

Covington: Unmatched quality of life  
**CITY OF COVINGTON**  
**CITY COUNCIL SPECIAL & REGULAR MEETING AGENDA**  
[www.covingtonwa.gov](http://www.covingtonwa.gov)



**Tuesday, August 27, 2013**  
**7:00 p.m.**

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

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*Council will interview Planning Commission applicants beginning at 5:20 p.m.*

**CALL CITY COUNCIL REGULAR MEETING TO ORDER – approximately 7:00 p.m.**

**ROLL CALL/PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

**PUBLIC COMMUNICATION**

- Clean Covington Day Proclamation – September 2013 (Slate)
- Friends of Covington Library Anniversary (Mary Pritchard)

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

**APPROVE CONSENT AGENDA**

- C-1. Minutes: July 9, 2013 City Council Special & Regular Meeting Minutes and July 23, 2013 City Council Regular Meeting Minutes (Scott)
- C-2. Vouchers (Hendrickson)
- C-3. Approve SCATBd Agreement (Vondran)
- C-4. Approve Bonneville Power Administration/Soos Creek Water Sewer District Covington Way Agreement (Hart/Lyons)

**REPORTS OF COMMISSIONS**

- Human Services Chair Haris Ahmad: August 8 meeting.
- Arts Chair Sandy Bisordi: August 8 meeting.
- Parks & Recreation Chair Steven Pand: August 21 meeting.
- Planning Chair Daniel Key: August 15 meeting; August 1 meeting canceled.
- Economic Development Co-Chair: August 22 meeting.

**PUBLIC HEARING**

- 1. Public Testimony and Possible Action on Medical Marijuana Moratorium Extension (Hart)

**NEW BUSINESS**

- 2. Briefing on Zoning for Recreational Marijuana (Springer)
- 3. Clearing and Grading SEPA Amendments (Hart)

4. Status Report on Hawk Property Subarea Plan (Hart)
5. Discuss Stormwater Pond Rehabilitation Projects (Vondran)
6. Second 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**

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

**Consent Agenda Item C-1**

Covington City Council Meeting

Date: August 27, 2013

SUBJECT: APPROVAL OF MINUTES: JULY 9, 2013 CITY COUNCIL SPECIAL AND  
REGULAR MEETING MINUTES AND JULY 23, 2013 CITY COUNCIL  
REGULAR MEETING MINUTES

RECOMMENDED BY: Sharon G. Scott, City Clerk

ATTACHMENT(S): Proposed Minutes

PREPARED BY: Joan Michaud, Senior Deputy City Clerk

EXPLANATION:

ALTERNATIVES:

FISCAL IMPACT:

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

**Councilmember \_\_\_\_\_ moves, Councilmember \_\_\_\_\_  
seconds, to approve the July 9, 2013 City Council Special and  
Regular Meeting Minutes and July 23, 2013 City Council Regular  
Meeting Minutes.**

**City of Covington  
Special & Regular City Council Meeting Minutes  
Tuesday, July 9, 2013**

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

**INTERVIEWS– 6:00-7:00 P.M.:**

The Council conducted interviews for openings on the Covington Economic Development Council. Applicants interviewed included Binoy Varughese, Kevin Holland, and Steven Pand.

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, July 9, 2013, at 7:07 p.m., with Mayor Harto presiding.

**COUNCILMEMBERS PRESENT:**

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

**COUNCILMEMBERS ABSENT:**

Wayne Snoey.

**STAFF PRESENT:**

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

**Council Action: Councilmember Scott moved and Councilmember Mhoon seconded to excuse Councilmember Snoey who was on vacation. Vote: 6-0.**

Mayor Harto opened the meeting with the Pledge of Allegiance.

**APPROVAL OF AGENDA:**

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

**PUBLIC COMMUNICATION:**

- Bryan Higgins was presented with a proclamation as 2013 Citizen of the Year.
- Julie Stein was presented with a proclamation as 2013 Honorary Citizen of the Year.

The Council recessed at 7:17 p.m. for a short celebration to recognize the citizen and honorary citizen of the year and reconvened at 7:35 p.m.

**PUBLIC COMMENT:**

Mayor Harto called for public comments.

**Barry Anderson**, asked Council to continue to leave the door open on the Northern Notch issue and watch for prospects.

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

**APPROVE CONSENT AGENDA:**

C-1. Minutes: June 25, 2013 City Council Regular Meeting Minutes.

C-2. Vouchers: Vouchers #29620—29681, in the Amount of \$254,444.78, Dated June 24, 2013; and Paylocity Payroll Checks #1001373908-1001373922 and Paylocity Payroll Checks #1001374009-101374009 Inclusive, Plus Employee Direct Deposits in the Amount of \$159,858.30, Dated July 5, 2013.

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

**NEW BUSINESS:**

1. Consider Appointment to Covington Economic Development Council.

**Council Action: Mayor Pro Tem Wagner moved and Councilmember Lucavish seconded to appoint Kevin Holland to fill Position No. 2 on the Covington Economic Development Council with a term expiring July 31, 2015. Vote: 6-0. Motion carried.**

**Council Action: Councilmember Lanza moved and Councilmember Mhoon seconded to appoint Binoy Varughese to fill Position No. 8 on the Covington Economic Development Council with a term expiring July 31, 2015. Vote: 2-2-2 (Voting yes: Lanza and Mhoon; voting no: Lucavish and Wagner; abstaining: Harto and Scott.) Motion failed.**

**Council Action: Mayor Pro Tem Wagner moved and Councilmember Lucavish seconded to appoint Steven Pand to fill Position No. 8 on the Covington Economic Development Council with a term expiring July 31, 2015: Vote: 2-2-2 (Voting yes: Lucavish and Wagner; voting no: Lanza and Mhoon; abstaining: Harto and Scott.) Motion failed.**

**Council Action: Councilmember Lanza moved and Mayor Pro Tem Wagner seconded to appoint Steven Pand to fill Position No. 8 on the Covington Economic Development Council with a term expiring July 31, 2015: Vote: 4-2 (Voting yes: Mhoon, Lanza, Lucavish, and Wagner; abstaining: Harto and Scott). Motion carried.**

**It was later determined that the last three Council votes were invalid and would be voted upon at the next meeting.**

2. Briefing on Competitive Bidding.

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

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

3. Briefing on Utility Tax Effective Rate.

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

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

4. Discuss Northern Notch Advocacy.

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

**Council Action: Mayor Pro Tem Wagner moved and Councilmember Scott seconded to uphold the City Council’s current policy that supports the addition of the Jenkins Creek Notch to the Urban Growth Boundary area and to direct staff to defer advocacy efforts pending future Council review and direction. Vote: 6-0. Motion carried.**

5. Discuss Commission Exit Interviews.

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

**Council Action: There was Council consensus to request staff to draft changes to City Council Rules for future review to include the following: exit interviews offered to all departing commissioners; interviews conducted by a Council subcommittee created for the sole purpose of conducting exit interviews; interviews initiated by City Clerk’s Office; interviews scheduled prior to council meetings that do not have pre-meetings; some standard questions combined with informal conversation; and outcomes reported by verbal report by interviewer during council/staff comments at the next regular council meeting.**

**COUNCIL/STAFF COMMENTS:**

Councilmembers and staff discussed Future Agenda Topics and made comments.

**Council Action: There was Council consensus to cancel the August 13 meeting.**

Councilmember Mhoon announced she would be out of town on vacation for the July 23 meeting.

**PUBLIC COMMENTS:**

Mayor Harto called for public comments.

**Barry Anderson, not a Covington resident,** thanked Council for its continued support on Agenda Item 4.

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

**ADJOURNMENT:**

There being no further business, the meeting was adjourned at 8:56 p.m.

Prepared by:

Submitted by:

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Joan Michaud  
Senior Deputy City Clerk

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Sharon Scott  
City Clerk

**City of Covington  
Regular City Council Meeting Minutes  
Tuesday, July 23, 2013**

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

The Regular Meeting of the City Council of the City of Covington was called to order in the City Council Chambers, 16720 SE 271<sup>st</sup> Street, Suite 100, Covington, Washington, Tuesday, July 23, 2013, at 7:00 p.m., with Mayor Pro Tem Wagner presiding.

**COUNCILMEMBERS PRESENT:**

Mark Lanza, David Lucavish, Jim Scott, Wayne Snoey, and Jeff Wagner.

**COUNCILMEMBERS ABSENT:**

Margaret Harto and Marlla Mhoon.

**Council Action: Councilmember Scott moved and Councilmember Lucavish seconded to excuse Mayor Harto and Councilmember Mhoon. Vote: 5-0. Motion carried.**

**STAFF PRESENT:**

Derek Matheson, City Manager; Noreen Beaufriere, Personnel Manager; Richard Hart, Community Development Director; Rob Hendrickson, Finance Director; Kevin Klason, Covington Police Chief; Sara Springer, City Attorney; Scott Thomas, Parks & Recreation Director; Don Vondran, Interim Public Works Director; and Sharon Scott, City Clerk/Executive Assistant.

Mayor Pro Tem Wagner opened the meeting by inviting Anthony Mastroianni of Boy Scout Troop #517 to lead the Pledge of Allegiance.

Mayor Pro Tem Wagner asked for a moment of silence in respect of the death of Parks & Recreation Commissioner Conni Elliott's son Gunnar.

**APPROVAL OF AGENDA:**

**Council Action: Councilmember Lucavish moved and Councilmember Scott seconded to approve the Agenda as amended to remove Item C-1. Vote: 5-0. Motion carried.**

**PUBLIC COMMUNICATION:**

Briahna Taylor of Gordon Thomas Honeywell Governmental Affairs, the city's lobbyist, provided an end of legislative session report.

**PUBLIC COMMENT:**

Mayor Pro Tem Wagner called for public comments.

**Mark Pursley, Director of the Greater Maple Valley Community Center, 22010 SE 248<sup>th</sup> Street, Maple Valley,** gave an update on the Southeast Regional Shuttle Program and thanked Council for support of the program.

**Darrell Staaleson, 25336 170<sup>th</sup> Place SE, Covington,** thanked Council, the city manager, and the police chief for help with the noise issue he brought to their attention at a previous Council meeting. Mr. Staaleson reported the problem had been resolved and encouraged Council to pass Agenda Item 2 regarding the noise ordinance.

There being no further comments, Mayor Pro Tem Wagner closed the public comment period.

**APPROVE CONSENT AGENDA:**

- C-1. Removed.
- C-2. Vouchers: Vouchers #29682—29769, in the Amount of \$221,280.22, Dated July 9, 2013; and Paylocity Payroll Checks #1001411027-1001411048 and Paylocity Payroll Checks #1001411057-1001411057 Inclusive, Plus Employee Direct Deposits in the Amount of \$173,142.78, Dated July 19, 2013.
- C-3. Accept Covington Community Park Project.
- C-4. Accept Street Drainage Maintenance Project.
- C-5. Approve Contract Amendment for Street Sweeping.
- C-6. Approve Grant Agreement for Pavement Rehab.

**Council Action: Councilmember Snoey moved and Councilmember Lucavish seconded to approve the Consent Agenda as amended to remove Item C-1. Vote: 5-0. Motion carried.**

**REPORTS OF COMMISSIONS:**

**Human Services Commission** – Chair Haris Ahmad reported on the July 11 meeting.

**Arts Commission** – Secretary Gini Cook reported on the July 11 meeting.

**Parks & Recreation Commission** – Chair Steven Pand reported on the June 19 and July 17 meetings. Chair Pand asked the Council to excuse Commissioner Conni Elliott from the Parks & Recreation Commission meetings for as long as she needs to deal with the death of her son. The Council concurred.

**Planning Commission** – Community Development Director Richard Hart reported on the July 18 meeting. The July 4 meeting was canceled.

**Economic Development Council** – No report; next meeting August 22.

**NEW BUSINESS:**

- 1. Consider Appointment to Economic Development Council.

Councilmember Lucavish and Councilmember Snoey nominated Steven Pand for the Economic Development Council. Councilmember Lanza nominated Binoy Varughese for the Economic Development Council.

**Council Action: Councilmember Lucavish moved and Councilmember Snoey seconded to appoint Steven Pand to fill Position No. 8 on the Covington Economic Development Council with a term expiring July 31, 2015. Vote: 4-1 (voting yes: Lucavish, Scott, Snoey and Wagner; voting no: Lanza). Motion carried.**

2. Consider Proposed Amendments to Noise Regulations Ordinance.

Chief Kevin Klason gave the staff report on this item.

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

#### ORDINANCE NO. 05-13

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON UPDATING REGULATIONS RELATING TO NOISE, AS CODIFIED IN COVINGTON MUNICIPAL CODE CHAPTER 8.20, TO INCREASE PENALTIES FOR VIOLATIONS THEREOF; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

**Council Action: Councilmember Lanza moved and Councilmember Snoey seconded to pass Ordinance No. 05-13 amending sections of Covington Municipal Code 8.20 Noise Control. Vote: 5-0. Motion carried.**

3. Consider Developer Agreement Ordinance for Town Center Zone.

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

#### ORDINANCE NO. 06-13

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON ADOPTING A NEW CHAPTER 18.114 OF THE COVINGTON MUNICIPAL CODE (CMC) ESTABLISHING DEVELOPMENT AGREEMENT PROCEDURES AND AMENDING CMC CHAPTERS 12.100, 14.30, 17.20, 18.31, 18.35 AND 18.110 TO REGULATE THE USE OF DEVELOPMENT AGREEMENTS IN THE CITY'S TOWN CENTER (TC), DOWNTOWN ZONING DISTRICT.

**Council Action: Councilmember Snoey moved and Councilmember Lucavish seconded to adopt Ordinance No. 06-13 creating Chapter 18.114 of the CMC establish a development**

**agreement process and adopting associated amendments in Titles 12, 14, 17 and 18 regulating the use of development agreements in the city’s Town Center, Downtown Zoning District. Vote: 5-0. Motion carried.**

4. Consider Amending the City Council Rules to Establish a Commission Exit Interview Process.

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

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

RESOLUTION NO. 13-05

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
COVINGTON, KING COUNTY, WASHINGTON, AMENDING  
THE COVINGTON CITY COUNCIL RULES OF PROCEDURE

**Council Action: Councilmember Scott moved and Councilmember Lucavish seconded to adopt Resolution No. 13-05 amending the City Council Rules of Procedure. Vote: 5-0. Motion carried.**

**Council Action: Councilmember Snoey moved and Councilmember Lanza seconded to appoint Councilmembers Scott, Lucavish, and Mhoon to a Council subcommittee to conduct exit interviews. Vote: 5-0. Motion carried.**

5. Report on City Credit Cards.

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

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

**Council Action: Council concurred with staff recommendation to begin working on the process in October and make slow but steady progress.**

**COUNCIL/STAFF COMMENTS:**

Councilmembers and staff discussed Future Agenda Topics and made comments.

Councilmember Lanza informed the Council he would be unable to attend the August 27 meeting. Councilmember Scott suggested a formal thank you to Kohls for use of their parking lot for Covington Days. Councilmember Snoey suggested presenting them with a plaque.

**PUBLIC COMMENTS:**

Mayor Pro Tem Wagner called for public comments.

**Steven Pand, 25828 185<sup>th</sup> Place SE, Covington,** advised Council that he lives on the detour route being used for the lift station and that there appears to be some confusion as to what the speed limit is changing off the arterial to go through the neighborhood. Mr. Pand further advised that speeding is a problem and requested that the contractor post slow signs or temporary speed limit signs.

There being no further comments, Mayor Pro Tem Wagner closed the public comment period.

**EXECUTIVE SESSION:**

Real Estate (RCW 42.30.110(1)(c)) from 8:50 to 9:05 p.m.

**ADJOURNMENT:**

There being no further business, the meeting was adjourned at 9:05 p.m.

Prepared by:

Submitted by:

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Joan Michaud  
Senior Deputy City Clerk

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Sharon Scott  
City Clerk

**Consent Agenda Item C-2**

Covington City Council Meeting

Date: August 27, 2013

SUBJECT: APROVAL OF VOUCHERS.

RECOMMENDED BY: Rob Hendrickson, Finance Director

ATTACHMENT(S): Vouchers #29770—29832, in the Amount of \$309,469.11, Dated July 22, 2013; Vouchers #29833-29902, in the Amount of \$348,144.77, Dated August 6, 2013; Vouchers #29903-29956, in the Amount of \$644,402.87; Paylocity Payroll Checks #1001451511-1001451525 and Paylocity Payroll Checks #1001451552-1001451552 Inclusive, Plus Employee Direct Deposits in the Amount of \$164,373.84, Dated August 2, 2013; and Paylocity Payroll Checks #1001491574-1001491589 Inclusive, Plus Employee Direct Deposits in the Amount of \$157,845.13, Dated August 16, 2013.

PREPARED BY: Joan Michaud, Senior Deputy City Clerk

EXPLANATION: Not applicable.

ALTERNATIVES: Not applicable.

FISCAL IMPACT: Not applicable.

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

**Councilmember \_\_\_\_\_ moves, Councilmember \_\_\_\_\_ seconds, to approve for payment Vouchers #29770—29832, in the Amount of \$309,469.11, Dated July 22, 2013; Vouchers #29833-29902, in the Amount of \$348,144.77, Dated August 6, 2013; Vouchers #29903-29956, in the Amount of \$644,402.87; Paylocity Payroll Checks #1001451511-1001451525 and Paylocity Payroll Checks #1001451552-1001451552 Inclusive, Plus Employee Direct Deposits in the Amount of \$164,373.84, Dated August 2, 2013; and Paylocity Payroll Checks #1001491574-1001491589 Inclusive, Plus Employee Direct Deposits in the Amount of \$157,845.13, Dated August 16, 2013**

July 22, 2013

City of Covington

City of Covington

City of Covington  
Voucher/Check Register

Check # 29770 Through Check # 29832  
And Voided Check # 29784

In the Amount of \$309,469.11

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

\_\_\_\_\_  
Cassandra Parker  
Accountant

\_\_\_\_\_  
Mark Lanza  
City Councilmember

\_\_\_\_\_  
Wayne Snoey  
City Councilmember

\_\_\_\_\_  
Marlla Mhoon  
City Councilmember

Council Meeting Date Approved \_\_\_\_\_

# Accounts Payable

## Checks by Date - Detail By Check Date

User: scles  
 Printed: 7/25/2013 - 4:51 PM



			Check Amount
Check No:	29770	Check Date: 07/22/2013	
Vendor:	1829	The Active Network, Inc.	
11048020		Aquatics; ActiveNet scanners, IPADs	1,330.79
			1,330.79
Check No:	29771	Check Date: 07/22/2013	
Vendor:	0206	AFLAC	
560802		Insurance premium; July	621.58
			621.58
Check No:	29772	Check Date: 07/22/2013	
Vendor:	0955	American Red Cross	
LTS-CAC/WA		Learn to Swim program; facility fee	975.00
			975.00
Check No:	29773	Check Date: 07/22/2013	
Vendor:	2140	Amicor Construction	
ROBI-02C-13		Minor housing repair; #ROBI-02C-13	217.20
			217.20
Check No:	29774	Check Date: 07/22/2013	
Vendor:	2159	Archer Construction, Inc.	
22433		Aquatics; backflow inspection	70.00
22433		Maint Shop/Pool/Crystal View/CCP; backflow ir	147.00
22433		Maint Shop; backflow inspection	14.00
22433		Maint Shop/SR516; backflow inspection	49.00
			280.00
Check No:	29775	Check Date: 07/22/2013	
Vendor:	0019	AWC Employee Benefits Trust	
100315L0820130		Medical insurance premiums; August	8,814.59
100315L0820130		Medical insurance premiums; August	6,371.77
100315L0820130		Medical insurance premiums; August	2,150.92
100315L0820130		Medical insurance premiums; August	2,093.71
100315L0820130		Medical insurance premiums; August	2,143.01
100315L0820130		Medical insurance premiums; August	6,178.40
100315L0820130		Medical insurance premiums; August	1,681.19
100315L0820130		Medical insurance premiums; August	2,747.93
100315L0820130		Medical insurance premiums; August	721.44
100315L0820130		Medical insurance premiums; August	838.16
100315L0820130		Medical insurance premiums; August	4,824.83
100315L0820130		Medical insurance premiums; August	8,203.40
			46,769.35
Check No:	29776	Check Date: 07/22/2013	
Vendor:	2105	Rachel Bahl	
2105-7		Bahl; mileage reimbursement, May	18.98

			Check Amount
2105-7-1	Bahl; mileage reimbursement, June		22.15
			41.13
Check No:	29777	Check Date: 07/22/2013	
Vendor:	2646	Balloon Specialties	
B13071714		Aquatics; helium	195.10
			195.10
Check No:	29778	Check Date: 07/22/2013	
Vendor:	2368	Best Parking Lot Cleaning Inc.	
124040		MV, Street cleaning; June	6,069.01
124086		Street cleaning; June	3,192.84
			9,261.85
Check No:	29779	Check Date: 07/22/2013	
Vendor:	1868	The Brickman Group Ltd, LLC	
5101757754		Streets; landscaping, July	4,114.10
5101757754		Parks; landscaping, July	1,090.49
			5,204.59
Check No:	29780	Check Date: 07/22/2013	
Vendor:	1524	Cadman, Inc.	
5246913		CCP; disposal fees	80.00
			80.00
Check No:	29781	Check Date: 07/22/2013	
Vendor:	1997	Capital One Commercial	
002396		Citizen of year; refreshments	40.46
035556		City hall; fans	82.51
			122.97
Check No:	29782	Check Date: 07/22/2013	
Vendor:	2270	CenturyLink	
1265962598		Aquatics; internet/loop, June	360.00
			360.00
Check No:	29783	Check Date: 07/22/2013	
Vendor:	1178	Child Care Resources	
1178-2Qtr		Human services; joint funding, 2nd Quarter	5,000.00
1178-2Qtr		Human services, 2nd Quarter	896.25
			5,896.25
Check No:	29785	Check Date: 07/22/2013	
Vendor:	0184	Cordi & Bejarano	
177/178		Public defender; 5/28-6/25/13	3,620.00
			3,620.00
Check No:	29786	Check Date: 07/22/2013	
Vendor:	0706	Covington Retail Associates	
4071		1st floor; building lease, August	25,089.75
4071		1st floor; operating expenses, August	10,040.02
4072		2nd floor; building lease, August	3,200.83
4072		2nd floor; operating expenses, August	1,509.81
			39,840.41

