion carried.**

**ITEMS FOR DISCUSSION:**

1. Planning Commission Recommendation for 2011 Comprehensive Plan Amendment Docket.

Senior Planner Salina Lyons introduced the item with a brief staff report. Ms. Lyons then turned over the presentation to Planning Commission Chair Sean Smith to elaborate on the Planning Commission's recommendations.

Council and Planning Commission discussed the recommended items for the docket.

**PUBLIC COMMENTS:**

Mayor Harto called for public comments.

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

Unapproved Draft – April 12, 2011 Special Joint Study Session with Planning Commission  
Submitted for Approval: April 26, 2011

**ADJOURNMENT:**

There being no further business, the meeting was adjourned at 6:24 p.m.

Prepared by:

Submitted by:

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Joan Michaud  
Deputy City Clerk

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Sharon Scott  
City Clerk

**City of Covington  
Regular City Council Meeting Minutes  
Tuesday, April 12, 2011**

(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 271<sup>st</sup> Street, Suite 100, Covington, Washington, Tuesday, April 12, 2011, at 7:04 p.m., with Mayor Harto presiding.

**COUNCILMEMBERS PRESENT:**

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

**COUNCILMEMBERS ABSENT:**

Jim Scott

**STAFF PRESENT:**

Derek Matheson, City Manager; Glenn Akramoff, Public Works Director; Noreen Beaufriere, Personnel Manager; Salina Lyons, Senior Planner; Scott Thomas, Parks & Recreation Director; Sara Springer, City Attorney; and Joan Michaud, Deputy City Clerk.

**Council Action: Councilmember Snoey moved and Councilmember Lanza seconded to excuse Councilmember Scott who was out of town attending his daughter’s wedding. Vote: 6-0. Motion carried.**

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

**APPROVAL OF AGENDA:**

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

**PUBLIC COMMUNICATION:**

Dave Baugh and Brandon Anderson of Anderson, Baugh & Associates, LLC gave a presentation on “The Northern Notch” which included objectives, site aerial view, property history, King County district growth from 2000 – 2010, adjacent areas of concern, Covington land use and zoning maps, and requested actions for 2011.

**Council Action: There was Council consensus to add a discussion regarding Anderson, Baugh & Associates, LLC’s requested Council actions as New Business Item 4 on the agenda.**

**PUBLIC COMMENT:**

Mayor Harto called for public comments.

**Barbara Burnsed, 19059 SE Wax Road, owner of a storage business located in the Northern Notch**, spoke in support of annexation of the notch and support of the Anderson, Baugh & Associates requested actions.

**Henrik Sortun, resident of greater Kent area since 1929**, urged Council to take action on “The “Northern Notch.”

**Brandon Anderson of Anderson, Baugh & Associates, LLC**, addressed Councilmember Mhooon’s question regarding why the presentation focused on only a portion of the notch and not the entire area. Mr. Anderson explained various reasoning for this including assisting Covington in maintaining control of the area.

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

**APPROVE CONSENT AGENDA:**

C-1. Approval of Minutes: March 8, 2011 City Council Special and Regular Meeting Minutes; March 15, 2011 City Council Joint Meeting with Covington Water District and Soos Creek Water & Sewer District Minutes; and March 22, 2011 City Council Special and Regular Meeting Minutes.

C-2. Approval of Vouchers: Vouchers #25061-25126, in the Amount of \$125,467.37, Dated March 21, 2011; Payroll Checks #8560-8568, Inclusive, Plus Employee Direct Deposits in the Amount of \$219,668.67, Dated March 18, 2011; and Payroll Checks #5134171-5134190, Inclusive, Plus Employee Direct Deposits in the Amount of \$123,149.63, Dated April 1, 2011.

C-3. Approve Wingfield Boundary Line Adjustment and Quit Claim Deed.

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

**NEW BUSINESS:**

1. Discuss Planning Commission Recommendation for 2011 Comprehensive Plan Amendment.

Senior Planner Salina Lyons gave a brief staff report on this item outlining Council’s timeline for this process.

Councilmember Snoey asked for clarification on the docket timeline process; and City Manager Derek Matheson provided an answer.

2. Set Date for Public Hearing on MultiCare’s Appeal of Right-of-Way Decision.

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

**Council Action: Councilmember Wagner moved and Councilmember Snoey seconded to set the public hearing for April 26, 2011, to hear and issue a decision on MultiCare**

**Covington Medical Center’s appeal to the requirements of CMC 12.115.010. Vote: 6-0. Motion carried.**

3. Debrief Joint Meeting with Utility Districts.

City Manager Derek Matheson gave the staff report on this item noting the two issues that generated extensive discussion at the joint meeting with the utility districts: the Water District’s water connection fees and the Water District’s requirement that development install water infrastructure commensurate with the zoning code rather than that specific development project.

Councilmembers discussed and asked questions. Councilmember Snoey requested that a third item regarding water rates be added to the issues. City Manager Derek Matheson agreed to add that item on the work group discussion agenda.

**Council Action: There was Council consensus to direct staff to explore with Covington Water District staff the creation of a City/Covington Water District staff-level work group to work on the issues and report back to Council; and, additionally, if such a group is created, to invite Soos Creek Water and Sewer District to join.**

4. Discussion to Consider Action/Opinion on the Anderson, Baugh & Associates, LLC Proposal.

Councilmembers discussed the first part of this request regarding sending a letter to the King County Council.

**Council Action: Councilmember Snoey moved and Councilmember Lanza seconded to request staff to prepare a letter for the Mayor’s signature on behalf of the Covington City Council to King County Council that supports the inclusion of the notch in the Urban Growth Area. Vote: 5-1 (voting yes: Harto, Lanza, Lucavish, Snoey, and Wagner; voting no: Mhoon). Motion carried.**

Councilmembers then discussed the second part of this request regarding declaring an emergency and requesting this item on the docket.

**Council Action: There was Council consensus to request staff to monitor the King County Council’s vote on the scoping motion; and, if favorable, to research all the other issues brought up by Council on “The Northern Notch” and provide a staff report for Council at the May 10 City Council meeting.**

**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.

Unapproved Draft – April 12, 2011 Regular Meeting Minutes  
Submitted for Approval: April 26, 2011

**ADJOURNMENT:**

There being no further business, the meeting was adjourned at 8:49 p.m.

Prepared by:

Submitted by:

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Joan Michaud  
Deputy City Clerk

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Sharon Scott  
City Clerk

**Consent Agenda Item C-2**

Covington City Council Meeting

Date: April 26, 2011

SUBJECT: APROVAL OF VOUCHERS.

RECOMMENDED BY: Rob Hendrickson, Finance Director

ATTACHMENT(S): Vouchers #25127-25194, in the Amount of \$102,406.02, Dated April 5, 2011; and Payroll Checks #5142986-5142994, Inclusive, Plus Employee Direct Deposits in the Amount of \$132,470.32, Dated April 15, 2011.

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 #25127-25194, in the Amount of \$102,406.02, Dated April 5, 2011; and Payroll Checks #5142986-5142994, Inclusive, Plus Employee Direct Deposits in the Amount of \$132,470.32, Dated April 15, 2011.**

April 5, 2011

City of Covington

City of Covington

City of Covington  
Voucher/Check Register

Check # 25127 through Check # 25194

In the Amount of \$102,406.02

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>
<b>Check No:</b> 25127	<b>Check Date:</b> 04/05/2011			
<b>Vendor:</b> 1798	<b>AHBL, Inc.</b>			
82454	SMP Phase III; services, 1/26-2/25/11	04/05/2011		1,495.00
			<b>Check Total:</b>	1,495.00
<b>Check No:</b> 25128	<b>Check Date:</b> 04/05/2011			
<b>Vendor:</b> 1381	<b>Glenn Akramoff</b>			
1381-4	Akramoff; APWA conference, mile/meals	04/05/2011		72.64
1381-4	Akramoff; APWA conference, mile/meals	04/05/2011		72.64
			<b>Check Total:</b>	145.28
<b>Check No:</b> 25129	<b>Check Date:</b> 04/05/2011			
<b>Vendor:</b> 1705	<b>Alpine Products, Inc.</b>			
TM-114430	Graffiti spray paint remover	04/05/2011		181.14
			<b>Check Total:</b>	181.14
<b>Check No:</b> 25130	<b>Check Date:</b> 04/05/2011			
<b>Vendor:</b> 2033	<b>Aquatic Specialty Services</b>			
245	Aquatics; pool chemicals	04/05/2011		1,033.06
241	Aquatics; clean/calibration service	04/05/2011		124.90
			<b>Check Total:</b>	1,157.96
<b>Check No:</b> 25131	<b>Check Date:</b> 04/05/2011			
<b>Vendor:</b> 0499	<b>Bank of America</b>			
0446-4	Aquatics; steel stools	04/05/2011		145.90
1346-4	Thank you cards; use tax	04/05/2011		-7.39
8290-4	Hart; APA Planning Law, conference	04/05/2011		29.70
8290-4	Hart; APA Planning Law, conference	04/05/2011		69.30
8290-4	Permits; locking cash drawer, use tax	04/05/2011		-6.72
8290-4	Permits; locking cash drawer	04/05/2011		84.85
8290-4	Front desk; locking cash drawer, use tax	04/05/2011		-6.72
8290-4	Front desk; locking cash drawer	04/05/2011		84.84
1346-4	Throm; recertification fees	04/05/2011		100.00
1346-4	HR Review exam study course	04/05/2011		615.22
4935-4	2010 Highway Capacity Manual, use tax	04/05/2011		-18.92
4935-4	2010 Highway Capacity Manual	04/05/2011		238.92
9115-4	Lyons; APA Planning Law, conference	04/05/2011		19.80
9115-4	Lyons; APA Planning Law, conference	04/05/2011		79.20
9115-4	Pesticide training manuals	04/05/2011		8.91
9115-4	Pesticide training manuals	04/05/2011		17.81
9115-4	Pesticide training manuals	04/05/2011		17.81
3692-4	Aquatics; bulletin boards, use tax	04/05/2011		-74.96
3692-4	Aquatics; storage bags for bandaid kits	04/05/2011		2.81
3692-4	Parker/Cles; PSFOA luncheon meeting	04/05/2011		50.00
8290-4	Waterproof gloves	04/05/2011		21.61
8290-4	Waterproof gloves, use tax	04/05/2011		-1.71
3544-4	Matheson; chamber luncheon	04/05/2011		15.00
2959-4	Graffiti removal supplies	04/05/2011		21.72
3692-4	Aquatics; bulletin boards	04/05/2011		946.53
2959-4	Community park; lumber	04/05/2011		264.66
2959-4	Gaudette/Dalton; digital cameras/case	04/05/2011		90.07
2959-4	Gaudette/Dalton; digital cameras/case	04/05/2011		90.07
2959-4	Gaudette/Dalton; digital cameras/case	04/05/2011		45.03
6540-4	Management team retreat; food	04/05/2011		293.48
1346-4	Beaufriere; HR exam fee	04/05/2011		375.00
1346-4	Thank you cards; commission volunteers	04/05/2011		93.34
6540-4	Council chamber; timer	04/05/2011		10.85
6540-4	Council chamber; rods to hang art	04/05/2011		32.56
0446-4	Aquatics; steel stools, use tax	04/05/2011		-11.55
0446-4	Lifeguard training manuals/supplies	04/05/2011		731.90
6540-4	Scott; accidental personal charge	04/05/2011		5.00
1346-4	HR Review exam study course, use tax	04/05/2011		-48.72
2959-4	Christenson; Duct testing	04/05/2011		20.00
			<b>Check Total:</b>	4,445.20

				<u>Check Amount</u>
<b>Check No:</b> 25132	<b>Check Date:</b> 04/05/2011			
<b>Vendor:</b> 0176	<b>Noreen Beaufrere</b>			
0176-4	Wellness program; pedometers	04/05/2011		27.15
<b>Check Total:</b>				27.15
<b>Check No:</b> 25133	<b>Check Date:</b> 04/05/2011			
<b>Vendor:</b> 1676	<b>Bravo Environmental</b>			
530196	Street sweeping	04/05/2011		1,031.70
<b>Check Total:</b>				1,031.70
<b>Check No:</b> 25134	<b>Check Date:</b> 04/05/2011			
<b>Vendor:</b> 0026	<b>C&amp;B Awards</b>			
23850	Hart; name badge/plate	04/05/2011		10.84
23850	Hart; name badge/plate	04/05/2011		4.64
23851	Human services; Hamada, name/desk plate	04/05/2011		15.48
<b>Check Total:</b>				30.96
<b>Check No:</b> 25135	<b>Check Date:</b> 04/05/2011			
<b>Vendor:</b> 2136	<b>Carbonic Systems, Inc.</b>			
05020263	Aquatics; carbomizer rental	04/05/2011		59.73
<b>Check Total:</b>				59.73
<b>Check No:</b> 25136	<b>Check Date:</b> 04/05/2011			
<b>Vendor:</b> 0364	<b>Code Publishing Company</b>			
37482	Municipal code update	04/05/2011		121.00
<b>Check Total:</b>				121.00
<b>Check No:</b> 25137	<b>Check Date:</b> 04/05/2011			
<b>Vendor:</b> 1091	<b>Complete Office Solutions</b>			
683135-0	20; conference room chairs	04/05/2011		7,732.32
<b>Check Total:</b>				7,732.32
<b>Check No:</b> 25138	<b>Check Date:</b> 04/05/2011			
<b>Vendor:</b> 1952	<b>Covington Copy It...Mail It</b>			
1302	AWC training manual; postage	04/05/2011		13.20
<b>Check Total:</b>				13.20
<b>Check No:</b> 25139	<b>Check Date:</b> 04/05/2011			
<b>Vendor:</b> 0572	<b>Covington Historical Society</b>			
282954	10 - Covington Historical books	04/05/2011		80.00
<b>Check Total:</b>				80.00
<b>Check No:</b> 25140	<b>Check Date:</b> 04/05/2011			
<b>Vendor:</b> 2231	<b>Covington Investments II, LLC</b>			
8007621	LU07-0024/2109; refund deposit balance	04/05/2011		315.00
<b>Check Total:</b>				315.00
<b>Check No:</b> 25141	<b>Check Date:</b> 04/05/2011			
<b>Vendor:</b> 0706	<b>Covington Retail Associates</b>			
CAM REC 20	2010 operating reconciliation; 1st floor	04/05/2011		-10,959.37
3456	2nd floor; operating expenses, April	04/05/2011		1,515.88
CAM REC 20	2010 operating reconciliation; 2nd floor	04/05/2011		-997.67
3248	1st floor operating expenses; Jan - Mar	04/05/2011		-1,345.33
3451	1st floor; operating expenses, April	04/05/2011		9,398.95
3248	2nd floor operating expenses; Jan - Mar	04/05/2011		-55.76
3456	2nd floor; building lease, April	04/05/2011		3,046.58
3451	1st floor; building lease, April	04/05/2011		23,880.83
<b>Check Total:</b>				24,484.11
<b>Check No:</b> 25142	<b>Check Date:</b> 04/05/2011			
<b>Vendor:</b> 0308	<b>Covington Tire Factory</b>			
0097726	#3252; oil change/service	04/05/2011		41.13
<b>Check Total:</b>				41.13
<b>Check No:</b> 25143	<b>Check Date:</b> 04/05/2011			
<b>Vendor:</b> 1409	<b>Delta Communications Systems</b>			
916157	Aquatics; long distance, April	04/05/2011		51.26
<b>Check Total:</b>				51.26
<b>Check No:</b> 25144	<b>Check Date:</b> 04/05/2011			
<b>Vendor:</b> 2229	<b>eCivis, Inc.</b>			
101779	Grants Network; 3 user licenses	04/05/2011		5,500.00
<b>Check Total:</b>				5,500.00

				<u>Check Amount</u>
<b>Check No:</b>	<b>25145</b>	<b>Check Date:</b>	<b>04/05/2011</b>	
<b>Vendor:</b>	<b>2091</b>	<b>Fastenal Company</b>		
WAKNT61213	Public works; ladder	04/05/2011		112.94
WAKNT59973	#2746/#2675; bolts for plow blade	04/05/2011		84.66
WAKNT56592	Credit; duplicate payment	04/05/2011		-89.43
WAKNT61213	Public works; ladder	04/05/2011		56.47
WAKNT61213	Public works; ladder	04/05/2011		112.94
			<b>Check Total:</b>	<b>277.58</b>
<b>Check No:</b>	<b>25146</b>	<b>Check Date:</b>	<b>04/05/2011</b>	
<b>Vendor:</b>	<b>2038</b>	<b>Rollin Herbst</b>		
2038-4	Utility tax rebate; electricity	04/05/2011		100.10
2038-4	Utility tax rebate; telephone	04/05/2011		27.60
2038-4	Utility tax rebate; solid waste	04/05/2011		13.12
			<b>Check Total:</b>	<b>140.82</b>
<b>Check No:</b>	<b>25147</b>	<b>Check Date:</b>	<b>04/05/2011</b>	
<b>Vendor:</b>	<b>0867</b>	<b>Home Depot Credit Services</b>		
8052936	Razor blades for removal of asset tags	04/05/2011		7.54
5046398	Maint shop; plumbing supply	04/05/2011		0.46
5046398	Maint shop; plumbing supply	04/05/2011		0.90
9070480	Maint shop; rakes, ratchet set	04/05/2011		15.16
9070480	Maint shop; rakes, ratchet set	04/05/2011		30.32
8013303	Fence boards	04/05/2011		15.51
9070480	Maint shop; rakes, ratchet set	04/05/2011		30.32
9070480	Maint shop; tarps, straps, wire, plastic	04/05/2011		22.26
9070480	Maint shop; tarps, straps, wire, plastic	04/05/2011		44.54
9070480	Maint shop; tarps, straps, wire, plastic	04/05/2011		44.54
5046398	Maint shop; plumbing supply	04/05/2011		0.90
2012597	Maint shop; p trap	04/05/2011		2.94
2012597	Maint shop; p trap	04/05/2011		1.47
2012597	Maint shop; p trap	04/05/2011		2.93
1564815	Aquatics; key	04/05/2011		2.14
			<b>Check Total:</b>	<b>221.93</b>
<b>Check No:</b>	<b>25148</b>	<b>Check Date:</b>	<b>04/05/2011</b>	
<b>Vendor:</b>	<b>1997</b>	<b>HSBC Business Solutions</b>		
073704	Council; exchange student reception	04/05/2011		39.97
1844709912	City hall; cleaners, paper prod, creamer	04/05/2011		343.11
			<b>Check Total:</b>	<b>383.08</b>
<b>Check No:</b>	<b>25149</b>	<b>Check Date:</b>	<b>04/05/2011</b>	
<b>Vendor:</b>	<b>1146</b>	<b>Hydro-Fit Inc.</b>		
11-1215	Aquatics; resale items, exercise gear	04/05/2011		219.05
			<b>Check Total:</b>	<b>219.05</b>
<b>Check No:</b>	<b>25150</b>	<b>Check Date:</b>	<b>04/05/2011</b>	
<b>Vendor:</b>	<b>0143</b>	<b>King County Finance</b>		
1606497	Street services; 2/1-2/28/11	04/05/2011		5,043.68
1606496	Street services; 2/1-2/28/11	04/05/2011		8.99
1606498	Street services; 2/1-2/28/11	04/05/2011		1,034.00
7100063	Jail cost; one on one guarding, February	04/05/2011		281.65
1608151	Jail costs; 2/1-2/28/11	04/05/2011		18,589.61
			<b>Check Total:</b>	<b>24,957.93</b>
<b>Check No:</b>	<b>25151</b>	<b>Check Date:</b>	<b>04/05/2011</b>	
<b>Vendor:</b>	<b>1258</b>	<b>King County Finance - GIS</b>		
10-012H GI	GIS Express program; 12/10-1/11	04/05/2011		218.25
10-012H GI	GIS Express program; 12/10-1/11	04/05/2011		174.60
10-012H GI	GIS Express program; 12/10-1/11	04/05/2011		130.95
10-012H GI	GIS Express program; 12/10-1/11	04/05/2011		174.60
10-012H GI	GIS Express program; 12/10-1/11	04/05/2011		174.60
			<b>Check Total:</b>	<b>873.00</b>
<b>Check No:</b>	<b>25152</b>	<b>Check Date:</b>	<b>04/05/2011</b>	
<b>Vendor:</b>	<b>0541</b>	<b>King County Fleet Admin</b>		
205234	#3252; light bar installation	04/05/2011		1,018.06
			<b>Check Total:</b>	<b>1,018.06</b>

				<u>Check Amount</u>
<b>Check No:</b> 25153	<b>Check Date:</b> 04/05/2011			
<b>Vendor:</b> 1828	<b>Kathleen Kirshenbaum</b>			
1828-4	Public defense screening; mileage	04/05/2011		12.61
<b>Check Total:</b>				12.61
<b>Check No:</b> 25154	<b>Check Date:</b> 04/05/2011			
<b>Vendor:</b> 2142	<b>Irma Knapp</b>			
2142-4	Utility tax rebate; telephone	04/05/2011		9.48
2142-4	Utility tax rebate; cable	04/05/2011		45.62
2142-4	Utility tax rebate; solid waste	04/05/2011		18.56
2142-4	Utility tax rebate; natural gas	04/05/2011		59.50
2142-4	Utility tax rebate; electricity	04/05/2011		30.98
<b>Check Total:</b>				164.14
<b>Check No:</b> 25155	<b>Check Date:</b> 04/05/2011			
<b>Vendor:</b> 1622	<b>Law Offices of Thomas R Hargan</b>			
11-CV03	Prosecution services through 3/31/11	04/05/2011		4,367.85
<b>Check Total:</b>				4,367.85
<b>Check No:</b> 25156	<b>Check Date:</b> 04/05/2011			
<b>Vendor:</b> 1131	<b>Lincoln Equipment, Inc.</b>			
SI157838	Aquatics; SeaKlear stain prevention	04/05/2011		374.52
SI157800	Aquatics; SeaKlear stain prevention	04/05/2011		374.52
<b>Check Total:</b>				749.04
<b>Check No:</b> 25157	<b>Check Date:</b> 04/05/2011			
<b>Vendor:</b> 1989	<b>Richard N. Little Consulting, LLC</b>			
1989-4	Government relations; March	04/05/2011		4,699.43
<b>Check Total:</b>				4,699.43
<b>Check No:</b> 25158	<b>Check Date:</b> 04/05/2011			
<b>Vendor:</b> 1719	<b>Derek Matheson</b>			
1719-4	Matheson; WCMA Conf; hotel,miles,meals	04/05/2011		524.66
<b>Check Total:</b>				524.66
<b>Check No:</b> 25159	<b>Check Date:</b> 04/05/2011			
<b>Vendor:</b> 2030	<b>John Meier</b>			
2030-4	Utility tax rebate; electricity	04/05/2011		33.23
2030-4	Utility tax rebate; cellular/pager	04/05/2011		34.80
2030-4	Utility tax rebate; telephone	04/05/2011		8.69
2030-4	Utility tax rebate; solid waste	04/05/2011		12.39
2030-4	Utility tax rebate; natural gas	04/05/2011		32.76
<b>Check Total:</b>				121.87
<b>Check No:</b> 25160	<b>Check Date:</b> 04/05/2011			
<b>Vendor:</b> 1406	<b>David Nemens</b>			
1406-4	Legal fees	04/05/2011		1,000.00
<b>Check Total:</b>				1,000.00
<b>Check No:</b> 25161	<b>Check Date:</b> 04/05/2011			
<b>Vendor:</b> 0305	<b>Net Venture</b>			
539803	Spooling service; 2/27-3/26/11	04/05/2011		19.95
539850	Refund; additional email box	04/05/2011		-7.50
539803	Basic business hosting; 2/27-3/26/11	04/05/2011		14.95
539803	Additional email box; 3/27-5/26/11	04/05/2011		5.00
539803	Domain hosting; 2/27-5/26/11	04/05/2011		24.75
<b>Check Total:</b>				57.15
<b>Check No:</b> 25162	<b>Check Date:</b> 04/05/2011			
<b>Vendor:</b> 1327	<b>Ethan Newton</b>			
1327-4	Newton; mileage reimbursement, March	04/05/2011		170.24
<b>Check Total:</b>				170.24
<b>Check No:</b> 25163	<b>Check Date:</b> 04/05/2011			
<b>Vendor:</b> 0682	<b>Nextel Communications</b>			
591066496-	Internet connection card, 3/21-4/20/11	04/05/2011		40.99
591066496-	Internet connection card, 3/21-4/20/11	04/05/2011		40.99
591066496-	Internet connection card, 3/21-4/20/11	04/05/2011		20.49
591066496-	Internet connection card, 3/21-4/20/11	04/05/2011		61.49
<b>Check Total:</b>				163.96

				<u>Check Amount</u>
<b>Check No:</b>	<b>25164</b>	<b>Check Date:</b>	<b>04/05/2011</b>	
<b>Vendor:</b>	<b>1948</b>	<b>George Nomura</b>		
1948-4	Utility tax rebate; electricity	04/05/2011		17.37
1948-4	Utility tax rebate; telephone	04/05/2011		14.55
1948-4	Utility tax rebate; cable	04/05/2011		13.74
1948-4	Utility tax rebate; solid waste	04/05/2011		10.00
1948-4	Utility tax rebate; natural gas	04/05/2011		37.20
			<b>Check Total:</b>	<b>92.86</b>
<b>Check No:</b>	<b>25165</b>	<b>Check Date:</b>	<b>04/05/2011</b>	
<b>Vendor:</b>	<b>0708</b>	<b>NRPA</b>		
109842	Patterson; NRPA membership	04/05/2011		47.92
109842	Newton; NRPA membership	04/05/2011		191.66
109842	Thomas; NRPA membership	04/05/2011		191.67
109842	Patterson; NRPA membership	04/05/2011		143.75
			<b>Check Total:</b>	<b>575.00</b>
<b>Check No:</b>	<b>25166</b>	<b>Check Date:</b>	<b>04/05/2011</b>	
<b>Vendor:</b>	<b>0004</b>	<b>Office Depot</b>		
5560503990	Office supplies	04/05/2011		70.00
5565179810	Office supplies; dvd/shipping labels	04/05/2011		11.18
5560505070	Office supplies	04/05/2011		32.24
5565180960	Office supplies	04/05/2011		5.91
5565179810	Office supplies	04/05/2011		68.35
5565179810	Office supplies; dvd/shipping labels	04/05/2011		11.18
			<b>Check Total:</b>	<b>198.86</b>
<b>Check No:</b>	<b>25167</b>	<b>Check Date:</b>	<b>04/05/2011</b>	
<b>Vendor:</b>	<b>0418</b>	<b>Olympic Environmental Resource</b>		
20113	2011 Spring recycling program	04/05/2011		4,435.48
			<b>Check Total:</b>	<b>4,435.48</b>
<b>Check No:</b>	<b>25168</b>	<b>Check Date:</b>	<b>04/05/2011</b>	
<b>Vendor:</b>	<b>1103</b>	<b>Pat Patterson</b>		
1103-4	Patterson; NW Festival Expo, mileage	04/05/2011		74.97
			<b>Check Total:</b>	<b>74.97</b>
<b>Check No:</b>	<b>25169</b>	<b>Check Date:</b>	<b>04/05/2011</b>	
<b>Vendor:</b>	<b>0973</b>	<b>Public Finance Inc.</b>		
0001457	LID administration; 2nd quarter	04/05/2011		123.70
			<b>Check Total:</b>	<b>123.70</b>
<b>Check No:</b>	<b>25170</b>	<b>Check Date:</b>	<b>04/05/2011</b>	
<b>Vendor:</b>	<b>0006</b>	<b>Qwest</b>		
4137665359	Aquatics; telephone, 3/26-4/26/11	04/05/2011		273.94
			<b>Check Total:</b>	<b>273.94</b>
<b>Check No:</b>	<b>25171</b>	<b>Check Date:</b>	<b>04/05/2011</b>	
<b>Vendor:</b>	<b>0345</b>	<b>Sharon Scott</b>		
1345-4	Council Summit; refreshments	04/05/2011		142.47
			<b>Check Total:</b>	<b>142.47</b>
<b>Check No:</b>	<b>25172</b>	<b>Check Date:</b>	<b>04/05/2011</b>	
<b>Vendor:</b>	<b>1905</b>	<b>Sharp Electronics Corporation</b>		
C713987-70	Copier; usage, 2/23-3/25/11	04/05/2011		20.87
			<b>Check Total:</b>	<b>20.87</b>
<b>Check No:</b>	<b>25173</b>	<b>Check Date:</b>	<b>04/05/2011</b>	
<b>Vendor:</b>	<b>2037</b>	<b>Charles &amp; Delores Smith</b>		
2037-4	Utility tax rebate; cellular/pager	04/05/2011		23.12
2037-4	Utility tax rebate; electricity	04/05/2011		61.86
2037-4	Utility tax rebate; telephone	04/05/2011		12.61
2037-4	Utility tax rebate; cable	04/05/2011		17.77
2037-4	Utility tax rebate; solid waste	04/05/2011		13.80
2037-4	Utility tax rebate; natural gas	04/05/2011		44.74
			<b>Check Total:</b>	<b>173.90</b>
<b>Check No:</b>	<b>25174</b>	<b>Check Date:</b>	<b>04/05/2011</b>	
<b>Vendor:</b>	<b>0736</b>	<b>Sound Security, Inc.</b>		
0542705-IN	Security monitoring; April	04/05/2011		707.50
			<b>Check Total:</b>	<b>707.50</b>