Check No:	29787	Check Date:	07/22/2013	
Vendor:	2615	David A. Clark Architects, PLLC		
659		Maint shop facility study		158.00
659		Maint shop facility study		158.00
660		City hall feasibility study		282.70
				<hr/>
				598.70
Check No:	29788	Check Date:	07/22/2013	
Vendor:	0780	DAWN		
0780-2Qtr		Human services; joint funding, 2nd Quarter		6,595.00
0780-2Qtr		Human services, 2nd Quarter		2,000.00
				<hr/>
				8,595.00
Check No:	29789	Check Date:	07/22/2013	
Vendor:	0072	Dept of Labor & Industries		
93929600-2Qtr		Industrial Insurance, 2nd Quarter		163.97
93929600-2Qtr		Industrial Insurance, 2nd Quarter		600.44
93929600-2Qtr		Industrial Insurance, 2nd Quarter		334.57
93929600-2Qtr		Industrial Insurance, 2nd Quarter		187.39
93929600-2Qtr		Industrial Insurance, 2nd Quarter		138.55
93929600-2Qtr		Industrial Insurance, 2nd Quarter		145.82
93929600-2Qtr		Industrial Insurance, 2nd Quarter		1,873.05
93929600-2Qtr		Industrial Insurance, 2nd Quarter		1,575.45
93929600-2Qtr		Industrial Insurance, 2nd Quarter		611.07
93929600-2Qtr		Industrial Insurance, 2nd Quarter		4,971.85
93929600-2Qtr		Industrial Insurance, 2nd Quarter		539.83
93929600-2Qtr		Industrial Insurance, 2nd Quarter		481.63
93929600-2Qtr		Industrial Insurance, 2nd Quarter		3,460.41
93929600-2Qtr		Industrial Insurance, 2nd Quarter		241.82
93929600-2Qtr		Industrial Insurance, 2nd Quarter		55.19
93929600-2Qtr		Industrial Insurance, 2nd Quarter		22.07
93929600-2Qtr		Industrial Insurance, 2nd Quarter		13.04
93929600-2Qtr		Industrial Insurance, 2nd Quarter		1.00
93929600-2Qtr		Industrial Insurance, 2nd Quarter		26.09
				<hr/>
				15,443.24
Check No:	29790	Check Date:	07/22/2013	
Vendor:	2671	Elements NW Events		
2671-7		Covington Days; Council challenge organizer		400.00
				<hr/>
				400.00
Check No:	29791	Check Date:	07/22/2013	
Vendor:	1770	Richard Hart		
1770-7		Hart; Lumosity subscription		14.95
				<hr/>
				14.95
Check No:	29792	Check Date:	07/22/2013	
Vendor:	1722	Honey Bucket		
1-698695		Skate park; portable toilet, 7/5-8/4/13		204.75
				<hr/>
				204.75
Check No:	29793	Check Date:	07/22/2013	
Vendor:	1342	Integra Telecom		
11072332		City hall; telephone, 7/8-8/7/13		1,214.30
11072332		Maint shop; telephone, 7/8-8/7/13		177.39
11072332		Maint shop; telephone, 7/8-8/7/13		177.39
11072332		Maint shop; telephone, 7/8-8/7/13		88.70

			Check Amount
11072332		Aquatics; telephone, 7/8-8/7/13	90.19
			<hr/> 1,747.97
Check No:	29794	Check Date: 07/22/2013	
Vendor:	1803	Iron Mountain	
HGA3921		Document storage; 7/1-7/31/13	232.37
			<hr/> 232.37
Check No:	29795	Check Date: 07/22/2013	
Vendor:	0533	KC Sexual Assault Resource Ctr	
0533-2Qtr		Human services; joint funding, 2nd Quarter	28,126.25
0533-2Qtr		Human services; 2nd Quarter	1,216.00
			<hr/> 29,342.25
Check No:	29796	Check Date: 07/22/2013	
Vendor:	0273	King County Water & Land	
Cov DS# 2013-1		SWM debt service; 1/1-6/30/13	29,719.16
SWM Fees#2013-1		SWM billing service; 1/1-6/30/13	4,014.10
			<hr/> 33,733.26
Check No:	29797	Check Date: 07/22/2013	
Vendor:	2114	Lloyd Enterprises, Inc.	
4		Aqua Vista; construction, 5/23-6/24/13	553.88
4		Aqua Vista; retainage, 5/23-6/24/13	-27.70
			<hr/> 526.18
Check No:	29798	Check Date: 07/22/2013	
Vendor:	1431	Valerie Lyon	
1431-7		Lyon; Lumosity subscripton	14.95
			<hr/> 14.95
Check No:	29799	Check Date: 07/22/2013	
Vendor:	2263	Hailey MacConaghy	
2263-7		MacConaghy; mileage reimbursement, May	3.16
2263-7-1		MacConaghy; mileage reimbursement, June	8.70
			<hr/> 11.86
Check No:	29800	Check Date: 07/22/2013	
Vendor:	1878	MacLeod Reckord	
6707		CCP; Phase 1 Development, 6/1-6/30/13	5,109.44
			<hr/> 5,109.44
Check No:	29801	Check Date: 07/22/2013	
Vendor:	0668	Merry Makers, Inc.	
0668-7		Covington Days; Kid Zone, insurance add on	1,397.28
			<hr/> 1,397.28
Check No:	29802	Check Date: 07/22/2013	
Vendor:	0252	Microflex	
00021371		Tax audit program	43.40
			<hr/> 43.40
Check No:	29803	Check Date: 07/22/2013	
Vendor:	1901	Modern Building Systems, Inc.	
0055115		Maint shop; building lease, 8/1-9/1/13	569.06
0055115		Maint shop; building lease, 8/1-9/1/13	284.54
0055115		Maint shop; building lease, 8/1-9/1/13	569.06

			Check Amount
			1,422.66
Check No:	29804	Check Date: 07/22/2013	
Vendor:	0305	Net Venture	
32841		Internet troubleshooting and service, 6/24/13	295.94
			295.94
Check No:	29805	Check Date: 07/22/2013	
Vendor:	0682	Nextel Communications	
550142028-134		Cellular service, 6/13-8/7/13	568.85
550142028-134		Credit, cellular service	-15.02
550142028-134		Credit; cellular service	-7.51
550142028-134		Credit; cellular service	-46.03
550142028-134		9 phone holsters/5 vehicle chargers	365.82
			866.11
Check No:	29806	Check Date: 07/22/2013	
Vendor:	2555	NuCO2 LLC	
38724934		Aquatics; CO2 lease	59.73
			59.73
Check No:	29807	Check Date: 07/22/2013	
Vendor:	0004	Office Depot	
6616166310001		Office supplies	120.73
661868485-001		Office supplies	187.64
			308.37
Check No:	29808	Check Date: 07/22/2013	
Vendor:	1249	Orca Pacific Inc.	
4188		Aquatics; pool chemicals	325.80
			325.80
Check No:	29809	Check Date: 07/22/2013	
Vendor:	1432	Pacific Topsoils, Inc.	
8302		Dry soil dump fees	56.40
			56.40
Check No:	29810	Check Date: 07/22/2013	
Vendor:	1452	Palmer Coking Coal Company	
IN031204		CCP; quarry rock	30.39
IN031222		CCP; quarry rock	25.07
IN031267		Mulch	279.65
			335.11
Check No:	29811	Check Date: 07/22/2013	
Vendor:	2511	Professional Audio Enterprise	
2511-7		KidsFest; Dj and music	350.00
			350.00
Check No:	29812	Check Date: 07/22/2013	
Vendor:	0161	Puget Sound Energy	
200003987282-7		Streets; electricity, 6/4-7/3/13	46.94
20000398730-7		Streets; electricity, 6/1-7/2/13	63.95
200003987464-7		Streets; electricity, 6/4-7/3/13	10.36
200004045635-7		Streets; electricity, 6/1-7/2/13	60.71
200004045866-7		Streets; electricity, 6/4-7/3/13	48.96
200005568858-7		Streets; electricity, 5/30-6/28/13	60.55

200013103656-7	CCP; electricity, 5/30-6/28/13	26.18
200013951476-7	Streets; electricity, 5/30-6/28/13	67.01
200014568881-7	Maint shop; electricity, 5/30-6/28/13	69.33
200014568881-7	Maint shop; electricity, 5/30-6/28/13	34.67
200014568881-7	Maint shop; electricity, 5/30-6/28/13	69.33
200022909309-7	Streets; electricity, 6/1-7/2/13	78.58
200022909689-7	Skate park; electricity, 6/4-7/3/13	11.81
300000001770-7	Streets; electricity, 6/1-7/2/13	10.35
300000001770-7	City tree; electricity, 6/1-7/2/13	10.35
300000001788-7	Streets; electricity, 5/31-7/1/13	7,811.37
300000001788-7	Streets; electricity, 5/31-7/1/13	35.62
300000001804-7	Streets; electricity, 5/30-6/28/13	77.63
300000007744-7	Aquatics; electricity, 5/30-6/28/13	1,949.79
300000007744-7	Aquatics; natural gas, 5/30-6/28/13	1,843.33
300000007934-7	City hall; electricity, 6/1-7/2/13	1,854.96
300000011266-7	Crystal view; electricity, 6/1-7/2/13	10.30
300000011266-7	SR 516; electricity, 6/1-7/2/13	105.58
		<hr/>
		14,357.66
Check No:	29813 Check Date: 07/22/2013	
Vendor:	2474 SCORE	
400	Jail costs; June	21,060.00
		<hr/>
		21,060.00
Check No:	29814 Check Date: 07/22/2013	
Vendor:	2514 SevenJam, USA	
2514-7-1	Summer concert; sound, 8/9	250.00
		<hr/>
		250.00
Check No:	29815 Check Date: 07/22/2013	
Vendor:	2514 SevenJam, USA	
2514-7	Summer concert; sound, 8/2	250.00
		<hr/>
		250.00
Check No:	29816 Check Date: 07/22/2013	
Vendor:	1905 Sharp Electronics Corporation	
C779356-701	Copier usage, 6/1-7/1/13	632.65
C780121-701	Reception; copier usage, 6/24-7/17/13	10.12
C780122-701	Police; copier usage, 6/17-7/15/13	19.35
		<hr/>
		662.12
Check No:	29817 Check Date: 07/22/2013	
Vendor:	2668 Sonsray Machinery, LLC	
601632	Boom mower rental parts	19.05
601632	Boom mower rental parts	107.95
		<hr/>
		127.00
Check No:	29818 Check Date: 07/22/2013	
Vendor:	2672 Soul Purpose Band	
2672-7	Summer concert, Soul Purpose	1,000.00
		<hr/>
		1,000.00
Check No:	29819 Check Date: 07/22/2013	
Vendor:	1903 Sound Publishing, Inc.	
560228	Weekly bulletins; 6/7 & 6/21	647.20
560228	Monthly full page ads	3,179.00

			Check Amount
			3,826.20
Check No:	29820	Check Date: 07/22/2013	
Vendor:	2504	Stalzer and Associates	
3739		Hawk Property Subarea Plan/EIS; 6/1-7/2/13	27,508.61
			27,508.61
Check No:	29821	Check Date: 07/22/2013	
Vendor:	2028	Scott Thomas	
2028-		Thomas; leadership seminar, parking	15.00
			15.00
Check No:	29822	Check Date: 07/22/2013	
Vendor:	0546	Victoria Throm	
0546-7		Throm; Lumosity subscription	14.95
			14.95
Check No:	29823	Check Date: 07/22/2013	
Vendor:	2673	Timothy Urban	
2673-7		Summer concer; Tim Urban	1,000.00
			1,000.00
Check No:	29824	Check Date: 07/22/2013	
Vendor:	1917	US Bank National Association	
386000046-7		Investment service charge; 2nd Quarter	63.36
386000046-7		Investment service charge; 2nd Quarter	32.49
386000046-7		Investment service charge; 2nd Quarter	108.35
386000046-7		Investment service charge; 2nd Quarter	46.80
			251.00
Check No:	29825	Check Date: 07/22/2013	
Vendor:	2674	Viral Booth CRV, LLC	
2674-7		Volunteer Appreciation Dinner; entertainment	238.00
			238.00
Check No:	29826	Check Date: 07/22/2013	
Vendor:	0819	Don Vondran	
0819-7		Vondran; Lumosity subscription	13.95
			13.95
Check No:	29827	Check Date: 07/22/2013	
Vendor:	1105	Washington State Patrol	
113009690		Background checks	70.00
			70.00
Check No:	29828	Check Date: 07/22/2013	
Vendor:	1408	Washington Workwear Stores Inc.	
1137		Allen; work shirts	9.77
1137		Allen; work shirts	19.54
1137		Allen; work shirts	19.54
1137		Safety glasses	6.25
1137		Safety glasses	6.25
1137		Safety glasses	3.13
1141		Fealy; work shoes	34.75
1141		Fealy; work shoes	34.75
1141		Fealy; work shoes	17.37

			151.35
Check No:	29829	Check Date: 07/22/2013	
Vendor:	0348	Wescom Communications	
21422		#TA01939, radar calibration	87.60
21422		#FH03154, radar calibration	87.60
21422		#DS5262, radar calibration	87.60
21422		#DS11625, radar calibration	87.60
21422		#DS12603, radar calibration	87.60
21422		#DS21114, radar calibration	87.60
			525.60
Check No:	29830	Check Date: 07/22/2013	
Vendor:	2506	Wilson Fleet Services	
18573		#3425; 2010 Ford Escape, replaces Stratus	21,500.00
			21,500.00
Check No:	29831	Check Date: 07/22/2013	
Vendor:	0366	City of Covington	
P13-0013		Aquatics Center; plumbing permit underpayment	40.00
			40.00
Check No:	29832	Check Date: 07/22/2013	
Vendor:	0366	City of Covington	
0366-7		SWM utility tax; June	355.73
			355.73
		Date Totals:	309,469.11
		Report Total:	309,469.11

August 6, 2013

City of Covington

City of Covington

City of Covington  
Voucher/Check Register

Check # 29833 Through Check # 29902

In the Amount of \$348,144.77

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

\_\_\_\_\_  
Cassandra Parker  
Accountant

\_\_\_\_\_  
Mark Lanza  
City Councilmember

\_\_\_\_\_  
Wayne Snoey  
City Councilmember

\_\_\_\_\_  
Marlla Mhoon  
City Councilmember

Council Meeting Date Approved \_\_\_\_\_

# Accounts Payable

## Checks by Date - Detail by Check Date

User: scles  
 Printed: 8/8/2013 2:18 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
29833	2676 2676-8	Happy Go Lucky Face Painting Volunteer Appreciation Dinner; face painting	08/06/2013	200.00
Total for Check Number 29833:				200.00
29834	2675 507515	Tara's Flour Shop Volunteer Appreciation Dinner; cupcakes	08/06/2013	150.00
Total for Check Number 29834:				150.00
29835	2677 2677-8	Airbrush by Ed KidsFest; entertainment	08/06/2013	400.00
Total for Check Number 29835:				400.00
29836	1705 TM-133576 TM-133576 TM-133576 TM-133647	Alpine Products, Inc. KidsFest signs Summer Concerts signs Covington Days signs Street signs	08/06/2013	383.25 406.80 226.66 91.90
Total for Check Number 29836:				1,108.61
29837	0088 145408-1355 145408-1355	American Planning Association Lyons; APA/AICP membership, 10/1/13-9/30/14 Lyons; APA/AICP membership, 10/1/13-9/30/14	08/06/2013	102.20 408.80
Total for Check Number 29837:				511.00
29838	1534 14027 14027 14027 14027 14027	APWA - WA State Chapter Vondran; NWPI leadership skills, registration Junkin; NWPI leadership skills, registration Junkin; NWPI leadership skills, registration Junkin; NWPI leadership skills, registration Vondran; NWPI leadership skills, registration	08/06/2013	250.00 200.00 200.00 100.00 250.00
Total for Check Number 29838:				1,000.00
29839	2033 4933 4963	Aquatic Specialty Services Aquatics; pool chemicals Aquatics; calibration/clean service, July	08/06/2013	1,355.99 130.15
Total for Check Number 29839:				1,486.14
29840	2223 769270	ARC Imaging Resources Plotter; keyboard tray	08/06/2013	336.66
Total for Check Number 29840:				336.66
29841	2646 B13072310	Balloon Specialties Summer Concerts; balloon helium	08/06/2013	113.65

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 29841:	113.65
29842	0499	Bank of America	08/06/2013	
	0411-8	Aquatics; practice vests, use tax		-9.62
	0411-8	Aquatics; laundry detergent, water, sunscreen, be		34.37
	0411-8	Aquatics; portable A-frame sign stands		173.53
	0411-8	Aquatics; portable A-frame sign stands, use tax		-13.74
	0411-8	Aquatics; portable audio player/cable		43.43
	0411-8	Aquatics; practice vests		121.47
	0814-8	Council laptop, use tax		-56.78
	0814-8	Council laptop		716.96
	0814-8	City hall; reception wall art		65.69
	0814-8	Covington Days; booth supplies, tickets		15.30
	0814-8	Covington Days; table covers, taffy		97.87
	0814-8	Covington Days; balloons		48.72
	0814-8	Covington Days; balloons, use tax		-3.86
	0814-8	Covington Days; table covers, use tax		-7.88
	0814-8	City hall; cash drawer lock		14.08
	0814-8	Covington Days; table covers		99.44
	0848-8	Beaufre; PSFOA lunch meeting		25.00
	0848-8	Covington Days; ice, prizes, toilet paper, hand sa		429.99
	0848-8	Hendrickson/Cles; PSFOA lunch meeting		50.00
	1030-8	Public works; hardware to hang frames		10.24
	1030-8	Public works; hardware to hang frames		10.23
	1030-8	CCP; basalt rockery		49.31
	1030-8	Maint yard wars; lunch		11.28
	1030-8	Maint shop; supplies		4.75
	1030-8	Maint shop; supplies		9.51
	1030-8	Maint shop; supplies		9.51
	1030-8	Public works; hardware to hang frames, use tax		-0.81
	1030-8	Public works; hardware to hang frames, use tax		-0.81
	1030-8	Maint yard wars; lunch		22.56
	1030-8	Maint yard wars; lunch		22.56
	2923-8	Presidential volunteer awards, use tax		-4.69
	2923-8	Presidential volunteer awards		59.19
	2923-8	Volunteer appreciation dinner; envelopes		13.02
	2959-8	Computer enhancements		328.77
	2959-8	Aquatics; Dash & Splash, popsicles		6.52
	2959-8	Computer enhancements, use tax		-26.04
	3544-8	Matheson; chamber lunch meeting		25.00
	7768-8	Return; canopy weights		-36.12
	7768-8	Canopy weights		36.12
	7768-8	Covington Days; balloon supplies		32.54
	7768-8	Covington Days; balloon supplies, use tax		-2.58
			Total for Check Number 29842:	2,424.03
29843	0637 106606	Bill's Locksmith Service, Inc. #3425; keys	08/06/2013	136.77
			Total for Check Number 29843:	136.77
29844	2540 13061302	Billings Electric City hall; office lighting repair	08/06/2013	445.26
			Total for Check Number 29844:	445.26
29845	2471	Bitco Software, LLC	08/06/2013	
	2471-8	Thompson; PermitTrax User conference, registra		22.50
	2471-8	Thompson; PermitTrax User conference, registra		127.50

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 29845:	150.00
29846	2654 32059	Canber Corps CCP; maintenance services, July	08/06/2013	5,389.84
			Total for Check Number 29846:	5,389.84
29847	1997 001272 041049 041086 048965 050125 053610 189833465211 189833465211 189833465211 189833465211 189833465211	Capital One Commercial Covington Days; kid craft supplies Council tablets Council tablets Council tablet Aquatics; employee recognition awards Aquatics; Covington Day parade, otter pops City hall; creamer, paper products City hall; chair return Maint shop; shop towels, creamer Maint shop; shop towels, creamer Maint shop; shop towels, creamer	08/06/2013	27.98 2,306.35 922.54 461.27 41.87 67.12 233.67 -30.57 8.94 17.88 17.88
			Total for Check Number 29847:	4,074.93
29848	2270 6317966698B-8	CenturyLink City hall; telephone, 7/13-8/13/13	08/06/2013	49.43
			Total for Check Number 29848:	49.43
29849	2653 2653-8	Clown Buggie Entertainment KidsFest; balloon twister	08/06/2013	250.00
			Total for Check Number 29849:	250.00
29850	0537 104587-8 105731-8 107666-8 108188-8 115324-8 122505-8 122505-8 122505-8 132669-8 132670-8	Covington Water District Crystal view; water, 6/22-7/19/13 SR 516; water, 6/22-7/19/13 CCP; water, 5/18-7/19/13 Skate park; water, 5/18-7/19/13 Aquatics; water, 5/18-7/19/13 Maint shop; water, 5/18-7/19/13 Maint shop; water, 5/18-7/19/13 Maint shop; water, 5/18-7/19/13 CCP; water, 5/18-7/19/13 CCP; water, 6/22-7/19/13	08/06/2013	26.35 50.40 37.00 57.66 1,747.22 56.76 28.38 56.76 52.70 2,082.45
			Total for Check Number 29850:	4,195.68
29851	0329 0329-8	Crisis Clinic 2013 Where to Turn guide	08/06/2013	38.01
			Total for Check Number 29851:	38.01
29852	1983 18821256	De Lage Landen Financial Svcs Copier lease; 7/15-8/14/13	08/06/2013	120.08
			Total for Check Number 29852:	120.08
29853	1996 SALES01465 130715 SALES01465 130715 SALES01465 130715	Facility Maintenance Contractors Maint shop; janitorial service Maint shop; janitorial service Maint shop; janitorial service	08/06/2013	52.80 105.60 105.60

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 29853:	264.00
29854	1875 555688	FirstChoice Coffee service	08/06/2013	112.38
			Total for Check Number 29854:	112.38
29855	1733 125448	The Good Earth Works, Inc. Nylon line	08/06/2013	87.82
			Total for Check Number 29855:	87.82
29856	2045 18587	Goodbye Graffiti Seattle Everclean program, August	08/06/2013	431.14
			Total for Check Number 29856:	431.14
29857	2553 Jul 13 1123	Gordon Thomas Honeywell Governmental Governmental Affairs services; July	08/06/2013	1,666.67
			Total for Check Number 29857:	1,666.67
29858	0354 9200452630	Grainger Aquatics; dry erase board	08/06/2013	53.37
			Total for Check Number 29858:	53.37
29859	0302 10445.00-27 12559.00-5 13504.00-1	Gray & Osborne Aqua Vista; engineering, 6/23-7/20/13 CIP 1057; engineering, 6/23-7/20/13 CIP 1029; engineering, 6/23-7/20/13	08/06/2013	200.39 755.67 1,576.26
			Total for Check Number 29859:	2,532.32
29860	0923 68032187	Hewlett-Packard Company Server; warranty service extension, 6/20/13-6/19	08/06/2013	426.56
			Total for Check Number 29860:	426.56
29861	1722 1-703124 1-704829	Honey Bucket Skate park; portable toilet damage deductible CCP; portable toilet service, 7/13-8/12/13	08/06/2013	100.00 258.00
			Total for Check Number 29861:	358.00
29862	2679 COC101-7.1.13	JeffScottShaw Design concepts; city branding deposit	08/06/2013	900.00
			Total for Check Number 29862:	900.00
29863	0143 2019619 25292-25293 3000590	King County Finance Regional animal services; 2012 reconciliation CIP 1028; overlay, 6/4-6/30/13 Jail costs; June	08/06/2013	751.00 16,614.07 138.83
			Total for Check Number 29863:	17,503.90
29864	1258 12-024D GIS 12-024D GIS 12-024D GIS 12-024D GIS	King County Finance - GIS GIS program; large aerial map/framing, Feb - M; GIS program; large aerial map/framing, Feb - M; GIS program; large aerial map/framing, Feb - M; GIS program; large aerial map/framing, Feb - M;	08/06/2013	177.16 132.88 221.46 177.17

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	12-024D GIS	GIS program; large aerial map/framing, Feb - M;		177.17
	12-024E GIS	GIS program; miscellaneous mailing list, Apr - J		327.00
Total for Check Number 29864:				1,212.84
29865	0204 0204-8	King County Pet Licensing Pet license remittance; July	08/06/2013	925.00
Total for Check Number 29865:				925.00
29866	0641 13-215 13-215	King County Sheriff's Office Police services; June Sheriffs office, lease; June	08/06/2013	259,552.59 -1,879.17
Total for Check Number 29866:				257,673.42
29867	0125 484938	Kustom Signals, Inc. Radar battery pack	08/06/2013	146.50
Total for Check Number 29867:				146.50
29868	1622 13-CV07	Law Offices of Thomas R Hargan, PLLC Prosecution services through 7/31/13	08/06/2013	4,528.78
Total for Check Number 29868:				4,528.78
29869	0400 38600106001 38600106001 38600106001	Les Schwab #3371; tire repair #3371; tire repair #3371; tire repair	08/06/2013	21.95 21.95 10.97
Total for Check Number 29869:				54.87
29870	0668 214181	Merry Makers, Inc. Aquatics; KidsFest, dunk tank rental	08/06/2013	259.55
Total for Check Number 29870:				259.55
29871	2550 71282 71283	Motorplex Pro-Tow #3420; driveability diagnosis #3252; lube, oil, filter, differential service	08/06/2013	186.00 224.15
Total for Check Number 29871:				410.15
29872	1327 1327-8	Ethan Newton Newton; mileage reimbursement, July	08/06/2013	80.23
Total for Check Number 29872:				80.23
29873	1476 1028518	Northend Truck Equipment, Inc. #2707; extension cable	08/06/2013	332.96
Total for Check Number 29873:				332.96
29874	2555 467124	NuCO2 LLC Aquatics; CO2 for pH control	08/06/2013	58.72
Total for Check Number 29874:				58.72
29875	0004 1592352043 1592352043 1593698891	Office Depot Covington Days; supplies Paper Aquatics; cash register paper rolls	08/06/2013	33.19 80.96 41.38

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	1594340227	Aquatics; office supplies		73.37
	1594565729	Aquatics; receipt book		7.45
	667055886001	Sign holders		57.73
	667055886001	Office supplies		201.29
	667056075001	Office supplies		211.84
	667075451001	Aquatics; clipboards		455.46
	667075709001	Aquatics; dividers		23.08
	667516515001	Credit; returned clipboard		-7.59
	668613450001	Office supplies		272.69
	668613507001	Aquatics; clipboard		7.59
			Total for Check Number 29875:	1,458.44
29876	2186 0000239127	Olympic Foundry, Inc. Frame & beehive crate	08/06/2013	229.95
			Total for Check Number 29876:	229.95
29877	2525 601004-00	Pacific Power Products Covington Days; generator rental, 7/19-7/22/13	08/06/2013	5,131.36
			Total for Check Number 29877:	5,131.36
29878	1432 8343	Pacific Topsoils, Inc. Dump brush disposal fees	08/06/2013	109.00
			Total for Check Number 29878:	109.00
29879	1452 IN031283	Palmer Coking Coal Company Mulch	08/06/2013	41.96
			Total for Check Number 29879:	41.96
29880	1407 20-20093	Parametrix, Inc. Plan review; 4/28-6/29/13	08/06/2013	1,529.63
			Total for Check Number 29880:	1,529.63
29881	1361 11310	Puget Sound Business Journal Legal publication; Town Center study	08/06/2013	200.00
			Total for Check Number 29881:	200.00
29882	2680 028980753	Safeguard Business Systems CCP; grand opening event, soccer ball key chain	08/06/2013	249.71
			Total for Check Number 29882:	249.71
29883	2678 1080744.002	Kapono Seumalo Partial refund; pool rental	08/06/2013	180.00
			Total for Check Number 29883:	180.00
29884	1905 C780567-701 C780567-701	Sharp Electronics Corporation Copier; usage, 6/15-7/15/13 Copier; usage, 6/15-7/15/13	08/06/2013	17.72 11.82
			Total for Check Number 29884:	29.54
29885	2044 2044-8	Karla Slate Reimbursement, Covington Days prizes and supj	08/06/2013	129.17

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 29885:	129.17
29886	2668	Sonsray Machinery, LLC	08/06/2013	
	Q0714444	Boom mower rental; 6/10-6/27/13		5,785.54
	Q0714444	Boom mower rental; 6/10-6/27/13		1,020.98
	Q0714671	Boom mower rental; 7/11-7/15/13		73.26
	Q0714671	Boom mower rental; 7/11-7/15/13		415.11
			Total for Check Number 29886:	7,294.89
29887	0993	Soos Creek Water & Sewer Dist.	08/06/2013	
	0700-906800-8	Aquatics; sewer, 6/1-7/31/13		1,861.98
	0700-927900-8	Maint shop; sewer, 6/1-7/31/13		54.71
	0700-927900-8	Maint shop; sewer, 6/1-7/31/13		27.36
	0700-927900-8	Maint shop; sewer, 6/1-7/31/13		54.71
			Total for Check Number 29887:	1,998.76
29888	0736	Sound Security, Inc.	08/06/2013	
	0643864-IN	Security monitoring; August		973.00
			Total for Check Number 29888:	973.00
29889	0281	Standard Insurance Company	08/06/2013	
	00635510001-8	Life Insurance Premiums, August		182.94
	00635510001-8	Life Insurance Premiums, August		94.59
	00635510001-8	Life Insurance Premiums, August		100.83
	00635510001-8	Life Insurance Premiums, August		85.55
	00635510001-8	Life Insurance Premiums, August		248.71
	00635510001-8	Life Insurance Premiums, August		164.72
	00635510001-8	Life Insurance Premiums, August		466.72
	00635510001-8	Life Insurance Premiums, August		315.04
	00635510001-8	Life Insurance Premiums, August		580.04
	00635510001-8	Life Insurance Premiums, August		93.44
	00635510001-8	Life Insurance Premiums, August		7.91
	00635510001-8	Life Insurance Premiums, August		569.13
	00635510001-8	Life Insurance Premiums, August		355.08
			Total for Check Number 29889:	3,264.70
29890	0217	State Auditor's Office	08/06/2013	
	L99316	Audit fees; June		6,538.05
			Total for Check Number 29890:	6,538.05
29891	2203	Stoneway Construction Supply	08/06/2013	
	1052061	Covington Days; ecology blocks		328.50
			Total for Check Number 29891:	328.50
29892	2080	TattooFun, Inc.	08/06/2013	
	40129	Covington Police tattoos, use tax		-9.63
	40129	Covington Police tattoos		121.63
			Total for Check Number 29892:	112.00
29893	2461	Tri-Tec Communications, Inc.	08/06/2013	
	228467	Phone system upgrade to latest release		540.83
			Total for Check Number 29893:	540.83

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
29894	2556 114-1408368 114-1412639	United Site Services Summer Concerts; portable toilets, 7/19-8/15/13 Covington Days; portable toilets	08/06/2013	193.00 1,212.00
			Total for Check Number 29894:	1,405.00
29895	2103 232789941 233217108 233256429	US Bancorp Equip Finance Inc. Copier lease Reception; copier lease Copier lease	08/06/2013	639.10 93.40 84.80
			Total for Check Number 29895:	817.30
29896	0357 0014221	Valley Communications 800 MHz access fee; July	08/06/2013	75.00
			Total for Check Number 29896:	75.00
29897	2262 869285460330	Voyager Fleet Systems Inc. Vehicle fuel	08/06/2013	1,859.48
			Total for Check Number 29897:	1,859.48
29898	0119 27009	WABO Meyers; WABO fall business meeting, registratic	08/06/2013	60.00
			Total for Check Number 29898:	60.00
29899	2254 1712-2013-Qtr2	Washington Department of Revenue Business license; credit card fees, 2nd Quarter	08/06/2013	242.39
			Total for Check Number 29899:	242.39
29900	1408 1150 1150 1150 1152 1152 1152 1153 1153 1153 1154 1154 1154 1157 1157 1157	Washington Workwear Stores Inc. Allen; safety glasses Allen; safety glasses Allen; safety glasses Allen; work shirts Allen; work shirts Allen; work shirts Fealy; work shirts Fealy; work shirts Fealy; work shirts Dalton; work shirt Dalton; work shirt Dalton; work shirt Dalton; work shirt Dalton; work shirt Dalton; work shirt	08/06/2013	3.52 3.51 1.76 21.71 21.71 10.86 21.71 21.71 10.86 10.86 5.43 10.85 5.43 10.85 10.86 5.43
			Total for Check Number 29900:	171.63
29901	2652 5000338636	Wells Fargo Financial Leasing Plotter lease; 8/10-9/9/13	08/06/2013	312.41
			Total for Check Number 29901:	312.41
29902	0348 21435	Wescom Communications Radar trailer, maintenance/repairs	08/06/2013	262.80
			Total for Check Number 29902:	262.80

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for 8/6/2013:	348,144.77
			Report Total (70 checks):	348,144.77

August 19, 2013

City of Covington

City of Covington

City of Covington  
Voucher/Check Register

Check # 29903 Through Check # 29956

In the Amount of \$644,402.87

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

\_\_\_\_\_  
Cassandra Parker  
Accountant

\_\_\_\_\_  
Mark Lanza  
City Councilmember

\_\_\_\_\_  
Wayne Snoey  
City Councilmember

\_\_\_\_\_  
Marlla Mhoon  
City Councilmember

Council Meeting Date Approved \_\_\_\_\_

# Accounts Payable

## Checks by Date - Detail by Check Date

User: scles  
 Printed: 8/21/2013 1:45 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
29903	0759 0759-8	3CMA Slate; 3CMA membership; 7/31/13-7/30/14	08/19/2013	390.00
Total for Check Number 29903:				390.00
29904	2682 2682-8 2682-8 2682-8	Joshua Allen Allen; Tree climbing course, per diem Allen; Tree climbing course, per diem Allen; Tree climbing course, per diem	08/19/2013	153.72 153.72 76.86
Total for Check Number 29904:				384.30
29905	2223 769695	ARC Imaging Resources Plotter; paper, vinyl banners	08/19/2013	609.91
Total for Check Number 29905:				609.91
29906	2368 124810 125526 125845	Best Parking Lot Cleaning Inc. MV; Street cleaning, July MV; Street cleaning, August Water trees, 8/9/13	08/19/2013	1,320.58 1,320.58 814.50
Total for Check Number 29906:				3,455.66
29907	1868 5101784205 5101784205	The Brickman Group Ltd, LLC Parks; landscaping, August Streets; landscaping, August	08/19/2013	1,090.49 4,114.10
Total for Check Number 29907:				5,204.59
29908	2654 32083	Camber Corps CCP; irrigation repairs	08/19/2013	148.21
Total for Check Number 29908:				148.21
29909	1997 048725 048741 057933	Capital One Commercial Volunteer appreciation dinner; food Volunteer appreciation dinner; drinks Volunteer appreciation dinner; food	08/19/2013	51.72 36.52 43.43
Total for Check Number 29909:				131.67
29910	2366 1269565863	CenturyLink Business Services Aquatics; loop/internet, July	08/19/2013	360.00
Total for Check Number 29910:				360.00
29911	2683 2683-8	Cirrus Systems, LLC School zone beacons; software subscription, 10/.	08/19/2013	945.00
Total for Check Number 29911:				945.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
29912	0366 0366-8	City of Covington SWM utility tax; July	08/19/2013	214.28
Total for Check Number 29912:				214.28
29913	0208 RI 28574 RI 28574 RI 28575	City of Kent Fire investigation services; 1st Qtr 2013 Fire services; 1st Qtr 2013 Fire services; 2nd Qtr 2013	08/19/2013	2,104.50 13,055.00 6,476.25
Total for Check Number 29913:				21,635.75
29914	1170 W2578727	Coastwide Laboratories Aquatics; cleaning supplies	08/19/2013	671.60
Total for Check Number 29914:				671.60
29915	0364 44297	Code Publishing Company Municipal code; update, 8/6/13	08/19/2013	912.68
Total for Check Number 29915:				912.68
29916	2681 3005777	Commercial Fence Corporation CIP 1010; park fence installation	08/19/2013	16,376.53
Total for Check Number 29916:				16,376.53
29917	1091 981284-0	Complete Office Solutions Paper	08/19/2013	76.19
Total for Check Number 29917:				76.19
29918	0184 181/182	Cordi & Bejarano Public defender; 7/9-7/30/13	08/19/2013	3,580.00
Total for Check Number 29918:				3,580.00
29919	0706 4092 4092 4093 4093	Covington Retail Associates 1st floor; operating expenses, September 1st floor; building lease, September 2nd floor; building lease, September 2nd floor; operating expenses, September	08/19/2013	10,040.02 25,089.75 3,200.83 1,509.81
Total for Check Number 29919:				39,840.41
29920	0537 2013-18	Covington Water District Aquatics; KidsFest; dunk tank water charge	08/19/2013	5.70
Total for Check Number 29920:				5.70
29921	0699 23201 0037451	Department of Licensing Ogren; PE license renewal, 2 year	08/19/2013	116.00
Total for Check Number 29921:				116.00
29922	2465 1067736	FloHawks Cleaning catch basins	08/19/2013	59,338.24
Total for Check Number 29922:				59,338.24
29923	2195 41354140A	Gearheard Law Offices Conflict public defender, July 30	08/19/2013	200.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 29923:	200.00
29924	2168 13441573	H.D. Fowler Company, Inc. Jetset complete repair bags	08/19/2013	48.31
			Total for Check Number 29924:	48.31
29925	1271 13-16	Rob Hendrickson Hendrickson; 2013 flexible spending	08/19/2013	385.29
			Total for Check Number 29925:	385.29
29926	0867 2060329 2076081 4062321 4110760 4110760 4110760 4566411 4566411 4566411 4597550 4597550 4597574 5573436 7582067 8560307 9063398	Home Depot Credit Services Paint supplies, insect control Community event sign supplies Covington Days; fire extinguishers, council chal. Maint shop; return vacuum accessory Maint shop; return vacuum accessory Maint shop; return vacuum accessory Maint shop; respirators, crevice tool, lacquer thir Maint shop; respirators, crevice tool, lacquer thir Maint shop; respirators, crevice tool, lacquer thir Aquatics; hose hanger, hoses Aquatics; pipe, rope Aquatics; pipe, couplings, cement Community event sign supplies CCP; mason line Aquatics; scissors Aquatic Center; paint supplies, stapler, staples	08/19/2013	81.70 38.06 454.34 -2.82 -5.64 -5.63 19.03 9.51 19.03 146.45 14.51 32.28 31.46 20.57 18.21 37.31
			Total for Check Number 29926:	908.37
29927	1342 11171153 11171153 11171153 11171153 11171153	Integra Telecom City hall; telephone, 8/8-9/7/13 Maint shop; telephone, 8/8-9/7/13 Maint shop; telephone, 8/8-9/7/13 Maint shop; telephone, 8/8-9/7/13 Aquatics; telephone, 8/8-9/7/13	08/19/2013	1,216.29 177.10 177.10 88.56 90.19
			Total for Check Number 29927:	1,749.24
29928	2685 2685-8	International NW Parks & Recreation Assoc INPRA agency dues	08/19/2013	60.00
			Total for Check Number 29928:	60.00
29929	1803 HKG9789	Iron Mountain Document storage; 8/1-8/31/13	08/19/2013	433.42
			Total for Check Number 29929:	433.42
29930	0050 0050-8	Kent School District School mitigation payable; July	08/19/2013	27,430.00
			Total for Check Number 29930:	27,430.00
29931	0143 24910-24910 25003-25008 26392-26392 26454-26455	King County Finance Covington Days; 2012 traffic control credit Streets; services, 6/4-6/30/13 Covington Days; traffic control, 7/2-7/31/13 Streets; services, 7/2-7/31/13	08/19/2013	-168.49 3,350.58 3,502.04 21,853.91

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	26687-26689	CIP 1028; overlay, 7/2-7/31/13		2,636.32
Total for Check Number 29931:				31,174.36
29932	0641	King County Sheriff's Office	08/19/2013	
	13-324	Sheriffs office; lease, July		-1,879.17
	13-324	Police services; July		259,552.59
Total for Check Number 29932:				257,673.42
29933	1878	MacLeod Reckord	08/19/2013	
	6725	CIP 1010; Phase 1 Development, 7/1-7/31/13		3,297.25
Total for Check Number 29933:				3,297.25
29934	1901	Modern Building Systems, Inc.	08/19/2013	
	0055597	Maint shop; building lease, 9/1-10/1/13		569.06
	0055597	Maint shop; building lease, 9/1-10/1/13		284.54
	0055597	Maint shop; building lease, 9/1-10/1/13		569.06
Total for Check Number 29934:				1,422.66
29935	1688	Mountain Mist	08/19/2013	
	054257-8	Maint Shop; bottled water, July		19.99
	054257-8	Maint Shop; bottled water, July		10.00
	054257-8	Maint Shop; bottled water, July		19.99
	054257-8	Aquatics; bottled water, July		69.07
	054257-8	City Hall; bottled water, July		106.78
Total for Check Number 29935:				225.83
29936	1487	NAPA Auto Parts	08/19/2013	
	677220	Maint shop; supplies		23.12
	677220	Maint shop; supplies		46.23
	677220	Maint shop; supplies		46.24
	677458	Safety dust mask, extractor		23.88
	677944	Maint shop; fuses		1.86
	677944	Maint shop; fuses		0.93
	677944	Maint shop; fuses		1.86
	678085	Maint shop; fuse		0.30
	678085	Maint shop; fuse		0.30
	678085	Maint shop; fuse		0.15
	678156	Maint shop; fuses, electrical tape, lamp		6.79
	678156	Maint shop; fuses, electrical tape, lamp		6.78
	678156	Maint shop; fuses, electrical tape, lamp		3.39
	679028	Maint shop; oil		7.01
	679028	Maint shop; oil		7.01
	679028	Maint shop; oil		3.51
	679028	#3425; floor mats		53.19
Total for Check Number 29936:				232.55
29937	0305	Net Venture	08/19/2013	
	174-8	Basic business hosting; 8/27-11/26/13		89.70
Total for Check Number 29937:				89.70
29938	0004	Office Depot	08/19/2013	
	1594556539	Covington Days; ticket roll		2.95
	1594751127	Covington Days; ticket rolls		5.91
	1598141806	Calculator tape, receipt book		9.39
	1600048676	Labeler tape		14.60