				<u>Check Amount</u>
<b>Check No:</b> 25175	<b>Check Date:</b> 04/05/2011			
<b>Vendor:</b> 1158	<b>Sprint Rothhammer Intl, Inc.</b>			
73258A	Aquatics; resale items, googles, caps	04/05/2011		200.30
<b>Check Total:</b>				200.30
<b>Check No:</b> 25176	<b>Check Date:</b> 04/05/2011			
<b>Vendor:</b> 0281	<b>Standard Insurance Company</b>			
00635551-4	Life Insurance Premiums, April	04/05/2011		85.84
00635551-4	Life Insurance Premiums, April	04/05/2011		44.55
00635551-4	Life Insurance Premiums, April	04/05/2011		266.21
00635551-4	Life Insurance Premiums, April	04/05/2011		201.32
00635551-4	Life Insurance Premiums, April	04/05/2011		70.20
00635551-4	Life Insurance Premiums, April	04/05/2011		42.92
00635551-4	Life Insurance Premiums, April	04/05/2011		25.09
00635551-4	Life Insurance Premiums, April	04/05/2011		64.88
00635551-4	Life Insurance Premiums, April	04/05/2011		95.18
00635551-4	Life Insurance Premiums, April	04/05/2011		8.44
00635551-4	Life Insurance Premiums, April	04/05/2011		27.85
00635551-4	Life Insurance Premiums, April	04/05/2011		69.45
00635551-4	Life Insurance Premiums, April	04/05/2011		28.81
00635551-4	Life Insurance Premiums, April	04/05/2011		11.25
00635551-4	Life Insurance Premiums, April	04/05/2011		38.25
00635551-4	Life Insurance Premiums, April	04/05/2011		22.50
00635551-4	Life Insurance Premiums, April	04/05/2011		35.03
00635551-4	Life Insurance Premiums, April	04/05/2011		32.19
00635551-4	Life Insurance Premiums, April	04/05/2011		11.25
00635551-4	Life Insurance Premiums, April	04/05/2011		46.66
00635551-4	Life Insurance Premiums, April	04/05/2011		7.91
00635551-4	Life Insurance Premiums, April	04/05/2011		42.92
00635551-4	Life Insurance Premiums, April	04/05/2011		75.38
00635551-4	Life Insurance Premiums, April	04/05/2011		212.12
00635551-4	Life Insurance Premiums, April	04/05/2011		287.56
00635551-4	Life Insurance Premiums, April	04/05/2011		11.25
00635551-4	Life Insurance Premiums, April	04/05/2011		158.80
00635551-4	Life Insurance Premiums, April	04/05/2011		125.06
00635551-4	Life Insurance Premiums, April	04/05/2011		41.63
00635551-4	Life Insurance Premiums, April	04/05/2011		145.93
00635551-4	Life Insurance Premiums, April	04/05/2011		114.33
00635551-4	Life Insurance Premiums, April	04/05/2011		169.33
00635551-4	Life Insurance Premiums, April	04/05/2011		130.98
00635551-4	Life Insurance Premiums, April	04/05/2011		79.33
00635551-4	Life Insurance Premiums, April	04/05/2011		64.57
00635551-4	Life Insurance Premiums, April	04/05/2011		20.93
00635551-4	Life Insurance Premiums, April	04/05/2011		42.92
<b>Check Total:</b>				2,958.82
<b>Check No:</b> 25177	<b>Check Date:</b> 04/05/2011			
<b>Vendor:</b> 0062	<b>Suburban Cities Association</b>			
1885	Snoey; networking dinner, 3/23	04/05/2011		45.00
<b>Check Total:</b>				45.00
<b>Check No:</b> 25178	<b>Check Date:</b> 04/05/2011			
<b>Vendor:</b> 1976	<b>Sunshine Family Parts, LLC</b>			
528131	Maint shop; filters, oil	04/05/2011		38.48
526261	#2577; light bulbs	04/05/2011		16.92
526320	Return; window regulator	04/05/2011		-117.36
526268	#2900; window regulator	04/05/2011		117.36
526340	#2900; window regulator	04/05/2011		117.36
526341	Return; window lift	04/05/2011		-42.77
526318	Window lift	04/05/2011		42.77
526957	#2745; belt	04/05/2011		48.85
527923	Small equipment; air/oil filters, plugs	04/05/2011		29.43
527923	Small equipment; air/oil filters, plugs	04/05/2011		58.85
527923	Small equipment; air/oil filters, plugs	04/05/2011		58.85
528131	Maint shop; filters, oil	04/05/2011		19.24

			<u>Check Amount</u>
528131	Maint shop; filters, oil	04/05/2011	38.48
<b>Check Total:</b>			<b>426.46</b>
<b>Check No:</b>	<b>25179</b>	<b>Check Date:</b> 04/05/2011	
<b>Vendor:</b>	<b>2028</b>	<b>Scott Thomas</b>	
2028-41	Thomas; WRPA conference, hotel, meal	04/05/2011	162.73
2028-4	Thomas; various meetings, parking, meal	04/05/2011	32.30
<b>Check Total:</b>			<b>195.03</b>
<b>Check No:</b>	<b>25180</b>	<b>Check Date:</b> 04/05/2011	
<b>Vendor:</b>	<b>0546</b>	<b>Victoria Throm</b>	
0546-4	Throm; Recess gift card reimbursement	04/05/2011	90.00
<b>Check Total:</b>			<b>90.00</b>
<b>Check No:</b>	<b>25181</b>	<b>Check Date:</b> 04/05/2011	
<b>Vendor:</b>	<b>1315</b>	<b>The UPS Store #6080</b>	
228	Postage; ship part for repair	04/05/2011	17.88
<b>Check Total:</b>			<b>17.88</b>
<b>Check No:</b>	<b>25182</b>	<b>Check Date:</b> 04/05/2011	
<b>Vendor:</b>	<b>0357</b>	<b>Valley Communications</b>	
12026	800 MHz access fee; March	04/05/2011	75.00
<b>Check Total:</b>			<b>75.00</b>
<b>Check No:</b>	<b>25183</b>	<b>Check Date:</b> 04/05/2011	
<b>Vendor:</b>	<b>0819</b>	<b>Don Vondran</b>	
0819-4	Vondran; APWA conference, miles, meal	04/05/2011	70.57
0819-4	Vondran; APWA conference, miles, meal	04/05/2011	105.86
11-17	Vondran; 2011 flexible spending	04/05/2011	10.00
<b>Check Total:</b>			<b>186.43</b>
<b>Check No:</b>	<b>25184</b>	<b>Check Date:</b> 04/05/2011	
<b>Vendor:</b>	<b>2061</b>	<b>WA Wildlife &amp; Recreation Coali</b>	
03-29-11	2011 Annual membership dues	04/05/2011	100.00
<b>Check Total:</b>			<b>100.00</b>
<b>Check No:</b>	<b>25185</b>	<b>Check Date:</b> 04/05/2011	
<b>Vendor:</b>	<b>1421</b>	<b>Ward's Power Equipment</b>	
32100	Air filter	04/05/2011	6.57
32072	Small equipment; air filters/cleaners	04/05/2011	38.02
32072	Small equipment; air filters/cleaners	04/05/2011	38.02
32072	Small equipment; air filters/cleaners	04/05/2011	19.01
<b>Check Total:</b>			<b>101.62</b>
<b>Check No:</b>	<b>25186</b>	<b>Check Date:</b> 04/05/2011	
<b>Vendor:</b>	<b>1408</b>	<b>Washington Workwear Stores Inc</b>	
6017	Seasonal maintenance; sweatshirt	04/05/2011	11.95
6017	Seasonal maintenance; sweatshirt	04/05/2011	5.97
6021	Hart; shirts	04/05/2011	46.38
6021	Hart; shirts	04/05/2011	19.87
6020	Marchefka; cap, tee shirts	04/05/2011	54.52
6020	Marchefka; cap, tee shirts	04/05/2011	54.52
6020	Marchefka; cap, tee shirts	04/05/2011	27.25
6019	Gaudette; cap, sweatshirt	04/05/2011	23.89
6019	Gaudette; cap, sweatshirt	04/05/2011	23.89
6022	Ogren; shirts	04/05/2011	97.74
6019	Gaudette; cap, sweatshirt	04/05/2011	11.95
6018	Dalton; tee shirts, sweatshirts	04/05/2011	65.38
6018	Dalton; tee shirts, sweatshirts	04/05/2011	65.38
6018	Dalton; tee shirts, sweatshirts	04/05/2011	32.68
6017	Seasonal maintenance; sweatshirt	04/05/2011	11.95
<b>Check Total:</b>			<b>553.32</b>
<b>Check No:</b>	<b>25187</b>	<b>Check Date:</b> 04/05/2011	
<b>Vendor:</b>	<b>2232</b>	<b>DNR Webster Forest Nursery</b>	
9321	Rainier Vista Pond; tree seedlings	04/05/2011	479.08
<b>Check Total:</b>			<b>479.08</b>
<b>Check No:</b>	<b>25188</b>	<b>Check Date:</b> 04/05/2011	
<b>Vendor:</b>	<b>2127</b>	<b>WFEA</b>	
2127-4	Patterson; WFEA membership dues	04/05/2011	50.00

				<u>Check Amount</u>
<b>Check No: 25189</b>				<b>Check Total:</b>
<b>Vendor: 2230</b>				50.00
<b>Check Date: 04/05/2011</b>				
<b>Wilbur-Ellis Company</b>				
5246821	Pesticides	04/05/2011		80.20
5246821	Pesticides	04/05/2011		80.20
5246821	Pesticides	04/05/2011		40.11
<b>Check Total:</b>				200.51
<b>Check No: 25190</b>				
<b>Vendor: 0355</b>				
<b>Check Date: 04/05/2011</b>				
<b>WRPA</b>				
11-229	Thomas; WRPA training registration	04/05/2011		139.00
<b>Check Total:</b>				139.00
<b>Check No: 25191</b>				
<b>Vendor: 0995</b>				
<b>Check Date: 04/05/2011</b>				
<b>Xerox Corporation</b>				
054212233	B&W Copier; usage, 12/20/10-3/23/11	04/05/2011		253.11
599910228	B&W Copier; lease	04/05/2011		518.30
054212232	Color copier; usage, 12/29/10-3/24/11	04/05/2011		1,286.36
599908246	Color copier; lease	04/05/2011		425.71
<b>Check Total:</b>				2,483.48
<b>Check No: 25192</b>				
<b>Vendor: 1381</b>				
<b>Check Date: 04/05/2011</b>				
<b>Glenn Akramoff</b>				
1381-4-1	Akramoff; 5 year service award	04/05/2011		75.00
<b>Check Total:</b>				75.00
<b>Check No: 25193</b>				
<b>Vendor: 1828</b>				
<b>Check Date: 04/05/2011</b>				
<b>Kathleen Kirshenbaum</b>				
1828-4-1	Kirshenbaum; 5 year service award	04/05/2011		75.00
<b>Check Total:</b>				75.00
<b>Check No: 25194</b>				
<b>Vendor: 0546</b>				
<b>Check Date: 04/05/2011</b>				
<b>Victoria Throm</b>				
0546-4-1	Throm; 10 year service award	04/05/2011		100.00
<b>Check Total:</b>				100.00
<b>Date Totals:</b>				102,406.02
<b>Report Total:</b>			<b>0.00</b>	<b>102,406.02</b>

April 15, 2011

City of Covington

Payroll Approval

- Request Council approval for payment of Payroll dated 04/15/11 consisting of:

PAYLOCITY CHECK # 5142986 through PAYLOCITY CHECK # 5142994 inclusive, plus employee direct deposits

NATIONWIDE FORFEITURE ACCOUNT

IN THE AMOUNT OF \$132,470.32

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: \_\_\_\_\_

**04/15/2011 Payroll Voucher**

Payroll Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Name	Net Amount
100059	Regular	4/15/2011	Agnish, Ashley	87.73
100060	Regular	4/15/2011	Kirshenbaum, Kathleen	589.72
100061	Regular	4/15/2011	Lyon, Valerie	1,370.68
100062	Regular	4/15/2011	Matheson, Derek	5,538.87
100063	Regular	4/15/2011	Mhoon, Darren	1,207.67
100064	Regular	4/15/2011	Michaud, Joan	1,305.24
100065	Regular	4/15/2011	Scott, Sharon	2,159.89
100066	Regular	4/15/2011	Slate, Karla	2,142.47
100067	Regular	4/15/2011	Van Tassel, Stacey	22.16
100068	Regular	4/15/2011	Carrillo, Cameron	477.75
100069	Regular	4/15/2011	Cox, Melissa	308.51
100070	Regular	4/15/2011	Evans, Kristin	33.17
100071	Regular	4/15/2011	Felcyn, Adam	146.05
100072	Regular	4/15/2011	Golan, Samuel	20.80
100073	Regular	4/15/2011	Kiselyov, Tatyana	208.99
100074	Regular	4/15/2011	Lusebrink, Christa	438.84
100075	Regular	4/15/2011	MacConaghy, Hailey	544.82
100076	Regular	4/15/2011	Mathison, Matthew	407.12
100077	Regular	4/15/2011	Middleton, Jordan	209.69
100078	Regular	4/15/2011	Miller, Thomas	138.89
100079	Regular	4/15/2011	Mooney, Lynell	178.77
100080	Regular	4/15/2011	Perko, John	78.01
100081	Regular	4/15/2011	Praggastis, Alexander	81.80
100082	Regular	4/15/2011	Reynolds, Taylor	155.07
100083	Regular	4/15/2011	Wonio, Reece	176.93
100084	Regular	4/15/2011	Beaufrere, Noreen	2,551.28
100085	Regular	4/15/2011	Throm, Victoria	1,803.90
100086	Regular	4/15/2011	Hart, Richard	3,331.33
100087	Regular	4/15/2011	Quintanar, Louis	944.56
100088	Regular	4/15/2011	Cles, Staci	1,597.71
100089	Regular	4/15/2011	Hagen, Lindsay	1,314.87
100090	Regular	4/15/2011	Hendrickson, Robert	3,202.18
100091	Regular	4/15/2011	Parker, Cassandra	2,140.63
100092	Regular	4/15/2011	Dalton, Jesse	1,729.00
100093	Regular	4/15/2011	Egbert, Thomas	987.35
100094	Regular	4/15/2011	Guest, Robert	673.62
100095	Regular	4/15/2011	Hall, Ron	1,004.52
100096	Regular	4/15/2011	Junkin, Ross	2,462.36
100097	Regular	4/15/2011	Marchefka, Joe	1,830.42
100098	Regular	4/15/2011	Wesley, Daniel	1,919.99
100099	Regular	4/15/2011	Bykonen, Brian D.	807.94
100100	Regular	4/15/2011	Christenson, Gregg	1,758.63
100101	Regular	4/15/2011	Lyons, Salina	2,138.82
100102	Regular	4/15/2011	Meyers, Robert	2,840.08
100103	Regular	4/15/2011	Ogren, Nelson	2,368.75
100104	Regular	4/15/2011	Thompson, Kelly	1,751.87
100105	Regular	4/15/2011	Morrissey, Mayson	2,377.73

**Check Register**  
 CITY OF COVINGTON (B1951)

Check Date: 04/15/2011  
 Process: 2011041501  
 Pay Period: 03/27/2011 to 04/09/2011

100106 Regular	4/15/2011	Bahl, Rachel	1,467.34
100107 Regular	4/15/2011	Newton, Ethan	1,913.09
100108 Regular	4/15/2011	Patterson, Clifford	2,228.22
100109 Regular	4/15/2011	Thomas, Scott	3,106.24
100110 Regular	4/15/2011	Akramoff, Glenn	3,126.12
100111 Regular	4/15/2011	Bates, Shellie	1,793.11
100112 Regular	4/15/2011	Buck, Shawn	708.81
100113 Regular	4/15/2011	Parrish, Benjamin	1,592.70
100114 Regular	4/15/2011	Vondran, Donald	3,221.09
5142986 Regular	4/15/2011	Carkeek, Lena	623.34
5142987 Regular	4/15/2011	Eastin, Tatiana	268.16
5142988 Regular	4/15/2011	Farris, Carly	780.60
5142989 Regular	4/15/2011	Goldfoos, Rhyan	352.41
5142990 Regular	4/15/2011	Hatch, Jenessa	32.14
5142991 Regular	4/15/2011	Jensen, Rachel	162.65
5142992 Regular	4/15/2011	Johansen, Andrea	234.84
5142993 Regular	4/15/2011	Panzer, Erika	227.94
5142994 Regular	4/15/2011	Gaudette, John	216.49

**Totals for Payroll Checks 65 Items 81,622.47**

Third Party Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Name	Net Amount
100115	AGENCY	4/15/2011	Paylocity Corporation	125.00
5142999	AGENCY	4/15/2011	Vantagepoint Transfer Agent-	1,498.79
5143000	AGENCY	4/15/2011	City of Covington	2,653.20
5143001	AGENCY	4/15/2011	City of Covington Employee	68.00
5143002	AGENCY	4/15/2011	ICMA Retirement Trust	2,278.00
5143003	AGENCY	4/15/2011	WASH CHILD SUPPORT	110.41
5143004	AGENCY	4/15/2011	CHAPTER 13 TRUSTEE	1,567.00
5143005	AGENCY	4/15/2011	King County Superior Court	248.12
5143006	AGENCY	4/15/2011	Nationwide	10,606.20
5143007	AGENCY	4/15/2011	United Way of King County	18.00
5143008	AGENCY	4/15/2011	HRA VEBA Trust	990.00
<b>Totals for Third Party</b>			<b>11 Items</b>	<b>20,162.72</b>

Nationwide Forfeiture Account	14,416.97
Tax Liability	16,110.26
Payroll Fees	157.90
<b>Grand Total</b>	<b>\$132,470.32</b>

SUBJECT: RECEIVE PUBLIC TESTIMONY REGARDING MULTICARE APPEAL OF  
RIGHT OF WAY DECISION

DECISION ON MULTICARE APPEAL OF RIGHT OF WAY DECISION

RECOMMENDED BY: Glenn Akramoff; Public Works Director

ATTACHMENT(S):

1. MultiCare Covington Medical Center Notice of Appeal, dated March 14, 2011
2. MultiCare Covington Medical Center's request to excavate within SE Wax Road dated December 1, 2010.
3. City Comment Letter No. 2 dated January 18, 2011 (Denial Statement)

PREPARED BY: Salina Lyons, Senior Planner

EXPLANATION:

MultiCare Covington Medical Center (MultiCare) submitted a Notice of Appeal to the decision by the Public Works Director, dated January 18, 2011, denying the developer's request to cut into SE Wax Road to install sanitary sewer and rechannelize improvements associated with the relocation of their commercial driveway access. (**Attachment 1**)

CMC 12.115.060 requires that in the event the Public Works Director denies an application the applicant can appeal the decision to the City Council. The City Council is required to hold a public hearing before rendering a decision on the appeal. The public hearing is scheduled for the April 26, 2011 regular meeting. Notice of the Public Hearing was provided in the April 15<sup>th</sup> and 22<sup>nd</sup> Covington Reporter.

### **Background**

CMC 12.115.010 prohibits excavation in City streets that have been newly paved less than five years. SE Wax Road was completed in 2008 under City CIP No. 1033; therefore, no cuts are allowed within the roadway until 2013. Any construction within the right-of-way will require the developer to overlay the full width, from intersection to intersection, of the excavated area. In the case of MultiCare, a full width overlay would extend from SE 270<sup>th</sup> Street to the north roundabout, approximately 1,200 linear feet.

MultiCare submitted a letter to the City, dated December 1, 2010, requesting approval to cut into SE Wax Road and stated that they do not qualify for an exemption under CMC 12.115.040; therefore, the Public Works Director denied the request. (**Attachments 2 & 3**)

MultiCare is appealing the Public Works Director's decision and requesting relief from the regulation to work within SE Wax Road. MultiCare is proposing to provide mitigation to SE Wax Road as outlined in their original request (**Attachment 2**). Mitigation includes grind and

overlay within the limits of the northbound and center turn lane to accommodate the sewer connection and rechannelization attributed to the relocation of their commercial driveway. The extent of overlay is approximately 500 linear feet. This is in lieu of a full width grind and overlay from SE 270<sup>th</sup> Pl. to the roundabout.

ALTERNATIVES:

1. Request additional information from staff.
2. Deny MultiCare's request for relief from CMC 12.115

FISCAL IMPACT:

MultiCare is proposing to grind and overlay a smaller section of the right-of-way than required by code, but the extent of the proposed mitigation will appear more significant than typical patches. Although the cuts into the right-of-way may decrease the effective life of the pavement and result in increased maintenance in the future, MultiCare took that into consideration by limiting the impact as much as possible within the repair area and proposing adequate mitigation.

MultiCare will be required to post a maintenance financial guarantee with the City for two years. The work within SE Wax Road will commence in 2011 and the two year financial guarantee will expire in 2013. At this time the right-of-way will no longer be regulated by CMC 12.115 and will be included in the City's overlay program.

CITY COUNCIL ACTION:    \_\_\_ Ordinance    \_\_\_ Resolution     X  Motion    \_\_\_ Other

**Council member \_\_\_\_\_ moves, Council member \_\_\_\_\_ seconds, to grant MultiCare Covington Medical Center's request for relief from the prohibition to work within SE Wax Road, as required by CMC 12.115, and allow MultiCare to restore the roadway, as proposed, without overlaying the full width from intersection to intersection.**

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

MAR 21 2011 1:37 pm

City of Covington

*Rec'd by City Clerk  
 Susan [Signature]*

March 14, 2011

Salina Lyons  
 Senior Planner  
 City of Covington  
 16720 SE 271<sup>st</sup> Street, Suite 100  
 Covington, WA 98042

Re: NOTICE OF APPEAL  
 MultiCare Covington Medical Center  
 City File No. LU10-0012/2121  
 RE: Comment Letter No. 2

Dear Salina:

In response to comments that were issued on January 18, 2011 and contained within Comment Letter No. 2, let this letter serve as our NOTICE OF APPEAL.

NOTICE OF APPEAL

Appellant's Name Address and Phone Number	MultiCare Covington Medical Center Allison Garr, Administrator Campus Development 17700 S.E. 272nd St., Suite #460 Covington, WA 98042 (253) 697-2225
Appellant's statement describing his or her standing to appeal	MultiCare is the owner of the property being developed under the above-referenced land use application and is directly affected by the City's decisions regarding excavations in abutting rights-of-way.
Identification of the application which is the subject of the appeal	Application File Number LU10-0012/2121
Appellant's statement of grounds for appeal and the facts upon which the appeal is based.	SE Wax Road was completed in 2008 under City CIP No. 1033. Covington Municipal Code (CMC) 12.115.010 prohibits any excavation in City streets within five years of street paving. CMC 12.115.040.3 allows for an exception if the permit developer overlays the full width, from intersection to intersection, of the excavated area. CMC 12.115.040.1 provides for an exception if denying the permit would be an undue hardship for MultiCare and the need was not foreseen when the original work was done. In this case, the MultiCare project was not contemplated when SE Wax Road was repaved, and repaving the entire street (intersection to intersection) is a very large project that it out of scale with the minor excavations required by the MultiCare project, and is not needed for safety or road performance purposes.

The relief sought, including the specific nature and extent

This proposed project includes re-channelization within Wax Road to accommodate a relocated driveway 115 feet to the northeast to provide a clear vehicular circulation path for ambulance access and new visits to the proposed emergency department. This re-channelization would include restriping of an acceleration lane, turning lane and modifications to a center landscaping island. MultiCare proposes to grind and overlay the limits of impacted area only, rather than the full width of Wax Road from intersection to intersection. The project engineers indicate that this can be done without adversely affecting the roadway performance or integrity.

In addition to this construction activity, the project will also need to connect to an existing sanitary sewer line within the right-of-way of Wax Road. To accommodate this connection, we have identified an existing sewer manhole for this connection. Based on record drawings, this manhole was recently discovered to have been accidentally paved over during recent Wax Road construction and has since been brought to grade.

MultiCare requests relief from the prohibition on work in the right-of-way in CMC 12.115.010 and to be allowed to restore the roadway without overlaying the full width from intersection to intersection, which would be an undue hardship and would be unnecessary.

---

The above information is true and complete to the best of my knowledge.

  
Allison Garr, Administrator Campus

3/16/11  
Date

710 SECOND AVENUE • SUITE 1400  
SEATTLE WASHINGTON • 98104-1710  
T • 206 245 2100 F • 206 245 2101 • COLLINSWOERMAN.COM

December 1, 2010

Glenn Akramoff  
Public Works Director  
City of Covington  
16720 SE 271<sup>st</sup> Street, Suite 100  
Covington, WA 98042

Re: MultiCare Covington Medical Center  
City File No. LU10-0012/2121  
Comment Letter No. 1

GRP/PR# LU10-0012/2121  S.F.  
OR  
PROJ  
NAME: MultiCare  
FILE: PLN CORR

Dear Glenn:

As part of our Commercial Site Development Application for the new MultiCare Covington Emergency Department that was submitted on August 18, 2010, we received a comment regarding proposed construction activity within the right-of-way of Wax Road. The comment listed below was made within the October 19, 2010 letter issued to the design team, and states the following:

Comment #17

*SE Wax Road was completed in 2008 under City CIP No. 1033. Section 12.115.010 of the Covington Municipal Code (CMC) prohibits any excavation in City streets within five years of street paving. Section 12.115.040.3 allows for an exception if the permit developer overlays the full width, from intersection to intersection, of the excavated area. Please include specifications for the grind and overlay in the civil plans.*

This proposed project includes rechannelization within Wax Road to accommodate a relocated driveway 115 feet to the northeast to provide a clear vehicular circulation path for ambulance access and new visits to the emergency department. This re-channelization effort includes restriping of an acceleration lane, turning lane and modifications to a center landscaping island. It is our intent to grind and overlay the limits as depicted within the attached Exhibit A to accommodate these modifications.

In addition to this construction activity, the project will also need to connect to an existing sanitary sewer line within the right-of-way of Wax Road. To accommodate this connection, we have identified an existing sewer manhole for this connection. Based on record drawings, this manhole was recently discovered to have been accidentally paved over during recent Wax Road construction and has since been brought to grade as depicted by Exhibit B.

RECEIVED  
CITY OF COVINGTON  
DEC 01 2010  
PERMIT SERVICES

**FILE**

Glenn Akramoff  
December 1, 2010  
Page 2

Our method of connecting to this manhole includes trenching approximately 12 lineal feet within Wax Road to the manhole. As indicated within Exhibit A, this activity would occur within the limits of our proposed grind and overlay area to accommodate the rechannelization.

On November 17, 2010, CollinsWoerman sent via email a similar sketch to Exhibit A over to Salina Lyons for her review of our methodology and approach. Within an email response back to CollinsWoerman, it was referenced that the "developer will need to evaluate CMC 12.115.040 to determine if they qualify for an exemption as listed". We believe at this time we do not qualify for any of the exemptions listed, but would propose mitigation to accommodate the trenching required to connect to the existing sewer.

The proposed mitigation includes the following:

1. Grind and overlay as depicted within Exhibit A to accommodate the rechannelization. This includes approximately 28 lineal feet x 475 lineal feet within Wax Road.
2. Restripping of the acceleration and turning lanes.
3. New full-depth asphalt section to accommodate the decreased size of the existing center landscape median.

Please let me know if any additional information is required or if you have any questions.

Sincerely,



Timothy Bissmeyer

Enclosure(s) Exhibit A  
Exhibit B

cc: Salina Lyons, City of Covington  
Allison Garr, MultiCare  
Tyler Paytas, CBRE  
Ed Thenell, CBRE

File





## **Exhibit B:**

Image depicting location of recently raised existing sewer manhole within Wax Road.  
(Photo/CPL/November 21, 2010.)