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 29938:	32.85
29939	1432 8364	Pacific Topsoils, Inc. Dump brush; disposal fees	08/19/2013	109.00
			Total for Check Number 29939:	109.00
29940	1407 20-20123	Parametrix, Inc. Plan review; Soos Creek Lift Station 46, 6/30-7/13	08/19/2013	883.49
			Total for Check Number 29940:	883.49
29941	0161	Puget Sound Energy	08/19/2013	
	200003986730-8	Streets; electricity, 7/3-8/1/13		62.94
	200003987282-8	Streets; electricity, 7/4-8/2/13		48.65
	200003987464-8	Streets; electricity, 7/4-8/2/13		10.84
	200004045635-8	Streets; electricity, 7/3-8/1/13		59.94
	200004045866-8	Streets; electricity, 7/4-8/2/13		50.98
	200005568858-8	Streets; electricity, 6/29-7/30/13		66.17
	200013103656-8	CCP; electricity, 6/29-7/30/13		30.36
	200013951476-8	Streets; electricity, 6/29-7/30/13		72.66
	200014568881-8	Maint shop; electricity, 6/29-7/30/13		96.19
	200014568881-8	Maint shop; electricity, 6/29-7/30/13		96.19
	200014568881-8	Maint shop; electricity, 6/29-7/30/13		48.09
	200022909309-8	Streets; electricity, 7/3-8/1/13		75.28
	200022909689-8	Skate park; electricity, 7/4-8/2/13		12.31
	300000001770-8	Streets; electricity, 7/3-8/1/13		10.84
	300000001770-8	City tree; electricity, 7/3-8/1/13		10.84
	300000001788-8	Streets; electricity, 7/2-7/31/13		8,109.79
	300000001788-8	Streets; electricity, 7/2-7/31/13		34.85
	300000001804-8	Streets; electricity, 6/29-7/30/13		80.47
	300000007744-8	Aquatics; natural gas, 6/29-7/30/13		1,576.64
	300000007744-8	Aquatics; electricity, 6/29-7/30/13		2,051.66
	300000007934-8	City hall; electricity, 7/3-8/1/13		2,108.04
	300000011266-8	Crystal view; electricity, 7/3-8/1/13		10.80
	300000011266-8	SR 516; electricity, 7/3-8/1/13		102.98
			Total for Check Number 29941:	14,827.51
29942	2196 2509	Revize, LLC Revize annual software subscription; 8/23/13-8/23/14	08/19/2013	1,980.00
			Total for Check Number 29942:	1,980.00
29943	2680	Safeguard Business Systems	08/19/2013	
	029059343	Covington Days; jumbo chalk		218.26
	029059345	Covington Days; bags		330.70
	029059346	Covington Days; sunscreen pen sprayers		293.54
	029079288	Covington Days; sanitizer wipes canisters		386.41
			Total for Check Number 29943:	1,228.91
29944	2250 C028	SBS Legal Services Legal services; July	08/19/2013	5,696.00
			Total for Check Number 29944:	5,696.00
29945	2684 C27339	Scarff #3425; seat track repair	08/19/2013	543.80

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 29945:	543.80
29946	1905 C781735-701	Sharp Electronics Corporation Workroom copier; usage, 7/1-8/1/13	08/19/2013	703.14
			Total for Check Number 29946:	703.14
29947	1903 567591 567591	Sound Publishing, Inc. Monthly ads Weekly bulletins; 7/12, 7/26	08/19/2013	3,318.00 942.24
			Total for Check Number 29947:	4,260.24
29948	0217 L99650	State Auditor's Office Audit fees; July	08/19/2013	6,429.50
			Total for Check Number 29948:	6,429.50
29949	2500 50698293	Tetra Tech, Inc. CIP 1127; engineering, 4/27-6/28/13	08/19/2013	105,835.98
			Total for Check Number 29949:	105,835.98
29950	2651 0000077 0000077 0000077	Tree Climbing Planet Allen; balance to add full week to basic tree clim Allen; balance to add full week to basic tree clim Allen; balance to add full week to basic tree clim	08/19/2013	230.00 115.00 230.00
			Total for Check Number 29950:	575.00
29951	2103 234054039 234054039	US Bancorp Equip Finance Inc. Copier lease Copier lease	08/19/2013	86.88 130.32
			Total for Check Number 29951:	217.20
29952	0046 9708548947 9708548947 9708548947 9708548947 9708548947 9708548947 9708548947 9708548947 9708548947 9708548947	Verizon Wireless Cellular service/tablet data, 7/21-8/20/13 Cellular service/tablet data, 7/21-8/20/13 Cellular service/tablet data, 7/21-8/20/13 Cellular service, 7/21-8/20/13 Cellular phone Cellular phone Wesley; cellular phone Cellular phone Cellular service, 7/21-8/20/13 Cellular service, 7/21-8/20/13	08/19/2013	75.53 366.11 181.73 67.58 0.00 0.00 65.14 0.00 28.79 215.77
			Total for Check Number 29952:	1,000.65
29953	1105 114000356	Washington State Patrol Background checks	08/19/2013	30.00
			Total for Check Number 29953:	30.00
29954	1408 10384	Washington Workwear Stores Inc. Slate; jackets, sweats, shirts	08/19/2013	296.48
			Total for Check Number 29954:	296.48
29955	2506	Wilson Fleet Services	08/19/2013	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	144857	#3425; 2010 Chevy Colorado replaces #2882		19,990.00
			Total for Check Number 29955:	19,990.00
29956	1894	Diana Ziolkowski	08/19/2013	12.00
	1894-8	Facility maintenance, 8/12/13		24.00
	1894-8-1	Facility monitoring; 8/12/13		
			Total for Check Number 29956:	36.00
			Total for 8/19/2013:	644,402.87
			Report Total (54 checks):	644,402.87

August 2, 2013

City of Covington

Payroll Approval

- Request Council approval for payment of Payroll dated 08/02/13 consisting of:

PAYLOCITY CHECK # 1001451511 through PAYLOCITY CHECK # 1001451525 and  
PAYLOCITY CHECK # 1001451552 through PAYLOCITY CHECK # 1001451552 inclusive,  
plus employee direct deposits

IN THE AMOUNT OF \$164,373.84

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: \_\_\_\_\_

08/02/13 Payroll

Payroll Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Name	Net Amount
105589	Regular	8/2/2013	Bates, Krista	44.32
105590	Regular	8/2/2013	Kirshenbaum,	635.01
105591	Regular	8/2/2013	Lyon, Valerie	1,438.96
105592	Regular	8/2/2013	Matheson, Derek M	4,625.04
105593	Regular	8/2/2013	Mhoon, Darren S	1,388.97
105594	Regular	8/2/2013	Michaud, Joan M	1,915.91
105595	Regular	8/2/2013	Scott, Sharon G	2,465.06
105596	Regular	8/2/2013	Slate, Karla J	2,456.13
105597	Regular	8/2/2013	Hart, Richard	3,525.70
105598	Regular	8/2/2013	Mueller, Ann M	1,280.88
105599	Regular	8/2/2013	Cles, Staci M	1,766.42
105600	Regular	8/2/2013	Hagen, Lindsay K	1,425.43
105601	Regular	8/2/2013	Hendrickson,	3,647.90
105602	Regular	8/2/2013	Parker, Cassandra	2,471.24
105603	Regular	8/2/2013	Allen, Joshua C	2,229.35
105604	Regular	8/2/2013	Dalton, Jesse J	2,628.37
105605	Regular	8/2/2013	Fealy, William J	2,193.24
105606	Regular	8/2/2013	Gallagher, Michael	1,171.85
105607	Regular	8/2/2013	Gaudette, John J	3,081.50
105608	Regular	8/2/2013	Junkin, Ross D	2,773.93
105609	Regular	8/2/2013	Wesley, Daniel A	2,156.30
105610	Regular	8/2/2013	Bykonen, Brian D	2,964.00
105611	Regular	8/2/2013	Christenson, Gregg	2,703.01
105612	Regular	8/2/2013	Lyons, Salina K	2,104.44
105613	Regular	8/2/2013	Meyers, Robert L	3,194.82
105614	Regular	8/2/2013	Ogren, Nelson W	2,723.07
105615	Regular	8/2/2013	Thompson, Kelly	2,030.81
105616	Regular	8/2/2013	Morrissey, Mayson	2,683.49
105617	Regular	8/2/2013	Bahl, Rachel A	1,631.35
105618	Regular	8/2/2013	MacConaghy,	1,456.80
105619	Regular	8/2/2013	Martinsons,	656.97
105620	Regular	8/2/2013	Newton, Ethan A	2,135.72
105621	Regular	8/2/2013	Patterson, Clifford	2,418.70
105622	Regular	8/2/2013	Thomas, Scott R	3,422.10
105623	Regular	8/2/2013	Bates, Shellie L	1,931.73
105624	Regular	8/2/2013	Buck, Shawn M	1,554.36
105625	Regular	8/2/2013	French, Fred	814.50
105626	Regular	8/2/2013	Parrish, Benjamin A	1,785.70
105627	Regular	8/2/2013	Vondran, Donald M	3,729.60
105628	Regular	8/2/2013	Andrews, Kaitlyn E	321.56
105629	Regular	8/2/2013	Archuleta,	795.67
105630	Regular	8/2/2013	Blakely, Coleman	87.44
105631	Regular	8/2/2013	Campbell, Noel M	33.96
105632	Regular	8/2/2013	Cox, Cory R	582.88
105633	Regular	8/2/2013	Cox, Jillian E	263.37
105634	Regular	8/2/2013	Cox, Melissa	475.93
105635	Regular	8/2/2013	Cranstoun,	54.94
105636	Regular	8/2/2013	Felcyn, Adam	488.71
105637	Regular	8/2/2013	Foxworthy,	202.15
105638	Regular	8/2/2013	Gehring, John T	441.15
105639	Regular	8/2/2013	Greene, Lyndsey B	461.49
105640	Regular	8/2/2013	Hanger, Austin R.	87.44
105641	Regular	8/2/2013	Hendricks, Cole M	87.44
105642	Regular	8/2/2013	Hendricks, Dane G	388.83

105643 Regular	8/2/2013	Kim, Tabitha J	34.58	
105644 Regular	8/2/2013	Kiselyov, Tatyana	619.33	
105645 Regular	8/2/2013	Loepky, Janna	852.94	
105646 Regular	8/2/2013	Middleton, Jordan	242.62	
105647 Regular	8/2/2013	Mooney, Lynell	220.62	
105648 Regular	8/2/2013	Niesner, Austin C	142.85	
105649 Regular	8/2/2013	Perko, Alyssa M.	211.01	
105650 Regular	8/2/2013	Perko, Roxanne H	464.16	
105651 Regular	8/2/2013	Praggastis,	522.56	
105652 Regular	8/2/2013	Reese, Rachel E	516.17	
105653 Regular	8/2/2013	Tomalik, Stefan A	364.89	
105654 Regular	8/2/2013	Tran, Jenifer	508.67	
105655 Regular	8/2/2013	von Michalofski,	288.53	
105656 Regular	8/2/2013	Wardrip, Spencer A	726.80	
105657 Regular	8/2/2013	Beaufreere, Noreen	2,733.78	
105658 Regular	8/2/2013	Throm, Victoria J	1,918.58	
1001451511 Regular	8/2/2013	Newell, Nancy J	91.42	
1001451512 Regular	8/2/2013	Cruckshank,	1,117.88	
1001451513 Regular	8/2/2013	Terwillegar, Jeremy	1,161.40	
1001451514 Regular	8/2/2013	Witherrite, F. Dean	1,129.27	
1001451515 Regular	8/2/2013	Bell, Colin Q	767.74	
1001451516 Regular	8/2/2013	Carkeek, Lena	755.45	
1001451517 Regular	8/2/2013	Jensen, Emily A	112.12	
1001451518 Regular	8/2/2013	Jensen, Rachel	522.07	
1001451519 Regular	8/2/2013	Johansen, Andrea	277.43	
1001451520 Regular	8/2/2013	Mayes, Annika L	363.86	
1001451521 Regular	8/2/2013	Panzer, Erika	134.75	
1001451522 Regular	8/2/2013	Quintos, Edward	87.44	
1001451523 Regular	8/2/2013	Reynolds, Shannon	136.79	
1001451524 Regular	8/2/2013	Rinck, Tyler P	43.95	
1001451525 Regular	8/2/2013	Vieira, Logan G	210.74	
<b>Totals for Payroll Checks</b>	<b>85 Items</b>		<b>107,316.04</b>	
Third Party Checks for Account Paylocity Account				
<b>Check/Voucher</b>	<b>Check Type</b>	<b>Check Date</b>	<b>Employee Name</b>	<b>Net Amount</b>
105659	AGENCY	8/2/2013	ICMA Retirement	16,922.44
105660	AGENCY	8/2/2013	Vantagepoint	379.42
105661	AGENCY	8/2/2013	City of Covington	2,794.84
105662	AGENCY	8/2/2013	Paylocity	125.00
105663	AGENCY	8/2/2013	City of Covington	78.00
105664	AGENCY	8/2/2013	ICMA Retirement	13,739.80
105665	AGENCY	8/2/2013	ICMA Retirement	1,642.79
105666	AGENCY	8/2/2013	ICMA Retirement	192.00
105667	AGENCY	8/2/2013	HRA VEBA Trust	1,116.00
1001451552	AGENCY	8/2/2013	WASH CHILD	110.41
<b>Totals for Third Party Checks</b>	<b>10 Items</b>			<b>37,100.70</b>
			Tax Liabilities	19,752.55
			Paylocity Fees	204.55
			<b>Grand Total</b>	<b>164,373.84</b>

August 16, 2013

City of Covington

Payroll Approval

- Request Council approval for payment of Payroll dated 08/16/13 consisting of:

PAYLOCITY CHECK # 1001491574 through PAYLOCITY CHECK # 1001491589 inclusive,  
plus employee direct deposits

IN THE AMOUNT OF \$157,845.13

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: \_\_\_\_\_

## 08/16/13 Payroll Voucher

Payroll Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount
105751	Regular	8/16/2013	377	Bates, Krista	110.82
105752	Regular	8/16/2013	243	Lyon, Valerie	1,441.43
105753	Regular	8/16/2013	278	Matheson, Derek M	4,625.03
105754	Regular	8/16/2013	234	Mhoon, Darren S	1,388.97
105755	Regular	8/16/2013	162	Michaud, Joan M	1,915.91
105756	Regular	8/16/2013	123	Scott, Sharon G	2,465.06
105757	Regular	8/16/2013	313	Slate, Karla J	2,456.13
105758	Regular	8/16/2013	275	Hart, Richard	3,529.65
105759	Regular	8/16/2013	368	Mueller, Ann M	1,223.30
105760	Regular	8/16/2013	180	Cles, Staci M	1,766.42
105761	Regular	8/16/2013	146	Hagen, Lindsay K	1,425.43
105762	Regular	8/16/2013	235	Hendrickson, Robert	3,647.90
105763	Regular	8/16/2013	105	Parker, Cassandra	2,479.48
105764	Regular	8/16/2013	374	Allen, Joshua C	2,092.20
105765	Regular	8/16/2013	353	Dalton, Jesse J	2,056.69
105766	Regular	8/16/2013	373	Fealy, William J	2,043.37
105767	Regular	8/16/2013	407	Gallagher, Michael J	1,014.69
105768	Regular	8/16/2013	301	Gaudette, John J	1,772.65
105769	Regular	8/16/2013	186	Junkin, Ross D	2,773.94
105770	Regular	8/16/2013	252	Wesley, Daniel A	2,156.30
105771	Regular	8/16/2013	268	Bykonen, Brian D	2,964.00
105772	Regular	8/16/2013	279	Christenson, Gregg R	2,703.01
105773	Regular	8/16/2013	270	Lyons, Salina K	2,104.45
105774	Regular	8/16/2013	269	Meyers, Robert L	3,194.82
105775	Regular	8/16/2013	284	Ogren, Nelson W	2,723.07
105776	Regular	8/16/2013	266	Thompson, Kelly	2,030.81
105777	Regular	8/16/2013	307	Morrissey, Mayson	2,683.49
105778	Regular	8/16/2013	199	Bahl, Rachel A	1,631.35
105779	Regular	8/16/2013	293	MacConaghy, Hailey	1,456.80
105780	Regular	8/16/2013	397	Martinsons, Jaquelyn	67.96
105781	Regular	8/16/2013	194	Newton, Ethan A	2,135.72
105782	Regular	8/16/2013	195	Patterson, Clifford	2,418.70
105783	Regular	8/16/2013	306	Thomas, Scott R	3,512.42
105784	Regular	8/16/2013	106	Bates, Shellie L	1,931.74
105785	Regular	8/16/2013	349	Buck, Shawn M	1,684.27
105786	Regular	8/16/2013	273	French, Fred	683.73
105787	Regular	8/16/2013	257	Parrish, Benjamin A	1,785.70
105788	Regular	8/16/2013	173	Vondran, Donald M	3,731.91
105789	Regular	8/16/2013	388	Andrews, Kaitlyn E	286.31
105790	Regular	8/16/2013	318	Archuleta, Alexander A	571.34
105791	Regular	8/16/2013	393	Blakely, Coleman P.	193.55
105792	Regular	8/16/2013	380	Cox, Cory R	338.49
105793	Regular	8/16/2013	420	Cox, Jillian E	226.52
105794	Regular	8/16/2013	258	Cox, Melissa	378.74
105795	Regular	8/16/2013	385	Cranstoun, Alexander M	527.53
105796	Regular	8/16/2013	338	Felcyn, Adam	209.05
105797	Regular	8/16/2013	366	Foxworthy, Rebecca	200.34
105798	Regular	8/16/2013	358	Gehring, John T	371.37
105799	Regular	8/16/2013	418	Greene, Lyndsey B	154.82
105800	Regular	8/16/2013	409	Hanger, Austin R.	21.98
105801	Regular	8/16/2013	381	Hendricks, Dane G	264.42

105802 Regular	8/16/2013	359 Houghton, Cassandra L	124.35	
105803 Regular	8/16/2013	382 Kim, Tabitha J	176.19	
105804 Regular	8/16/2013	305 Kiselyov, Tatyana	530.62	
105805 Regular	8/16/2013	410 Lanz, Avalon A.	232.12	
105806 Regular	8/16/2013	416 Lipinski, Matthew	173.08	
105807 Regular	8/16/2013	201 Loeppky, Janna	804.32	
105808 Regular	8/16/2013	340 Middleton, Jordan	649.11	
105809 Regular	8/16/2013	297 Mooney, Lynell	100.39	
105810 Regular	8/16/2013	419 Niesner, Austin C	60.44	
105811 Regular	8/16/2013	413 Perko, Alyssa M.	216.61	
105812 Regular	8/16/2013	312 Perko, Roxanne H	144.73	
105813 Regular	8/16/2013	319 Praggastis, Alexander	298.93	
105814 Regular	8/16/2013	383 Reese, Rachel E	608.97	
105815 Regular	8/16/2013	363 Tran, Jenifer	472.45	
105816 Regular	8/16/2013	414 Turnbull, Dane A.	352.60	
105817 Regular	8/16/2013	384 von Michalofski, Kayla M	221.71	
105818 Regular	8/16/2013	392 Wardrip, Spencer A	623.74	
105819 Regular	8/16/2013	411 Wills, Erica M.	65.94	
105820 Regular	8/16/2013	116 Beaufriere, Noreen	2,733.78	
105821 Regular	8/16/2013	137 Throm, Victoria J	1,922.54	
1001491574 Regular	8/16/2013	246 Kirshenbaum, Kathleen	603.67	
1001491575 Regular	8/16/2013	364 Newell, Nancy J	24.94	
1001491576 Regular	8/16/2013	405 Cruckshank, Michael S	847.88	
1001491577 Regular	8/16/2013	408 Terwillegar, Jeremy A	1,106.94	
1001491578 Regular	8/16/2013	421 Witherrite, F. Dean	1,073.23	
1001491579 Regular	8/16/2013	378 Bell, Colin Q	553.22	
1001491580 Regular	8/16/2013	292 Carkeek, Lena	707.73	
1001491581 Regular	8/16/2013	399 Jensen, Emily A	136.79	
1001491582 Regular	8/16/2013	316 Johansen, Andrea	291.57	
1001491583 Regular	8/16/2013	391 Mayes, Annika L	324.36	
1001491584 Regular	8/16/2013	351 Panzer, Erika	173.66	
1001491585 Regular	8/16/2013	400 Quintos, Edward Louie D	146.67	
1001491586 Regular	8/16/2013	412 Reynolds, Shannon J.	60.44	
1001491587 Regular	8/16/2013	398 Vieira, Logan G	390.65	
1001491588 Regular	8/16/2013	395 Wunschel, Ethan G.	334.31	
<b>Totals for Payroll Checks</b>	<b>86 Items</b>		<b>102,862.46</b>	
Third Party Checks for Account Paylocity Account				
Check/Voucher	Check Type	Check Date	Employee Id Employee Name	Net Amount
105822	AGENCY	8/16/2013	401SS ICMA Retirement Trust	16,231.79
105823	AGENCY	8/16/2013	457Ex Vantagepoint Transfer Agent-	379.42
105824	AGENCY	8/16/2013	CICOV City of Covington	2,794.84
105825	AGENCY	8/16/2013	EFSDU Paylocity Corporation	125.00
105826	AGENCY	8/16/2013	Emp City of Covington Employee	78.00
105827	AGENCY	8/16/2013	IC401 ICMA Retirement Trust	13,359.64
105828	AGENCY	8/16/2013	IC457 ICMA Retirement Trust	1,651.54
105829	AGENCY	8/16/2013	ROTH ICMA Retirement Trust	192.00
105830	AGENCY	8/16/2013	VEBA HRA VEBA Trust	1,116.00
1001491589	AGENCY	8/16/2013	JG1 WASH CHILD SUPPORT	110.41
<b>Totals for Third Party</b>	<b>10 Items</b>			<b>36,038.64</b>
			Tax Liabilities	18,737.89
			Paylocity Fees	206.14
			<b>Grand Total</b>	<b>\$ 157,845.13</b>

## Consent Agenda Item C-3

Covington City Council Meeting

Date: August 27, 2013

**SUBJECT:** AUTHORIZE THE CITY MANAGER TO EXECUTE THE 2014 – 2015 SOUTH COUNTY AREA TRANSPORTATION BOARD (SCATBd) AGREEMENT.