## City of Covington

## ATTACHMENT 3

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

January 18, 2011

**Via Electronic Version**  
*(Hard Copy to Follow)*

Tim Bissmeyer  
Collins Woerman  
710 2nd Ave Suite 1400  
Seattle, WA 98104

RE: **MultiCare Covington Medical Center**  
**City File No. LU10-0012/2121**  
**Comment Letter No. 2**

Dear Tim,

This letter is to notify you that the City of Covington has reviewed the revised MultiCare Covington Medical Center Commercial Site Development application and associated studies submitted on December 1, 2010. The following staff members and consultants contributed to the review of the application:

- Salina Lyons (Senior Planner), City of Covington
- Nelson Ogren (Development Review Engineer), City of Covington
- Kelly Thompson (Permit Services Coordinator), City of Covington
- Larry Rabel (City's Fire District), Kent Fire Department Regional Fire Authority
- Bruce Verhei (City's Fire Marshal), Kent Fire Department Regional Fire Authority
- Colin Worsley (City's Wetland Biologist) Parametrix, Inc.
- Sara Schaffer (Contracts Administrative Assistant), Covington Water District
- Darci McConnell (Development Coordinator), Soos Creek Water and Sewer District

*It is imperative that you provide a copy of this letter with your submittal for revisions. The Permit Services Counter will not accept your plans without this letter. In order to help expedite your review, please provide a response to each comment. **Please submit 5 sets of full size 32 x 40 revised plans, 3 - 11 x 17 set of plans and 1- 8.5 x 11. Please include 2 copies of any revised reports.** Due to our filing procedures, the City does not require that reports be bound.*

### **SE Wax Road – Cut Request**

1. In accordance with Section CMC 12.115.010, excavation in City streets that have been newly paved less than five years is prohibited. A developer requesting to excavate within a City street subject to this requirement shall obtain approval from the Public Works Director and identify how they meet one of the exemptions listed in CMC 12.115.040. If the developer is unable meet one of the allowed exemptions, they may appeal the decision to the City Council.

Collins Woerman, the developer's architect, provided the City a letter dated December 1, 2010 requesting approval to cut into SE Wax Road, to install sanitary sewer and rechannelization improvements associated with the relocation of the driveway access. In the letter, the architect states that they do not qualify for an exemption under CMC 12.115.040; therefore, the Public Works Director is unable to approve the request.

The next step is to file a written Notice of Appeal to be process for decision by the Covington City Council. This is a procedural matter based on the provisions of the Municipal Code. The City will support the appeal based on the proposed mitigation measures 1-3, outlined in the letter. The City encourages the architect to begin this process; however, it does not need to be resolved prior to Commercial Site Development approval. This process can be written as a Condition of Approval for the project. Please contact me so we can discuss this matter further.

### **Drainage Report**

3. Please provide justification (volume calculations) supporting the volume provided figure given in the Storm Water Detention Analysis section of the Drainage Report.

### **Civil Plan Sheets**

#### Survey

4. The survey data provided in the Alta Survey from Barghausen Engineers, Inc. shows an error in the pipe elevations for the portion of the existing storm system that flows into the detention pond from SDMH-G. The elevations indicate flow from the pond to the storm manhole. Please revise and update the subsequent design plans accordingly.

#### General

5. Information for the newly raised manhole in SE Wax Road was added to Sheet 5 of the Alta Survey since the previous submittal. The pipe sizes noted do not correspond to those upstream and downstream. Please verify and revise as necessary throughout the plan set

#### Sheets C2.01 – C2.03

6. The BMP Legend and various plan notes reference City of Covington Standard Details and specific plan details on Sheet C2.10. Please reference one or the other, as many are not the same, and remove those details on Sheet C-2.10 that are referenced by City of Covington Standard Details.

#### Sheet C2.01

7. Add inlet protection to SDMH-B and CB-K.
8. Please label the meandering fence shown along the southwest portion of the oak grove.

#### Sheet C-3.01

9. Existing SDMH-B is located in the proposed southwest ramp of the new entrance. Please show the structure to be moved or revise the layout to move the crosswalk away from the structure.
10. Various spot elevations do not match the proposed contour lines. Please revise.

11. Please verify with a scaled detail that the proposed pipes are physically able to be installed into SDMH-F as shown, without interfering with the existing pipes and valves.

#### Sheet C-3.02

12. Please add a note regarding the 16" maximum height of adjustment section for a Type II catch basin, in accordance with Standard Detail 716, for the proposed raising of the rim of SDMH-G.

#### Sheet C-3.03

13. Please add a north arrow and scale.
14. Please show that portion of the existing median island in SE Wax Road to be removed.
15. Please note the stations and offsets for the proposed limits of the grind and overlay on SE Wax Road.

#### Sheet C-4.03

16. Please add a north arrow and scale.
17. Please note the stations and offsets for the proposed limits of the grind and overlay on SE Wax Road.

#### Sheet C-4.10

18. Please remove Detail 3, Porous Asphalt Paving.

#### Sheets C-5.01, 5.02 and 5.20

19. The City suggests rechecking the existing storm invert elevations and the crossings with the proposed water main. As designed, numerous conflicts are anticipated.

#### Sewer Plans

20. Sheet SS 2 of 6, the sewer profile does not appear to represent the existing conditions at SSMH-P. Please revise the profile accordingly.

#### **Parking and Circulation**

21. The City has two additional locations for the developer to consider for on-site circulation and safe pedestrian interactions with vehicles (including emergency vehicles) as they move from the parking area to the main entrance of the emergency facility. One option is to provide a connection from the sidewalk on SE Wax Road and connect to an existing walkway provided in the landscaping island. The second option is to provide a walkway in the landscaping island and install pavement markings. (Attached)

#### **Tree Preservation/Landscaping Requirements**

22. Tree Assessment, page 3 – Guideline #2 under the Guidelines for Tree Preservation states "Any work that is to take place within the tree protection zones shall be supervised by a tree professional so necessary precautions can be taken. Work can be successfully completed within the CRZ if done correctly." What work will take place in the tree protection zone or CRZ? Why is this work necessary?

23. Is Tree #127 going to be pruned as recommended in the Tree Assessment? Are any other oaks proposed to be pruned?
24. Replacement trees will need to meet the three-year survivability standard (CMC 18.45.080.10). This will be included as a Condition of Approval.

### **Design Review**

*Both the building and site must comply with the Downtown Design Standards given in CMC 18.30.045. The developer is vested to the design standards outlined in CMC 18.30.045.4 and the DN 9 Zone as outlined in CMC 18.30.045.5.f. Any design departures shall be submitted in writing and according to the provisions of CMC 18.30.040.6 whereby a Developer wishing to modify any of the standards shall identify how the proposed modification meets the design objective equally well or better than the required standard.*

25. On November 8, 2010 the architect provided a color rendering of the building elevations for comments. On November 11, 2010, the City provided the following comments: (Attached)
  1. Overall, the western portion of the building more adequately meets the articulation and design intent per the code. The City looks forward to evaluating the elevations for all four sides of the building to ensure that the design elements are cohesive.
  2. You may want to consider providing architectural detail to the cornice around the building. Particularly at the north transition from the front (main entrance) of the building to the west and east.
  3. In our meeting we discuss incorporating the west side of the building into the required common area and plaza. Although you have provided refuge locations and benches, we look forward to evaluating this requirement as it pertains to the overall site and intent of the code.
  4. The City has concerns with the proposed pedestrian connections to various entrances/exits to and from the parking areas and other locations on-site. Based on the rendering provided, it appears that additional connections should be made from the west entrance to the parking lot, from the west entrance to the walkway, and from the west entrance to the main entrance of the building. People will take the shortest path of least resistance to a building entrance or from an exit; therefore, the walkways should accommodate the reality of travel. They should be able to circulate through the site without crossing wet grass or navigating a parking lot. (Please see attached)
26. Based on Sheets A-4.1 and A-4.2 it is unclear if Comments 1-3 were considered or incorporated into the building design. The City requests that the architect respond to Comments 1-3. The building design issues can be resolved through email and pdf.

27. It appears that Comment No. 4 was incorporated into onsite circulation by including a sidewalk adjacent to the parking lot for direct access to the main walkway around the building.

### Next Step

The issues raised above will require some new information, design revisions and specific details in certain topic issues. As some of the requirements may have significant impact on the site plan, the City would be happy to have an in-person meeting with you to discuss any issues.

Please note that the requested information must be submitted before the City can resume its review of the site plans. Thus, the timely submittal of your revisions will allow review of your application to commence without delay. **Per Section 14.35.050 of the Covington Municipal Code the review clock will remain stopped for this application until up to 14 days after the requested information is submitted.**

If you have any further questions or need additional information please feel free to contact me at 253-683-1110 x 2239 or via email at [slyons@ci.covington.wa.us](mailto:slyons@ci.covington.wa.us). Please contact Kelly Thompson, Permit Technician at extension 2269 or via email at [kthompson@ci.covington.wa.us](mailto:kthompson@ci.covington.wa.us) to schedule an intake appointment for your revised plans.

Sincerely,  
THE CITY OF COVINGTON



Salina Lyons  
Senior Planner

Cc: *City Review Team (Via Electronic Version)*  
*Allison Garr, Multicare (Via Electronic Version)*  
*Tyler Paytas, CBRE (Via Electronic Version)*  
*Kevin Smith, Coughlin Porter Lundeen (Via Electronic Version)*  
*Alex Clark, Collins Woerman (Via Electronic Version)*

Encl: **On-site Circulation (concepts)**  
**Architectural Comments**

SUBJECT: ADOPT FINAL 2011 COMPREHENSIVE PLAN AMENDMENT DOCKET

RECOMMENDED BY: Richard Hart, Community Development Director

ATTACHMENTS:

1. 2011 Comprehensive Plan Amendment Docket Instruction Guide and Timeline
2. Application CPA 2011-1 Shoreline Master Program (SMP) Update
3. SMP New Element Ch. 13 in Comprehensive Plan
4. Application CPA 2011-2 Parks Plan
5. Parks Plan New Element Ch. 6 in Comprehensive Plan
6. Application CPA 2011-3 Replace Missing Segment of 171<sup>st</sup> as Type I Street in the Town Center Zone of Ch. 5 Downtown Element of Comprehensive Plan
7. Revised Figure 4.5 Downtown Street Type Map Replacing Missing Segment of 171<sup>st</sup> in Ch. 5 Downtown Element of Comprehensive Plan
8. Application DRA 1-2011 Designate Proposed 171<sup>st</sup> as a Type I Street in Development Regulations
9. Development & Design Standards Downtown Street Types Map
10. 20-Year CIP Street Types Map Figure 5.7 for Downtown Zones in Comprehensive Plan
11. Final Planning Commission Memo on 2011 Comprehensive Plan Amendment Docket
12. Comment Letter from Don Ramsey, Ashton Co, on CPA 2011-3 and DRA 2011-1
13. Comment Letter from Doug Mergenthaler, Ashton Co, on CPA 2011-3 and DRA 2011-1

PREPARED BY: Richard Hart, Community Development Director

EXPLANATION:

The Planning Commission has made their recommendation to the Council for the official docket of Comprehensive Plan and/or Development Regulation Amendments for 2011. These proposed amendments were discussed at a joint study session on April 12, 2011. This year there were three Comprehensive Plan Amendments (CPA's) and one Development Regulation Amendment (DRA) submitted to the Planning Commission as part of the formal docketing process. The final deadline for submittal of proposed items to be considered this year as part of the 2011 Docket was February 1, 2011. The Instruction Guide and Timeline for a Comprehensive Plan and/or Development Regulation Amendment are included as Attachment 1.

The following list represents the 2011 CPA & DRA Docket recommended by the Commission:

- 1.) CPA 2011-1: The Shoreline Master Program (SMP), incorporated in the Comprehensive Plan as Ch. 13, submitted by the Community Development Department. See Attachments 2 and 3.
- 2.) CPA 2011-2: The Parks Plan, to be incorporated as Ch. 6 in the Comprehensive Plan, was submitted by the Parks Department. See Attachments 4 and 5.

3.) CPA 2011-3: A revised Downtown Street Type Map which replaces a missing segment of the proposed 171<sup>st</sup> Ave SE as a Type I Street in Ch. 5 of the Downtown Element & Ch. 6 of the Transportation Element of the Comprehensive Plan was submitted by the Planning Commission. See Attachments 6 and 7.

4.) DRA 2011-1: A revised Development & Design Standards Street Type Map which replaces a missing segment of the proposed 171<sup>st</sup> Ave SE in Section 18.31.060 of the Covington Municipal Code (CMC). See Attachments 8, 9 and 10.

The Planning Commission held several meetings to discuss the proposed docket in February and March of this year with a final a public meeting on March 17, 2011, to receive comments and review public input on the proposed docket. See Attachment 11. There was one objection presented to the Commission by a private entity, Ashton Corporation LLC, about two docketed items, CPA 2011-3 and DRA 2011-1. These amendments replace the missing street segment for the proposed 171<sup>st</sup> Ave SE in the Downtown Element Map and the Transportation Element CIP Map of the Comprehensive Plan and in the Development & Design Standards Street Type Map of the City Zoning Code. The objection states that replacing the missing proposed 171<sup>st</sup> street would reduce the net area for development of adjacent land and impact any future development of Ashton's property.

Tonight the City Council's action is to officially act on the recommendations of the Planning Commission and set the final 2011 Docket for Comprehensive Plan and Development Regulation Amendments. This Council decision is only to list the issues on the formal docket and to then proceed with the process of evaluation, discussion, and recommendation by the city staff and Planning Commission for public hearings later this summer and fall. This is not the final decision point on any of the Amendment items themselves.

After the Council adoption of the final docket, the Planning Commission will then review all 4 docket requests at a formal public hearing this summer and provide a final recommendation on each item to the Council this fall, including how they might impact the Comprehensive Plan and policies and the associated development and design regulations. Per the city code, CMC 14.25, the City Council must then hold a formal hearing and make a final decision prior to December 31, 2011. Thus, there are several future opportunities for public input on this topic prior to any final decision by the Council.

#### ALTERNATIVES:

The Council has a choice to docket all, none or selected items recommended by the Commission.

#### FISCAL IMPACT:

Although there are no direct monetary costs of these docketed items, there are costs associated with staff time, materials such as additional mapping analysis used for evaluation, consultant feedback (SMP & Parks), and the final cost of implementation and printing of updates to the Comprehensive Plan binders, City Maps, and code updates with MRSC.





## COMPREHENSIVE PLAN AMENDMENT INSTRUCTION GUIDE AND TIMELINE

### 2011 Application Deadline: February 1, 2011

This guide is intended to explain the comprehensive plan amendment process pursuant to City of Covington Municipal Code Chapter 14.25 and to provide guidance in completing an application for such an amendment. Also included in these instructions is the current year's timeline of specific dates and deadlines. Please direct any questions regarding this process to the Department of Community Development, Strategic Planning Division, at 253-638-1110 or via e-mail to [rhart@ci.covington.wa.us](mailto:rhart@ci.covington.wa.us).

#### Purpose

The comprehensive plan is a document which guides the nature and intensity of development in the City of Covington. An amendment to the plan is a mechanism by which the city may periodically modify its land use, development, or growth policies to reinforce the role of the plan in guiding growth in our community. A comprehensive plan amendment may involve a related change in development regulations or the City's zoning map. Any proposal for a related development regulation or zoning map amendment should be included on the comprehensive plan amendment application and is subject to the same procedures and timeline.

#### Application Period

The City Council will consider comprehensive plan amendments on an annual basis only (except for emergencies and certain other exemptions), as required by the State Growth Management Act (GMA). Applications to initiate an amendment may be submitted only during the period specified in the current year's timeline, by the deadline indicated at the top of these instructions.

*Note that proposals for changes to development regulations or the zoning map that do not require a comprehensive plan amendment follow the process outlined in Covington Municipal Code Chapter 14.27 and may be proposed at any time of the year.*

#### Who May Apply?

Any person or entity (e.g., private citizens, groups, City departments, Planning Commission or City Council) may initiate a non site-specific amendment to the plan, i.e., a proposal to change the plan text language or a general modification of the City's future land use map. Only property owners or their authorized agents may initiate a site-specific amendment to the Plan.

An individual or group may seek sponsorship of a non site-specific comprehensive plan amendment from the City

Council if they feel that it has broad significance for the public good of the City. If the Council agrees to sponsor an amendment, the application fee is waived. A Council-sponsored amendment proposal must be submitted by the deadline date above.

#### Fee

The fee for a comprehensive plan amendment as of the 2008-2009 annual amendment process is \$3,500, \$500 of which is a non-refundable docketing fee. Please refer to the City's current fee resolution for updated fees. Depending on the nature of the proposed amendment, a SEPA (environmental) checklist and additional applicable fee may be required before the application is considered by the Planning Commission.

#### Procedure

1. Application. To propose a comprehensive plan amendment, an individual should fill out the application form (available online and at City Hall), provide any required materials, and pay the application fee. A pre-application meeting with City staff is strongly encouraged prior to submittal of an application. The application must be submitted no later than 5 p.m. on the deadline date. Proposed amendments that are deemed complete become part of the preliminary "docket" (the list of proposed amendments to be considered).

2. Comment period. Within one week of the application deadline date, the City will solicit public comment on the preliminary docket by posting it on the City website and making it available at City Hall. The preliminary docket will include a description of each proposed amendment in non-technical terms. Interested citizens may submit comments or suggestions (supportive, opposing, clarifying) related to the proposed amendment. Comments or questions may be e-mailed to [rcurran@ci.covington.wa.us](mailto:rcurran@ci.covington.wa.us) or delivered to City Hall. Comments should be made within the two-week period as specified on the timeline.

3. Preliminary review and determination of final docket. The Community Development Director will briefly evaluate whether proposed amendments meet the selection/decision criteria below, and make a recommendation to the Planning Commission and City Council as to which proposals should be placed in the final docket. At its discretion, the City Council may hold a joint workshop with the Planning Commission to consider the recommendations. The Planning Commission will hold a public hearing and make a

formal recommendation to the Council, and the City Council will thereafter decide which amendment proposals will be included in the final docket.

4. Final review and decision. The Community Development Department staff will prepare a staff report for all amendment proposals placed in the final docket. The Planning Commission will evaluate the proposed amendments, hold a public hearing, and make a recommendation to the City Council. The Council will consider the recommendation and make the final decision to approve, deny, or modify the proposed comprehensive plan amendments and any related development regulation amendments.

### Selection/Decision Criteria

(1) Proposed amendments that meet one of the following criteria will be included on the preliminary docket for Planning Commission/Council consideration:

- (a) If the proposed amendment is site-specific, the subject property is suitable for development in general conformance with adjacent land use and the surrounding development pattern, and with zoning standards under the potential zoning classifications.
- (b) State law requires, or a decision of a court or administrative agency has directed such a change.
- (c) There exists an obvious technical error in the pertinent comprehensive plan provision.

(2) Proposed amendments that do not meet one of the criteria in (1) must meet all of the following criteria in order to be placed in the preliminary docket:

- (a) The amendment represents a matter appropriately addressed through the comprehensive plan, and the proposed amendment demonstrates a public benefit and enhances the public health, safety and welfare of the city.
- (b) The amendment is in compliance with the three-year limitation rules as specified in the Covington Municipal Code (14.25.040(3)).
- (c) The amendment does not raise policy or land use issues that are more appropriately addressed by an ongoing work program approved by the City Council.
- (d) The proposed amendment addresses significantly changed conditions since the last time the pertinent comprehensive plan map or text was amended. "Significantly changed conditions" are those resulting from unanticipated consequences of an adopted policy, or changed conditions on the subject property or its surrounding area, or changes related to the pertinent comprehensive plan map or text; where such change has implications of a magnitude that need to be addressed for the comprehensive plan to function as an integrated whole.
- (e) The proposed amendment is consistent with the

comprehensive plan and other goals and policies of the City, the King County Countywide Planning Policies, the Growth Management Act, other state or federal law, the Washington Administrative Code and other applicable laws.

### Completing the Application

Requests for amendments must be submitted by the deadline date on the application form provided by the Department. The applicant must provide all information requested on the application and answer with as much detail as possible as to how the proposal meets the selection/decision criteria.

#### A. Contact Information

Give the name and contact information of the applicant. If a lawyer or group is acting on behalf of or jointly with the applicant, complete agent contact information. Indicate the primary contact person. For site-specific amendments only, also complete contact information for property owner(s).

#### B. Amendment Type

Indicate whether the proposed amendment is site-specific (involving only one or two properties), or is area-wide or a change to the text of the comprehensive plan.

#### C. Site-Specific Amendments

Complete address, parcel, and legal descriptions for property. Indicate proposed change to land use map designation (and proposed change to zoning map if applicable).

#### D. Area-wide and Textual Amendments

Provide proposed language for a change to the text of the comprehensive plan (and to the text of development regulation(s) if applicable).

#### E. Section/Decision Criteria

Provide detailed information as to how the proposed amendments meet the selection/decision criteria.

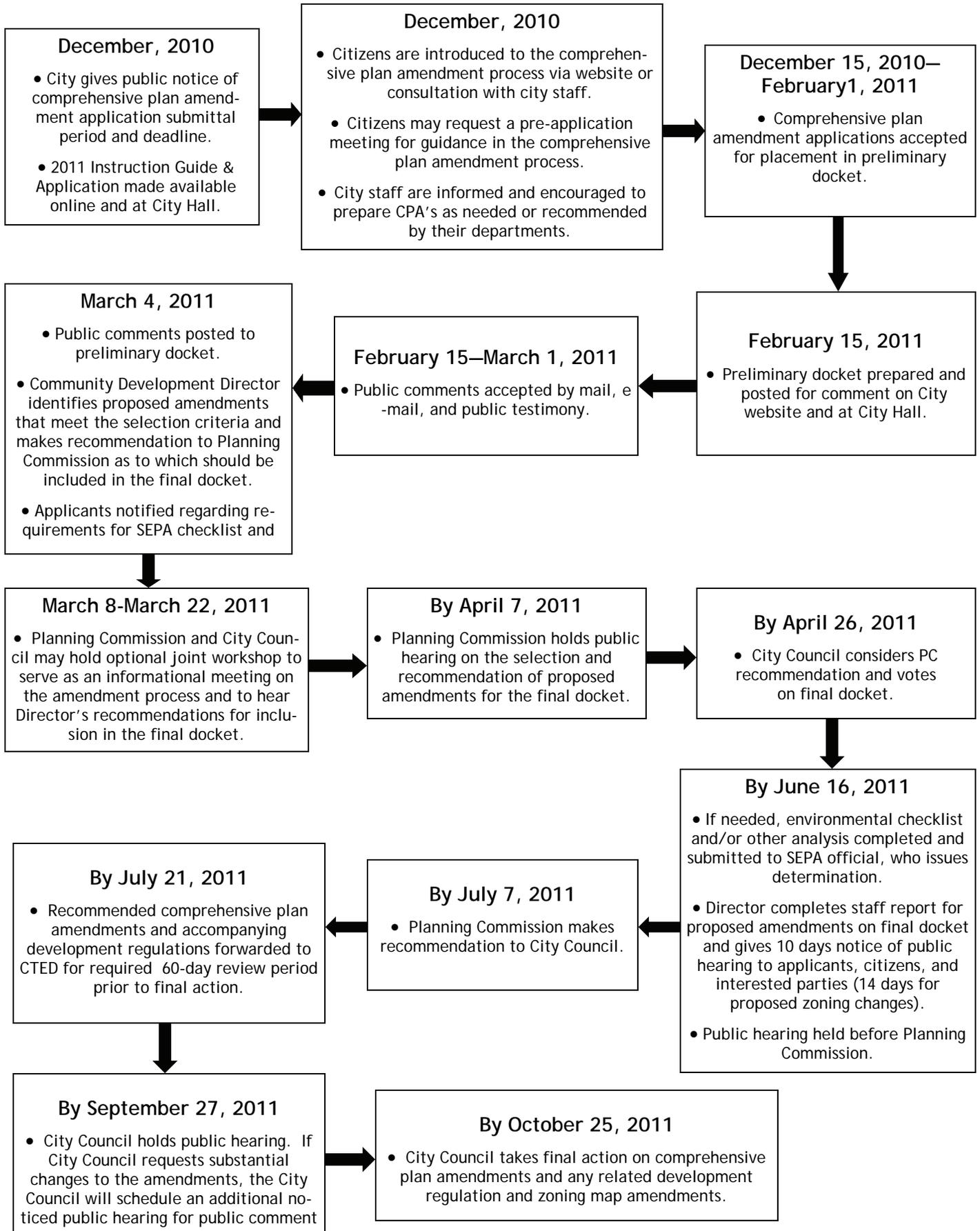
#### F. Costs and Benefits, Additional Information

Provide information on the costs and benefits to the public, both monetary and non-monetary, and describe any additional information that supports the proposed amendment.

#### G. Signature

The applicant or the applicant's agent must sign the application, indicating that these instructions have been read and that the information provided on the application is true and correct. Property owners applying for site-specific amendments must also sign and have notarized a Property Owner Declaration.

## PROPOSED COMPREHENSIVE PLAN AMENDMENT TIMELINE





**CITY OF COVINGTON**  
 Community Development Department  
 16720 SE 271st Street • Suite 100 • Covington, WA 98042  
 Phone: 253-638-1110 • Fax: 253-638-1122  
 www.ci.covington.wa.us

A-430

## ATTACHMENT 2

# COMPREHENSIVE PLAN AMENDMENT APPLICATION

**2011 Application Deadline: February 1, 2011**

<b>STAFF USE ONLY</b>	Docket Number: <u>CPA-2011-1</u>	Application Date: <u>1-20-11</u>
	<input checked="" type="checkbox"/> City-initiated <input type="checkbox"/> Privately-initiated	

**APPLICANT**  Primary Contact Person

Name: Richard Hart

Address: City of Covington

City/State/Zip: 98042

Phone: (253) 638-1110 Ext.2226 Fax: \_\_\_\_\_

E-mail Address: rhart@ci.covington.wa.us

Signature: \_\_\_\_\_

**AGENT**  Primary Contact Person

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Signature: \_\_\_\_\_

**PROPERTY OWNER**

Name: Various property owners, as this Non-Site Specific Comp Plan Policies Amendment affects a variety of land owners within the designated shoreline jurisdiction in the City of Covington.

Address: \_\_\_\_\_

City/State/Zip: All zoning districts in Covington

**PROPERTY OWNER 2**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Signature: \_\_\_\_\_

**TYPE OF COMPREHENSIVE PLAN AMENDMENT**

This is a site-specific amendment proposal. Complete site-specific information below.

This is a non-site-specific amendment proposal. Complete area-wide/textual amendment information below. This amendment proposal involves additions to the existing Environmental Element of the Comprehensive Plan, Chapter 7.

### SITE-SPECIFIC AMENDMENTS

*Give street address or, if vacant, indicate lot(s), block, and subdivision OR tax lot number, access street and nearest intersection. If proposal applies to several parcels, list the streets bounding the area.*

ADDRESS(ES): (NA)

ASSESSOR'S PARCEL NUMBER(S): \_\_\_\_\_ SITE AREA: \_\_\_\_\_

LEGAL DESCRIPTION(S): \_\_\_\_\_

PROPOSED CHANGE TO FUTURE LAND USE MAP DESIGNATION: FROM \_\_\_\_\_ (CURRENT) TO \_\_\_\_\_ (PROPOSED)

## AREA-WIDE & TEXT AMENDMENTS

Chapter and section of comprehensive plan to be amended: Add a new Ch. 13 Shoreline Element

Indicate either conceptual or specific amendatory language. Please be as specific as possible to aid in the evaluation of your proposal. If specific changes are proposed, please indicate current language and proposed language.

Currently the Environmental Element contains no specific shoreline goals, policies, environmental designations, or development regulations. The existing Environmental Element contains critical area policies and related natural resource stewardship policies. This amendment will create a new Element, a Chapter 13, for Shorelines and identify specific overall goals and policies related to the RCW required Shoreline Master Program (SMP) and adopt by reference the complete SMP. The complete SMP document is available from the City of Covington for review as part of this Comp Plan Amendment.

## DESCRIBE HOW PROPOSAL MEETS DECISION CRITERIA

An amendment may be considered for placement on the final docket under any **one** of the following circumstances. Check the applicable box, and describe in detail how the proposed amendment complies with the criterion. Attach additional sheets as necessary.

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

State law requires, or a decision of a court or administrative agency has directed such a change. State Law requires all local governments to have an updated Shoreline Master Program and goals, policies and regulations in their Comprehensive Plans and Development Regulations by June 30, 2011. This action will comply with the Comp Plan portion of that requirement.

There exists an obvious technical error in the pertinent comprehensive plan provision. There are no Shoreline goals and policies in the current Comprehensive Plan as required by law. This adds a new Element Ch. 13 to address state requirements.

## DESCRIBE HOW PROPOSAL MEETS SELECTION / DECISION CRITERIA (CONT'D.)

If none of the three conditions on p.2 apply, then the proposed amendment must meet *all five* of the following criteria. Please answer the following questions, providing specific details and attaching additional sheets as necessary.

1. Explain how the proposed amendment is appropriately addressed through the comprehensive plan and how it would be a public benefit to the City of Covington (i.e. enhances the public health, safety, and welfare).

Currently the Comprehensive Plan has no goals policies relating to the Shoreline Master Program.

The public benefits by having specific shoreline policies in the Comprehensive Plan.

2. Proposed amendments that are the same or substantially-similar to an amendment proposed during the last three amendment cycles are not eligible for consideration, except in certain cases due to geographic expansion by the City (see CMC 14.25.040(3)). Has the same or a substantially-similar amendment been proposed during the last three annual amendment cycles?  No  Yes

If yes, how has geographic expansion necessitated the proposed amendment?

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3. Does the proposed amendment raise any policy or land-use issues that are more appropriately addressed by an ongoing work program approved by the City Council?  No  Yes

Please explain:

The proposed changes need to be addressed with new policy and text language in some location within the Comprehensive Plan. A new Shoreline Element is the most logical solution. These goals, policies and guidelines are not within a annual work program. Of any department of the City.

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

The last changes to the Comprehensive Plan had no such policies, and the City has not ever amended its Shoreline Master Program since adopting by reference the King County shoreline policies upon incorporation in 1997.

## DESCRIBE HOW PROPOSAL MEETS SELECTION / DECISION CRITERIA (CONT'D.)

5. Explain how the proposed amendment is consistent with:

(a) The vision, goals, and policies of the comprehensive plan, and other goals and policies of the City:

The proposed goals and policies will support the Land Use, Environmental and Natural Hazards Elements expressed in the Comprehensive Plan. The proposed Comprehensive Plan text amendments will strengthen the stewardship of natural resources and vision for the whole community, which in turn support the overall vision and the Plan.

(b) The Countywide Planning Policies, the Growth Management Act, State Environmental Policy Act (SEPA), the Washington Administrative Code, and other applicable state and federal laws.

The proposed changes outlined above are consistent with Countywide Planning Policies, the Growth Management Act, SEPA and WAC for sustainable growth and development as well as stewardship and protection of shoreline areas within the community. This Comprehensive Plan text amendment will also require a supplemental development regulation amendment to further define and modify the specific uses allowed in all shoreline jurisdictions of Covington. The development regulation amendment will be completed later this year or in 2012.

## COSTS & BENEFITS / ADDITIONAL INFORMATION

1. Describe the effects of the proposed amendment in terms of costs and benefits to the public, both monetary and non-monetary.

Since the proposed changes for the Shoreline Master Program in relation to land use goals and policies, development patterns, and intensity of development, will strengthen the preservation of natural resources, they will be more cost effective and efficient in the long-term.

2. Describe and/or attach any studies, research information, or further documentation that will support this proposal.

The City completed a new Shoreline Master Program with an Inventory and Analysis of Shoreline Areas, Goals and Policies, and a Restoration Plan. These documents are available from the city and support the Comp Plan Amendment proposed.

## CERTIFICATION / SIGNATURE

I have reviewed the Comprehensive Plan Amendment Instruction Guide and Timeline, and certify that the information provided on this application is true and correct.

\_\_\_\_\_  
Applicant's/Agent's Signature

\_\_\_\_\_  
Date

*Please note: If this is a site-specific amendment proposal, all affected property owners must complete, sign, and have notarized a Property Owner Declaration.*

## ATTACHMENT 3

# 13.0 SHORELINE ELEMENT

## 13.1 Introduction

Pursuant to the Growth Management Act (GMA) and the Shoreline Management Act (SMA), the City of Covington Shoreline Master Program (SMP) in its entirety is an element of the Comprehensive Plan. This chapter provides a brief summary of the SMP. Please refer to the complete SMP on file with the City Clerk and adopted by reference with this Chapter of the Comprehensive Plan for more detailed policy and regulatory guidance. Where a conflict exists between the language in this summary and that contained in the SMP, the latter shall apply.

The City of Covington (City) obtained a grant from the Washington Department of Ecology (Ecology) in 2007 to conduct a comprehensive Shoreline Master Program (SMP) update pursuant to the requirements contained in the Shoreline Master Program Guidelines (Chapter 173-26 WAC), hereafter referred to as The Guidelines. The first step of the update process was to inventory the City's shoreline jurisdiction as defined by the SMA (RCW 90.58). Biological and physical conditions were then analyzed and characterized in the *Covington Shoreline Analysis Report*. This created a baseline from which future development actions in the shoreline will be measured. Environment designations were then identified for the different shoreline reaches, and goals, policies and regulations were developed.

The Guidelines require that the City demonstrate that implementation of the SMP will result "no net loss" in shoreline ecological functions relative to the baseline. Ideally, the SMP in combination with other City and regional efforts will ultimately produce a net improvement in shoreline ecological functions.

The purposes of this Master Program are:

1. To carry out the responsibilities given to the City of Covington by the Washington State Shoreline Management Act (RCW 90.58)

2. Promote the public health, safety, and general welfare, by providing a guide and regulation for the future development of the shoreline resources of the City of Covington.
3. To further, by adoption, the policies of RCW 90.58, and the goals of this Master Program.

## 13.2 Planning Context

The goals and policies of the Shoreline Master Program reflect the requirements of the Shoreline Management Act, the Washington State Department of Ecology Shoreline Master Program Guidelines (Chapter 173-26 WAC) and the preferences and vision of the City of Covington as expressed in this Comprehensive Plan.

Washington's **Shoreline Management Act** (Act) was adopted by the public in a 1972 referendum "to prevent the inherent harm in an uncoordinated and piecemeal development of the state's shorelines." The Act has three broad policies:

1. **Encourage water-dependent uses:** "uses shall be preferred which are consistent with control of pollution and prevention of damage to the natural environment, or are unique to or dependent upon use of the states' shorelines..."
2. **Protect shoreline natural resources,** including "...the land and its vegetation and wildlife, and the water of the state and their aquatic life..."
3. **Promote public access:** "the public's opportunity to enjoy the physical and aesthetic qualities of natural shorelines of the state shall be preserved to the greatest extent feasible consistent with the overall best interest of the state and the people generally."

This Act recognizes that "shorelines are among the most valuable and fragile" of the state's resources. The Act, and the City of Covington, recognize and protect private property rights along the shoreline, while aiming to preserve the quality of this unique resource for all state residents.

The primary purpose of the Act is to provide for the management and protection of the state's shoreline resources by planning for reasonable and appropriate uses. In order to protect the public interest in preserving these shorelines, the Act establishes a coordinated planning program between the state and local jurisdictions to use in addressing the types and effects of

development occurring along the state's shorelines. By law, the City is responsible for the following:

1. Development of an inventory of the natural characteristics and land use patterns along shorelines covered by the act.
2. Preparation of a "Master Program" to determine the future of the shorelines.
3. Development of a permit system to further the goals and policies of both the act and the local Master Plan.
4. Development of a Restoration Plan that includes goals, policies and actions for restoration of impaired shoreline ecological functions.

The provisions of the Shoreline Master Program may be amended as provided for in RCW 90.58.120 and .200 and Chapter 173-26 WAC. Any amendments shall also be subject to the procedures in CMC Chapter 14.25. Amendments or revisions to the Master Program, as provided by law, do not become effective until approved by both the City of Covington and the Department of Ecology.

### **13.3 Shoreline Jurisdiction and Environment Designations**

The SMP only applies to those areas within shoreline jurisdiction. Shoreline jurisdiction in the City of Covington includes the waters and upland area within 200 feet of the ordinary high water mark of the lower reaches of Big Soos Creek and Jenkins Creek, and those portions of Pipe Lake within the City. In addition, associated wetlands and portions of the floodplain are also included as described in the SMP. Figure 13.1 shows those areas believed to fall within Shoreline jurisdiction, however, the actual definition contained in the SMP and SMA shall apply, regardless of the mapped extent.

The basic intent of shoreline environment designations is to encourage development that will enhance the present or desired character of the shoreline. To accomplish this, shoreline segments are given an environment designation based on existing development patterns, biological capabilities and limitations, and the aspirations of the local citizenry. Environment designations are categories that reflect the overall type of development that should take place in a given area.

Shoreline environments are derived from the *Covington Shoreline Analysis Report*, the *Covington Comprehensive Plan*, and the environments recommended by the Shoreline Management Act (RCW 90.58) and the Shoreline Guidelines (Chapter 1783-26 WAC). *The Shoreline Analysis Report* provides an inventory of natural and built conditions in the City's shoreline jurisdiction. The conditions identified in the inventory have been compared with the recommended shoreline environments and the most appropriate environments selected.

The five (5) Covington shoreline environment designations are:

1. High-Intensity,
2. Medium-Intensity,
3. Shoreline Residential,
4. Urban Conservancy, and
5. Aquatic.

These shoreline environments are illustrated for the City of Covington in Figure 13.1, located at the end of this chapter, and described in the text below. Each shoreline description includes a statement of purpose, followed by designation criteria and designated areas. Any undesignated shorelines are automatically assigned an Urban Conservancy environment. Please see the complete SMP for the entire list of management policies and regulations pertaining to the shoreline environments.

### 13.3.1 High Intensity

The purpose of the High-Intensity environment designation is to provide for high-intensity water-oriented and non-water oriented commercial, transportation, and industrial uses while protecting existing ecological functions and restoring ecological functions in areas that have been previously degraded.

Designation criteria: assign a High-Intensity environment designation to shoreline areas within incorporated municipalities and urban growth areas, if they currently support high-intensity uses related to commerce, transportation or navigation; or are suitable and planned for high-intensity water-oriented uses.

Designated areas: the only High-Intensity area is that portion of Jenkins Creek adjacent to the Bonneville Power Authority utility site as shown in Figure 13.1. Specifically, the High-Intensity area includes the shorelands of Jenkins Creek from the City boundary, upstream to the eastern edge of the public right-of-way that contains the bridge at Covington Way SE.

### 13.3.2 Medium Intensity

The purpose of the Medium-Intensity environment designation is to provide for water oriented and non-water oriented commercial, mixed-use, and residential uses while protecting existing ecological functions and restoring ecological functions in areas that have been previously degraded. Adaptive reuse of existing structures for office uses is emphasized, along with public access and water-enjoyment uses.

Designation criteria: assign a Medium-Intensity environment designation to shoreline areas if they currently support residential, water-enjoyment or commercial uses, are located in upland areas outside of stream buffers, and are suitable and planned for limited intensity commercial, residential or water-enjoyment uses.

Designated areas: shoreline areas located outside of the 115 foot stream buffer along Jenkins Creek have a Medium-Intensity environment designation as shown in Figure 13.1. These areas include shorelands located at least 115 feet from the OHWM of Jenkins Creek up to 200 feet from the OHWM of Jenkins Creek, and beyond to the boundary of any associated wetlands where these are found to exist. The linear extent of the Medium-Intensity environment extends to the eastern edge of the right of way that contains the Covington Way SE bridge, upstream to the point where two tributaries join and the 20 cubic feet per second mean annual threshold is no longer met. This designation runs parallel to an Urban Conservancy designation for shorelands adjacent to Jenkins Creek that meet the designation criteria.

### 13.3.3 Shoreline Residential

The Shoreline Residential environment designation is designed to provide for residential needs where the necessary facilities for development can be provided. An additional purpose is to provide appropriate public access and recreational uses.

Designation criteria: assign a Shoreline Residential environment designation to shoreline areas if they are predominantly single-family or multifamily residential development or are planned and platted for residential development.

Designated areas: Shoreline Residential areas in Covington include those areas adjacent to Pipe Lake that are currently developed as single family or appurtenances, where that use is anticipated to continue in the future. Specifically, the Shoreline Residential

environment includes all Pipe Lake shorelands with Covington City limits, with the exception of the Camp McCullough property.

### 13.3.4 Urban Conservancy

The purpose of the High-Intensity environment designation is to provide for high-intensity water-oriented and non-water oriented commercial, transportation, and industrial uses while protecting existing ecological functions and restoring ecological functions in areas that have been previously degraded.

The purpose of the Urban Conservancy environment designation is to protect and restore ecological functions of open space, flood plain and other sensitive lands where they exist in urban and developed settings, while allowing a variety of compatible uses.

Designation criteria: areas designated Urban Conservancy are those areas where one or more of the following characteristics apply:

1. They are suitable for water-related or water-enjoyment uses;
2. They are open space, flood plain, stream buffer or other sensitive areas that should not be more intensively developed;
3. They have potential for ecological restoration;
4. They retain important ecological functions, even though partially developed; or
5. They have the potential for development that is compatible with ecological restoration.

Designated areas: Urban Conservancy areas includes all shorelands adjacent to Big Soos Creek and shorelands adjacent to Jenkins Creek upstream or eastern edge of the Covington Way SE bridge right-of-way and at Pipe Lake on the Camp McCullough property where open space, stream buffers and other sensitive lands exist as shown in Figure 1.

Please note: where the Urban Conservancy designation exists along Jenkins Creek, a “parallel designation” of Medium-Intensity is located in upland areas beyond the 115 foot stream buffer.

### 13.3.5 Aquatic

The purpose of the Aquatic environment designation is to protect, restore, and manage the unique characteristics and resources of the areas waterward of the ordinary high- water mark.

Designation criteria: assign an Aquatic environment designation to all areas waterward of the ordinary high-water mark.

Designated areas: Aquatic areas include all areas waterward of the ordinary high-water mark as shown in Figure 13.1.

## 13.3 Shoreline Master Program Goals and Policies

The following section contains key goals and policies from the Shoreline Master Program. This is an abbreviated list; please see the full text of goals, policies, environment designations and regulations in the complete Shoreline Master Program, which are hereby incorporated by reference.

### 13.3.1 Shoreline Use and Modifications

SMPG 1.0 The application of master program policies and regulations to all uses and related modifications shall assure no net loss of ecological functions necessary to sustain shoreline natural resources within the Covington SMA.

*SMPP 1.1 All development and redevelopment activities within the City's shoreline jurisdiction should be designed to ensure public safety, enhance public access, protect existing shoreline and water views and achieve no net loss of shoreline ecological functions.*

*SMPP 1.2 Water oriented uses shall be given preference over non-water oriented uses.*

*SMPP 1.3 New residential development should be designed to protect existing shoreline water views, promote public safety, and avoid adverse impacts to shoreline habitats.*

*SMPP 1.4 Recognizing the single purpose, irreversible and space consumptive nature of shoreline residential development, new development*

*should provide adequate setbacks and natural buffers from the water and ample open space among structures to protect natural features, preserve views and minimize use conflict.*

*SMPP 1.5 Proposed economic use of the shoreline should be consistent with Covington's Comprehensive Plan. Conversely, upland uses on adjacent lands outside of immediate SMA jurisdiction (in accordance with RCW 90.58.340) should be consistent with the purpose and intent of this master program as they affect the shoreline.*

*SMPP 1.6 Road and bridge construction or expansion in the shoreline jurisdiction should be avoided, unless necessary to serve a permitted shoreline use or found to be within the public interest.*

*SMPP 1.7 New stream crossings associated with transportation should be minimized. Where necessary culverts or bridges should be designed to provide for stream functions such as fish passage and accommodate the flow of water, sediment and woody debris during storm events.*

*SMPP 1.8 New primary utilities are discouraged in the SMA jurisdiction and should utilize existing transportation and utility sites, rights-of-way and corridors whenever possible, rather than creating new corridors. Joint use of rights of- way and corridors should be encouraged.*

*SMPP 1.9 Low Impact Development (LID) and "Green Building" practices, such as those promulgated under the Leadership in Energy and Environmental Design (LEED) and Green Built programs should be encouraged and in some cases required for new development within the shoreline jurisdiction.*

*SMPP 1.10 Shoreline stabilization should be permitted only when it has been demonstrated that shoreline stabilization is necessary for the protection of existing legally established structures and public improvements, and that there are no other feasible options to the proposed shoreline stabilization that have less impact on the shoreline environment.*

*SMPP 1.11 New piers and docks should be restricted to the minimum size necessary and permitted only when the applicant has demonstrated that a specific need exists to support the intended water-dependent use.*

### 13.3.2 Shoreline Conservation

SMPG 2.0 Preserve, protect, and restore to the greatest extent feasible the natural resources of the shoreline, including but not limited to scenic vistas, aesthetics, and vital riparian areas for wildlife protection.

*SMPP 2.1 Protect shoreline process and ecological functions through regulatory and non-regulatory means that may include acquisition of key properties, conservation easements, regulation of development within the shoreline jurisdiction, and incentives to encourage ecologically sound design.*

*SMPP 2.2 Reclaim and restore areas which are biologically and aesthetically degraded to the greatest extent feasible while maintaining appropriate use of the shoreline.*

*SMPP 2.3 Preserve and enhance vegetation along shorelines to protect and restore the ecological functions and ecosystem-wide processes performed by upland and aquatic vegetation. Native plant communities within the shoreline environment should be protected and maintained. All clearing and grading activities should be designed and conducted to avoid and minimize impacts to*

*wildlife habitat; sedimentation of creeks, streams, ponds, lakes, wetlands and other water bodies; soil hydrology and water quality*

*SMPP 2.4 All shoreline uses and activities should be located, designed, constructed and maintained to minimize adverse impacts to water quality and fish and wildlife resources including spawning, nesting, rearing, and feeding areas and migratory routes.*

*SMPP 2.5 Identify, protect, preserve and restore important archaeological, historical and cultural sites located in shoreline jurisdiction of Covington for their educational and scientific value, as well as for the recreational enjoyment of the general public.*

### 13.3.3 Public Access and Recreation

**SMPG 3.0** Increase the amount and diversity of public access to the shoreline, and preserve and enhance views of the shoreline, consistent with the natural shoreline character, private rights and public safety.

*SMPP 3.1 Ensure new public access does not adversely affect the integrity and character of the shoreline, or threaten fragile shoreline ecosystems by locating new access points on the least sensitive portion of the site and providing mitigation so there is no net loss of shoreline function.*

*SMPP 3.2 Public access provisions should be required for all shoreline development and uses, except for water dependent uses, existing single family dwellings, and new individual single family residences not part of a development planned for more than four parcels.*

*SMPP 3.3 Recreational facilities in the shoreline jurisdiction should emphasize water-oriented uses.*

*SMPP 3.4 Public access provisions should be required for all shoreline development and uses, except for water dependent uses and individual single family residences not part of a development planned for more than four parcels.*

*SMPP 3.5 Camp McCullough represents a particularly important public access opportunity given its location on Pipe Lake, the current use as a private recreation facility, and the high ecological functions of the site. Ensure continued recreational use of the property and consider possible future public access through an agreement, easement, or acquisition in the event of future development and conversion to a non-recreational use.*

*SMPP 3.6 Provide and enhance shoreline access to Jenkins Creek and Big Soos Creek through fee simple acquisition, easements, signage of public access points, and designation and design of specific shoreline access areas for wildlife viewing.*

**Figure 13.1. Shoreline Environment Designations Map**

[ Map to be inserted -- Page left intentionally blank ]



**CITY OF COVINGTON**  
 Community Development Department  
 16720 SE 271st Street • Suite 100 • Covington, WA 98042  
 Phone: 253-638-1110 • Fax: 253-638-1122  
 www.ci.covington.wa.us

A-430

# ATTACHMENT 4

## COMPREHENSIVE PLAN AMENDMENT APPLICATION

**2011 Application Deadline: February 1, 2011**

<b>STAFF USE ONLY</b>	Docket Number: <u>CPA-2011-2</u>	Application Date: <u>1-20-11</u>
	<input checked="" type="checkbox"/> City-initiated <input type="checkbox"/> Privately-initiated	

**APPLICANT**  Primary Contact Person

Name: Parks and Recreation Department

Address: 16720 SE 271st Street, Suite 100

City/State/Zip: Covington, WA 98042

Phone: x3279 Fax: \_\_\_\_\_

E-mail Address: sthomas@ci.covington.wa.us

Signature: \_\_\_\_\_

**AGENT**  Primary Contact Person

Name: Scott Thomas

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Signature: \_\_\_\_\_

**PROPERTY OWNER**

Name: NA

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Signature: \_\_\_\_\_

**PROPERTY OWNER 2**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Signature: \_\_\_\_\_

**TYPE OF COMPREHENSIVE PLAN AMENDMENT**

This is a site-specific amendment proposal. Complete site-specific information below.

This is a non-site-specific amendment proposal. Complete area-wide/textual amendment information below.

This amendment proposal involves changes to development regulation text and/or tables and/or changes to the zoning map. Complete a separate Application for Development Regulation and/or Zoning Map Amendment.

### SITE-SPECIFIC AMENDMENTS

*Give street address or, if vacant, indicate lot(s), block, and subdivision OR tax lot number, access street and nearest intersection. If proposal applies to several parcels, list the streets bounding the area.*

ADDRESS(ES): \_\_\_\_\_

ASSESSOR'S PARCEL NUMBER(S): \_\_\_\_\_ SITE AREA: \_\_\_\_\_

LEGAL DESCRIPTION(S): \_\_\_\_\_

PROPOSED CHANGE TO FUTURE LAND USE MAP DESIGNATION: FROM \_\_\_\_\_ (CURRENT) TO \_\_\_\_\_ (PROPOSED)

PROPOSED CHANGE TO OFFICIAL ZONING MAP DESIGNATION: FROM \_\_\_\_\_ (CURRENT) TO \_\_\_\_\_ (PROPOSED)

## AREA-WIDE & TEXT AMENDMENTS

Chapter and section of comprehensive plan to be amended: Chapter 6, Parks and Community Services

Indicate either conceptual or specific amendatory language. Please be as specific as possible to aid in the evaluation of your proposal. If specific changes are proposed, please indicate current language and proposed language.

The Parks and Community Services Element was last updated in 2003. Many conditions in the city have changed over the last seven years. This amendment incorporates information developed during the Parks, Recreation and Open Space (PROS) Plan process and synchronizes the PROS Plan and the Comp Plan – the two primary guidance documents for the department.

## DESCRIBE HOW PROPOSAL MEETS DECISION CRITERIA

An amendment may be considered for placement on the final docket under any **one** of the following circumstances. Check the applicable box, and describe in detail how the proposed amendment complies with the criterion. Attach additional sheets as necessary.

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

State law requires, or a decision of a court or administrative agency has directed such a change. State law requires a Parks Element, and it must be updated every 6 years and is due to be updated in 2013. A current updated Parks Element is also required for State funding for parks projects.

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

## DESCRIBE HOW PROPOSAL MEETS SELECTION / DECISION CRITERIA (CONT'D.)

If none of the three conditions on p.2 apply, then the proposed amendment must meet *all five* of the following criteria. Please answer the following questions, providing specific details and attaching additional sheets as necessary.

1. Explain how the proposed amendment is appropriately addressed through the comprehensive plan and how it would be a public benefit to the City of Covington (i.e. enhances the public health, safety, and welfare).

This is a routine update of the Parks and Community Services Element of the Plan. As conditions change in the city over time, such as population and development of parks and trails, it is necessary to engage the public, review their priorities, and update the Comp Plan to reflect the nature and intensity of acquisition, development, maintenance and operation of the recreation and park system.

2. Proposed amendments that are the same or substantially-similar to an amendment proposed during the last three amendment cycles are not eligible for consideration, except in certain cases due to geographic expansion by the City (see CMC 14.25.040(3)). Has the same or a substantially-similar amendment been proposed during the last three annual amendment cycles?  No  Yes

If yes, how has geographic expansion necessitated the proposed amendment?

3. Does the proposed amendment raise any policy or land-use issues that are more appropriately addressed by an ongoing work program approved by the City Council?  No  Yes

Please explain:

All policy and land-use issues contained in the amendment are the result of the 2009-2010 work plan and the PROS Plan. Policies have already been approved by the City Council by virtue of Council adoption of the PROS Plan. The policies now need to be incorporated into the Comp Plan.

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

It has been over seven years since the Parks and Community Services Element was updated. Since that time the city population has grown by 2,790, a 19% increase. Areas with parks have been annexed, including Jenkins Creek Park, Covington Community (180th/240th) Park and the Aquatic Center. Park lands within and outside the city have been acquired. The PROS Plan assessed progress, reviewed goals, and updated policies to reflect current conditions. This amendment will incorporate the updated information in the Comp Plan.

## DESCRIBE HOW PROPOSAL MEETS SELECTION / DECISION CRITERIA (CONT'D.)

5. Explain how the proposed amendment is consistent with:

(a) The vision, goals, and policies of the comprehensive plan, and other goals and policies of the City:

Our vision is for an "Unmatched quality of life." Our mission calls on the City to "preserve and foster a strong sense of community." And our goals include providing "parks and recreation...that emphasize and meet the needs of youth and families." A thriving recreation and park system is essential to delivering our vision, mission and goals. The parks element is deemed in Ch. 1 of the Comp Plan as "necessary to achieve this Vision." Updating the parks element with information developed for the PROS Plan keeps the Comp Plan relevant given the changed conditions over the last seven years.

(b) The Countywide Planning Policies, the Growth Management Act, State Environmental Policy Act (SEPA), the Washington Administrative Code, and other applicable state and federal laws.

This is an update of an existing element of the Covington Comprehensive Plan and will be consistent with the above required laws and plans.

## COSTS & BENEFITS / ADDITIONAL INFORMATION

1. Describe the effects of the proposed amendment in terms of costs and benefits to the public, both monetary and non-monetary.

Aside from staff time, there aren't any substantial costs associated with updating the parks element. However, there are significant public benefits by directing staff towards implementing the highest priorities determined through the public engagement process of the PROS Plan and then incorporated into the Comp Plan.

2. Describe and/or attach any studies, research information, or further documentation that will support this proposal.

Covington Parks, Recreation and Open Space (PROS) Plan, adopted by City Council May 25, 2010.

## CERTIFICATION / SIGNATURE

I have reviewed the Comprehensive Plan Amendment Instruction Guide and Timeline, and certify that the information provided on this application is true and correct.

\_\_\_\_\_  
Applicant's/Agent's Signature

\_\_\_\_\_  
Date

*Please note: If this is a site-specific amendment proposal, all affected property owners must complete, sign, and have notarized a Property Owner Declaration.*

# 6.0 PARKS AND RECREATION ELEMENT

## 6.1 Introduction

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

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

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## 6.2 Planning Context

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

### 6.2.1 Legislative Directives

#### Growth Management Act

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

- Retain open space, enhance recreational opportunities, conserve fish and wildlife habitat, increase access to natural resource lands and water, and develop parks and recreation facilities. (RCW 36.70A.020(9))
- Protect the environment and enhance the state's high quality of life, including air and water quality, and the availability of water. (RCW 36.70A.020(10))
- Identify and encourage the preservation of lands, sites, and structures, that have historical or archaeological significance. (RCW 36.70A.020(13))

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

### Countywide Planning Policies

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

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### 6.2.2 Relationship to Other Comprehensive Plan Elements

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

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

policies for the coordination of funding and level of service requirements set forth in the Capital Facilities Element.

### 6.2.3 Relationship to Other Parks and Recreation Plans

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

#### 2006 Covington Parks and Recreation Department Strategic Plan

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

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#### 2006 Community Forestry Plan

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

#### 2003 Arts Comprehensive Plan

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

#### 2002 Comprehensive Recreation Program Plan

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

implementation strategies and a pricing policy for recreational programming.

#### 6.2.4 Community Vision for Parks & Recreation

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

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

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#### 6.2.5 Planning Area Description

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

Covington's landscape character includes rolling foothills divided by three major creek drainages: Soos Creek, Little Soos Creek and Jenkins Creek. These drainage courses and forested slopes are among some of Covington's most striking features. With the exception of the commercial town center, most of the community retains natural greenbelts, and the vegetation and topography of

these greenspaces offer a variety of recreational, aesthetic and educational opportunities which serve as the context for the Parks and Recreation Element.

### 6.3 Park System Definitions and Standards

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

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

#### 6.3.1 Community Parks

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

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

#### 6.3.2 Neighborhood Parks

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

Neighborhood parks are intended to serve residential areas within short walking distance (up to ½-mile radius) of the park and should

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be geographically distributed throughout the community. Access is mostly pedestrian, and park sites should be located so that persons living within the service area will not have to cross a major arterial street or other significant natural or man-made barrier, such as ravines and railroad tracks, to get to the site. Additionally, these parks should be located along road frontages to improve visual access and community awareness of the sites.

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

### 6.3.3 Pocket Parks

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

### 6.3.4 Natural Areas & Greenspaces

#### Natural areas

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

#### Greenspaces

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

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### 6.3.5 Trails & Bikeways

#### Trails

Trails are non-motorized transportation networks separated from roads. Trails can be developed to accommodate multiple uses or shared uses, such as pedestrians, in-line skaters, bicyclists and equestrians. Trail alignments aim to emphasize a strong relationship with the natural environment and may not provide the most direct route from a practical transportation viewpoint.

#### Bikeways

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

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### 6.3.6 Special Facilities

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

### 6.3.7 Service Standards

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

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

adopted for the purposes of funding in Chapter 10 (Capital Facilities Element) are presented in the section below.

Table 6.1. Parks & Recreation Service Standards

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

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

### 6.4 Park Inventory and Facilities

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

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

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

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

Schools of the Kent and Tahoma School Districts provide additional open space and active recreation opportunities for area youth with athletic fields, tennis courts, basketball courts and playgrounds. Since the City does not own or operate any athletic

fields at the present, individual sports leagues work with each school district via use and maintenance agreements to facilitate practice and game play for local youth sport teams.