**RECOMMENDED BY:** Derek Matheson, City Manager

**ATTACHMENT(S):**

1. South County Area Transportation Board Agreement

**PREPARED BY:** Don Vondran, PE, Interim Public Works Director

**EXPLANATION:**

The South County Area Transportation Board (SCATBd) was formed in 1992 by King County, WSDOT and the South King County cities of Auburn, Des Moines, Kent, Renton, Tukwila, SeaTac, Burien, Federal Way, Algona, Pacific, Milton, Normandy Park, Enumclaw, and Black Diamond. The City of Covington and several other agencies joined later. The Board was formed to serve as a central forum for solving transportation issues affecting the South County area jurisdictions. The City of Covington has been an active member since 2000.

The purpose of this Agreement is to recognize the South County Area Transportation Board as the transportation board for the south King County area to share information, build consensus, and provide advice on plans, programs, policies and priorities for countywide, regional, state and federal transportation decisions. There are not a lot of substantive changes to the core agreement and the procedures will allow flexibility among the board, particularly providing language that would allow the board to add or remove limited and non-voting members.

This agreement shall remain in effect until December 31, 2015 provided that unless terminated earlier in accordance with Section 9.0, this Agreement shall be automatically extended upon the same terms or conditions for another term commencing January 1, 2016 and ending no later than December 31, 2017.

**ALTERNATIVES:**

Not extend the agreement and terminate participation in SCATBd.

**FISCAL IMPACT:**

Annual membership dues of \$100.00 per year associated with SCATBd membership.

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

**Council member \_\_\_\_\_ moves, Council member \_\_\_\_\_ seconds, to authorize the City Manager to execute the 2014-2015 Agreement for the South County Area Transportation Board (SCATBd).**

**REVIEWED BY:** City Manager, City Attorney, Finance Director

**South County Area Transportation Board Agreement**

**Parties to Agreement**

- City of Algona
- City of Auburn
- City of Black Diamond
- City of Burien
- City of Covington
- City of Des Moines
- City of Enumclaw
- City of Federal Way
- City of Kent
- City of Maple Valley
- City of Milton
- City of Normandy Park
- City of Pacific
- City of Renton
- City of SeaTac
- City of Tukwila
- Muckleshoot Indian Tribe
- King County

Transmitted to parties for approval and signature on\_\_\_\_\_.

THIS AGREEMENT is made and entered into by and among the CITY OF ALGONA, hereafter called “Algona”; the CITY OF AUBURN, hereafter called “Auburn”; the CITY OF BLACK DIAMOND, hereafter called “Black Diamond”; the CITY OF BURIEN, hereafter called “Burien”; the CITY OF COVINGTON, hereafter called “Covington”; the CITY OF DES MOINES, hereafter called “Des Moines”; the CITY OF ENUMCLAW, hereafter called “Enumclaw”; the CITY OF FEDERAL WAY, hereafter called “Federal Way”; the CITY OF KENT, hereafter called “Kent”; the CITY OF MAPLE VALLEY, hereafter called “Maple Valley”; the CITY OF MILTON, hereafter called “Milton”; the CITY OF NORMANDY PARK, hereafter called “Normandy Park”; the CITY OF PACIFIC, hereafter called “Pacific”; the CITY OF RENTON, hereafter called “Renton”; the CITY OF SEATAC, hereafter called “SeaTac”; the CITY OF TUKWILA, hereafter called “Tukwila”; the MUCKLESHOOT INDIAN TRIBE; and KING COUNTY, a legal subdivision of the State of Washington, hereafter called “King County” as members of the South County Area Transportation Board.

WHEREAS, the parties to this agreement recognize that multi-jurisdictional transportation planning and coordinated transportation plans benefit their citizens; and

WHEREAS, the South County Area Transportation Board has served as the central forum for information sharing, consensus building, and coordination to develop recommendations for transportation policies, projects and programs for the south King County area;

NOW THEREFORE, in consideration of the mutual covenants contained herein, the parties hereto agree as follows:

**1.0 Purpose of this Agreement**

The purpose of this Agreement is to recognize the South County Area Transportation Board as the transportation board for the south King County area to share information, build consensus, and provide advice on plans, programs, policies and priorities for countywide, regional, state and federal transportation decisions.

## **2.0 Members and Voting**

Members shall have full voting rights, limited voting rights or shall be non-voting members, as follows:

2.1 **Members with Full Voting Rights:** Only jurisdictions which are signatories to this agreement shall have full voting rights on all of the following issues before the South County Area Transportation Board, unless otherwise noted, including:

1. Administrative issues, such additional members and use of dues
2. Recommendations to Sound Transit on policies and capital and service plans and implementation.
3. Recommendations to King County on Metro Transit planning, development and implementation of products and services.
4. Identification of projects for the regional competition, if prescribed by the process approved by the King County caucus of the Transportation Policy Board.
5. Recommendations to WSDOT on policies, programs and projects.
6. Recommendations to the PSRC on plans, policies, programs and projects such as Transportation 2040 updates and regional funding policies, strategies or programs.
7. Input to the State Legislature and committees and commissions established by the Legislature on transportation policy, budget and priorities and legislative proposals and studies.
8. Recommendations to the federal delegation on federal legislation including reauthorization and funding priorities and other transportation-related programs.

2.2 **Members with Limited Voting Rights:** The South County Area Transportation Board may add members with limited voting rights on the issues such as those listed below by unanimous vote of the parties to this agreement in attendance at a regular meeting.

1. Recommendations to WSDOT on policies, programs and projects.
2. Recommendations to the PSRC on plans, policies, programs and projects such as Transportation 2040 updates and regional funding policies, strategies or programs.
3. Input to the State Legislature and committees and commissions established by the Legislature on transportation policy, budget and priorities and legislative proposals and studies.
4. Recommendations to the federal delegation on federal legislation including reauthorization and funding priorities and other transportation-related programs.

2.2(a) Such members and voting rights, if any, shall be listed in operating procedures to be adopted by the South County Area Transportation Board.

2.3 **Non-Voting Members:** The South County Area Transportation Board may add non-voting members by unanimous vote of the parties to this agreement in attendance at a regular meeting. The South County Area Transportation Board may remove non-voting members by a unanimous vote of the parties to the agreement at a regular meeting.

2.3(a) Such members shall be included in operating procedures to be adopted by the South County Area Transportation Board.

## **3.0 Representation and Conduct**

3.1 Representation of city and county members shall be as follows:

<b>Full Voting Members</b>	<b>Number of Representatives</b>
City of Algona	1
City of Auburn	1
City of Black Diamond	1
City of Burien	1
City of Covington	1
City of Des Moines	1
City of Enumclaw	1
City of Federal Way	1
City of Kent	1
City of Maple Valley	1
City of Milton	1
City of Normandy Park	1
City of Pacific	
City of Renton	1
City of SeaTac	1
City of Tukwila	1
Muckleshoot Indian Tribe	1
King County	3

3.2 Elected officials shall be appointed to the South County Area Transportation Board by their cities and counties for a one-year term. King County representation shall be a maximum of two Councilmembers and the King County Executive.

3.3 Each city or county participating member may appoint an alternate for a one-year term. Designated alternates may vote in place of designated voting representatives in the absence of the designated representative.

**4.0 Operating Procedures**

4.1 The South County Area Transportation Board shall adopt operating procedures to specify limited voting members and non-voting members, if any, dues for limited and non-voting members, if any, and operational issues such as election of officers, formation of subcommittees and rules of order. A chair and vice-chair shall be elected per the operating procedures and shall be responsible for setting meeting agenda, running meetings and any other activities identified in the operating procedures.

**5.0 Lead Agency**

5.1 King County will be the Lead Agency for receipt and disbursement of funds collected through annual dues, and general administrative and program support for the South County Area Transportation Board. King County assumes wage and benefit costs of its staff performing Lead Agency responsibilities to the extent that King County appropriates such funds. The Lead Agency, in its sole discretion, shall determine the level of staffing available based upon funding.

5.2 Lead Agency responsibilities may be limited to: maintaining the South County Area Transportation Board membership rosters and distribution lists; arranging for Board meetings, including scheduling, agendas and rooms; collecting, administering and disbursing Board dues; providing Board meeting support to the chair and vice chair; attending Board meetings; and preparing Board meeting summaries.

## **6.0 Financing and Cost Sharing Guidelines**

6.1 **Yearly Dues:** The South County Area Transportation Board members shall pay a minimum of \$100 per full voting representatives in annual dues to remain members in good standing. The Lead Agency will bill annually at the end of each year, and dues are to be paid within ninety days after receipt of the invoice. Members not in good standing shall lose voting rights until the required dues are paid. Additional dues above \$100, and any dues required by limited or non-voting members, will be determined by the South County Area Transportation Board as prescribed in the operating procedures. Revenue from dues shall be used for special events, public education, or other expenses authorized by the South County Area Transportation Board. The designated Lead Agency shall not be required to pay yearly dues.

6.2 **Annual Review of Financing:** The South County Area Transportation Board shall determine by June 30 of each year whether additional annual dues above \$100 per voting representatives will be required of the South County Area Transportation Board member jurisdictions for the following year.

6.3 **Additional financial contributions:** If additional financial contributions beyond an increase in dues are determined to be necessary, costs shall be shared among all voting members, with an option for King County to recuse itself from further financial obligations. Recused members may not vote on determining the additional financial contribution or uses for the additional funds.

6.4 **Modification to Agreement Required:** If additional funds are determined to be necessary, a modification to this agreement specifying cost-sharing, purpose, scope of work, administration, collection and disbursement of funds and other details is required in order to obligate a member jurisdiction to funding participation.

## **7.0 Withdrawal of a Party from this Agreement**

Each party, for its convenience and without cause or for any reason whatsoever, may withdraw from participation in this Agreement by providing written notice, sent certified mail, return receipt required, to the chair of the South County Area Transportation Board at least thirty (30) days in advance of the effective date of the withdrawal. A withdrawing party shall not be entitled to a refund of any payments to the South County Area Transportation Board and shall pay any dues required to be paid under this Agreement for costs which had been obligated prior to the effective date of the withdrawal. All obligations other than dues cease upon withdrawal.

Each party's funding to perform its obligations under the Agreement, beyond the current appropriation year, is conditional upon appropriation by the party's governing body of sufficient funds. Should such an appropriation not be approved for a future year, a party may exercise its right to withdraw from the Agreement.

## **8.0 Duration**

This Agreement shall take effect upon being duly adopted by the governing bodies of all parties and executed by the authorized representatives of all parties. This Agreement shall remain in effect until December 31, 2015, provided that unless terminated earlier in accordance with Section 9.0, this Agreement shall be automatically extended upon the same terms or conditions for another term commencing January 1, 2016 and ending no later than December 31, 2017.

## **9.0 Termination**

All parties to this Agreement must agree to terminate this Agreement in order for such termination to be effective. If all parties desire to terminate this Agreement, they shall execute a Statement of Termination. Upon termination, no party shall be required to make any additional contributions. Any remaining funds shall be refunded to the parties to this Agreement according to Section 11.0.

## **10.0 Real and Personal Property**

The acquisition of real property is not anticipated under this Agreement. Any personal property acquired pursuant to this Agreement shall be held by the Lead Agency. In the event this Agreement expires or is terminated in accordance with Section 8.0 or 9.0, any personal property other than cash shall remain with the Lead Agency.

## **11.0 Return of Funds**

At such time as this Agreement expires without being extended or revised, or is terminated in accordance with Section 9.0, any unexpended and uncommitted funds shall be distributed proportionately to those parties to this Agreement at the time of termination based on each party's percentage share of the total balance at the time of termination.

## **12.0 Filing**

This Agreement shall be filed with the King County Department of Records and Elections.

## **13.0 Legal Relations**

13.1 The parties shall comply with all applicable state and federal laws and regulations.

13.2 This Agreement is solely for the benefit of the parties hereto and gives no right to any other party. No joint venture or partnership is formed as a result of this Agreement. No employees or agents of one party or any of its contractors or subcontractors shall be deemed, or represent themselves to be, employees of any other party.

13.3 Each party shall defend, indemnify and hold harmless the other party and all of its officials, employees, principals and agents from all claims, demands, suits, actions, and liability of any kind whatsoever which arise out of, are connected with, or are incident to any negligent acts of the first party, its contractor, and/or employees, agents, and representatives in performing the first party's obligations under this Agreement. The parties agree that their obligations under this paragraph extend to claims made against one party by the other party's own employees. For this purpose, the parties, by mutual negotiation, hereby waive any immunity that, as respects the other party only, would otherwise be available against such claims under the industrial insurance provisions of RCW Title 51. In the event either party incurs attorney's fees, costs or other legal expenses to enforce the provisions of this section, against the other party, all such fees, costs and expenses shall be recoverable by the prevailing party.

13.4 The provisions of this Section shall survive and remain applicable to each of the parties notwithstanding any termination or expiration of this Agreement and notwithstanding a party's withdrawal from this Agreement.

## **14.0 Entirety and Modifications**

14.1 This Agreement merges and supersedes all prior negotiations, representations and agreements between the parties relating to the subject matter hereof and constitutes the entire agreement between the parties.

14.2 This Agreement may be modified or extended only by written instrument signed by all the parties hereto.

**15.0 Counterparts**

The signature pages of this Agreement may be executed in any number of counterparts, each of which shall be an original. For purposes of this Agreement, a duly authorized electronic signature constitutes an original signature.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be signed and delivered by its duly authorized officer or representative as of the date set forth below its signature.

City of Algona

City of Auburn

City of Black Diamond

By:\_\_\_\_\_

By:\_\_\_\_\_

By:\_\_\_\_\_

Date:\_\_\_\_\_

Date:\_\_\_\_\_

Date:\_\_\_\_\_

---

City of Burien

City of Covington

City of Des Moines

By:\_\_\_\_\_

By:\_\_\_\_\_

By:\_\_\_\_\_

Date:\_\_\_\_\_

Date:\_\_\_\_\_

Date:\_\_\_\_\_

---

City of Enumclaw

City of Federal Way

City of Kent

By:\_\_\_\_\_

By:\_\_\_\_\_

By:\_\_\_\_\_

Date:\_\_\_\_\_

Date:\_\_\_\_\_

Date:\_\_\_\_\_

---

City of Maple Valley

City of Milton

City of Normandy Park

By: \_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

City of Pacific

City of Renton

City of SeaTac

By: \_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

City of Tukwila

Muckleshoot Indian Tribe

King County

By: \_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

## Consent Agenda Item C-4

Covington City Council Meeting

Date: August 27, 2013

**SUBJECT:** AUTHORIZE THE CITY MANAGER TO SIGN A LETTER OF CONSENT FOR BONNEVILLE POWER ADMINISTRATION (BPA) TO GRANT AN EASEMENT TO SOOS CREEK WATER AND SEWER DISTRICT PURSUANT TO THE SIDEWALK, ACCESS AND UTILITY EASEMENT AGREEMENT ON COVINGTON WAY SE.

**RECOMMENDED BY:** Richard Hart, Community Development Director

**ATTACHMENT(S):**

1. Letter of Consent to BPA
2. Sidewalk, Access & Utility Easement Agreement
3. Map of sewer extension

**PREPARED BY:** Salina Lyons, Principal Planner  
Nelson Ogren, Development Review Engineer

**EXPLANATION:**

Bonneville Power Administration (BPA) is requesting consent to grant Soos Creek Water and Sewer District (SCWSD) an easement to construct, operate and maintain an 18" sanitary sewer main across a portion of BPA's Covington Substation property. This work is in the vicinity of Covington Way SE and 168th Pl SE. The City of Covington holds an easement for "Sidewalk, Access & Utility Easement Agreement," King County Recording Number 2008061000736 (BPA Case 20080035), dated 06/10/2008 that includes the condition that BPA cannot grant other easements for utilities within the vicinity of Covington Way SE and BPA's frontage property without the written consent of the GRANTEE (City of Covington).

The Public Works department has reviewed this request, as it pertains to future plans within Covington Way SE, and supports consenting to SCWSD's request for an easement.

**ALTERNATIVES:** None. This requirement for granting consent is outlined in a legally recorded document.

**FISCAL IMPACT:** No direct impact.

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

**Council member \_\_\_\_\_ moves, Council member \_\_\_\_\_ seconds, authorize the City Manager to sign a letter of consent for Bonneville Power Administration to grant an easement to Soos Creek Water and Sewer district pursuant to the Sidewalk, Access and Utility Easement agreement on Covington Way SE.**

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



**City of Covington**  
16720 SE 271<sup>st</sup> St. #100  
Covington, WA 98042  
  
City Hall 253-480-2400  
Fax 253-480-2401  
[www.covingtonwa.gov](http://www.covingtonwa.gov)

## ATTACHMENT 1

[Date]

Tim Wicks, Realty Specialist  
TERR-Covington  
Bonneville Power Administration  
28401 Covington Way  
Covington, WA 98042

RE: **Authorization to Grant an Easement  
Bonneville Power Administration**

Dear Mr. Wicks,

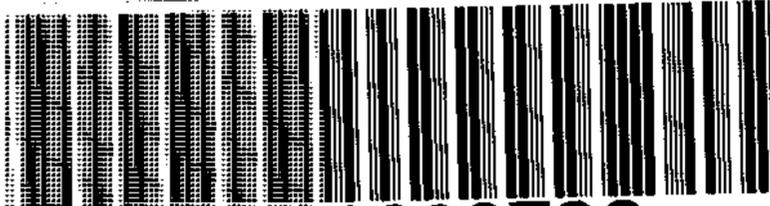
This letter serves as the official consent of the City of Covington ("City") for Bonneville Power Administration (BPA) to grant Soos Creek Water and Sewer District ("District") an easement within the area legally described in the Sidewalk, Access & Utility Easement Agreement between the City and BPA, King County Recording Number 2008061000736, dated 06/10/2008 ("Covington Easement").

Any easement granted by BPA to the District shall uphold the conditions set forth in the Covington Easement Agreement. Any subsequent modification of said easement shall also be reviewed and approved by the City prior to authorization by BPA.

This consent was approved by the Covington City Council at their August 27, 2013, regular city council meeting.

Sincerely,  
THE CITY OF COVINGTON

Derek Matheson  
City Manager



20080610000736

FIRST AMERICAN TITLES  
RECORDS & DEEDS  
SERVICES, INC.  
KING COUNTY, WA

47.00

**AFTER RECORDING MAIL TO:**

Name: Jeri Cranney, Abaco Pacific  
Address: PO Box 1119  
City, State, Zip: North Bend, WA 98045

Document Title(s): (or transactions contained therein)

- 1. Sidewalk, Access & Utility Easement Agreement

Reference Number(s) of Documents assigned or released:

Grantor(s): (Last name first, then first name and initials)

- 1. United States of America

Grantee(s): (Last name first, then first name and initials)

- 1. City of Covington

Abbreviated Legal Description as follows: (i.e. lot/block/plat or section/township/range/quarter/quarter)

A Ptn of SW 1/4 NW of Sec 36, Twp 22 North, Rng 5 E, W.M.

Assessor's Property Tax Parcel/Account Number(s): A portion of 362205-9010

FIRST AMERICAN **First American Title Insurance Company**

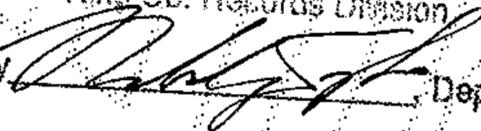


**1ST AM**  
NCS-248934-WA1  
*(this space for title company use only)*

**NOTE:** The auditor/recorder will rely on the information on the form. The staff will not read the document to verify the accuracy or completeness of the indexing information provided herein.

EXCISE TAX NOT REQUIRED

King Co. Records Division

By  Deputy

After recording return document to:

City of Covington  
C/o Jeri J. Cranney  
Abaco Pacific, LLC  
PO Box 1119  
North Bend, WA 98045

## SIDEWALK, ACCESS & UTILITY EASEMENT AGREEMENT

**GRANTOR:** United States of America  
**GRANTEE:** City of Covington, a municipal corporation of the State  
of Washington  
**Tax Account No.:** 362205-9010-06

The GRANTOR, United States of America, its successors, heirs and assigns, as owners of the following described real property:

**PARCEL 1:**  
THAT PART OF THE NORTH ½ OF THE SOUTHWEST ¼ OF SECTION 36, TOWNSHIP 22 NORTH, RANGE 5 EAST OF THE WILLAMETTE MERIDIAN, KING COUNTY, WASHINGTON, LYING SOUTHWESTERLY OF THE CENTER OF KING COUNTY ROAD NO. 410 AND NORTHWESTERLY OF THE NORTHWESTERLY OF THE NORTHERN PACIFIC RAILWAY COMPANY RIGHT-OF-WAY.

**PARCEL 2:**  
THAT PART OF THE SOUTH ½ OF THE SOUTHWEST ¼ OF THE NORTHWEST ¼ OF SECTION 36, TOWNSHIP 22 NORTH, RANGE 5 EAST OF THE WILLAMETTE MERIDIAN, KING COUNTY, WASHINGTON, LYING SOUTHWESTERLY OF THE CENTER OF KING COUNTY ROAD NO. 410.

**PARCEL 3:**  
A TRACT OF LAND IN THE NW¼SW¼NW¼ OF SECTION 36, TOWNSHIP 22 NORTH, RANGE 5 EAST OF THE WILLAMETTE MERIDIAN, KING COUNTY, WASHINGTON, MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT A POINT ON THE SOUTH LINE OF THE NW¼SW¼NW¼ OF SECTION 36, TOWNSHIP 22 NORTH, RANGE 5 EAST, W.M., SAID POINT BEING S. 88° 48' 18" E. A DISTANCE OF 94.57 FEET FROM THE SOUTHWEST CORNER OF THE SAID NW¼SW¼NW¼; THENCE N. 44° 06' 00" E. A DISTANCE OF 257.20 FEET TO THE CENTER OF KING COUNTY ROAD NO. 410; THENCE S. 20° 35' 07" E. ALONG THE CENTER OF SAID ROAD TO THE SOUTH LINE OF SAID NW¼SW¼NW¼; THENCE W. ALONG THE SOUTH LINE OF SAID NW¼SW¼NW¼ TO THE POINT OF BEGINNING.

EXCEPTING THEREFROM THAT PORTION GRANTED TO WASHINGTON STATE DEPARTMENT OF TRANSPORTATION BY DEED RECORDED MAY 2, 1996 RECORDING NO. 199605021247.

(the "Burdened Property") for and in consideration of the sum of TEN AND NO/100 DOLLARS (\$10.00), and other valuable consideration, hereby conveys and grants to the GRANTEE, the City of Covington, WA ("City") and its successors and assigns a permanent, nonexclusive easement under, over and across the following described property situated in King County, Washington:

THAT PORTION OF THE SOUTHWEST QUARTER, OF THE NORTHWEST QUARTER, OF SECTION 36, TOWNSHIP 22 NORTH, RANGE 5 EAST, OF THE WILLAMETTE MERIDIAN DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER, OF THE SOUTH HALF, OF THE SOUTHWEST QUARTER, OF THE NORTHWEST QUARTER, OF SAID SECTION 36; THENCE SOUTH 89°19'16" EAST 97.12 FEET, ALONG THE NORTH LINE OF SAID SUBDIVISION TO ITS INTERSECTION WITH THE NORTHWESTERLY LINE OF THE BONNEVILLE POWER ADMINISTRATION (BPA) EASEMENT; THENCE NORTH 44°00'59" EAST 198.66 FEET, ALONG SAID NORTHWESTERLY BPA EASEMENT LINE TO ITS INTERSECTION WITH THE WESTERLY RIGHT-OF-WAY LINE OF COVINGTON WAY S.E.; THENCE SOUTH 20°35'07" EAST 66.07 FEET, ALONG SAID WESTERLY RIGHT-OF-WAY, PARALLEL WITH AND 50.00 FEET SOUTHWESTERLY OF, AS MEASURED PERPENDICULAR TO, THE MONUMENTED CENTERLINE OF SAID COVINGTON WAY S.E., TO AN ANGLE POINT IN SAID RIGHT-OF-WAY; THENCE SOUTH 88°47'02" EAST 10.77 FEET, ALONG SAID RIGHT-OF-WAY; THENCE SOUTH 20°35'07" EAST 51.73 FEET, PARALLEL WITH AND 40.00 FEET SOUTHWESTERLY OF, AS MEASURED PERPENDICULAR TO, THE MONUMENTED CENTERLINE OF SAID COVINGTON WAY S.E.; THENCE LEAVING SAID WESTERLY RIGHT-OF-WAY LINE SOUTH 69°24'53" WEST 54.00 FEET; THENCE SOUTH 20°35'07" EAST 90.00 FEET, PARALLEL WITH AND 54.00 FEET SOUTHWESTERLY OF, AS MEASURED PERPENDICULAR TO, SAID WESTERLY RIGHT-OF-WAY; THENCE SOUTH 69°24'53" WEST 290.51 FEET TO THE WEST LINE OF SAID SUBDIVISION; THENCE NORTH 01°09'43" EAST 174.20 FEET, ALONG SAID WEST LINE, OF SAID SUBDIVISION, TO THE POINT OF BEGINNING.

EXCEPT THAT PORTION DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER, OF THE SOUTH HALF, OF THE SOUTHWEST QUARTER, OF THE NORTHWEST QUARTER, OF SAID SECTION 36; THENCE SOUTH 89°19'16" EAST 97.12 FEET, ALONG THE NORTH LINE OF SAID SUBDIVISION TO ITS INTERSECTION WITH THE NORTHWESTERLY LINE OF THE BONNEVILLE POWER ADMINISTRATION (BPA) EASEMENT; THENCE NORTH 76°41'09" EAST 136.04 FEET TO THE POINT OF BEGINNING; THENCE NORTH 01°06'52" WEST 42.00 FEET; THENCE NORTH 88°55'00" EAST 42.00 FEET; THENCE SOUTH 01°06'52" EAST 42.00 FEET; THENCE SOUTH 88°55'00" WEST 42.00 FEET TO THE POINT OF BEGINNING.

(the "Easement Area") for the purpose of providing access to, operating, maintaining, inspecting, improving, removing, altering, and/or replacing sidewalks and/or utility facilities including any supporting subsurface equipment (collectively, the "Facilities"), together with the right to enter the Burdened Property to access the Easement Area for the purposes set forth above.

The GRANTOR covenants that no permanent structure shall be erected and no trees or shrubs of any kind (other than trees or shrubs approved as part of a City development permit) shall be planted on the Easement Area without prior written approval of the GRANTEE. It is understood and agreed that if, at any time in the future, the GRANTEE determines that previously approved plantings present a threat to the continued operation or maintenance of the Facilities, the GRANTEE may remove said plantings without further notice or obligation to the GRANTOR. Notwithstanding the foregoing, the GRANTOR shall be allowed to construct a fence on, across or adjacent to the Easement Area, according to requirements and restrictions of all applicable City zoning and building requirements, provided that the Facilities remain fully accessible to the GRANTEE at all times.

GRANTEE shall be responsible, at GRANTEE'S expense, for maintaining and repairing the Facilities. The GRANTEE shall, upon completion of the installation and following any on-going maintenance or repair of the Facilities, remove all debris and restore the surface of the Burdened Property to a graded and seeded condition better than or equivalent to that which existed at the date of this agreement.

This easement and the covenants herein shall be covenants running with the land and shall be binding upon and inure to the benefit of the successors, heirs and assigns of both parties hereto.

The GRANTOR warrants that the GRANTOR has good title to the Burdened Property and warrants GRANTEE title to and quiet enjoyment of the easement conveyed herein.

The prevailing party in any action brought to enforce or interpret this agreement shall be entitled to recover its reasonable attorneys' fees incurred in said action.

GRANTEE shall indemnify, defend, and hold harmless GRANTOR from and against any claims or damages arising from the presence of the Facilities on the Burdened Property or GRANTEE'S exercise of its rights under this agreement.

No other easements for utilities shall be granted within the aforementioned Easement Area without the written consent of GRANTEE, which consent will not be unreasonably withheld..

Dated: June 5, 2008

**GRANTEE:**

**CITY OF COVINGTON**

Derek Matheson  
By: Derek M. Matheson  
Its: City Manager

Approved as to form:

Michael R. Kenyon  
Michael R. Kenyon  
Office of the City Attorney

STATE OF WASHINGTON )  
                                  )ss.  
COUNTY OF KING        )

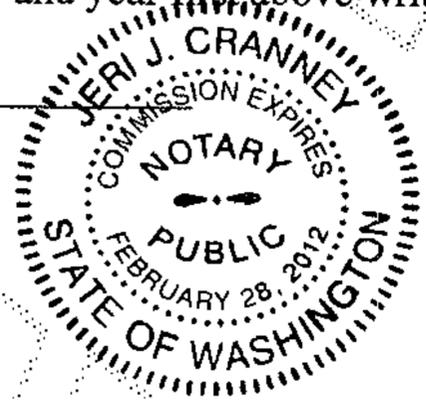
On this 5<sup>th</sup> day of June, 2008, before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared Derek M. Matheson to me known to be the City Manager of the City of Covington, the corporation that executed the foregoing instrument, and acknowledged the said instrument to be the free and voluntary act and deed of said corporation, for the uses and purposes therein mentioned, and on oath stated that Derek Matheson is authorized to execute the said instrument and that the seal affixed is the corporate seal of said corporation.

Witness my hand and official seal hereto affixed the day and year first above written.

Jeri J. Cranney  
NOTARY PUBLIC in and for the State of Washington.

Residing at: North Bend, WA

My Comm. Exp.: 2/28/12



**GRANTOR:**

**UNITED STATES OF AMERICA**

By:

*[Signature]*

Its: *Supervisory Realty Specialist*

STATE OF WASHINGTON )

)ss.

COUNTY OF KING )

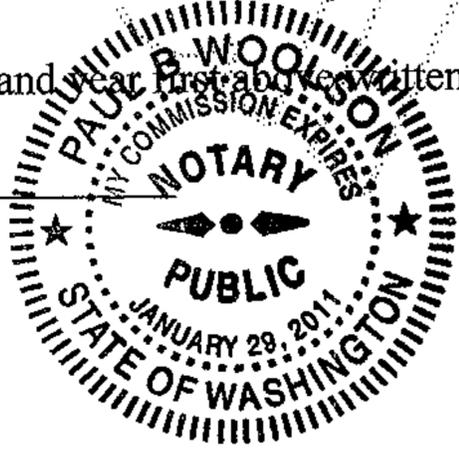
On this 30th day of May, 2008, before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared Neal E. Meisner to me known to be the Supervisor, Realty Specialist of \_\_\_\_\_ of the United States of America, the entity that executed the foregoing instrument, and acknowledged the said instrument to be the free and voluntary act and deed of said corporation, for the uses and purposes therein mentioned, and on oath stated that HC is authorized to execute the said instrument and that the seal affixed is the corporate seal of said entity.

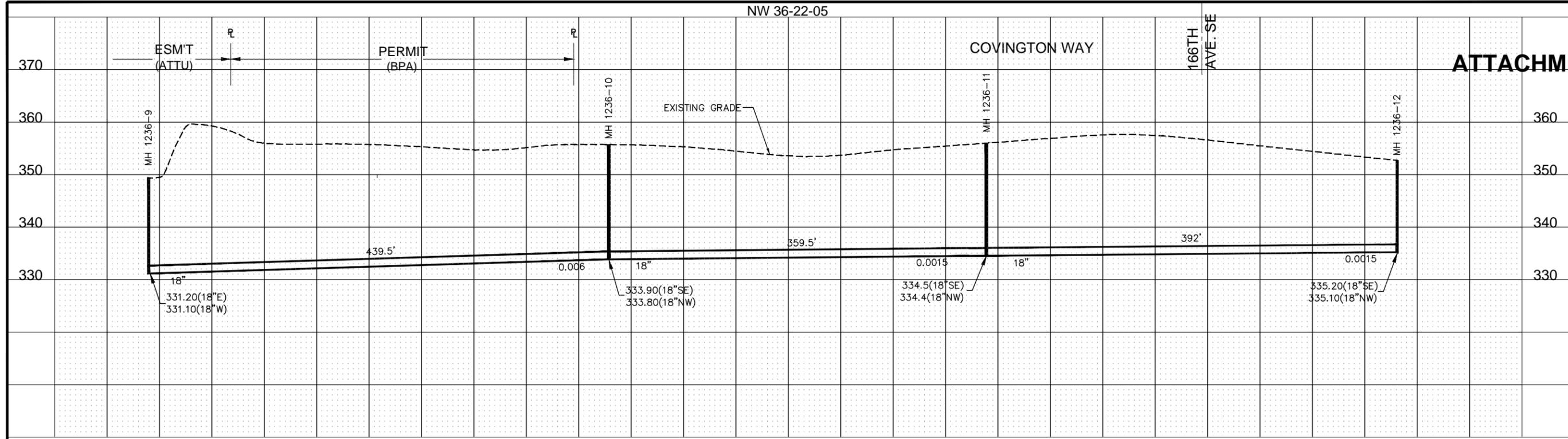
Witness my hand and official seal hereto affixed the day and year first above written.

*Paul B. Woolson*  
NOTARY PUBLIC in and for the State of Washington.

Residing at: Olympia

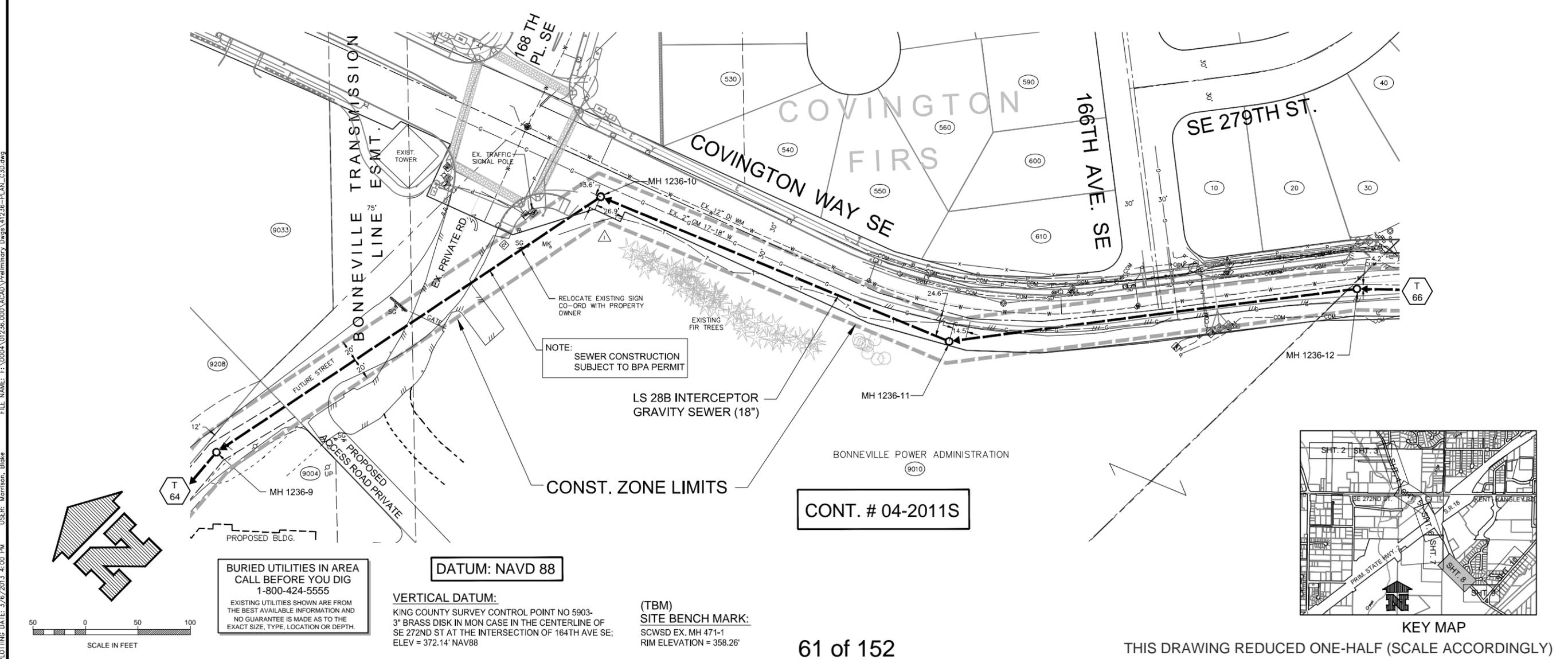
My Comm. Exp.: JANUARY 29, 2011





**ATTACHMENT 3**

NO.	BY	DATE	DESCRIPTION
1	BWM	3-6-13	ADJUST SEWER @ BPA PROPERTY & COV. WAY



DATE APPROVED	JDB/BWM	CST. FLD. BK. NO.	04-1236
PRINCIPAL APPROVAL	BWM	DES. FLD. BK. NO.	
DESIGN	BWM	NO.	
DRAWN	BWM	PG.	
CHECKED		1"=50'	
JOB NO.	04-1236	VERT. 1"=10'	

**ROTHHILL**  
 Roth Hill, LLC Tel 425.869.9448 www.rothhill.com  
 11130 NE 33rd Place, Suite 200 Bellevue, WA 98004

**SOOS CREEK WATER AND SEWER DISTRICT**  
 LIFT STATION NO. 46 REGIONAL SEWER CONVEYANCE IMPROVEMENT PROJECT  
 PLAN AND PROFILE

BASE MAP: R-10 / S-10  
 SHEET: 8 OF 10  
 DRAWING: T-65

PLOTTING DATE: 3/6/2013 4:00 PM  
 USER: Morrison, Blake  
 FILE NAME: F:\000A\01236\00\ACAD\Preliminary Drawings\1236-PLAN.dwg

**SUBJECT:** PUBLIC HEARING AND POSSIBLE ACTION ON EXTENDING THE MORATORIUM ON MEDICAL MARIJUANA PRODUCTION AND PROCESSING FACILITIES, DISPENSARIES, AND COLLECTIVE GARDENS FOR SIX MONTHS

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

**ATTACHMENT(S):**

1. Ordinance No. 01-13, adopted January 8, 2013, and effective January 13, 2013, extending for six months the previous moratorium on medical marijuana production and processing facilities, dispensaries, and collective gardens.
2. Proposed ordinance extending said moratorium for an additional six months.

**PREPARED BY:** Richard Hart, Community Development Director

**EXPLANATION:**

The purpose of this agenda bill action is to hold a public hearing to allow public testimony and take action extending the moratorium on medical marijuana production and processing facilities, dispensaries, and collective gardens for an additional six months.

In August 2011, the city council established a twelve-month moratorium on the establishment, location, operation, licensing, maintenance, or continuation of medical marijuana dispensaries, production facilities, processing facilities, and collective gardens. That moratorium was first extended for an additional six months in August 2012, and was extended again in February 2013. This proposed ordinance would further extend the moratorium for an additional six months, until March 2014, unless earlier terminated.

Little has changed in the conflict between state and federal law concerning medical marijuana. City staff has continually monitored this legal framework, including litigation undertaken by neighboring jurisdictions regarding the approval of business licenses for medical marijuana-based businesses.

Additionally, state legalization of the production, distribution, and use of recreational marijuana, and the state Liquor Control Board's development of state regulations regarding the same, fail to address any of the outstanding ambiguities in state law regarding medical marijuana production and processing facilities and collective gardens.

City staff has spent considerable time analyzing potential land use and zoning issues and the varying approaches other jurisdictions have taken towards regulating medical marijuana. Given the necessity for the city to adopt interim recreational marijuana zoning regulations before the end of the year (as explained under a separate agenda item Blue Sheet), city staff recommends

for the city to adopt interim medical marijuana zoning regulations at the same time. This coordinated approach will help to create a consistent interim regulatory scheme while city staff continue to follow and research the complex legal and policy issues that will inform permanent zoning regulations.

Accordingly, while staff prepares said interim regulations to bring before the council for consideration by the end of the year, the city must adopt an additional six-month moratorium to avoid collective gardens and other related medical marijuana businesses and facilities from vesting until the city's regulatory authority is clarified and appropriate regulations are adopted. The moratorium may be terminated prior to the end of the six-month term should the city adopt interim medical marijuana-related zoning regulations.

ALTERNATIVES:

1. Do not adopt a moratorium.
2. Provide alternate direction to staff.

FISCAL IMPACT: Staff time

CITY COUNCIL ACTION:     Ordinance     Resolution     Motion     Other

**Council member \_\_\_\_\_ moves, Council member \_\_\_\_\_ seconds, to adopt an ordinance providing for a six-month moratorium on medical marijuana collective gardens, production and processing facilities, dispensaries, and related businesses.**

REVIEWED BY:    City Manager; City Attorney; Finance Director

# ATTACHMENT 1

## ORDINANCE NO. 01-13

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, WASHINGTON, AMENDING ORDINANCE NO. 12-12 TO EXTEND THE MORATORIUM ON THE ESTABLISHMENT, LOCATION, OPERATION, LICENSING, MAINTENANCE, OR CONTINUATION OF MEDICAL MARIJUANA DISPENSARIES, PRODUCTION FACILITIES, PROCESSING FACILITIES, COLLECTIVE GARDENS, AND RELATED BUSINESSES WITHIN THE CITY OF COVINGTON FOR AN ADDITIONAL SIX MONTHS; PROVIDING FOR A PUBLIC HEARING ON THE MORATORIUM EXTENSION; ADOPTING FINDINGS OF FACT SUPPORTING THE MORATORIUM ADOPTED BY ORDINANCE NO's. 08-11 and 12-12; AND PROVIDING FOR SEVERABILITY.