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

Table 6.2. Park System Inventory by Type (Summary)

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

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Figure 6.1. Existing City-owned Parks and Natural Areas

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Figure 6.2. Existing Trails, Bikeways and Paths

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## 6.5 Needs Assessment

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

### 6.5.1 Parks & Natural Areas

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

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

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

### 6.5.2 Sport Fields & Sport Courts

The City currently does not provide youth athletic programs, but it works in support of the various youth leagues and organizations with regard to field access and broad dialogue about long-term needs and facility planning. A significant deficit of sport fields

exists for local practice and game play, as well as for quality tournament play. To help address this need, the City should continue to facilitate discussions with area leagues and staff from Maple Valley and Black Diamond for the purposes of field planning and coordination, addressing geographic proximity of fields to the player base and for strategizing about long-term financing opportunities. In addition to the needs of the existing leagues, field demands exist for rugby, football and lacrosse which also should be considered.

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

### 6.5.3 Trails

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

### 6.5.4 Recreation Facilities & Programming

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

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

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be large enough to accommodate extensive recreation programming or a teen center.

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

#### 6.5.5 Repair, Renovation & Safety Projects

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

#### 6.5.6 Level of Service Assessment

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

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

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

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

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

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

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## 6.6 Goals and Policies

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

### 6.6.1 Community Engagement

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

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

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

*PRP 1.3 Expand and update the city's web site to enhance citizen communication, expand access to information and improve public outreach and marketing.*

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

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

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

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

### 6.6.2 Health, Wellness & Programming

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

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- PRP 2.1 Leverage City resources by forming and maintaining partnerships with other public, non-profit and private recreation providers to deliver recreation services and secure access to existing facilities (e.g. schools) for field sports and other community recreation.*
- PRP 2.2 Emphasize service provision to children, teens, seniors, people with disabilities and other population groups with limited access to market-based recreation options.*
- PRP 2.3 Explore partnership opportunities with regional healthcare providers and services, such as MultiCare, Valley Medical Center and the King County Health Department, to promote wellness activities, healthy lifestyles and communications about local facilities and the benefits of parks and recreation.*
- PRP 2.4 Promote and expand special events and programming, such as summer programs and environmental education. Utilize the region's parks, trails, waterfronts and recreation facilities as settings to provide and/or facilitate a wider array programs and activities.*
- PRP 2.5 Continue to foster the partnership with the Kent and Tahoma School Districts to utilize school sites to provide active recreation facilities. Explore opportunities to co-develop facilities on school property or property adjacent to schools.*
- PRP 2.6 Explore options with Maple Valley, Black Diamond and King County for the development of a joint community facility for recreation, fitness and leisure activities.*
- PRP 2.7 Periodically undertake a comprehensive evaluation of existing recreation program offerings in terms of persons served, customer satisfaction, cost/subsidy and availability of similar programs via other providers.*

*PRP 2.8 Study and create cost recovery guidelines for existing and planned recreation programs and services.*

*PRP 2.9 Coordinate with the Covington Art Commission to encourage participation in, appreciation of and education in the arts and to improve the capacity of local arts agencies in providing art programs that benefit community residents.*

### 6.6.3 Parks, Natural Areas & Trails

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

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

*PRP 3.2 Provide a combined service standard of 8 acres per 1,000 resident-equivalents of developed neighborhood and community parks.*

*PRP 3.3 Provide an overall parks and natural areas service standard of 14 acres per 1,000 resident-equivalents.*

*PRP 3.4 Preserve and protect parks and open space within Covington’s boundaries. Prepare and adopt a “no net loss” of public parks policy, such that the City will consider parkland losses only when converted parkland is replaced in equal to or better size and/or quality.*

*PRP 3.5 Designate parks, recreational areas, trails and natural areas to be of local or regional significance if they contain significant recreation or cultural opportunities or facilities, unusual or special botanical resources, environmentally sensitive areas that serve a significant role or provide a significant function in the natural systems within the City, or public art and are*

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*associated in a significant way with an historic event, structure or person with a significant effect upon the City, state or nation.*

*PRP 3.6 Adopt plans, development and building regulations, and review procedures to protect locally or regionally significant parks, urban separators, and recreation and open space areas from adverse physical and environmental impacts caused by incompatible land uses in the vicinity of these resources.*

*PRP 3.7 Develop and implement minimum design and development standards for park and recreation amenities within private developments to maintain minimally-acceptable standards of development and to address community facility needs, equipment types, accessibility and installation procedures.*

*PRP 3.8 Identify and protect areas of local or regional significance and increase and enhance public access to shoreline areas.*

*PRP 3.9 Pursue low-cost and/or non-purchase options to preserve open space and greenbelts, including the use of conservation easements, current use assessment and development covenants.*

*PRP 3.10 Actively plan and coordinate with King County, Kent, Black Diamond and Maple Valley for the acquisition of parks and open space within or in close proximity to the urban growth area.*

*PRP 3.11 Encourage and support the participation of community-based or non-profit conservation organizations, which offer options and alternatives to development in the interest of preserving desirable lands as a public benefit.*

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PRG 4.0 Protect and manage the City's environmentally-sensitive lands, remnant open spaces and natural and cultural resources to highlight their uniqueness and local history.

*PRP 4.1 Retain as open space those areas having a unique combination of open space values, including the separation or buffering between incompatible land uses; visual delineation of the City or a distinct area or neighborhood of the City; aquifer recharge areas; floodwater or stormwater storage; stormwater purification; recreational value; aesthetic value; and educational value.*

*PRP 4.2 Retain and protect as open space those areas that provide habitat for rare, threatened or endangered plant or wildlife species, may serve as a corridor for wildlife movement, and may include and encourage public use for wildlife interpretation and observation.*

*PRP 4.3 Develop management plans for the City's larger natural areas and greenspaces and facilitate community-based volunteer restoration. Plan for and manage the use of natural areas in coordination with the City's Critical Areas Ordinance and other resource protection guidelines.*

*PRP 4.4 Manage vegetation in natural areas to support or maintain native plant species, habitat function and other ecological values; remove and control non-native or invasive plants as appropriate.*

*PRP 4.5 Coordinate with King County, Kent, Black Diamond and Maple Valley to explore opportunities to preserve and enhance the ecological function, habitat quality and recreational value of the Soos Creek, Little Soos Creek and Jenkins Creek corridors.*

*PRP 4.6 Coordinate with other public agencies and private landowners for the protection of valuable natural resources and sensitive*

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*lands through the purchase of development rights, easements or title and make these lands available for passive recreation, as appropriate.*

*PRP 4.7 Recognize that designating private property for open space uses does not establish or promote any public access rights to such property.*

*PRP 4.8 Revise and adopt the draft Covington Community Forestry Plan to articulate a long-term strategy for tree protection, urban forestry management and public education and outreach.*

*PRP 4.9 Consider creating community-based volunteer and stewardship opportunities as a ways to inform and engage residents about urban forestry issues, such as tree planting, tree care and management and the benefits of urban trees.*

*PRP 4.10 Analyze the City's existing tree canopy cover, establish canopy cover goals and promote urban forestry programs in order to maintain healthy atmospheric conditions.*

*PRP 4.11 Establish and promote a recognition program for the City's Heritage Trees.*

*PRP 4.12 Comply with the Evergreen Communities Act (RCW 35.105) and obtain and maintain Evergreen Community status.*

*PRP 4.13 Maintain Tree City USA status.*

*PRP 4.14 Promote the installation and management of street trees as an extension of urban habitat and providing green infrastructure benefits.*

**PRG 5.0** Develop a high-quality system of shared-use park trails and bicycle & pedestrian corridors that connect significant local landscapes, public facilities, neighborhoods and the downtown core.

*PRP 5.1 Create a network of interconnected, shared-use trails for walking, hiking and cycling to*

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*promote connectivity between parks, neighborhoods and public amenities.*

*PRP 5.2 Provide a trails service standard of 0.75 miles per 1,000 resident-equivalents.*

*PRP 5.3 Integrate the siting of proposed trail segments into the development review process. Require development projects along designated trail routes to be designed to incorporate the trail as part of the project.*

*PRP 5.4 Work with local agencies, utilities and private landholders to secure trail easements and access to greenspace for trail connections.*

*PRP 5.5 Require development projects along designated trail routes to be designed to incorporate the trail as part of the project. Sensitive area buffers within proposed subdivisions and short-subdivisions shall be widened to accommodate additional open space and a public easement for future trails.*

*PRP 5.6 Designate publicly-owned trails and City-dedicated easements on private lands as community trails and manage the use, maintenance and operation of each trail accordingly.*

*PRP 5.7 Coordinate with Burlington Northern Santa Fe Railroad for a potential rail-with-trail opportunity.*

*PRP 5.8 Coordinate with King County, Kent, Black Diamond and Maple Valley for the joint planning, development and maintenance of a regional pedestrian-bicycle trail system, to include linkages to the Soos Creek Trail, Lake Wilderness Trail, Cedar River Trail and the proposed SR-18 Trail.*

*PRP 5.9 Address pedestrian safety and access across Kent-Kangley Road, SR-18 and the railroad tracks.*

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*PRP 5.10 Provide trailhead accommodations, as appropriate, to include parking, wayfinding signage, restrooms and other amenities.*

#### 6.6.4 Concurrency

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

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

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

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

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

#### 6.6.5 Management & Operations

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

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

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*PRP 7.8 Standardize park furniture (trash cans, tables, benches, fencing, water fountains) to reduce inventory costs and improve appearance of, and maintenance consistency within, parks.*

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

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

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

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

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

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## 6.7 Implementation

The PROS Plan summarizes information found elsewhere in the Comprehensive Plan that is required as basic elements of a capital facilities plan under the GMA, including the inventory of existing facilities and a forecast of future needs. In addition, a table listing proposed new facilities with estimated acquisition and development costs can be found in the PROS Plan CIP. Additionally, park and recreation facilities are included in the Capital Facilities Element of the Comprehensive Plan (Chapter 10).

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

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

### 6.7.1 Capital Facilities Planning

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

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Figure 6.3. Parks and Recreation Capital Improvements Plan Map

[ Map to be inserted -- Page left intentionally blank ]

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Back of Figure 6.3.

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A-430

# ATTACHMENT 6

## COMPREHENSIVE PLAN AMENDMENT APPLICATION

**2011 Application Deadline: February 1, 2011**

<b>STAFF USE ONLY</b>	Docket Number: <u>CPA-2011-3</u>	Application Date: <u>1-24-11</u>
	<input type="checkbox"/> City-initiated <input checked="" type="checkbox"/> Privately-initiated	

**APPLICANT**  Primary Contact Person

Name: Richard Hart, Planning Manager

Address: 16720 SE 271st St. Suite 100

City/State/Zip: Covington, WA 98042

Phone: (253) 638-1110 Fax: \_\_\_\_\_

E-mail Address: rhart@ci.covington.wa.us

Signature: \_\_\_\_\_

**AGENT**  Primary Contact Person

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Signature: \_\_\_\_\_

**PROPERTY OWNER**

Name: NA: Non-Site-Specific

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Signature: \_\_\_\_\_

**PROPERTY OWNER 2**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Signature: \_\_\_\_\_

**TYPE OF COMPREHENSIVE PLAN AMENDMENT**

This is a site-specific amendment proposal. Complete site-specific information below.

This is a non-site-specific amendment proposal. Complete area-wide/textual amendment information below.

This amendment proposal involves changes to development regulation text and/or tables and/or changes to the zoning map. Complete a separate Application for Development Regulation and/or Zoning Map Amendment.

### SITE-SPECIFIC AMENDMENTS

*Give street address or, if vacant, indicate lot(s), block, and subdivision OR tax lot number, access street and nearest intersection. If proposal applies to several parcels, list the streets bounding the area.*

ADDRESS(ES): \_\_\_\_\_

ASSESSOR'S PARCEL NUMBER(S): \_\_\_\_\_ SITE AREA: \_\_\_\_\_

LEGAL DESCRIPTION(S): \_\_\_\_\_

PROPOSED CHANGE TO FUTURE LAND USE MAP DESIGNATION: FROM \_\_\_\_\_ (CURRENT) TO \_\_\_\_\_ (PROPOSED)

PROPOSED CHANGE TO OFFICIAL ZONING MAP DESIGNATION: FROM \_\_\_\_\_ (CURRENT) TO \_\_\_\_\_ (PROPOSED)

## AREA-WIDE & TEXT AMENDMENTS

Chapter and section of comprehensive plan to be amended: Downtown Element Ch. 4-Figure 4.5 and Transportation Element Ch. 5-Figure 5.7

Indicate either conceptual or specific amendatory language. Please be as specific as possible to aid in the evaluation of your proposal. If specific changes are proposed, please indicate current language and proposed language.

Figure 4.5, which is the Town Center Street Type Map in the Downtown Element, is proposed for amendment by replacing the missing middle segment of the proposed roadway, 171st Ave SE, between SE 276th St. and SE 274th Place. This segment completes the entire length of the proposed 171st Ave SE as the traditional pedestrian-oriented "Main Street" within the new Town Center Zone. Figure 5.7, which is the 20-Year Capital Improvement Plan Map for 2010-2029, is also proposed for amendment by replacing the missing middle segment of the proposed 171st Ave SE between SE 276th St. and SE 274th Place. This segment also completes the entire length of the proposed 171st Ave SE CIP project as the traditional pedestrian-oriented "Main Street" within the Town Center Zone.

## DESCRIBE HOW PROPOSAL MEETS DECISION CRITERIA

An amendment may be considered for placement on the final docket under any **one** of the following circumstances. Check the applicable box, and describe in detail how the proposed amendment complies with the criterion. Attach additional sheets as necessary.

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

NA-as proposed amendment is not site-specific

- State law requires, or a decision of a court or administrative agency has directed such a change.

NA-as the proposed amendment is not site-specific

- There exists an obvious technical error in the pertinent comprehensive plan provision.

NA-as the proposal is not site specific

## DESCRIBE HOW PROPOSAL MEETS SELECTION / DECISION CRITERIA (CONT'D.)

If none of the three conditions on p.2 apply, then the proposed amendment must meet *all five* of the following criteria. Please answer the following questions, providing specific details and attaching additional sheets as necessary.

1. Explain how the proposed amendment is appropriately addressed through the comprehensive plan and how it would be a public benefit to the City of Covington (i.e. enhances the public health, safety, and welfare).

The Comprehensive Plan Downtown and Transportation Elements vision statement, goals, policies, and text provide for a pedestrian-oriented "Main Street" within the new Town Center. In the current Downtown & Transportation Elements the proposed 171st Ave SE, a Type II street, is the envisioned "Main Street", and there is a small segment of the entire length that was omitted when this Downtown Element was adopted. The Downtown Plan completed in 2009 called for the entire length of this street to be the pedestrian focus of the new Town Center. In order to further the vision and goal of the 2009 Downtown Plan, to provide predictability for future developers, to enhance the pedestrian nature of a true "Main Street", and to provide guidance for determining design standards for any future development projects, the entire length of the proposed 171st Ave SE, "Main Street", should have a similar designation to provide consistency for design and development.

2. Proposed amendments that are the same or substantially-similar to an amendment proposed during the last three amendment cycles are not eligible for consideration, except in certain cases due to geographic expansion by the City (see CMC 14.25.040(3)). Has the same or a substantially-similar amendment been proposed during the last three annual amendment cycles?  No  Yes

If yes, how has geographic expansion necessitated the proposed amendment?

The Proposed amendment has not been considered before. This amendment is submitted at the request of the Planning Commission to align the Comp Plan maps with the vision of the Downtown Plan.

3. Does the proposed amendment raise any policy or land-use issues that are more appropriately addressed by an ongoing work program approved by the City Council?  No  Yes

Please explain:

Neither of the proposed amendments to the Map Figures 4.5 or 5.7 raise such issues.

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

Since the last time these Figures 4.5 and 5.7 in the Downtown and Transportation Elements were added to the Comp Plan, proposed developments in the Town Center have also changed, and the desire is to provide for a continuous uninterrupted pedestrian-oriented "Main Street" as the focus of the Town Center in order to meet the long-term vision of the City as identified in the Comprehensive Plan Policies.

## DESCRIBE HOW PROPOSAL MEETS SELECTION / DECISION CRITERIA (CONT'D.)

5. Explain how the proposed amendment is consistent with:

(a) The vision, goals, and policies of the comprehensive plan, and other goals and policies of the City:

The Downtown Plan completed in 2009 called for the entire length of this street to be the pedestrian focus of the new Town Center. In order to further the vision and goal of the 2009 Downtown Plan, to provide predictability for future developers, to enhance the pedestrian nature of a true "Main Street", and to provide guidance for determining design standards for any future development projects, the entire length of the proposed "Main Street", or 171st Ave SE, should have a similar designation to provide consistency for design and development.

(b) The Countywide Planning Policies, the Growth Management Act, State Environmental Policy Act (SEPA), the Washington Administrative Code, and other applicable state and federal laws.

The proposed changes outlined above are consistent with the Countywide Planning Policies, the Growth Management Act, SEPA & WAC, and other state & federal laws, as they follow directly the vision, goals, and policies in many related Elements of the Covington Comprehensive Plan, including the Land Use, Downtown, Transportation, and Public Facilities Element.

## COSTS & BENEFITS / ADDITIONAL INFORMATION

1. Describe the effects of the proposed amendment in terms of costs and benefits to the public, both monetary and non-monetary.

The proposed changes to Figures 4.5, Town Center Street Type Map, in the Downtown Element and Figure 5.7, 20-year CIP Map, will assist the design of high quality, pedestrian-oriented streets, will aid in programming future capital investments, and will ensure such road improvements are constructed either by the public, the private sector, or through a public/private partnership.

2. Describe and/or attach any studies, research information, or further documentation that will support this proposal.

The September, 2009 Covington Downtown Plan and Zoning Study

## CERTIFICATION / SIGNATURE

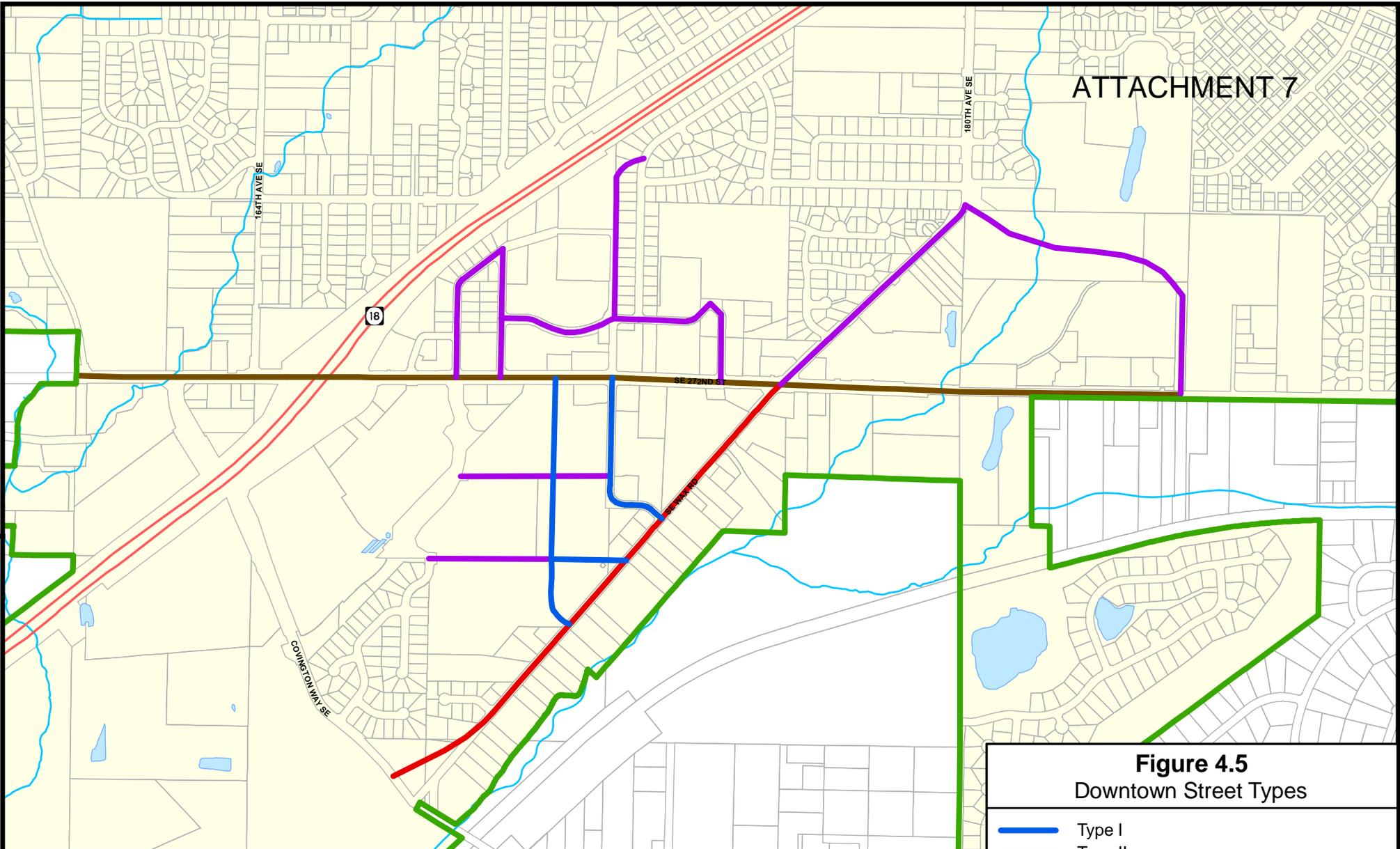
I have reviewed the Comprehensive Plan Amendment Instruction Guide and Timeline, and certify that the information provided on this application is true and correct.

\_\_\_\_\_  
Applicant's/Agent's Signature

\_\_\_\_\_  
Date

*Please note: If this is a site-specific amendment proposal, all affected property owners must complete, sign, and have notarized a Property Owner Declaration.*

# ATTACHMENT 7



**Figure 4.5**  
Downtown Street Types

- Type I
- Type II
- Type III
- Type IV
- City of Covington

Street Type	Description
I	Pedestrian-oriented street within 66 ft ROW, 30 ft of pavement, two driving lanes, on-street parking and minimum 10 ft clear walkway.
II	Pedestrian and vehicular-oriented street within 86 ft of ROW, 30 ft of pavement, two driving lanes, on-street parking, center landscaped median, accommodating bicycle lanes and minimum 8 ft clear walkway.
III	Landscaped boulevard within 100 ft of ROW, 35 ft of pavement, two driving lanes, center landscaped median, accommodating bicycle lanes and minimum 15 ft clear walkway and amenity zone.
IV	Major arterial roadway within 126 ft ROW, maximum 94 ft of pavement, four driving lanes, center median, transit access lane, no on-street parking, 6 ft landscaped buffer and minimum 8 ft clear walkway.



October 2009

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A-431

**ATTACHMENT 8**

**APPLICATION FOR DEVELOPMENT REGULATION  
 AND/OR ZONING MAP AMENDMENT 2011**

<b>STAFF USE ONLY</b>	Docket Number: <u>DRA-2011-1</u> Application Date: <u>1-25-11</u>
	<input checked="" type="checkbox"/> City-initiated <input type="checkbox"/> Privately-initiated

**APPLICANT**  Primary Contact Person

Name: Richard Hart, Planning Manager

Address: 16720 SE 271st Street, Suite 100

City/State/Zip: Covington, WA 98042

Phone: (253) 638-1110 Ext. 2226 Fax: \_\_\_\_\_

E-mail Address: rhart@ci.covington.wa.us

Signature: \_\_\_\_\_

**AGENT**  Primary Contact Person

Name: (Same as Applicant)

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Signature: \_\_\_\_\_

**PROPERTY OWNER**

Name: A variety of property owners in the downtown zones of the City are affected by the change.

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

**PROPERTY OWNER 2**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Signature: \_\_\_\_\_

**TYPE OF AMENDMENT**

This is a proposal to amend development regulation text or tables contained in the Covington Municipal Code. Complete development regulation information below.

This is a proposal to amend the City's zoning map. Complete zoning amendment information below.

**DEVELOPMENT REGULATION AMENDMENT**

Chapter and section of Covington Municipal Code to be amended: CMC 18.31.060 Downtown Zoning Districts Street Type Map

- Is the proposed amendment a minor correction (i.e. one that does not result in any substantive change to the content or meaning of a development regulation, such as a correction to punctuation or numbering or a typographical or technical error)?  
 No     Yes *If yes, amendment proposal is exempt from the notice and hearing requirements of Chapter 14.27 CMC and the Director may make a recommendation directly to the City Council.*
- What are the reasons for requesting this change?  
The reason for the change is to fill in a missing segment of the proposed 171st AVE SE, in the design regulations, which is intended as a pedestrian-friendly "Main Street" according to the vision of the Downtown Plan & Zoning Study and the Downtown Element of the Comprehensive Plan.

## DEVELOPMENT REGULATION AMENDMENT (CONT'D.)

3. Provide either conceptual or specific amendatory language. Please be as specific as possible to aid in the evaluation of your proposal.

There is no amendatory language to the text of the Downtown Development and Design Standards. The change involves amending the Street Type Map in CMC 18.31.060 in order to add a missing segment in the middle of the proposed 171st Ave SE, which is intended to become the new pedestrian-oriented "Main Street" in the Covington Town Center. (See attached map)

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## ZONING MAP AMENDMENT

PROPOSED CHANGE TO ZONE DESIGNATION: FROM NA (CURRENT) TO \_\_\_\_\_ (PROPOSED)

SURROUNDING ZONE DESIGNATIONS: EAST: \_\_\_\_\_ WEST: \_\_\_\_\_ NORTH: \_\_\_\_\_ SOUTH: \_\_\_\_\_

COMPREHENSIVE PLAN FUTURE LAND USE MAP DESIGNATION: NA

CURRENT LAND USE: NA

*If this is a site-specific zoning map amendment, complete the following property information. Give street address or, if vacant, indicate lot(s), block, and subdivision OR tax lot number, access street and nearest intersection. If proposal applies to several parcels, list the streets bounding the area.*

ADDRESS(ES): \_\_\_\_\_

ASSESSOR'S PARCEL NUMBER(S): \_\_\_\_\_

SITE AREA: \_\_\_\_\_ sq. ft. / acres (circle one)

LEGAL DESCRIPTION(S): \_\_\_\_\_

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## DESCRIBE HOW PROPOSAL MEETS DECISION CRITERIA

1. Proposed amendments that are the same or substantially-similar to an amendment proposed during the last three years are not eligible for consideration, except in certain cases due to geographic expansion by the City (see CMC 14.27.030(3)). Has the same or a substantially-similar amendment been proposed during the last three years?     No     Yes

If yes, how has geographic expansion necessitated the proposed amendment?

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## DESCRIBE HOW PROPOSAL MEETS DECISION CRITERIA

2. Explain how the proposed amendment is consistent with the goals, objectives, and policies of the comprehensive plan.  
*The Comprehensive Plan Downtown and Transportation Elements vision statement, goals, policies, and text provide for a pedestrian-oriented "Main Street" within the new Town Center. In the current Downtown & Transportation element the proposed 171st Ave SE Type II street, which is the envisioned "Main Street" There is a small segment of the entire length that was omitted when this Downtown Element was adopted. The Downtown Plan completed in 2009 called for the entire length of this street to be the pedestrian focus of the new Town Center. In order to further the vision and goal of the 2009 Downtown Plan, to provide predictability for future developers, to enhance the pedestrian nature of a true "Main Street", and to provide guidance for determining design standards for any future development projects, the entire length of the proposed 171st Ave SE, "Main Street", should have a similar designation to provide consistency for design and development.*
3. Explain how the proposed amendment is consistent with the scope and purpose of the City's zoning ordinances and the description and purpose of the zone classification applied for.  
*The Town Center Zone has Street types identified in order to determine the level of design standards and criteria that will apply to future development. A continuous street would best apply these consistent design standards along the entire length.*
4. Explain how circumstances have changed substantially since the establishment of the current development regulation, zoning map or district to warrant the proposed amendment.  
*Several development proposals have been entertained for the new Covington Town Center. Thus, having a continuous pedestrian-oriented street along the proposed 171st Ave SE with the same design standards is beneficial to the new Covington Town Center. Establishing a full-length street and restoring the continuous Type II pedestrian street along the entire length is advantageous to the vision of the TC.*
5. Explain how the proposed zoning is consistent and compatible with the uses and zoning of surrounding property.  
*Consistency of design standards and street types on the Street Type Map along the proposed "Main Street" or 171st Ave SE will provide for a more unified, pedestrian-friendly design within the Town Center and contribute to the overall vision of Council in line with the Downtown Plan & Zoning Study.*
6. Explain how the property that is the subject of the amendment is suited for the uses allowed in the proposed zoning classification.  
*NA. This is not a change in proposed uses, but a change in street type that only affects the design of buildings on the street frontage.*
7. Explain how adequate public services could be made available to serve the full range of proposed uses in that zone.  
*The change in the Street Type Map to provide a continuous street along 171st Ave SE will not affect the type or scale of public services for the propose uses in the surrounding zones. All public services will still have to be provided to any use on this street regardless of the Street Type.*

## COSTS & BENEFITS / ADDITIONAL INFORMATION

1. Describe the effects of the proposed amendment in terms of costs and benefits to the public, both monetary and non-monetary.  
*There should be no monetary costs to the public or the local government. The benefits to the public will be a more pedestrian-friendly street frontage and public realm along the future "Main Street" in the Covington Town Center and a more consistent design of buildings including retail, office and residential uses.*
2. Describe and/or attach any studies, research information, or further documentation that will support this proposal.  
*The Downtown Plan and Zoning Study, completed in September, 2009, provides the vision, goals, and policies for a pedestrian-oriented Covington downtown and identifies 171st Ave SE as the primary "Main Street" in the new Town Center. This change furthers that vision and goal.*

## CERTIFICATION / SIGNATURE

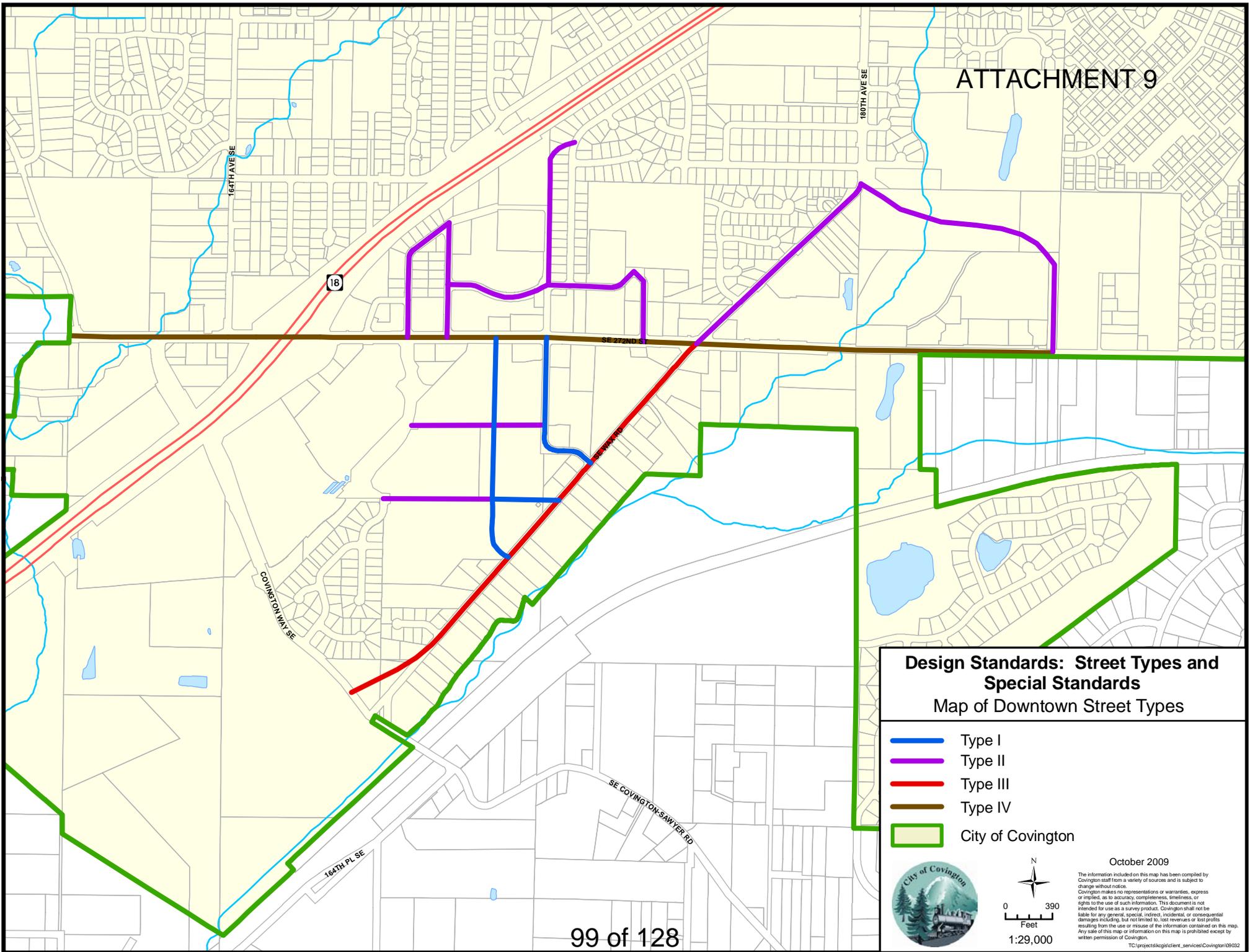
I have reviewed the Development Regulation/Zoning Map Amendment Instruction Guide, and certify that the information provided on this application is true and correct.

\_\_\_\_\_  
Applicant's/Agent's Signature

\_\_\_\_\_  
Date

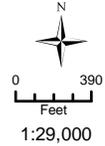
*Please note: If this is a site-specific amendment proposal, all affected property owners must complete, sign, and have notarized a Property Owner Declaration.*

# ATTACHMENT 9



## Design Standards: Street Types and Special Standards Map of Downtown Street Types

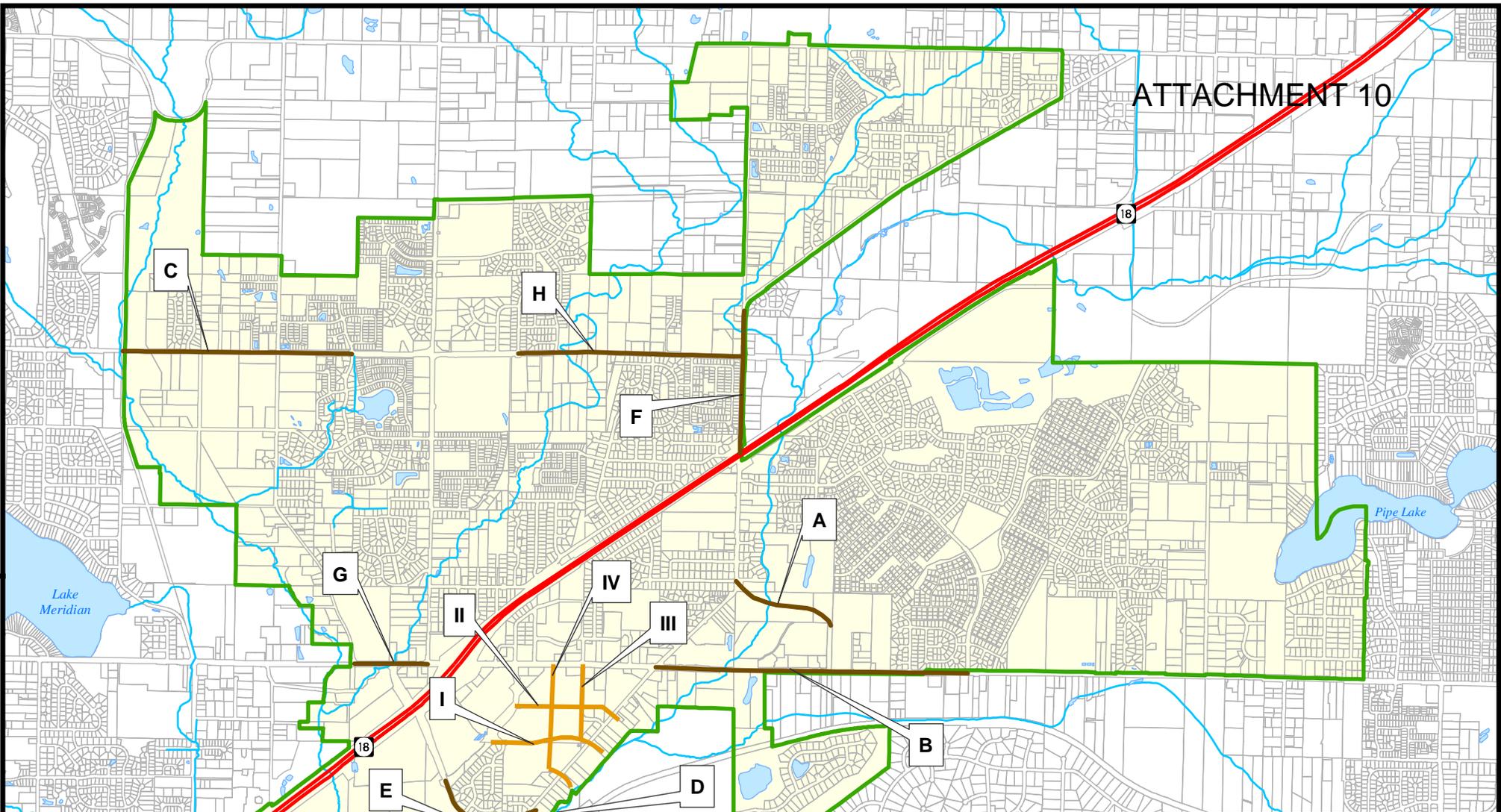
-  Type I
-  Type II
-  Type III
-  Type IV
-  City of Covington



October 2009

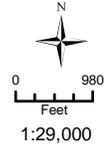
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**Figure 5.7**  
20 Year Capital Improvement  
Plan 2010 - 2029

-  Capital Improvement Project Areas
-  Downtown Improvement Project Areas
-  City of Covington



October 2009

The information included on this map has been compiled by Covington staff from a variety of sources and is subject to change without notice. Covington makes no representations or warranties, express or implied, as to accuracy, completeness, timeliness, or rights to the use of such information. This document is not intended for use as a survey product. Covington shall not be liable for any general, special, indirect, incidental, or consequential damages including, but not limited to, lost revenues or lost profits resulting from the use or misuse of the information contained on this map. Any sale of this map or information on this map is prohibited except by written permission of Covington.

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Priority	Project	From	To	Description
A	180th Ave SE Ext.	SE 267th Pl	SE 272nd St	Add 2 Through Lanes, Turn Lanes and Median
B	SE 272nd St	SE Wax Rd	192nd Ave SE	Add 2 Through Lanes, Bike Lanes, Turn Lanes and Median
C	SE 256th St	148th Ave SE	160th Ave SE	Add 2 Through Lanes, Bike Lanes, Turn Lanes and Median
D	SE Wax Rd	Covington Way SE	SE 278th Pl	Re-align, Add Bike Lanes, Turn Lanes and Intersection Improvements
E	Covington Way SE	168th Ave SE	SE Wax Rd	Add 2 Through Lanes, Bike Lanes, Turn Lanes and Median
F	180th Ave SE	SE 261st St	SE Wax Rd (North)	Add Ped Overcrossing of SR18, Turn Lanes, Median and Bike Lanes, +2 Thru Lanes n/o SE 256th St
G	SE 272nd St	160th Ave SE	164th Ave SE	Add 2 Right Turn Lanes and Bike Lanes
H	SE 256th St	168th Ave SE	180th Ave SE	Add 2 Through Lanes, Bike Lanes, Turn Lanes and Median

# Memo

ATTACHMENT 11

To: Planning Commission Members  
From: Richard Hart, Community Development Director  
Salina Lyons, Senior Planner  
Date: March 17, 2011  
Re: **Public Hearing on Proposed 2011 Docketed Comprehensive Plan Amendments and Development Regulation Amendment.**

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**Public Hearing on 3 Proposed Comprehensive Plan Amendments and  
1 Proposed Development Regulation Amendment  
as Part of the 2011 Annual Docket.**

The Planning Commission has been presented with and discussed all four of these docketed amendment items at their last meeting in February. The Commission is now scheduled to hold their required public hearing on the Comprehensive Plan Amendments and Development Regulation Amendment items on March 17, 2011. At the March 17 meeting, the Planning Commission must consider formal, presented testimony; discuss content & options; and make a recommendation to the Council for adoption of the final Comprehensive Plan Amendments and Development Regulation Amendment Docket for 2011.

At the last meeting the Planning Commission asked for clarification of one item in CPA-2011-3 relating to whether the item should be considered a "site-specific" amendment or a "non-site-specific" amendment. According to the City Attorney the amendment should be classified as a "non-site specific" amendment. The determination is based on the fact that the amendment was not proposed by a specific property owner for the benefit of only that property, but rather was submitted by the Planning Commission with the intention of affecting and benefitting the entire downtown area and all downtown zoning districts.

Staff will answer any additional questions the Planning Commission might have on these 4 proposed docketed items at the public hearing meeting date on March 17, 2011, at which time the Planning Commission must also make a final decision and recommendation to the Council.

The Planning Commission will hold a study session with the City Council on April 12, 2011, to present their recommendations on the proposed 2011 docket. The Council will then make a final decision on the proposed 2011 docket at their April 26, 2011, meeting. The city staff and Planning Commission will then formally discuss the docketed amendments between April and August and the Commission will forward a final recommended action on the docketed amendments to the Council for their final action in the fall of 2011.



February 28, 2011

Richard Hart  
Acting Community Development Director  
City of Covington  
16720 SE 271<sup>st</sup> Street, Suite 100  
Covington, WA. 98042

RE: CPA-2011-3, DRA-2011-1.

Dear Mr. Hart,

The Covington Downtown Plan and Zoning Study completed in 2009 made recommendations that the "New Covington Town Center" have a full grid street circulation system with pedestrian connections.

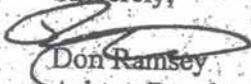
In 2010, the property owner of the 17 acre "Towne Center" property went before the City Council to request omitting the segment of the proposed 171<sup>st</sup> Ave. SE. between SE 274<sup>th</sup> Place and SE 276<sup>th</sup> Street that would dissect the property in half. This request was made due to the hardship the connection would impose on the owner to develop the property. The request was granted by the City Council.

The Planning Commission is now asking to amend the Comp Plan maps to include the previously omitted portion of 171<sup>st</sup> Ave. due to the sale of the western 10 acres of the 17 acre "Towne Center" property. The sale of the 10 acres does not reduce the hardship to the property owner.

I request the Planning Commission strongly consider rescinding Comp Plan Amendment 2011-3 due to the hardship it will impose on the property owner.

Thank you for your consideration in this matter.

Sincerely,

  
Don Ramsey  
Ashton Development Company, LLC for  
Covington Towne Center, LLC.

(206) 575-8436 FAX (206) 575-8510  
1201 MONSTER RD SW, SUITE 350  
RENTON, WA 98057

February 28, 2011

**Richard Hart**  
**Acting Community Development Director**  
**City of Covington**  
**16720 SE 271<sup>st</sup> Street, Suite 100**  
**Covington, WA. 98042**

Re: CPA-2011-3

Dear Mr. Hart,

In regards to the Downtown Plan and Zoning completed in 2009 the City recommended that the City have a new "Town Center" that has a full grid system and circulation system with pedestrian connections. I would like to address my concerns regarding the North / South Road.

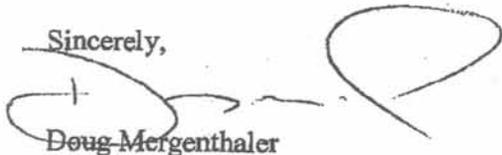
We have worked within the City of Covington on many different properties and developments over the past 12 years. I feel we have gone above and beyond to deliver the highest building quality, diversity of Tenants and overall "feel" to our projects in the City of Covington. In 2010 I went before the City Council and requested the deletion of the North / South Road which was granted (segment of the 171<sup>st</sup> road behind Safeway) by the City Council.

The Planning Commission is now asking to amend the Comp Plan maps and to include the previously omitted portion of 171<sup>st</sup> Ave. due to the sale of the eastern 10 acres of my 17 acre property. The sale to the Valley Medical group does not in any way reduce the financial hardship that the Council recognized it put me in last year. In fact this proposal of the new road has just again negatively impacted the sale of the property where the buyer has now rescinded the offer to purchase the property to do a new development.

I request that the Planning Commission strongly considers rescinding the Comp Plan Amendment 2011-3 due to the hardship it will impose.

Thank you for your consideration,

Sincerely,



Doug Mergenthaler

**Agenda Item 4**  
Covington City Council Meeting  
Date: April 26, 2011

SUBJECT: ORDINANCE ADOPTING FINAL SHORELINE MASTER PROGRAM (SMP) DOCUMENTS

RECOMMENDED BY: Richard Hart, Community Development Director

ATTACHMENTS:

1. Council Ordinance No. 05-11
  2. Final SMP Goals, Policies & Recommendations [Provided 3-22-11]
  3. Draft Restoration Plan [Provided 3-22-11]
  4. Final Shoreline Jurisdiction Maps and Designations [Provided 3-22-11]
  5. Draft Cumulative Impacts Analysis [Provided 3-22-11]
  6. Comments from DOE on Covington Final Draft May 2010 [Provided 3-22-11]
  7. Comments with City Responses from Muckleshoot Tribe April 2010 [Provided 3-22-11]
- \*Please bring your packet with attachments from the 3-22-11 Council meeting.**

PREPARED BY: Richard Hart, Community Development Director

EXPLANATION:

This meeting on April 26, 2011 is for final Council discussion and eventual adoption of all Shoreline Master Program documents by ordinance. The City must complete our adoption and forward all documents to DOE before June 30, 2011, under the terms of our grant funding contract with DOE, as amended and extended.

Upon approval by the City Council, staff will forward all revised SMP documents, the adopting ordinance, our public participation plan, and our response to public comments to the State DOE for their final approval.

As you know, the RCWs and State Department of Ecology (DOE) require that all cities update their Shoreline Master Program (SMP) regulations by December 31, 2010. In 2007, the City of Covington obtained a 3-year grant in the amount of \$72,500 from DOE to fund our work to update the Covington SMP. That work has been completed. Cities that developed their SMP updates under a grant with DOE were given an extension until June 30, 2011, to complete their final public hearing and adoption process.

The City has been working with our consultants, AHBL Planning & Engineering and The Watershed Company, for about three and a half years to undertake the substantive document preparation. This process included numerous public meetings with the Ad Hoc Citizen Advisory Committee, multiple meetings and public hearings before both the Planning Commission and City Council. In addition, the City completed both a SEPA checklist and notification in 2010, which generated a substantial public comment letter from the Muckleshoot Tribe. A final notice of intent to adopt with a 60-day review notice was also provided to the State Department of Commerce.

The Planning Commission held two public meetings on April 2 and April 16, 2009, and a public hearing on May 7, 2009, at which time eight individuals from the public provided comments and testimony. City staff also met with representatives of Cascade Water Alliance in 2009 to discuss their concerns with the location of their proposed water pipeline through the designated shorelines within the City limits of Covington and how they could meet required criteria for installation. In addition, the City addressed concerns by the Muckleshoot Tribe and made additional modifications to the final SMP documents. As a result of the public input during the public process, several adjustments were made to the SMP policies and regulations. In 2009, the City Council held their first formal public hearing on the draft SMP, endorsed all the SMP documents by resolution, and sent such documents to DOE for their preliminary review and comments. The State DOE responded with minor word and text modifications in 2010, which have been incorporated into the new final SMP documents.

On March 22, 2011 the City Council held a final public hearing to receive comments on all Shoreline Master Program documents, including the shoreline jurisdiction maps and designations; the goals, policies and recommendations for shoreline guidance; the shoreline restoration plan; and the cumulative impacts analysis by ordinance. No comments were received either in writing or orally from the public at the hearing. See Attachments 2-5 for all Shoreline Documents and Attachments 6 and 7 for comments from DOE and The Muckleshoot Tribe.

ALTERNATIVES:

Request additional information from city staff for consideration at a future meeting.

FISCAL IMPACT:

The City received a \$72,500 grant from the State Department of Ecology in July, 2007 to fund a 3-year planning program to conduct a Washington State required update of the City's Shoreline Master Program. The City will be able to complete the requirements of the SMP update within the budget amount allotted through the grant fund. Some additional staff time and expense will be required to assemble and print necessary documents and update our Comprehensive Plan.

CITY COUNCIL ACTION:  Ordinance  Resolution  Motion  Other

**Council member \_\_\_\_\_ moves, and Council member \_\_\_\_\_ seconds to approve an Ordinance adopting all Final Shoreline Master Program (SMP) Documents and forwarding such documents and ordinance to the State Department of Ecology.**

REVIEWED BY: City Manager  
City Attorney

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, ADOPTING THE FINAL SHORELINE MASTER PROGRAM UPDATE AND ASSOCIATED DOCUMENTS, AS REQUIRED IN RCW 90.58, STATE OF WASHINGTON SHORELINE MANAGEMENT ACT INCLUDING GOALS, POLICIES AND RECOMMENDATIONS; SHORELINE ENVIRONMENTAL DESIGNATIONS; A SHORELINE RESTORATION PLAN; AND CUMULATIVE IMPACTS ANALYSIS; AND FORWARDING SUCH DOCUMENTS TO THE STATE DEPARTMENT OF ECOLOGY FOR THEIR REVIEW AND ACTION.**

**WHEREAS**, the State of Washington Shoreline Management Act (RCW 90.58), adopted in 1972, recognizes that “shorelines are among the most valuable and fragile” resources of the state, and that to protect the public interest in preserving these shorelines, the State and local governments must establish a coordinated planning program to address the types and effects of development occurring along the state’s shorelines; and

**WHEREAS**, the broad policies of the Shoreline Management Act are to encourage water-dependent uses, protect shoreline natural areas, and promote public access; and

**WHEREAS**, the Shoreline Management Act requires all local governments, including the City of Covington, to 1) develop an inventory of the natural characteristics and land use patterns along shorelines covered by the Act; 2) prepare a “Shoreline Master Program” to determine the future of the shorelines; 3.) develop specific goals policies and recommendations for protection of such shoreline resources; 4) develop a permit system with development standards for all shoreline uses within existing shoreline designations that further the goals and policies of both the Act and the local Shoreline Master Program; and 5) develop a Restoration Plan for the long-term restoration of impaired shoreline ecological functions; and

**WHEREAS**, the City of Covington obtained a grant from the Washington Department of Ecology (DOE) in June, 2007 to conduct a comprehensive Shoreline Master Program (SMP) Update between June 2007 and December, 2010, which was extended to June 30, 2011; and

**WHEREAS**, the Shoreline Management Act and State DOE required local governments to update their Shoreline Master Programs and regulations by December 31, 2010; and the State Department of Ecology granted the City of Covington an extension to June 30, 2011, via their mutual SMP grant contract, to complete the final Council adoption process; and

**WHEREAS**, the City formed an Ad Hoc Citizen Advisory Committee, including stakeholders and property owners along Soos Creek, Jenkins Creek, and Pipe Lake, members of the Covington Planning Commission and the Covington Economic Development Council, the Parks and Recreation Commission, and both the Soos Creek Water & Sewer District and the Covington Water District, and other interested individuals, who reviewed and commented on the development of the SMP and proposed regulations at 6 public meetings over a 14 month time frame; and

**WHEREAS**, the Ad Hoc Citizen Advisory Committee recommended their endorsement of the proposed SMP Update; goals, policies and recommendations; environmental designations; restoration plan; cumulative impacts analysis; and all associated documents to the Covington Planning Commission; and

**WHEREAS**, the Covington Planning Commission held two public meetings on April 2, 2009, and April 16, 2009, to discuss the contents of the SMP Update, and one formal public hearing on May 7, 2009, where 26 individual stakeholders attended and 8 individuals provided public comment and testimony; and

**WHEREAS**, the Covington Planning Commission considered all written and verbal testimony provided, held an additional public meeting on May 21, 2009, and made certain modifications to the proposed SMP Update and proposed shoreline regulations to reflect such testimony; and

**WHEREAS**, the Covington Planning Commission recommended unanimously by a vote of 6-0, that the Covington City Council adopt the proposed SMP Update, goals, policies, recommendations, the proposed shoreline environmental designations, the proposed Restoration Plan, and the proposed Cumulative Impacts Analysis; and

**WHEREAS**, the proposed Covington Shoreline Master Program addresses the key requirement in the 2003 DOE guidelines of providing for “no net loss of ecological function” and consistency with the State Shoreline Management Act, and the City Council feels the proposed Covington SMP Update meets that standard; and

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

**Section 1.** The City Council formally adopts the final City of Covington Shoreline Master Program Update, including Goals, Policies and Recommendations; Shoreline Environmental Designations; Shoreline Regulations and Permit Process; Shoreline Restoration Plan; and Cumulative Impacts Analysis (All contained in Exhibits A through D); and

**Section 2.** The City Council directs the City Manager to forward all the above SMP Update documents and accompanying reports, as well as the City’s public participation plan, and documentation of all public comments and city responses to such public comments to the Washington State Department of Ecology for their final review and approval.

Passed in open and regular session this 26<sup>th</sup> day of April, 2011.

---

Mayor Margaret Harto

Attested:

---

Sharon Scott, City Clerk

APPROVED AS TO FORM:

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Sara Springer, City Attorney

## Agenda Item 5

Covington City Council Meeting

Date: April 26, 2011

SUBJECT: CONSIDER AND ADOPT ORDINANCE CHANGING THE DECISION  
AUTHORITY FOR EXTENSION OF SITE DEVELOPMENT PERMIT  
APPROVALS

RECOMMENDED BY: Richard Hart, Community Development Director

ATTACHMENTS:

1. Ordinance Adopting Amendments to CMC 18.110.080 for Commercial Site Development Permit Extensions

PREPARED BY: Richard Hart, Community Development Director

EXPLANATION:

**Existing Regulations for Commercial Site Development Application & Extensions:**

Commercial Site Development Applications are a Type II land use decision whereby the Community Development Director has authority to approve or deny the application. A Commercial Site Development Application is valid for three years and the applicant may formally request up to two separate one-year extensions. The decision authority to grant or deny an extension currently rests with the City Council. The City Council has traditionally granted all requests for both of the allowable one-year extensions, as the requests generally relate to the economy, lack of project funding, or technical delays for conducting site specific environmental analysis.

**Proposed Changes:**

Staff proposes that the decision authority for extensions to Commercial Site Development Applications be changed to the Community Development Director. Staff also recommends that the code should allow only one, two-year extension, rather than two, one-year extensions.

Subsection (4) of CMC 18.110.080- Limitation of Permit Approval is recommended to be amended as follows:

18.110.080 Limitation of Permit Approval.

(4) The ~~City Council~~ Director may approve ~~up to two one-year extensions~~ one two-year extension of the above stated limits if the applicant can show good faith progress, a justifiable basis for delay not occasioned by the applicants own action or failure to act, and that the extension is reasonably necessary to complete the project. Requests for extension must be submitted in writing to the Director at least ~~10~~ 14 days prior to the permit expiration date. Said request shall explain in detail the circumstances surrounding the request.

**Scope and Rationale for Proposed Changes in Zoning Code:**

Currently, a request for an extension of the application approval is only granted by the City Council. As such, presenting the extension request to the City Council requires substantial staff time for drafting an agenda blue sheet and attending the City Council meeting. Bringing the extension request to the City Council also significantly extends the length of time it takes to process the applicant’s request.

Staff and the City Manager recommend that this type of decision be made by the Community Development Director. This change will result in better customer service to the applicant and a less costly process for the city. Limiting the extension to one two-year extension, rather than two one-year extensions, also streamlines the process and reduces staff time. Making such a change requires only a minor amendment to the zoning code language in CMC 18.110.080, as shown above. This amendment is also consistent with other land use application extensions that the Community Development Director has granting authority for, such as short plats and subdivisions.

The Planning Commission held a public hearing on February 19, 2011, and recommended unanimously that the changes be made to CMC 18.110.080 as proposed.

**ALTERNATIVES:**

Leave the zoning code in its present form whereby the City Council grants all extensions on a one year basis and allows two such extensions based upon limited criteria.

**FISCAL IMPACT:**

None

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

**Council member \_\_\_\_\_ moves, Council member \_\_\_\_\_ seconds, to approve an ordinance amending Section 18.110.080 of the Covington Municipal Code allowing the Community Development Director to administratively grant extensions to commercial site development permits based upon stated criteria.**

**REVIEWED BY:** City Manager  
City Authority

ORDINANCE NO. 06-11

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, AMENDING CMC 18.110.080 ESTABLISHING THE COMMUNITY DEVELOPMENT DIRECTOR AS THE DECISION AUTHORITY FOR GRANTING TIME EXTENSIONS TO COMMERCIAL SITE DEVELOPMENT PERMIT APPLICATIONS AND AMENDING LENGTH OF EXTENSION. (AMENDING ORDINANCE NO. 42-02).**

WHEREAS, Section 18.110.080 of the Covington Municipal Code (CMC) currently provides that the city council may approve extensions to commercial site development permits; and

WHEREAS, commercial site development permit extensions are currently for one year and may be applied for up to two times; and

WHEREAS, the city recognizes the substantial time and cost involved in processing such requests for time extensions to commercial site development permits; and

WHEREAS, the Community Development Director has direct knowledge of the need and validity of requests for time extensions to such commercial site development permits; and

WHEREAS, the CMC provides specific criteria for granting appropriate time extensions for commercial site development permits; and

WHEREAS, the general public health, safety and welfare will still be appropriately served by processing time extensions to commercial site development permits administratively by the Community Development Director in accordance with specific code criteria;

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

Section 1. Sub-section (4) of CMC 18.110.080 shall be amended as indicated below:

18.110.080 Limitation of Permit Approval.

(4) The City Council Director may approve ~~up to two one-year extensions~~ one two-year extension of the above stated limits if the applicant can show good faith progress, a justifiable basis for delay not occasioned by the applicants own action or failure to act, and that the extension is reasonably necessary to complete the project. Requests for extension must be submitted in writing to the Director at least ~~10~~ 14 days prior to the permit expiration date. Said request shall explain in detail the circumstances surrounding the request.