WHEREAS, on August 9, 2011, the Covington City Council passed Ordinance No. 08-11, which declared an emergency necessitating the immediate imposition of a moratorium on the establishment, location, operation, licensing, maintenance, or continuation of medical marijuana dispensaries, production facilities, processing facilities, and collective gardens, as more particularly described in Ordinance No. 08-11; and

WHEREAS, on July 24, 2012, the Covington City Council passed Ordinance No. 12-12, which provided for a six-month extension of moratorium on the establishment, location, operation, licensing, maintenance, or continuation of medical marijuana dispensaries, production facilities, processing facilities, collective gardens, or any business or organization offering any type of service relating to collective gardens or to producing, processing, or dispensing medical marijuana; and

WHEREAS, Chapter 69.51A of the Revised Code of Washington (RCW), creates an affirmative defense for qualifying patients to the charge of possession of marijuana, and provides that such patients can, as an alternative to growing marijuana for their own use, designate a designated provider who can provide medical marijuana to only one patient at a time; and

WHEREAS, the Washington State Department of Health has opined that “the law [current Chapter 69.51A RCW] does not allow dispensaries” and that it is “not legal to buy or sell marijuana,” but the Department of Health has left enforcement of the law to local officials; and

WHEREAS, state law also allows, under certain conditions, collective gardens and provides the city the authority to adopt zoning, health and safety, and taxing regulations relating to collective gardens; and

WHEREAS, the U.S. Attorneys for Washington State have reiterated that marijuana possession, production, and distribution is a federal criminal offense and that local officials and

employees would not be immune to prosecution under the federal Controlled Substances Act, 21 U.S.C. §801 et seq., even if state law decriminalized the use, possession, and production of marijuana for medical purposes; and

WHEREAS, though state law allows medical marijuana collective gardens, the City of Covington currently has no licensing, zoning, or land use requirements that address collective gardens for medical marijuana production or that address medical marijuana production, processing, or dispensing facilities, should such dispensaries be determined to be authorized; and

WHEREAS, unregulated collective gardens are anticipated to have negative secondary impacts including a possible increase of criminal activity in the area of collective gardens, a possible increase in illegal drug activity in the area of the collective gardens, possible illegal distribution of medical marijuana, and may present health and safety concerns related to the handling of chemicals used in the growing and processing of marijuana, the ventilation of collective gardens and related air quality issues, and the electrical wiring of collective garden facilities; and

WHEREAS, the Covington City Council established a one-year moratorium to prevent the location and vesting of any medical marijuana collective gardens or medical marijuana production, processing, or dispensing facilities within the city while the city lacks the necessary tools to ensure regulation of the negative secondary impacts and health and safety concerns and to maintain the status quo while legal, political, and policy and city code impacts are studied and considered; and

WHEREAS, given the continuing uncertainty of the legal status of medical marijuana production facilities, processing facilities, and dispensaries under the current state law, and given the possibility of several pending actions that could clarify the conflict between state and federal law, including: (a) *John and Jane Does 1-13 v. City of Seattle*, King County Cause No. 11-2-42621-SEA regarding Seattle's regulation of collective gardens; (b) *Cannabis Action Coalition, et.al. v. City of Kent*, King Count Cause No. 12-2-19726-1-KNT regarding Kent's prohibition of collective gardens; (c) Bellingham's enforcement against collective gardens operating within its city limits and (d) the recent passage of Initiative 502 legalizing the recreational use of marijuana in the state, the city requires additional time for continued thorough legal review of the complicated legal framework that currently exists and is still evolving; and

WHEREAS, given the limitations on city staff time and resources, it is not an efficient use of city staff time or resources to commence a planning process by staff and an introduction of materials to the Planning Commission and the City Council until the legal issues surrounding the development of regulations for medical marijuana production, processing, and dispensing facilities, as well as collective gardens, are resolved; and

WHEREAS, the planning process that occurs will need to consider complex legal, zoning, licensing, health and safety, and taxation regulations for collective gardens, and marijuana production, processing and dispensing facilities should they be deemed legal; and

WHEREAS, the city must extend the moratorium on the establishment, location, licensing, maintenance, or continuation of medical marijuana dispensaries, production facilities, processing facilities, collective gardens, and related businesses for an additional six months to act as a stop-gap measure to provide an opportunity for legal clarification of the city's ability to regulate the siting and activities of collective gardens and medical marijuana dispensaries, production facilities, processing facilities, and related businesses if deemed legal, and to avoid the unregulated establishment of collective gardens within the city with rights contrary to and inconsistent with any revision the city may make to its regulatory scheme as a result of the city's continued consideration of this matter; and

WHEREAS, on January 8, 2013, the City Council held a public hearing on the moratorium as required by RCW 35A.63.220, and on that date accepted testimony from all members of the public desiring to be heard on the subject; and

WHEREAS, based upon the public testimony received on January 8, 2013, and based upon additional materials presented by city staff, a moratorium of limited duration is in the public interest; and

WHEREAS, on January 8, 2013, the City Council considered the foregoing facts, materials, and testimony, and deliberated on the issue of whether to maintain the moratorium; and

WHEREAS, RCW 35A.63.220 authorizes the City Council to adopt land use moratoria; and

WHEREAS, on January 8, 2013, the city's SEPA Responsible Official determined that the moratorium is exempt from SEPA under RCW 43.21.030(2) (c);

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

Section 1. Adoption of Defined Terms. For the purpose of this ordinance, the definitions of "Medical marijuana dispensary", "Medical marijuana processing facility", "Medical marijuana production facility", and "Medical marijuana collective garden" in Ordinance No. 08-11 are hereby adopted by reference as if fully set forth herein.

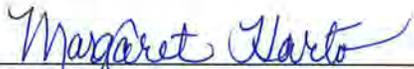
Section 2. Findings of Fact. In accordance with RCW 35A.63.220, which requires the City Council to adopt findings of fact justifying the adoption of moratoria, the "WHEREAS" clauses set forth above are hereby adopted as the City Council's findings of fact in support of the moratorium imposed by this ordinance and are by this reference incorporated herein as if set forth in their entirety.

Section 3. Moratorium Expiration. The six-month moratorium established by Ordinance No. 12-12 shall not lapse and shall be extended for an additional six months to be effective through August 12, 2013.

Section 4. Severability. Should any section, paragraph, sentence, clause, or phrase of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this ordinance be pre-empted by state or federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

Section 5. Effective Date. This ordinance shall be published in the official newspaper of the city and shall take full force and effect five days after the date of publication

ADOPTED BY THE CITY COUNCIL OF THE CITY OF COVINGTON, WASHINGTON, at a regular meeting thereof this 8<sup>th</sup> day of January, 2013.

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

PUBLISHED: January 11, 2013

EFFECTIVE: January 16, 2013

ATTESTED:

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

APPROVED AS TO FORM:

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

# ATTACHMENT 1

## ORDINANCE NO. 07-13

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, WASHINGTON, TO EXTEND THE MORATORIUM ON THE ESTABLISHMENT, LOCATION, OPERATION, LICENSING, MAINTENANCE, OR CONTINUATION OF MEDICAL MARIJUANA DISPENSARIES, PRODUCTION FACILITIES, PROCESSING FACILITIES, COLLECTIVE GARDENS, AND RELATED BUSINESSES WITHIN THE CITY OF COVINGTON FOR SIX MONTHS; PROVIDING FOR A PUBLIC HEARING ON THE MORATORIUM; ADOPTING FINDINGS OF FACT SUPPORTING THE MORATORIUM ADOPTED BY ORDINANCE NOS. 08-11, 12-12, AND 01-13; AND PROVIDING FOR SEVERABILITY.

WHEREAS, on August 9, 2011, the Covington City Council passed Ordinance No. 08-11, which declared an emergency necessitating the immediate imposition of a moratorium on the establishment, location, operation, licensing, maintenance, or continuation of medical marijuana dispensaries, production facilities, processing facilities, and collective gardens, as more particularly described in Ordinance No. 08-11; and

WHEREAS, on July 24, 2012, the Covington City Council passed Ordinance No. 12-12, which provided for a six-month extension of the moratorium on the establishment, location, operation, licensing, maintenance, or continuation of medical marijuana dispensaries, production facilities, processing facilities, collective gardens, or any business or organization offering any type of service relating to collective gardens or to producing, processing, or dispensing medical marijuana; and

WHEREAS, on January 8, 2013, the Covington City Council passed Ordinance No. 01-13, which provided for an additional six-month extension of said moratorium; and

WHEREAS, Chapter 69.51A of the Revised Code of Washington (RCW), creates an affirmative defense for qualifying patients to the charge of possession of marijuana, and provides that such patients can, as an alternative to growing marijuana for their own use, designate a designated provider who can provide medical marijuana to only one patient at a time; and

WHEREAS, the Washington State Department of Health has opined that “the law [current Chapter 69.51A RCW] does not allow dispensaries” and that it is “not legal to buy or sell marijuana,” but the Department of Health has left enforcement of the law to local officials; and

WHEREAS, state law also allows, under certain conditions, collective gardens and provides the city the authority to adopt zoning, health and safety, and taxing regulations relating to collective gardens; and

WHEREAS, the U.S. Attorneys for Washington State have reiterated that marijuana possession, production, and distribution is a federal criminal offense and that local officials and employees would not be immune to prosecution under the federal Controlled Substances Act, 21 U.S.C. §801 et seq., even if state law decriminalized the use, possession, and production of marijuana for medical purposes; and

WHEREAS, though state law allows medical marijuana collective gardens, the City of Covington currently has no licensing, zoning, or land use requirements that address collective gardens for medical marijuana production or that address medical marijuana production, processing, or dispensing facilities, should such dispensaries be determined to be authorized; and

WHEREAS, unregulated collective gardens are anticipated to have negative secondary impacts including a possible increase of criminal activity in the area of collective gardens, a possible increase in illegal drug activity in the area of the collective gardens, possible illegal distribution of medical marijuana, and may present health and safety concerns related to the handling of chemicals used in the growing and processing of marijuana, the ventilation of collective gardens and related air quality issues, and the electrical wiring of collective garden facilities; and

WHEREAS, the Covington City Council established a moratorium to prevent the location and vesting of any medical marijuana collective gardens or medical marijuana production, processing, or dispensing facilities within the city while the city lacks the necessary tools to ensure regulation of the negative secondary impacts and health and safety concerns and to maintain the status quo while legal, political, and policy and city code impacts are studied and considered; and

WHEREAS, given the continuing uncertainty of the legal status of medical marijuana production facilities, processing facilities, and dispensaries under the current state law, and given the possibility of several pending actions that could clarify the conflict between state and federal law, including: (a) *John and Jane Does 1-13 v. City of Seattle*, King County Cause No. 11-2-42621-SEA regarding Seattle's regulation of collective gardens; (b) *Cannabis Action Coalition, et.al. v. City of Kent*, King County Cause No. 12-2-19726-1-KNT regarding Kent's prohibition of collective gardens; and (c) the recent passage of Initiative 502 legalizing the recreational use of marijuana in the state, the city requires additional time for continued thorough legal review of the complicated legal framework that currently exists and is still evolving; and

WHEREAS, city staff has begun a planning process to introduce interim zoning regulations for collective gardens and medical marijuana production and processing facilities and related businesses by the end of the year while staff continue to consider the complex legal, zoning, licensing, health and safety, and taxation considerations for permanent zoning regulations for such activities and facilities; and

WHEREAS, the city must extend the moratorium on the establishment, location, licensing, maintenance, or continuation of medical marijuana dispensaries, production facilities, processing facilities, collective gardens, and related businesses for six months, or until interim zoning regulations are adopted, whichever is sooner, to act as a stop-gap measure to provide an

opportunity for legal clarification of the city's ability to regulate the siting and activities of collective gardens and medical marijuana dispensaries, production facilities, processing facilities, and related businesses if deemed legal, and to avoid the unregulated establishment of collective gardens within the city with rights contrary to and inconsistent with any revision the city may make to its regulatory scheme as a result of the city's continued consideration of this matter; and

WHEREAS, on August 27, 2013, the City Council held a public hearing on the moratorium as required by RCW 35A.63.220, and on that date accepted testimony from all members of the public desiring to be heard on the subject; and

WHEREAS, based upon the public testimony received on August 27, 2013, and based upon additional materials presented by city staff, a moratorium of limited duration is in the public interest; and

WHEREAS, on August 27, 2013, the City Council considered the foregoing facts, materials, and testimony, and deliberated on the issue of whether to continue the moratorium; and

WHEREAS, RCW 35A.63.220 authorizes the City Council to adopt land use moratoria; and

WHEREAS, on August 27, 2013, the city's SEPA Responsible Official determined that the moratorium is exempt from SEPA under RCW 43.21.030(2)(c);

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

Section 1. Adoption of Defined Terms. For the purpose of this ordinance, the definitions of "Medical marijuana dispensary", "Medical marijuana processing facility", "Medical marijuana production facility", and "Medical marijuana collective garden" in Ordinance No. 08-11 are hereby adopted by reference as if fully set forth herein.

Section 2. Findings of Fact. In accordance with RCW 35A.63.220, which requires the City Council to adopt findings of fact justifying the adoption of moratoria, the "WHEREAS" clauses set forth above are hereby adopted as the City Council's findings of fact in support of the moratorium imposed by this ordinance and are by this reference incorporated herein as if set forth in their entirety.

Section 3. Moratorium Expiration. This six-month moratorium shall expire six-months after the Effective Date, unless earlier terminated.

Section 4. Severability. Should any section, paragraph, sentence, clause, or phrase of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this ordinance be pre-empted by state or federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

Section 5. Effective Date. This ordinance shall be published in the official newspaper of the city and shall take full force and effect five days after the date of publication

ADOPTED BY THE CITY COUNCIL OF THE CITY OF COVINGTON, WASHINGTON, at a regular meeting thereof this 27<sup>th</sup> day of August, 2013.

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Mayor Margaret Harto

PUBLISHED:

EFFECTIVE:

ATTESTED:

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Sharon Scott

City Clerk

APPROVED AS TO FORM:

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Sara Springer

City Attorney

**SUBJECT:** BRIEFING TO COUNCIL REGARDING INTERIM REGULATIONS FOR THE PRODUCTION, PROCESSING, AND RETAIL SALES OF RECREATIONAL MARIJUANA.

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

**ATTACHMENT(S):**

1. Map demonstrating 1000 ft separation requirement of recreational marijuana facilities from sensitive uses as required by I-502.

**PREPARED BY:** Sara Springer, City Attorney

**EXPLANATION:**

**A. Local Recreational Marijuana Regulations**

Initiative 502, passed last November, legalized the possession and private recreational use of marijuana for adults 21 years of age and older.

The law calls for the establishment of a regulatory system licensing producers, processors, and retailers of recreational marijuana. The Washington State Liquor Control Board (LCB) has until December 2013 to adopt comprehensive regulations for the licensing of producers, processors, and retailers. The LCB recently announced a revised timeline for final adoption of said regulations and anticipate the regulations to become effective November 16, 2013. The LCB will then accept licensing applications for producers, processors, and retailers for thirty days beginning November 18, 2013.

Until the LCB regulations become effective, and licenses are issued, there is no legal way to produce, process, sell, or obtain marijuana for recreational use. Conversely, once licenses are issued by the LCB, there appears to be no clear avenue for local governments to prohibit recreational marijuana facilities entirely.

Given the above, and as I-502 does not preclude local governments from adopting their own regulations, city staff propose to adopt interim regulations, primarily related to zoning, for the production, processing, and retail of recreational marijuana before the LCB begins to accept licensing applications on November 18, 2013.

Accordingly, city staff will begin drafting said interim regulations to bring before the council for consideration after the LCB has finalized their regulations. I-502 already restricts the location of recreational marijuana production, processing, and retail facilities to at least 1,000 feet away from schools, playgrounds, recreation centers or facilities, child care centers, public parks, public transit centers, libraries, or game arcades. City staff has applied these separation requirements to a map of the city to determine the remaining eligible areas that the city may adopt zoning

regulations for the legal location of recreational medical facilities. See Attachment #1. As demonstrated by the map, the separation requirements greatly limit the eligible areas within the city for location of recreational marijuana facilities and provide staff a targeted area for consideration of interim zoning regulations.

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

**Coordination with Medical Marijuana Regulations**

I-502 makes no mention of medical marijuana and the state’s medical marijuana laws remain unchanged. Medical marijuana dispensaries will not automatically become retail marijuana stores. However, depending on the final regulations adopted by the LCB, a current medical marijuana collective garden/dispensary could change to being a recreational marijuana retail store if the owner obtained a state license for sale of recreational marijuana.

Accordingly, pursuant to the Blue Sheet addressing the continued moratorium on medical marijuana collective gardens and related facilities, city staff recommends that the city adopt interim regulations regarding medical marijuana at the same time as adopting interim regulations for recreational marijuana to ensure continuity and consistency in the city’s code.

ALTERNATIVES:

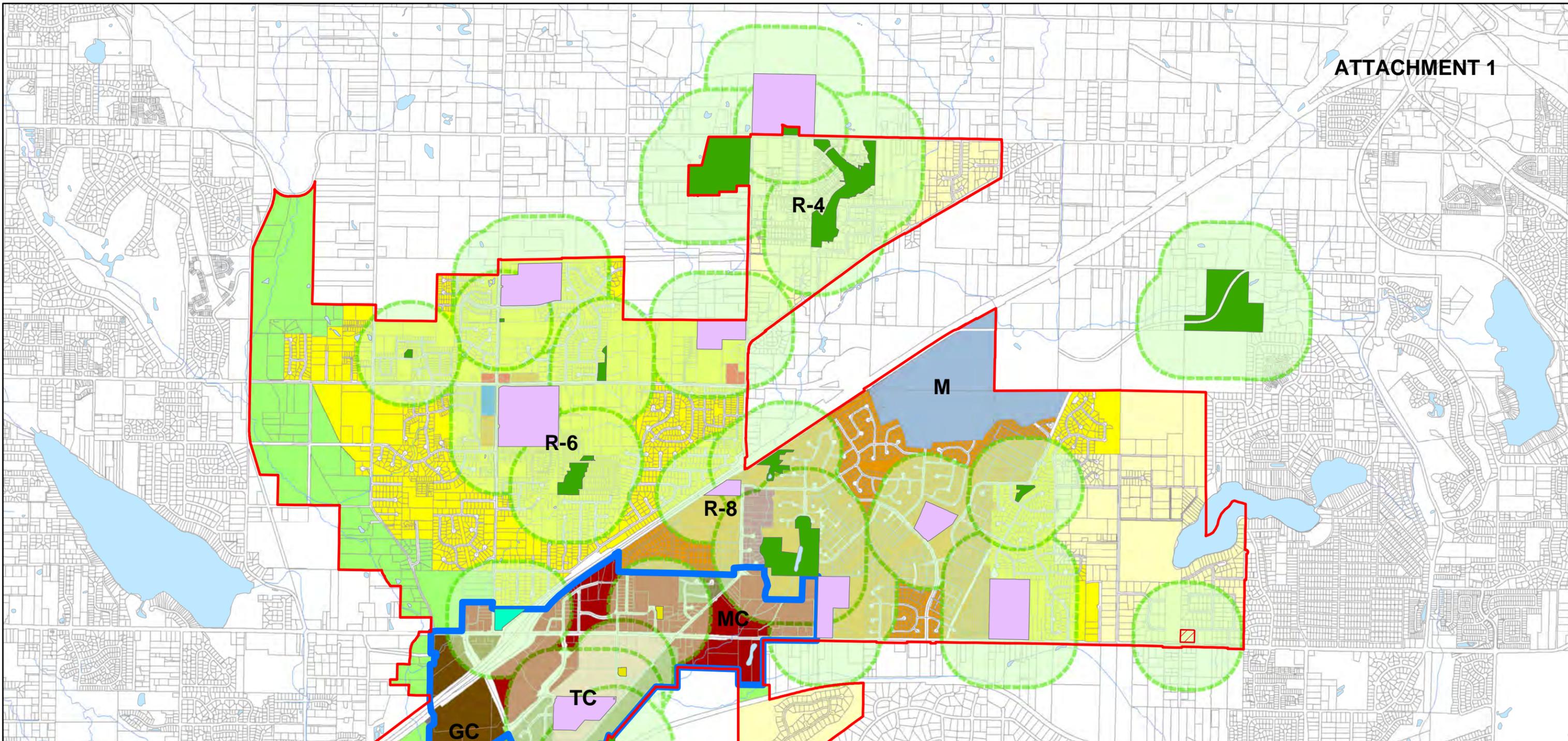
1. Provide alternate direction to staff.

FISCAL IMPACT: Staff time

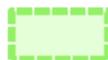
CITY COUNCIL ACTION: \_\_\_\_Ordinance \_\_\_\_Resolution \_\_\_\_\_Motion \_\_\_\_\_Other

**Provide input to staff.**

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



**I-502 Buffer Information**

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

**City of Covington: Zoning Information**

1 inch = 2,000 feet

- |   |   |
|---|---|
|  Community Commercial            |  Mixed Housing/Office ~60 Acres            |
|  General Commercial              |  Multifamily Residential 18du/ac ~18 Acres |
|  High Density Residential 8du/ac |  Neighborhood Commercial                   |
|  Industrial                      |  Town Center ~73 Acres                     |
|  Low Density Residential 4du/ac  |  Urban Separator                           |
|  Med Density Residential 6du/ac  |  City Limits                               |
|  Mineral                         |  Downtown Boundary                         |
|  Mixed Commercial                |   |



**SUBJECT:** AN ORDINANCE ADOPTING NEW CLEARING AND GRADING REGULATIONS AND AMENDMENTS TO STATE ENVIRONMENTAL POLICY ACT (SEPA) CATEGORICAL EXEMPTIONS.