Section 2. Severability. If any provision of this ordinance, or ordinance modified by it, is determined to be invalid or unenforceable for any reason, the remaining provision of this ordinance and ordinances and/or resolutions modified by it shall remain in force and effect.

Section 3. Effective Date. This ordinance shall be in full force and effect five (5) days after proper posting and publication, or on the date specified below, whichever is later. A summary of this ordinance may be published in lieu of publishing the ordinance in its entirety.

PASSED by the City Council of the City of Covington this 26<sup>th</sup> day of April, 2011.

\_\_\_\_\_  
Mayor Margaret Harto

PUBLISHED: April 29, 2011  
EFFECTIVE: May 4, 2011

ATTESTED:

\_\_\_\_\_  
Sharon Scott, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Sara Springer, City Attorney

**Agenda Item 6**  
Covington City Council Meeting  
Date: April 26, 2011

SUBJECT: PRESENTATION OF 2010 ANNUAL FINANCIAL REPORT.

PREPARED BY: Rob Hendrickson, Finance Director

ATTACHMENT(S):

1. 2010 Fourth Quarter and Annual Report
2. Quarterly Performance Report Charts for All Funds
3. Major Revenue Comparison – 2008 through 2010

EXPLANATION:

Attached are reports and charts for each fund explaining the status of each fund.

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

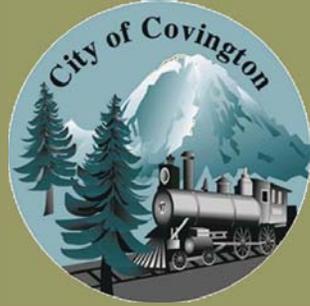
FISCAL IMPACT:

No impact. This is an update on 2010 operational activity through fourth quarter as compared to budget.

CITY COUNCIL ACTION:     Ordinance     Resolution     Motion     Other

**NO ACTION NECESSARY – DISCUSSION ITEM ONLY**

REVIEWED BY: City Manager



# 2010 Fourth Quarter Report

CITY OF COVINGTON  
FINANCE DEPARTMENT

## ATTACHMENT 1 Economic & Revenue Summary

~WA State Economic & Revenue Forecast Council

- Although the economy is improving, the after effects of the Great Recession continue to weigh on the recovery. Job growth is slow and housing remains fragile. However, consumers appear to have given expression to pent-up demand this holiday season. The question is: will it last?
- Washington’s economy has continued to expand since the November forecast but we are still not seeing strong job growth. Housing construction is showing some signs of life but nonresidential construction is lagging. The outlook for software and aerospace is good and we should see a gradual upturn in growth this year.
- Major General Fund-State (GF-S) revenues for the December 11, 2010 – January 10, 2011 collection period were \$36.9 million (3.4%) higher than our November forecast, but most of the positive variance is estimated to have been due to a change in the payment pattern of Revenue Act taxes. When the change is taken into account, cumulative revenue collections are close to our November forecast.

### 2010 Fourth Quarter

In reviewing the year as a whole, the City did well financially. While most tax related revenues came in under budget, expenditures in those related funds were held in check so that no fund had to dip into fund balance. Development Services enjoyed a successful year with revenues topping the \$1 million mark. SWM drainage fees exceeded the forecast due to an internal audit which uncovered additional revenues. Operating expenditures for the fourth quarter for all operating funds (excludes CIP) was \$3.1 million (31.7% of actual) while operating revenues were \$3.7 million (31.4% of actual).

- Rob Hendrickson, Finance Director

#### Inside this issue:

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

## GENERAL FUND STATUS

Revenues through the fourth quarter are 93.0% of budget or \$7.53 million. This is 4.2% or \$319,400 below 2009 levels. Sales tax, on a cash basis, is at 92.5% or \$2.24 million (general fund portion only) and utility tax is at \$1.78 million which is below 2009 collections by \$78,000. Property taxes are at 93.6% or \$1.98 million.

Total expenditures including transfers out through year end are \$7.45 million. This is a reduction in spending of \$310,000 over 2009.

Overall, 94.9% of the budget was spent. Even though revenues came in well below budget, they

still exceeded expenditures by \$81,000 thereby saving the general fund from dipping into fund balance.

Salaries, benefits, and charges for services came in under budget along with transfers out. Operating transfers are less due to a reduction in interfund services (IFS). The General Fund is absorbing Development Services IFS for 2010. In addition, the budgeted transfer to Parks of \$370,000 was not executed.

Municipal Court costs have increased dramatically since 2009. This is due primarily to increased jail costs. Bookings have increased

and bail is not being posted as often. In addition, the City paid an additional \$52,000 in reconciliation costs to the District Court compared to \$29,000 in 2009.

For 2010, the City Clerk has been added to the City Manager's Department and Emergency Services is now part of Central Services.

While cost containment features such as reduced medical benefits are being initiated in 2011, new services such as animal control continue to offset any savings. Revenues are forecasted to increase but the economy, while recovering, is still on shifting sand.

### GENERAL FUND DEPARTMENT BUDGET UPDATE

Department	YTD - 2009	% of Budget	YTD - 2010	% of Budget
City Council	\$ 88,629	34.1%	87,161	52.6%
Municipal Court	464,083	117.8%	545,579	131.5%
City Manager	542,960	103.9%	824,651	101.3%
Finance	481,607	97.4%	483,740	92.7%
City Clerk	260,944	89.3%	-	-
Legal	66,906	66.2%	67,172	66.5%
Personnel	323,571	99.9%	334,227	100.0%
Central Services	874,364	98.2%	924,349	101.9%
Law Enforcement	2,638,016	97.8%	2,784,452	97.9%
Strategic Planning	766,686	106.6%	425,913	89.5%
Emergency Management	37,488	84.9%	-	
Operating Transfers Out	<u>1,215,457</u>	106.4%	<u>973,047</u>	75.1%
<b>TOTAL</b>	<b><u>\$ 7,760,390</u></b>	<b>98.5%</b>	<b><u>\$ 7,450,291</u></b>	<b>94.9%</b>

## Retail Sales & Use Tax

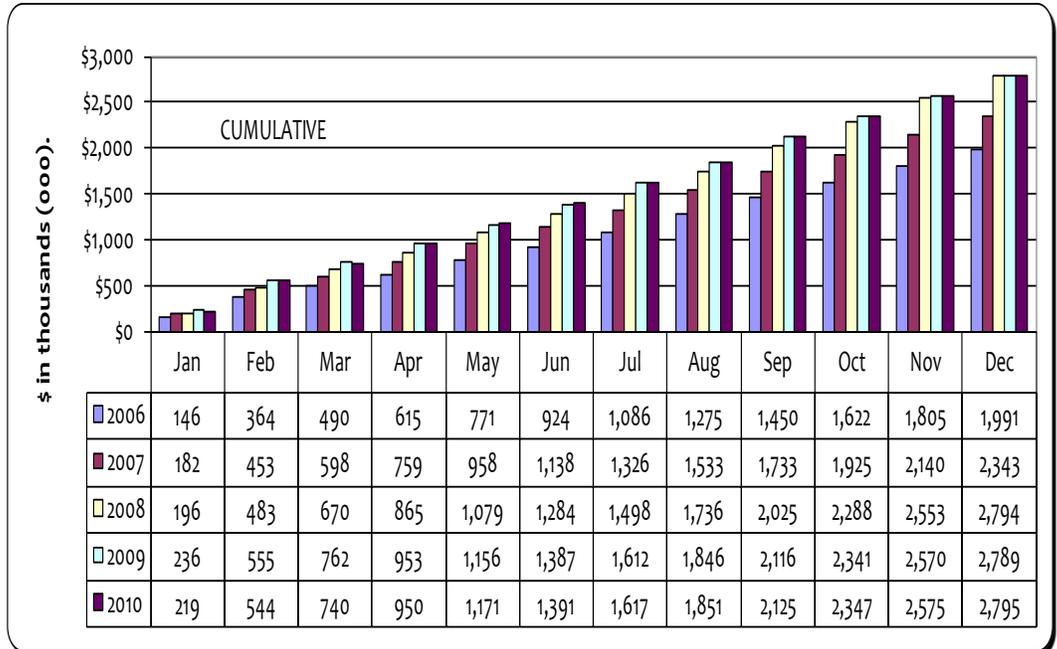
Sales and Use Tax is the largest revenue source available to the City. It currently supports the General Fund at 80% and the Parks and Recreation Fund at 20%. The final quarter (on a cash basis) is at 92.4% of forecast or \$2,795,130.

In year over year comparisons, retail sales increased by 2.2%, construction dropped 37.5%, food services was slightly up 1.5%, and all other categories increased 10.8%.

For the last three years, sales tax has been almost even. Since the end of 2008, construction has dropped precipitously by 83%, retail has gained 40.9% (with the

addition of Costco, Home Depot, etc), food services are up 7.7%, and all others down 5.5%.

Sales tax revenue as a whole is forecasted to pick up in 2011. Early indicators reflect this trend.



## Utility Tax

After adoption in late 2007, The City began collecting utility taxes in March 2008. It imposes a utility tax on electrical energy, natural gas, brokered natural gas, solid waste, cable television, and telephone at the rate of 5.5%.

The utility tax supports police services, debt service, parks, streets, and the Capital Investment Program (CIP). For 2010, the \$370,000 slated for Parks CIP has been held back in reserve for the General Fund.

Overall annual revenues are down 4.25% (\$79,089) from 2009 and below the budget by \$281,655 or 13.7%.

The chart (right) reflects the changes in revenue between 2009 and 2010.

2011 should see some increases due to rate hikes.

Utility	2009	2010
Electricity	\$604,713	\$600,547
Natural Gas	366,767	300,097
Solid Waste	131,641	134,455
Cable	233,888	242,778
Telephone	520,425	500,468
<b>Total</b>	<b>\$1,857,434</b>	<b>\$1,778,345</b>

## Property Tax

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

For 2011, the levy was set at \$2.1 million. The city under collected by \$135,000 or 6.4%. This amount includes \$18,500 in delinquencies and an additional \$111,000 in revaluations. There

2008	2009	2010
\$ 1,963,753	\$ 2,046,294	\$ 1,976,819

stool which the General Fund relies on for revenue. The other two legs are sales tax and utility tax.

were several successful appeals to King County over property valuations which resulted in refunds being issued. Multi-care was the largest refund at over \$80,000. This refund was for 2007—2009 and the money was taken out of 2010 revenue.

Property tax is the City’s most stable source of revenue. It is one leg of the “three legged”

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

The City’s assessed valuation is in excess of \$1.7 billion—a drop of over 17% from the peak in 2009.

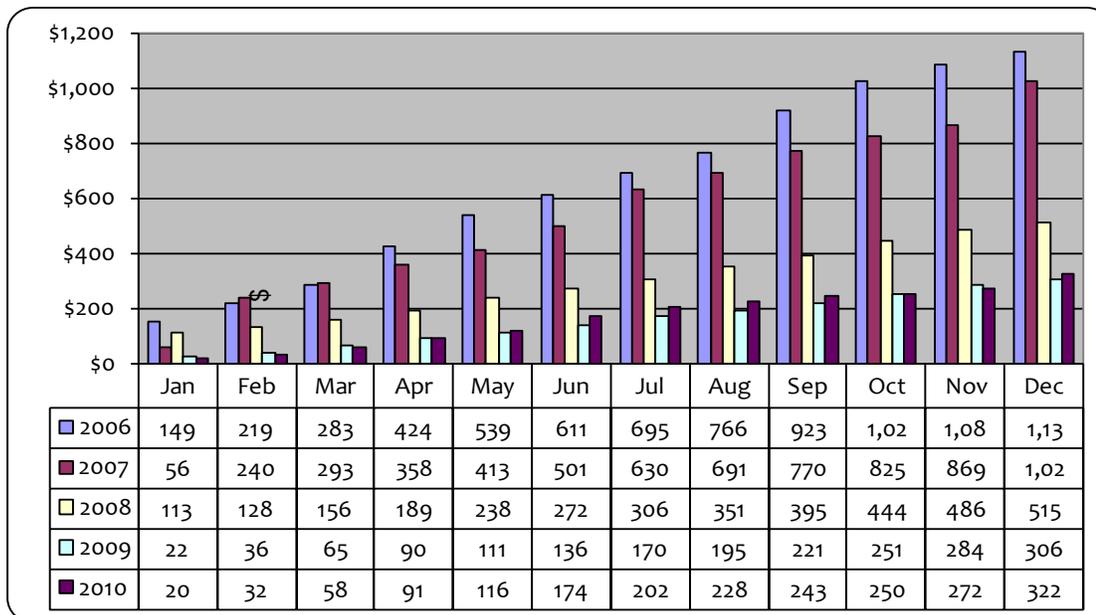
## Real Estate Excise Tax (REET)

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

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

Through year end, collections are at \$322,178 (cash basis) or

92.0% of the \$350,000 budget. This is a very unpredictable revenue stream that is subject to the number of real estate transactions and the amount of each transaction each month.



Through December there were 20 new home sales, 166 existing home sales, 98 land only sales, three building sales, and two commercial sales.



## Cash & Investments

Total cash and investments at year end totaled \$7,748,687. This is less than Dec 2009 by \$66,568. The largest cash reduction was in CIP. The second was in the combined REET funds. REET is used to pay debt service on the 2007 bonds. Development Services saw the biggest gain of \$534,152. This is a huge turn around from a year ago.

The Local Government Investment Pool (LGIP) is currently

earning 0.26%. The City has \$5,908,291 invested with the LGIP. The LGIP invests in short-term securities. It is comparable to an SEC regulated Rule 2a-7 money market fund and offers 100% liquidity to its participants.

Investments outside the LGIP include a \$1.5 million agency bond invested at 1.14%.

Cash on hand is kept at Bank of America and various petty cash funds throughout the City.

The chart below reflects the amount of cash and investments allocated to each fund within the City compared to 2009. This is reconciled and updated on a monthly basis.



### TOTAL GENERAL LEDGER ACCOUNTS

	as of 12/31/09	as of 12/31/10	Δ
GENERAL FUND	\$1,720,887.09	\$1,947,090.98	\$226,203.89
STREET FUND	427,019.15	484,213.29	57,194.14
CONTINGENCY FUND	420,243.78	419,583.99	(659.79)
CUMULATIVE RESERVE FUND	1,364,049.37	1,410,745.52	46,696.15
REET 1ST 1/4% FUND	203,268.61	0.00	(203,268.61)
REET 2ND 1/4% FUND	68,643.62	0.00	(68,643.62)
DEVELOPMENT SERVICES FUND	283,794.01	817,945.88	534,151.87
PARKS FUND	113,549.53	159,855.33	46,305.80
LID 99-01 GUARANTY FUND	52,025.13	52,156.93	131.80
LID 99.01 FUND	8,940.68	17,908.45	8,967.77
CAPITAL INVESTMENT PROGRAM	1,404,186.48	707,294.24	(696,892.24)
SURFACE WATER MANAGEMENT	1,114,031.08	1,242,920.54	128,889.46
UNEMPLOYMENT INSURANCE	198,557.55	147,097.16	(51,460.39)
EQUIPMENT REPLACEMENT	<u>302,923.99</u>	<u>341,875.31</u>	<u>38,951.32</u>
<b>TOTAL ALL FUNDS</b>	<b><u>\$7,682,120.07</u></b>	<b><u>\$7,748,687.62</u></b>	<b><u>\$(66,567.55)</u></b>

## Public Works

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

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

Franchise fees (Comcast) came in ahead of forecast at 107.5% or \$197,800. Total operating revenues are \$589,344 and transfers in are \$375,912. This puts total revenues on target for the year.

The fuel tax is within one-half

of one percent of budget. The amount received was about 99.5% (\$378,263) of budget.

This revenue is collected by the state and distributed back to cities on a per capita basis.

Expenditures remained under budget for the fourth quarter. Total expenditures are at 95.7% or \$905,953.

Revenues outpaced expenditures by about \$59,000.

**SWM** is primarily funded through drainage fees that are collected by King County. The

City has collected \$1,443,633 or 114.7%. This was due to additional revenue being found as a result of a city audit of SWM accounts. Total SWM revenues are at 120.0% or \$1,595,676.

Operating expenditures are at 102.3% or \$1,441,122.

Revenues exceeded expenditures by \$154,554.

## Development Services

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Development Services had an excellent year. Revenue exceeded all expectations. Through year-end, \$1.14 million or 228.6% of the forecasted budget has been received. Permit revenue and construction inspections are driving the

revenue.

Operational expenditures came in at 110.4% or \$523,000. Including interfund services of \$92,900 the percentage adjusts to 107.7%.

With the additional revenue, the department added staff

hours to help with the additional workload.

Through December, 44 single family permits have been issued versus 2009 with 19.

## Parks and Recreation

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Parks is divided into four divisions: aquatics, maintenance, recreation, and parks administration. Revenues are derived from a portion of sales tax (20%), aquatics revenue, and some miscellaneous revenues such as rentals and interest earnings.

Operating revenue for the year

came in on target at 100.6% or \$1,073,700. Operating transfers brought that up to 103.9% or \$1,328,800. Aquatics revenue (which is included in the total) is 109.5% or \$463,900.

Overall expenditures including transfers for the four divisions came in at 99.3% or \$1,231,900.

The new fee structure started August 31 and contributed to the revenue increase.

# Capital Investment Program

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Total CIP revenue received through December is \$2,349,480. The majority of revenue received is from grants—\$1.7 million. Mitigation fees account for \$473,088 and transfers in supplied \$135,670. Project 1039 received the bulk of the

revenue at \$1.9 million of which \$1.5 million is grant revenue plus \$311,000 from mitigation fees.

The largest project expenditure-wise was the SR516 Safety Widening (#1039) at \$2,060,885.

Other major projects were the Covington Way/SR516 Connector

at \$528,029 and Covington Community Park had \$126,374 in expenditures.

Total expenditures for CIP are \$2,864,570.

The table below shows the annual activity for each project.

Project #	Project Description	Revenues	Expenditures
1010	Covington Community Park	\$31,175	\$126,374
1026	Annual Facility Rehab	\$72,906	\$25,625
1034	256th/164th Intersection	\$625	\$625
1039	SR 516 Safety Widening	\$1,910,719	\$2,060,885
1082	Covington Way/SR 516 Connector	\$331,713	\$528,029

**CITY OF COVINGTON  
FINANCE DEPARTMENT**

**16720 SE 271st St  
Suite 100  
Covington, WA 98042  
Phone: 253-638-1110  
Fax: 253-638-1122**

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

# City of Covington

## ATTACHMENT 2

### Quarterly Performance Report - General Fund

#### as of 12/31/2010

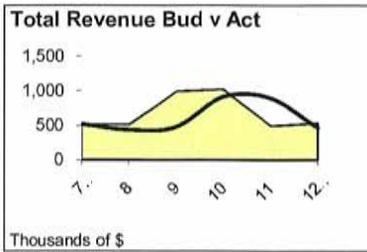


Chart 1

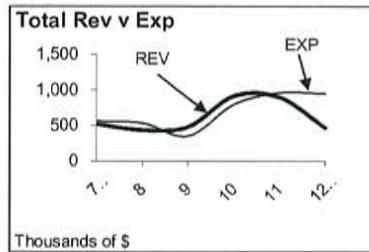


Chart 2

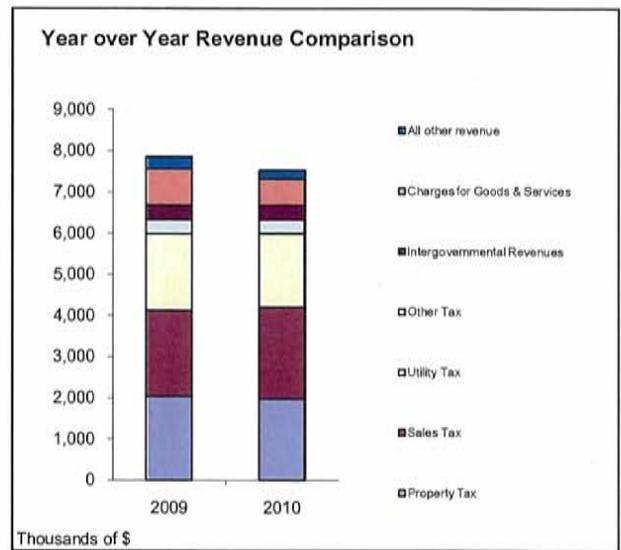


Chart 5

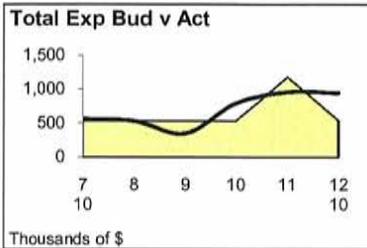


Chart 3

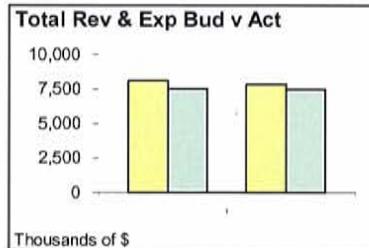
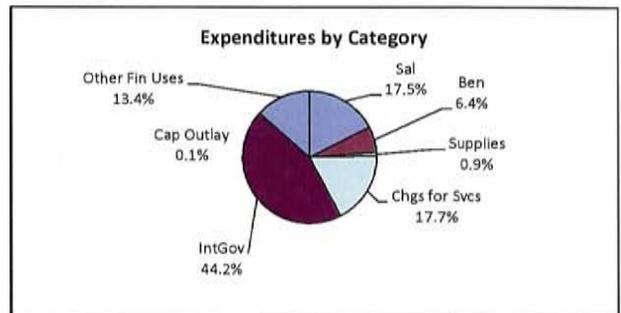
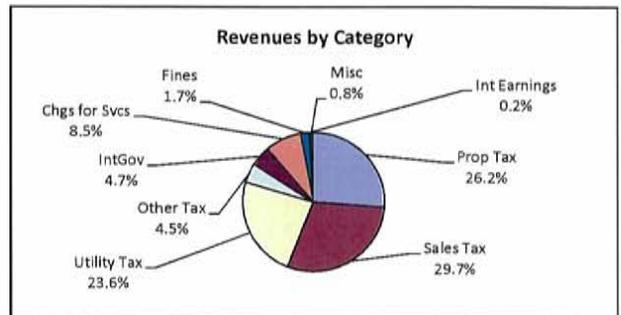


Chart 4

Rev & Exp - YTD	2010 Budget	2010 Actual	\$ Rem	% Coll	2009 Actual
Property Tax	\$ 2,112.0	\$ 1,976.8	\$ 135.2	93.6%	\$ 2,046.3
Sales Tax	2,420.0	2,237.5	182.5	92.5%	2,084.1
Utility Tax	2,060.1	1,778.7	281.4	86.3%	1,857.4
Other Tax	368.0	337.2	30.8	91.6%	342.7
Intergovernmental Rev	331.3	357.2	(25.9)	107.8%	343.0
Charges for Goods & Svcs	594.8	639.2	(44.4)	107.5%	890.7
Fines & Penalties	120.9	127.7	(6.7)	105.6%	138.2
Investment Interest	45.8	13.7	32.1	30.0%	49.9
Miscellaneous	43.0	63.6	(20.6)	147.9%	98.6
<b>Total Operating Revenues</b>	<b>8,095.9</b>	<b>7,531.6</b>	<b>564.3</b>	<b>93.0%</b>	<b>7,851.0</b>
Other Financing Sources	-	0.0	(0.0)	0.0%	-
<b>Total Sources</b>	<b>\$ 8,095.9</b>	<b>\$ 7,531.6</b>	<b>\$ 564.2</b>	<b>93.0%</b>	<b>\$ 7,851.0</b>
Salaries & Wages	\$ 1,330.8	\$ 1,301.0	\$ 29.8	97.8%	\$ 1,500.2
Benefits	497.2	475.4	21.8	95.6%	520.9
Supplies	77.5	63.9	13.6	82.4%	63.6
Charges for Services	1,410.0	1,316.6	93.4	93.4%	1,356.7
Intergovernmental Svcs	3,203.7	3,289.4	(85.8)	102.7%	3,075.1
Capital	6.0	6.0	0.0	99.6%	-
<b>Total Operating Expenses</b>	<b>6,525.2</b>	<b>6,452.3</b>	<b>72.9</b>	<b>98.9%</b>	<b>6,516.6</b>
Other Financing Uses	1,324.0	998.0	325.9	75.4%	1,243.8
<b>Total Uses</b>	<b>\$ 7,849.1</b>	<b>\$ 7,450.3</b>	<b>\$ 398.8</b>	<b>94.9%</b>	<b>\$ 7,760.4</b>



Legend	
	Cur Year
	Budget
	Actual
Data in Thousands of \$	

# City of Covington

## Quarterly Performance Report - Street Operations

### as of 12/31/2010

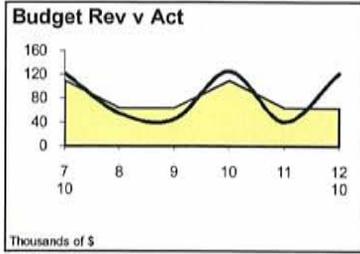


Chart 1

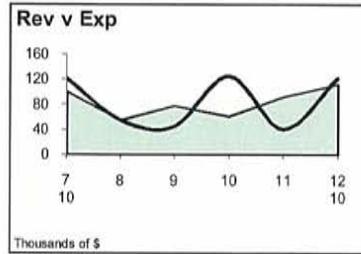


Chart 2

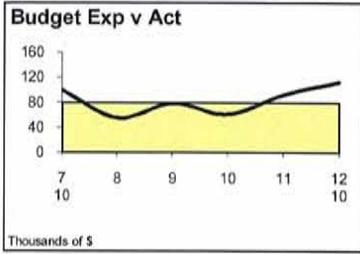


Chart 3

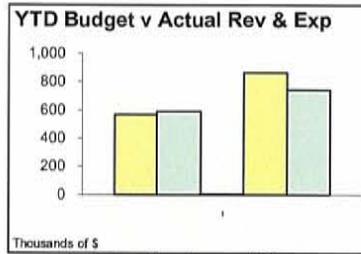


Chart 4

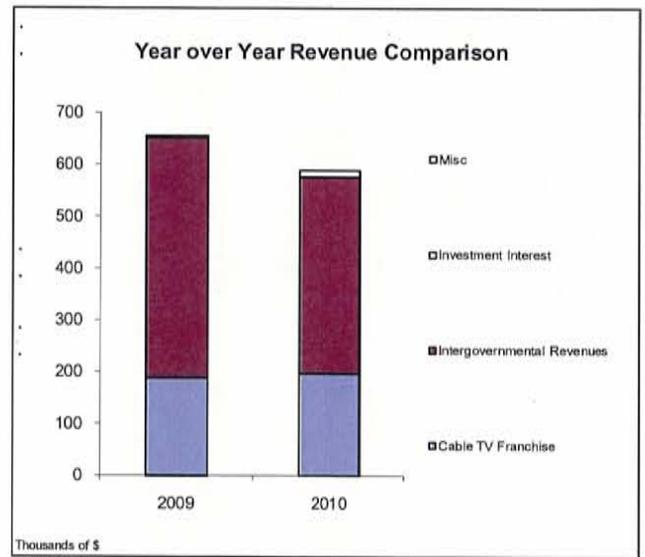
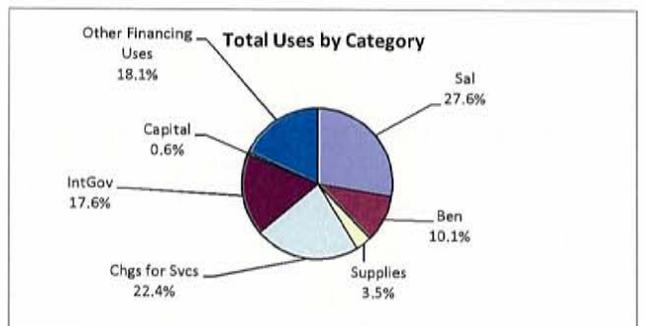
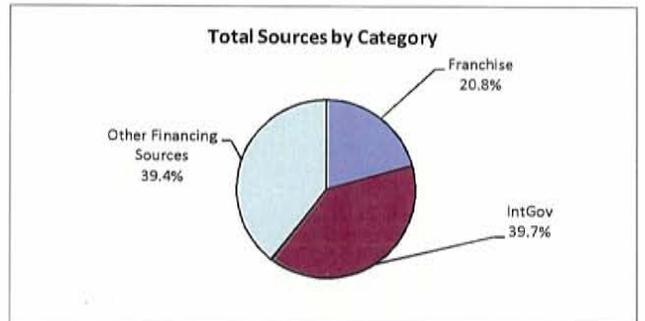


Chart 5

Rev & Exp - YTD	2010	2010	\$ Rem	% Coll	2009
	Budget	Actual			Actual
Cable TV Franchise	184.0	197.8	(13.8)	107.5%	189.3
Intergovernmental Revenues	380.0	378.3	1.7	99.5%	462.6
Investment Interest	3.5	1.3	2.2	36.6%	4.0
Miscellaneous	-	12.0	(12.0)	0.0%	(1.0)
<b>Total Operating Revenues</b>	<b>567.5</b>	<b>589.3</b>	<b>(21.8)</b>	<b>103.8%</b>	<b>654.8</b>
Operating Transfer In	380.7	375.9	4.8	98.7%	263.9
<b>Total Sources</b>	<b>948.2</b>	<b>965.3</b>	<b>(17.0)</b>	<b>101.8%</b>	<b>918.8</b>
Salaries & Wages	274.6	250.4	24.2	91.2%	232.3
Benefits	98.6	91.7	6.9	93.0%	79.9
Supplies	47.3	31.5	15.8	66.6%	49.5
Charges for Services	213.6	203.3	10.3	95.2%	215.4
Intergovernmental	148.5	159.0	(10.5)	107.1%	130.4
Capital	-	5.7	(5.7)	0.0%	76.7
<b>Total Operating Expenses</b>	<b>782.7</b>	<b>741.5</b>	<b>41.2</b>	<b>94.7%</b>	<b>784.2</b>
Other Financing Uses	163.9	164.1	(0.2)	100.1%	58.9
<b>Total Uses</b>	<b>946.6</b>	<b>905.6</b>	<b>41.0</b>	<b>95.7%</b>	<b>843.1</b>

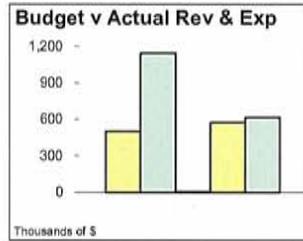
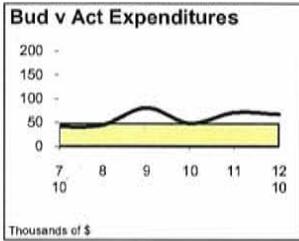
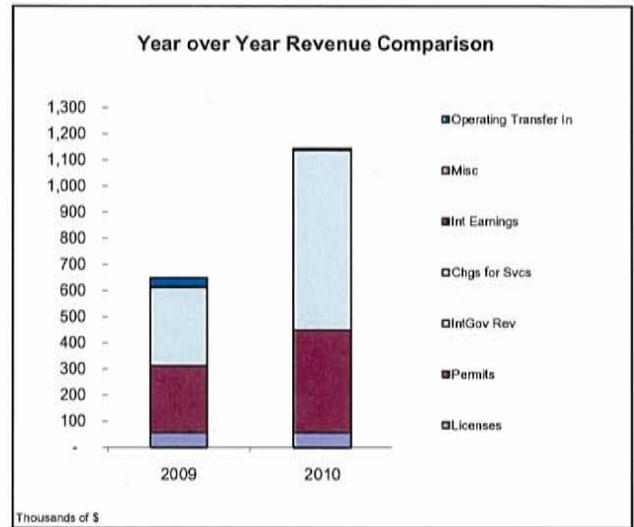
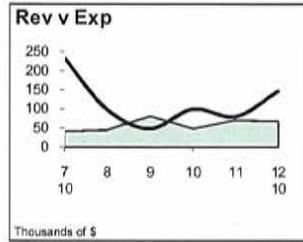
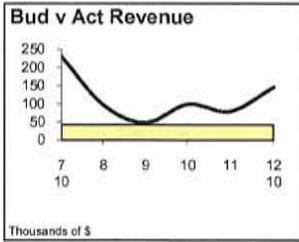


Legend	
	Cur Year
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	Actual
Data in Thousands of \$	

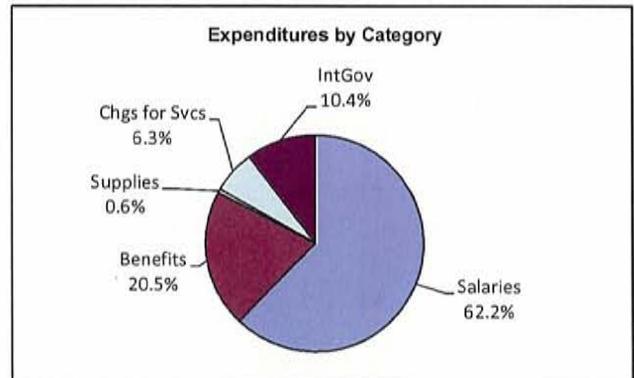
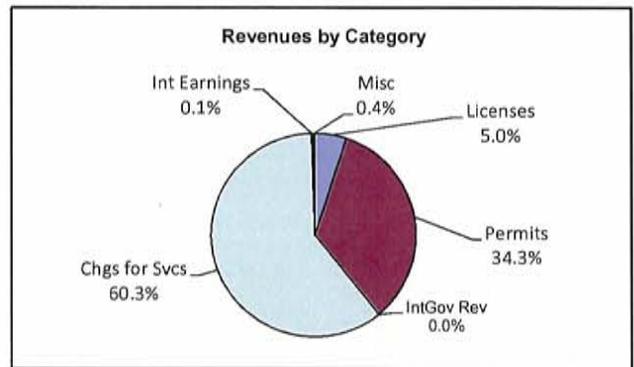
# City of Covington

## Quarterly Performance Report - Development Services

### as of 12/31/2010



Rev & Exp - YTD	2010	2010	\$ Rem	% Coll	2009
	Budget	Actual			Actual
Licenses	47.0	57.0	(10.0)	121.3%	58.0
Permits	208.0	391.7	(183.7)	188.3%	255.0
Intergovernmental Svcs	1.7	-	-	0.0%	-
Charges for Services	243.1	688.9	(445.8)	283.4%	299.5
Interest Income	0.2	1.3	(1.1)	658.7%	4.0
Miscellaneous	-	4.0	(4.0)	0.0%	1.4
Operating Transfer In	-	-	-	0.0%	31.8
<b>Total Sources</b>	<b>500.0</b>	<b>1,142.9</b>	<b>(642.9)</b>	<b>228.6%</b>	<b>649.7</b>
Salaries & Wages	255.4	325.5	(70.1)	127.4%	573.9
Benefits	101.9	107.2	(5.3)	105.2%	192.5
Supplies	5.7	3.1	2.6	54.3%	6.3
Charges for Services	62.0	32.9	29.1	53.1%	38.6
Intergovernmental	48.9	54.3	(5.4)	110.9%	129.9
<b>Total Operating Expenses</b>	<b>474.0</b>	<b>523.0</b>	<b>(49.1)</b>	<b>110.4%</b>	<b>941.1</b>
Other Financing Uses	98.0	92.9	5.2	94.7%	447.8
<b>Total Uses</b>	<b>572.0</b>	<b>615.9</b>	<b>(43.9)</b>	<b>107.7%</b>	<b>1,389.0</b>



Legend	
	Cur Year
	Budget
	Actual
Data in Thousands of \$	

# City of Covington

## Quarterly Performance Report - Parks and Recreation Services

### as of 12/31/2010

#### SUMMARY

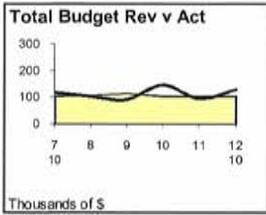


Chart 1

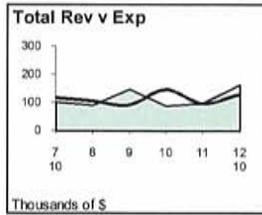


Chart 2

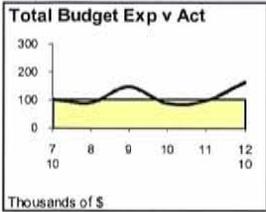


Chart 3

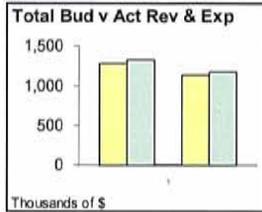


Chart 4

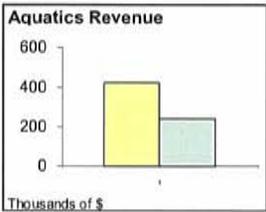
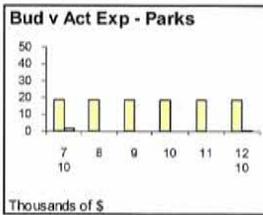


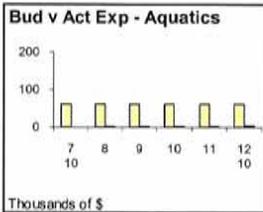
Chart 5

Legend	
	Cur Year
	Budget
	Actual
Data in Thousands of \$	

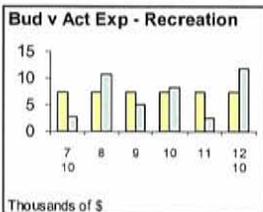
#### DEPARTMENTS



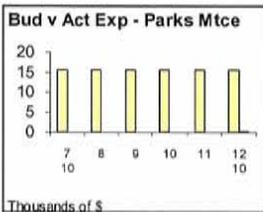
Rev & Exp - YTD	2010	2010	\$ Rem	% Coll	2009
	Budget	Actual			Actual
Salaries & Wages	\$ 111.2	\$ 111.7	\$ (0.5)	100.5%	\$ 109.5
Benefits	43.5	32.1	11.4	73.9%	31.0
Supplies	1.2	0.2	0.9	18.7%	2.2
Charges for Services	38.4	36.9	1.5	96.0%	60.5
Intergovernmental Svcs	3.3	1.1	2.3	32.5%	1.2
Total Operating Expenses	197.6	182.0	15.6	92.1%	204.4
Other Financing Uses	26.2	26.9	(0.7)	102.8%	18.5
Total Uses	\$ 223.8	\$ 208.9	\$ 14.8	93.4%	\$ 222.9



Rev & Exp - YTD	2010	2010	\$ Rem	% Coll	2009
	Budget	Actual			Actual
Salaries & Wages	\$ 337.9	\$ 345.1	\$ (7.2)	102.1%	\$ 343.3
Benefits	94.5	91.0	3.4	96.4%	90.2
Supplies	110.2	89.0	21.1	80.8%	107.5
Charges for Services	109.6	114.0	(4.3)	104.0%	114.3
Total Operating Expenses	652.2	669.2	(17.0)	102.6%	655.3
Other Financing Uses	87.9	85.5	2.4	97.2%	658.1
Total Uses	\$ 740.1	\$ 754.7	\$ (14.6)	102.0%	\$ 1,313.4

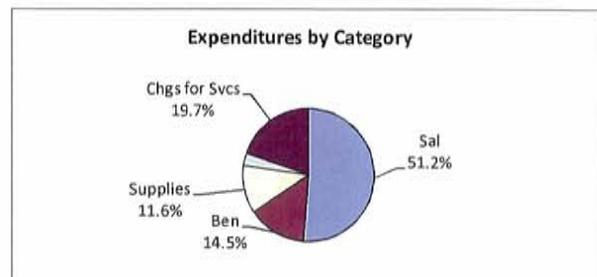
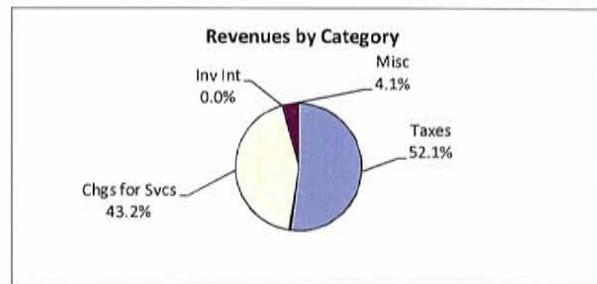


Rev & Exp - YTD	2010	2010	\$ Rem	% Coll	2009
	Budget	Actual			Actual
Salaries & Wages	\$ 78.3	\$ 64.7	\$ 11.7	84.7%	\$ 66.8
Benefits	26.5	24.2	2.3	91.2%	21.8
Supplies	9.2	27.6	(18.3)	298.6%	12.4
Charges for Services	56.0	51.2	4.8	91.5%	38.9
Capital Outlay	-	-	-	0.0%	6.4
Total Operating Expenses	168.0	167.6	0.4	99.7%	146.2
Other Financing Uses	19.5	21.3	(1.8)	109.3%	16.2
Total Uses	\$ 187.5	\$ 188.9	\$ (1.4)	100.7%	\$ 162.4



Rev & Exp - YTD	2010	2010	\$ Rem	% Coll	2009
	Budget	Actual			Actual
Salaries & Wages	\$ 76.3	\$ 64.7	\$ 11.7	84.7%	\$ 66.8
Benefits	26.5	24.2	2.3	91.2%	21.8
Supplies	9.2	27.6	(18.3)	298.6%	12.4
Charges for Services	56.0	51.2	4.8	91.5%	38.9
Capital Outlay	-	-	-	0.0%	6.4
Total Operating Expenses	168.0	167.6	0.4	99.7%	146.2
Other Financing Uses	19.5	21.3	(1.8)	109.3%	16.2
Total Uses	\$ 187.5	\$ 188.9	\$ (1.4)	100.7%	\$ 162.4

Rev & Exp - YTD	2010	2010	\$ Rem	% Coll	2009
	Budget	Actual			Actual
Taxes	\$ 605.0	\$ 559.4	\$ 45.6	92.5%	\$ 555.8
Grants	-	5.0	(5.0)	0.0%	-
Aquatics Revenue	423.7	463.9	(40.2)	109.5%	423.8
Investment Interest	3.0	0.5	2.5	15.6%	4.0
Miscellaneous	35.9	44.4	(8.6)	123.9%	34.6
Total Operating Revenues	1,067.6	1,073.7	(6.1)	100.6%	1,018.1
Other Financing Sources	210.9	255.1	(44.1)	120.9%	213.4
Total Sources	\$ 1,278.6	\$ 1,328.8	\$ (50.3)	103.9%	\$ 1,231.5
Salaries & Wages	\$ 564.2	\$ 560.3	\$ 3.9	99.3%	\$ 558.5
Benefits	176.4	158.6	17.8	89.9%	154.1
Supplies	122.9	126.5	(3.6)	102.9%	128.4
Intergovernmental Svcs	3.3	33.6	(30.3)	1006.8%	225.4
Charges for Services	236.1	215.2	20.9	91.2%	4.0
Capital Outlay	-	-	-	0.0%	6.4
Total Operating Expenses	1,102.9	1,094.2	8.7	99.2%	1,076.8
Other Financing Uses	137.7	137.7	0.0	100.0%	298.7
Total Uses	\$ 1,240.6	\$ 1,231.9	\$ 8.7	99.3%	\$ 1,375.5



# City of Covington

## Quarterly Performance Report - SWM Operations

### as of 12/31/2010

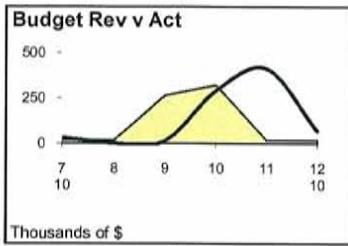


Chart 1

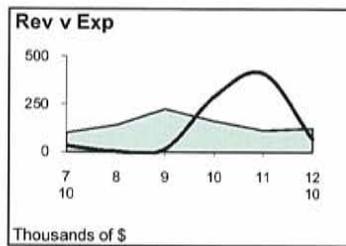


Chart 2

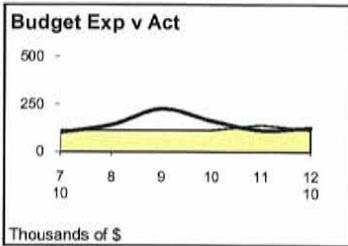
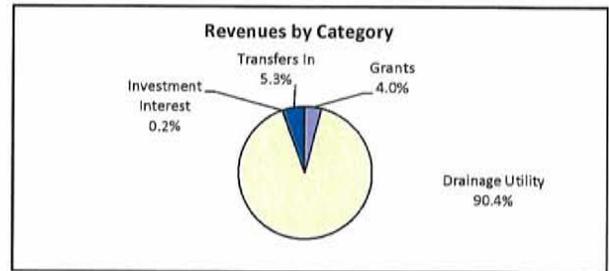


Chart 3

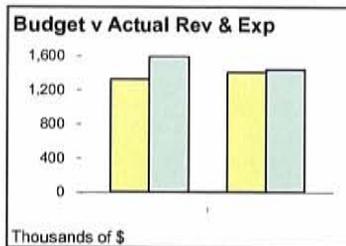
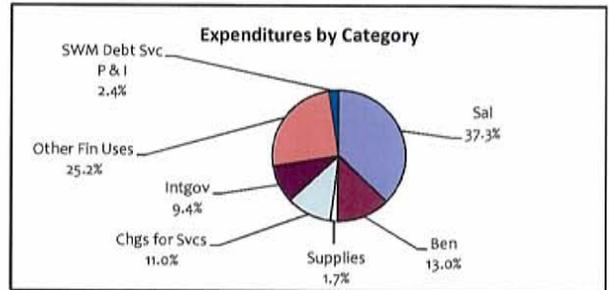
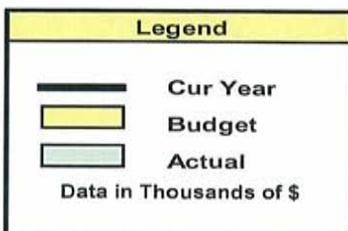


Chart 4



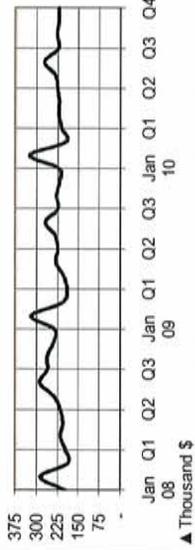
Rev & Exp - YTD	2010 Budget	2010 Actual	\$ Rem	% Coll	2009 Actual
Grants	10.3	64.1	(53.8)	624.4%	57.0
KC Salmon Conservancy	-	-	-	0.0%	-
Drainage Utility	1,258.9	1,443.6	(184.7)	114.7%	1,297.7
Investment Interest	12.0	3.1	8.9	26.1%	12.8
Miscellaneous	-	(0.2)	0.2	0.0%	(4.5)
Comp/Loss	-	-	-	0.0%	2.7
<b>Total Operating Revenues</b>	<b>1,281.2</b>	<b>1,510.7</b>	<b>(229.5)</b>	<b>117.9%</b>	<b>1,365.7</b>
Transfers In	48.9	85.0	(36.1)	173.8%	8.7
<b>Total Sources</b>	<b>1,330.1</b>	<b>1,595.7</b>	<b>(265.6)</b>	<b>120.0%</b>	<b>1,374.4</b>
Salaries	489.6	535.5	(45.8)	109.4%	366.3
Benefits	189.1	186.0	3.0	98.4%	127.8
Supplies	30.9	24.9	6.0	80.5%	18.4
Charges for Services	257.3	158.4	98.9	61.6%	190.1
Intergovernmental	50.5	135.0	(84.4)	267.0%	28.3
Capital Outlay	-	5.7	(5.7)	0.0%	12.9
<b>Total Operating Expenditures</b>	<b>1,017.4</b>	<b>1,045.4</b>	<b>(27.9)</b>	<b>102.7%</b>	<b>743.8</b>
Other Financing Uses	359.6	361.1	(1.5)	100.4%	595.3
SWM Debt Service P & I	32.0	34.6	(2.6)	108.3%	34.2
<b>Total Uses</b>	<b>1,409.0</b>	<b>1,441.1</b>	<b>(32.1)</b>	<b>102.3%</b>	<b>1,373.3</b>



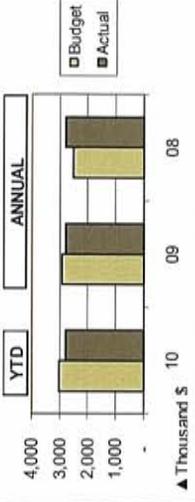
CITY OF COVINGTON  
MAJOR REVENUE COMPARISON  
2008/2009/2010

Timeline - Jan 08 - Current Period

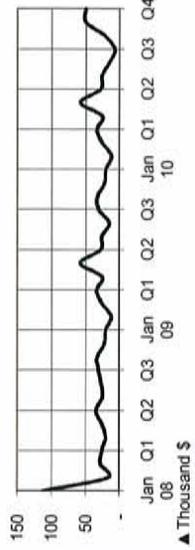
Budget vs Actual 2008 - 2010



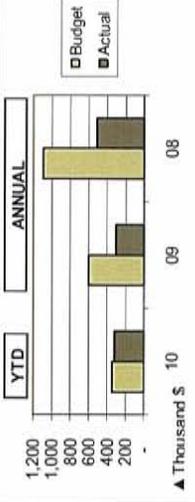
	4Q-09	4Q-10	% Diff
Qtr - Qtr Revenues	2,789,499	2,795,130	0.2%
2010 Annual Revenues	\$ 3,025,000	\$ 2,795,130	92.4%
2009 Annual Revenues	\$ 2,932,000	\$ 2,789,499	95.1%
2008 Annual Revenues	\$ 2,503,661	\$ 2,793,581	111.6%



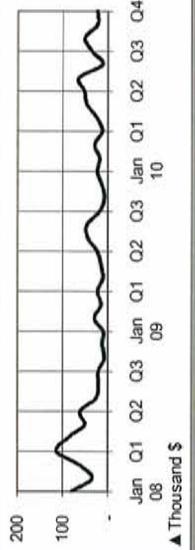
0.2%



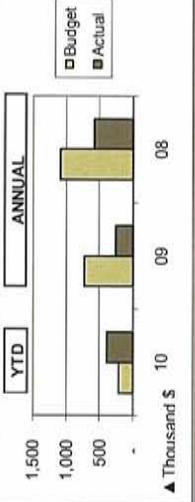
	4Q-09	4Q-10	% Diff
Qtr - Qtr Revenues	\$ 305,687	\$ 322,179	5.4%
2010 Annual Revenues	\$ 350,000	\$ 322,179	92.1%
2009 Annual Revenues	\$ 600,000	\$ 305,687	50.9%
2008 Annual Revenues	\$ 1,100,000	\$ 514,868	46.8%



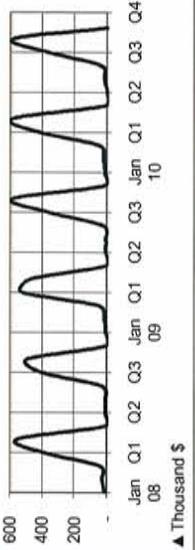
5.4%



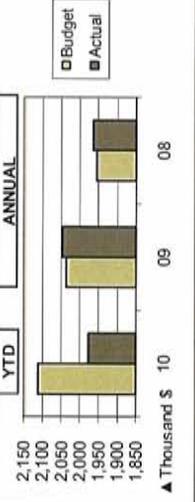
	4Q-09	4Q-10	% Diff
Qtr - Qtr Revenues	\$ 254,984	\$ 391,659	53.6%
2010 Annual Revenues	\$ 208,000	\$ 391,659	188.3%
2009 Annual Revenues	\$ 725,000	\$ 254,984	35.2%
2008 Annual Revenues	\$ 1,090,450	\$ 579,026	53.1%



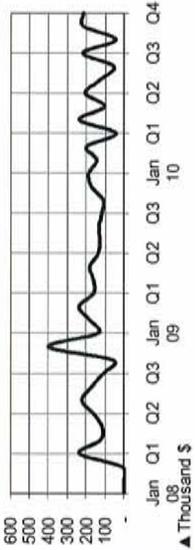
53.6%



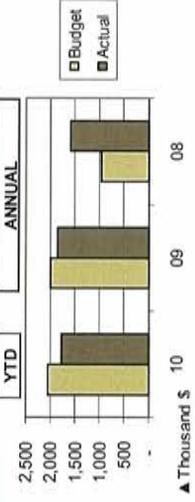
	4Q-09	4Q-10	% Diff
Qtr - Qtr Revenues	\$ 2,046,294	\$ 1,976,819	-3.4%
2010 Annual Revenues	\$ 2,112,000	\$ 1,976,819	93.6%
2009 Annual Revenues	\$ 2,037,000	\$ 2,046,294	100.5%
2008 Annual Revenues	\$ 1,955,000	\$ 1,963,753	100.4%



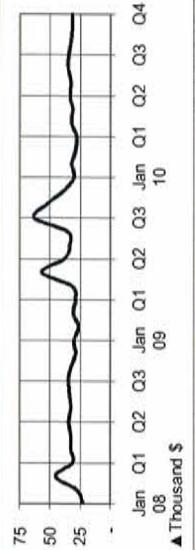
-3.4%



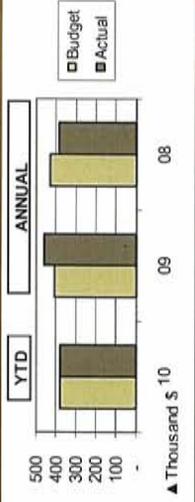
	4Q-09	4Q-10	% Diff
Qtr - Qtr Revenues	\$ 1,857,435	\$ 1,778,701	-4.2%
2010 Annual Revenues	\$ 2,060,000	\$ 1,778,701	86.3%
2009 Annual Revenues	\$ 2,000,000	\$ 1,857,435	92.9%
2008 Annual Revenues*	\$ 962,500	\$ 1,601,758	166.4%



-4.2%



	4Q-09	4Q-10	% Diff
Qtr - Qtr Revenues	\$ 462,550	\$ 378,263	-18.2%
2010 Annual Revenues	\$ 380,000	\$ 378,263	99.5%
2009 Annual Revenues	\$ 406,398	\$ 462,550	113.8%
2008 Annual Revenues	\$ 431,297	\$ 385,000	89.3%



-18.2%

Sales Tax

Real Estate Excise Tax (REET)

Development Services Permitting Revenue

Property Tax

Utility Tax\*

Fuel Tax

\* Collections started in March 2008

**DISCUSSION OF  
FUTURE AGENDA TOPICS:**

**May 10, 2011 – City Council Special Meeting Study Session**

**May 10, 2011 – Regular City Council Meeting**

**(Draft Agendas Attached)**

# Covington: Unmatched quality of life



## **CITY OF COVINGTON SPECIAL MEETING AGENDA CITY COUNCIL STUDY SESSION**

Council Chambers – 16720 SE 271<sup>st</sup> Street, Suite 100, Covington

[www.covingtonwa.gov](http://www.covingtonwa.gov)

**Tuesday, May 10, 2011 - 6:00 p.m.**

**\*\*Please note meeting start time \*\***

### **GENERAL INFORMATION:**

*The study session is an informal meeting involving discussion between and among the City Council, Commission (if applicable) and city staff regarding policy issues. Study sessions may involve presentations, feedback, brainstorming, etc., regarding further work to be done by the staff on key policy matters.*

### **CALL CITY COUNCIL STUDY SESSION TO ORDER**

### **ROLL CALL**

### **APPROVAL OF AGENDA**

### **ITEM(S) FOR DISCUSSION**

1. Discussion on Direction from 2011 Summit
  - a. 6 Year Forecast Update
  - b. Public Engagement Process Update

**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.*

### **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.*

**\*Note\* A Regular Council meeting will immediately follow at approximately 7:00 pm**



Covington: Unmatched quality of life



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

[www.covingtonwa.gov](http://www.covingtonwa.gov)

**Tuesday, May 10, 2011  
7:00 p.m.**

**City Council Chambers  
16720 SE 271<sup>st</sup> Street, Suite 100, Covington**

***\*\*Note\*\* A Special Meeting is scheduled from 6:00 to 7:00 p.m.***

**CALL CITY COUNCIL REGULAR MEETING TO ORDER**

**ROLL CALL/PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

**PUBLIC COMMUNICATION - NONE**

**PUBLIC COMMENT** *Persons addressing the Council shall state their name, address, and organization for the record. Speakers shall address comments to the City Council, not the audience or the staff. Public Comment 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. Approval of Minutes (Scott)
- C-2. Approval of Vouchers. (Hendrickson)
- C-3. Appoint Voting Delegate to Puget Sound Regional Council General Assembly Meeting (Matheson)

**PUBLIC HEARING**

- 1. Receive Public Testimony on 2012-2017 Transportation Improvement Program (Vondran)

**NEW BUSINESS**

- 2. Discuss Interlocal Agreement with Cities of Black Diamond and Maple Valley (Akramoff)
- 3. Discuss Integra Franchise Renewal (Akramoff)
- 4. Present Resolution to Adopt 2012-2017 Transportation Improvement Program (Vondran)
- 5. Traffic Model Presentation (Vondran/Lyons)
- 6. Report on Anderson Baugh Requests (Hart)
- 7. 2011 First Quarter Financial Report (Hendrickson)

**COUNCIL/STAFF COMMENTS**

- Future Agenda Topics

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

**EXECUTIVE SESSION: If needed**

**ADJOURN**

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