**RECOMMENDED BY:** Richard Hart, Community Development Director

**ATTACHMENT(S):**

1. Proposed Ordinance creating Chapter 14.60 Clearing and Grading that establishes regulations for clearing and grading activities, amendments to CMC 16.10 SEPA categorical thresholds and associated amendments in Titles 14 and 18 of the City Code.

**PREPARED BY:** Salina Lyons, Principal Planner

**EXPLANATION:**

**Clearing and Grading Ordinance**

Since incorporation, the city has not adopted its own clearing and grading code, and instead has utilized clearing and grading codes from Appendix J of the International Building Code and sections left over from King County, which mostly address mineral extraction. As development within the city has progressed and more is occurring on infill lots and lots with critical areas, there is a heightened need for more specific codes for clearing and grading activities in Covington.

Staff experience with local builders suggests that when faced with varying site grades, the builder will attempt to create flat lots by constructing walls and/or importing or exporting potentially hundreds of cubic yards of soil. This type of work can cause significant problems with respect to permitting, inspection, and construction. After construction is complete, problems typically arise in the form of steep driveways, drainage, aesthetic complaints, severe grade changes between lots, property disputes, and other conflicts particularly at the property line.

The city has also experienced an increase in code enforcement actions regarding the import of fill material and the construction of retaining walls and rockeries without obtaining permits. Current city policy requires a permit for the import or export of 50 cubic yards (cy) of fill or more; however, this policy is not codified. This makes it challenging for city staff to provide direction to property owners regarding permitting regulations and for the code enforcement officer to address illegal grading activities. As a point of reference, the amount of soil in 10 cy is equivalent to one full dump truck.

The attached clearing and grading ordinance is intended to codifying the current policy that import or export of 50 cy will require a permit, require that final lot grading be considered at the

time of preliminary review, and that walls and rockeries be identified and built with plat construction and not with each individual home construction. This will reduce the conflicts that come with creating curb appeal and the building of rock walls that impede stormwater flows, create property line disputes, and negatively impact surrounding property.

### **SEPA Categorical Exemptions**

The new SEPA Categorical Exemption became effective July 10, 2012, pursuant to WAC 197-11-800, which allows cities planning under the Growth Management Act to adopt higher SEPA categorical thresholds. Currently, Covington uses the lower level thresholds for environmental review exemption provided by the previous law. After review of other adjacent cities that have taken action based on the new regulations, the following categorical exemption thresholds are proposed:

1. Increase the flexible threshold for Single Family Residential (SFR) dwelling units (du) from 4 to 9. It is staff's experience that a difference between 9 du and 4 du does not increase the level of development to a range that makes the cumulative impacts greater. Also, staff intends to evaluate the option to increase the short plat process from 4 units to 9 units. In the interim, increasing the SEPA threshold will provide some relief for medium size residential developments.
2. Implement a flexible threshold for multifamily residential units and limit the applicability to the Mixed Housing Office (MHO), Mixed Commercial (MC), and General Commercial (GC) zones in the downtown zoning districts and the R-18 multifamily zone. Implementing a flexible threshold for multifamily may serve as another tool or incentive to spur redevelopment and infill in these zoning areas.
3. Increase the flexible threshold for landfill and excavation (clearing and grading) from 200 cy to a tiered system. SEPA review would be required for clearing and grading over 500 cy, unless the site contains a critical area or shoreline then the threshold is 250 cy. The city has three major stream corridors and associated shorelines and wetland that are valued by the citizens and the tiered approach provides an additional level of assurance and protection in these critical areas.

### **Other Associated Amendments**

Various sections of the CMC will need to be amended to address the new clearing and grading ordinance and amended SEPA categorical thresholds.

### ALTERNATIVES:

1. Recommend amendments to the proposed ordinance.
2. Return the issue to city staff and/or Planning Commission for further study and analysis.

### FISCAL IMPACT:

No direct fiscal impacts are anticipated from the adoption of development agreement ordinance.

CITY COUNCIL ACTION:  Ordinance  Resolution  Motion  Other

**Council member \_\_\_\_\_ moves, Council member \_\_\_\_\_ seconds, to adopt an ordinance creating Chapter 14.60 Clearing and Grading that establishes regulations for clearing and grading activities, amendments to CMC 16.10 SEPA categorical thresholds and associated amendments in Titles 14 and 18 of the City Code.**

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

**ORDINANCE NO. 08-13**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON ADOPTING A NEW CHAPTER 14.60 OF THE COVINGTON MUNICIPAL CODE (CMC) ESTABLISHING CLEARING AND GRADING REGULATIONS, ESTABLISHING NEW STATE ENVIRONMENTAL POLICY ACT (SEPA) CATEGORICAL THRESHOLDS IN CHAPTER 16.10, AND AMENDING CMC CHAPTERS 13.37, 14.30 14.35, 14.105, 18.20, 18.55, AND 18.60 RELATED TO THE CLEARING AND GRADING REGULATIONS.

WHEREAS, the City of Covington has determined that clearing and grading regulations are needed to better protect the public from adverse impacts due to grading activities, and to produce a better end product for developing property; and

WHEREAS, the Washington Administrative Code (WAC) 197-11-800 allows cities, towns or counties to raise the exemptions level specified in the section by implementing an ordinance; and

WHEREAS, the Covington Planning Commission held a duly noticed public hearing during their regular meeting on August 15, 2013, wherein no members of the public provided written comments on the proposed development agreement process or spoke at the Planning Commission public hearing or during the regular meeting; and

WHEREAS, the Covington Planning Commission, during their regular meeting on August 15, 2013, reviewed the draft ordinance provided by staff based on the Commission's direction and voted to recommend approval of the new development agreement regulations and associated amendments to the City Council.

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

Section 1. Adopting New Chapter 14.60 of the CMC. A new Chapter 14.60 of the Covington Municipal Code is hereby adopted in the form as set forth in the attached Exhibit A, fully incorporated herein by this reference.

Section 2. Establishing New State Environmental Policy Act (SEPA) Categorical Exemptions. New SEPA categorical thresholds are hereby adopted in the form as set forth in the attached Exhibit A, fully incorporated herein by this reference.

Section 3. Adopting Amended CMC Chapters. The associated amendments in Chapters 13.37, 14.30 14.35, 14.105, 18.20, 18.55, and 18.60 of the Covington Municipal Code regulating to the clearing and grading regulations are hereby adopted in the form as set forth in the attached Exhibit A.

Section 4. This ordinance shall be in full force and effect five days after proper posting and publication. A summary of this ordinance may be published in lieu of publishing the ordinance in its entirety.

Section 5. If any provision of this ordinance, or ordinance modified by it, is determined to be invalid or unenforceable for any reason, the remaining provisions of this ordinance and ordinances and/or resolutions modified by it shall remain in force and effect.

Passed by the City Council on the 27th day of August 2013.

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

PUBLISHED: August 30, 2013

EFFECTIVE: September 4, 2013

ATTESTED:

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

APPROVED AS TO FORM:

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

## Chapter 14.60 CLEARING AND GRADING REGULATIONS

### Sections:

- 14.60.010 Purpose.
- 14.60.020 Definitions.
- 14.60.030 Applicability.
- 14.60.040 Related codes and regulations.
- 14.60.050 Administration.
- 14.60.060 Hazards.
- 14.60.070 Design variances and deviations.
- 14.60.075 Clearing and grading fees.
- 14.60.080 Clearing and grading permit required.
- 14.60.100 Permit requirements.
- 14.60.110 Expiration of permits and applications.
- 14.60.120 Operating conditions and standards of performance.
- 14.60.130 Grading – Land development projects.
- 14.60.135 Grading – Individual lots.
- 14.60.140 Drainage.
- 14.60.150 Slopes.
- 14.60.160 Fill.
- 14.60.170 Rock and retaining walls.
- 14.60.190 Driveways – Design.
- 14.60.200 Inspections.
- 14.60.210 Final approval.
- 14.60.240 Enforcement, violations and penalties.

### **14.60.010 Purpose.**

(1) This chapter is intended to regulate clearing, grading and earthwork construction, including cuts and fills, within the city of Covington, in order to protect public health, safety, welfare, and aesthetics by:

- (a) Preventing damage to property and harm to persons caused by excavations and fills;
- (b) Minimizing adverse stormwater impacts generated by the removal of vegetation and alteration of landforms;
- (c) Protecting water quality from the adverse impacts associated with erosion and sedimentation;
- (d) Minimizing the height, steepness, and number of graded slopes;
- (e) Minimizing the amount of grading after a property is developed and prepared for building construction;

- (f) Minimizing the height and number of rock and retaining walls;
- (g) Protecting critical areas and associated buffers from adverse clearing and grading activities;
- (h) Minimizing aquatic and terrestrial wildlife habitat loss caused by the removal of vegetation;
- (i) Establishing minimum access requirements to and around buildings for safety, security, maintenance, and general use and enjoyment of property;
- (j) . Establishing administrative procedures for the issuance of permits, approval of plans, and inspection of clearing and grading operations; and
- (k) Providing enforcement and penalties for the violation of this chapter.

(2) This chapter establishes the administrative procedure for issuance of permits, provides for approval of plans and inspection of clearing and grading operations, and provides for enforcement and penalties for the violation of this chapter. (Ord. 2013-ZZZ § 2).

#### **14.60.020 Definitions.**

Certain words and phrases used in this chapter, unless otherwise clearly indicated by their context, mean as follows: Unless otherwise defined in this chapter the definitions provided in Chapter 18.20 CMC shall be applicable.

(1) “Bench” is a relatively level step excavated or constructed into earth material on which fill is to be placed.

(2) “Best management practices (BMPs)” mean the best available and reasonable physical, structural, managerial, or behavioral activities that, when used singly, or in combination, eliminate or reduce the contamination of surface and/or ground waters.

(3) “Borrow” means earth material acquired from an off-site location for use in grading on a site.

(4) “Clearing and grading permit” means the written permission of the director to the applicant to proceed with the act of clearing and grading within the provisions of this chapter. The clearing and grading permit includes the associated approved plans and any conditions of approval as well as the permit form itself.

(5) “Compaction” is the densification of a fill by mechanical means.

(6) “Earth material” is any rock, natural soil or fill, or any combination thereof.

(7) “Excavation” is the removal of earth material. The term “cut” can also be used to describe excavation.

(8) “Fill” is a deposit of earth material placed by mechanical or other means.

(9) “Infrastructure improvements” means streets, drainage facilities, utilities, and associated appurtenances typically constructed as part of a development project for the purposes of serving the development.

(10) “Key” means a compacted fill placed in a trench excavated in earth material beneath the toe of a slope.

(11) “Modular block wall” means a wall constructed of manufactured modular wall units acting as a protective facing for an exposed soil face or as a gravity retaining wall.

(12) “Reinforced fill” or “reinforced soil” means soil fill designed by a geotechnical engineer which includes reinforcement consisting of metal or synthetic materials in bars, trips, grids, or sheets.

(13) “Retaining wall” means a wall designed to resist the lateral displacement of soil or other materials.

(14) “Rockery” or “rock wall” means one or more courses of large rocks stacked near vertical in front of an exposed soil face to protect the soil face from erosion and sloughing. A rockery or rock wall is not a retaining wall.

(15) “Site restoration” is the permanent restoration of lands modified under the provisions of this code, typically in the form of the establishment of vegetation and drainage facilities to control the rate and erosive force of stormwater runoff.

(16) “Terrace” is a relatively level step excavated or constructed in the face of a graded slope surface for drainage and maintenance purposes.

#### **14.60.030 Applicability.**

The provisions of this chapter shall apply to any person developing, altering, clearing, or grading land, or constructing buildings in the city of Covington.

#### **14.60.040 Related codes and regulations.**

(1) The requirements of this chapter are in addition to other city codes, standards, and regulations. Where conflicts exist between the provisions of this chapter and other codes and standards, the most restrictive shall apply.

(2) The applicant shall comply with this chapter, the City of Covington Design and Construction Standards, as adopted in Chapter 12.60 CMC, Appendix J of the International Building Code, as adopted in Chapter 15.05 CMC, Surface and Stormwater , as adopted in Chapter 13.25 CMC, Title 14, Title 18, and equivalent standards approved by the director.

(3) Requirements administered by other state and local agencies may also apply. The responsibility for determining the existence and application of other agency requirements rests solely with the applicant.

#### **14.60.050 Administration.**

(1) The director is authorized to develop and adopt administrative rules and procedures for the purposes of implementing and enforcing the provisions of this chapter.

(a) If clearing and grading, inconsistent with the purposes and requirements of this chapter, has occurred on a site, the city shall not accept or grant any development permits or approvals for the site unless the applicant adequately restores the site.

(2) The director may impose conditions on permit approval as needed to mitigate identified project impacts and shall deny permit applications that are inconsistent with the provisions of this chapter.

(3) As a condition of any permit issued for activity covered by this chapter, the property owner shall be required to consent to entry upon the land by the director or his/her designee at all reasonable times to inspect the same or to perform any duty imposed upon the director by this chapter. If the land is occupied, the director shall first present proper credentials and request entry. If the land is unoccupied, a reasonable effort shall be made to locate the owner or other persons at the site who are in apparent charge or control of the land and demand entry. If no person is located, the director may enter said property and shall, with due diligence, make attempts to notify the owner, occupant, or other person having charge within a reasonable amount of time of the entry.

(4) Where the director has reasonable grounds to believe that activities for which a permit is required by this chapter are being conducted without a permit on land within the city, the director or his/her designee, may seek to inspect the land and such activity. If the land is occupied, the director shall first present proper credentials and request entry for inspection. If the land is unoccupied, a reasonable effort shall be made to locate the owner or other persons at the site who are in apparent charge or control of the land and request entry for inspection. If no person is located, or if entry is refused, the director may request the assistance of the city attorney, city prosecutor, or police department regarding access.

#### **14.60.060 Hazards.**

The director has the authority to determine whether an existing site, as a result of clearing, grading, excavation, filling, or other similar activity, has become a hazard which may endanger property or adversely affect the safety, use, or stability of a public way or drainage channel.

#### **14.60.070 Design Variances and Deviations**

(1) A design deviation is a type 1 decision and a design variance is a type 2 decision, as established by CMC 14.30.040. Applicants requesting a variance from the requirements of this chapter shall provide justification for the variance in accordance with Chapter 18.125. Applicants requesting a deviation from the requirements of this chapter shall provide justification in accordance with the process outlined in the city's Design and Construction Standards, adopted in Chapter 12.60 CMC. The director, city engineer, and/or their designee, may impose conditions upon the granting of any clearing and grading design deviations or design variance.

(2) Applications for variances shall require payment of all application fees to cover the cost of the review. Such fees are set forth in the current fee resolution.

#### **14.60.075 Clearing and Grading Fee**

(1) Fees shall be collected to compensate the Department for the investigation, permit administration, plan review, and ongoing monitoring/inspection of grading and clearing permit applications consistent with the grading and/or clearing fees set forth in the current fee resolution.

(2) Fee Reductions. Grading permit fees for projects entirely completed within one year or for permits reviewed in conjunction with other land use permits may qualify for a fee reduction. The reduction is set forth in the current fee resolution.

(3) Work without a Permit. Whenever any work for which a grading or clearing permit is required by this chapter has been commenced without first obtaining a valid permit, the city may double the clearing and grading fee as set forth in the grading permit fee tables in the current fee resolution. This fee increase may be imposed in addition to any other enforcement procedures pursuant to this chapter.

(4) Additional Review Fees. In addition to the grading and clearing permit fees set forth in this section, other fees required by the Covington Municipal Code may be applicable to individual grading permit applications. Such fees include, but are not limited to, shoreline management, SEPA, and critical areas review fees.

#### **14.60.080 Clearing and grading permit required.**

(1) A clearing and grading permit is required for all clearing and grading activities, unless the activity is exempt as follows:

(a) An on-site excavation for basements and footings of a building, retaining wall, or other structure authorized by a valid building permit. This shall not exempt any fill made with the material from such excavation;

(b) Routine landscape maintenance or installation of landscaping improvements involving not more than 50 cubic yards in total of excavation and fill on a single parcel of property within a 12-month period; provided, that topsoil up to a depth of six inches, regardless of quantity, may be placed on single-family residential properties without requiring a permit, provided this activity is not conducted within a critical area or associated buffer;

(c) Maintenance of existing driveways or private access roads within their existing road prisms;

(d) Any clearing or grading within a publicly owned road right-of-way or easement, for which a right-of-way use permit has been granted by the city;

(e) Clearing or grading by a public agency for the following routine maintenance activities:

(i) Routine clearing within road right-of-way,

(ii) Pavement maintenance,

(iii) Normal grading of gravel shoulders,

(iv) Roadside ditch cleaning,

(v) Maintenance of culverts,

(vi) Maintenance of flood control or other approved surface water management facilities,  
and

(vii) Normal and routine maintenance of parks and trails;

(f) Cemetery graves;

(g) Excavation or fill less than three feet in vertical depth not involving more than 50 cubic yards of earth or other material on a single site;

(h) Clearing associated with tree and vegetation removal as exempt in CMC 14.45.050. C ;

(i) Clearing or grading activities for the purposes of gathering information required by the city for application of a development proposal, such as:

(i) Hand clearing of vegetation for surveying,

(ii) Minimal clearing and grading as required to perform geotechnical exploration to characterize geologic formations and soils, and

(iii) Minimal clearing and grading to install erosion and sedimentation control devices in accordance with an approved temporary erosion and sedimentation plan;

(iv) Removal of trees outside of critical areas; provided that trees to be removed are not located in an area designated to be preserved as part of an approved tree retention plan in general accordance with CMC 18.45.080; and, provided that a forest practices application is not required by the Washington State Department of Natural Resources.

(2) All clearing and grading within critical areas and their associated buffers shall conform to the provisions of this chapter and Chapter 18.65 CMC.

(3) A clearing and grading permit may be issued as a component of a building permit, or other permit, rather than as a separate permit. The director may require that single-family building permits and clearing and grading permits be combined.

(4) All clearing and grading activities within the city, regardless of whether a permit is required, shall meet the performance and restoration requirements of this chapter and shall include the use of best management practices to reduce erosion and protect water and air quality.

**14.60.100 Permit requirements.**

(1) Applications shall be on forms prescribed by the director and shall include such information as deemed necessary by the director to establish compliance with this section. A complete application shall include requirements as outlined in CMC 14.35.020 and this section, unless otherwise approved by the director and as shown on the application form.

(a) A complete application on a form supplied by the department;

(b) Payment of any application fee set forth in the current fee resolution;

(c) Describe the work to be covered by the permit for which application is made;

(d) Indicate the estimated quantities of work involved (disturbed area in acres and cut and fill quantities in cubic yards);

(e) Be signed by the property owner or his/her authorized agent who shall be required to submit evidence to indicate such authority;

(f) Complete bond quantity worksheet, associated financial guarantees, and liability insurance as set forth in CMC 14.105.150 and CMC 14.105.170; and

(g) Other information as may be required by the director.

(2) Each application for a grading permit shall be accompanied by plans and specifications and other supporting data, as applicable. The plans and specifications shall be prepared and signed by a civil engineer registered to practice in the state of Washington. Plans and specifications for single-family residential construction shall not require preparation by a licensed engineer unless deemed necessary by the city engineer.

(3) Plans shall be prepared in general accordance with Chapter 10 of the city's Design and Construction Standards.

(a) Tree retention plan shall be prepared in accordance with CMC 18.45.080;

(b) A soils report shall be prepared by a licensed soils or geotechnical engineer and shall cover all portions of the project within the engineer's expertise, including site history; geologic structures; surface conditions; subsurface conditions; recommendations for foundation support, site preparation, structural fill, slope stability, and mitigation; design parameters for retaining structures and structure backfill, surface and subsurface drainage, dewatering, excavation conditions, and hazards; seismic conditions, erosion, and sedimentation hazards and controls; use of on-site materials for structural fill and backfill; and pavement design. The soils or geotechnical engineer shall be retained as the engineer-of-record for the duration of the project; and

(c) If the clearing or grading is proposed to take place in or adjacent to a critical area as regulated in CMC 18.65, provide information as required by that chapter.

(4) Issuing Clearing and Grading Permits.

(a) After an application has been filed and reviewed, the director shall determine that the clearing and grading work complies with the other provisions of the municipal code or request that the application be corrected or amended to comply with this chapter.

(b) In granting a clearing and grading permit, the director may require measures to mitigate the impacts of the clearing and grading work.

(c) No clearing and grading permit shall be issued until approved by federal, state, and local agencies having jurisdiction by laws or regulations pertaining to the proposed work.

(d) Upon approval of the application and issuance of the clearing and grading permit, no work shall be done that is not provided for in the permit.

(e) The clearing and grading permits from the director shall be required regardless of any other permits issued by any other department or governmental agency who may be interested in certain aspects of the proposed work.

#### **14.60.110 Expiration of permits and applications.**

(1) An application for a clearing and grading permit may be cancelled for inactivity if an applicant fails, without reasonable justification, to respond to the department's written request for revisions or corrections within 60 days of receipt of such request. The director may extend the response period beyond 60 days if the applicant provides and adheres to a reasonable schedule for submitting the full revisions.

(2) Clearing and grading permits expire as follows:

(a) If a building permit is issued for the same site, the clearing and grading permit shall automatically expire or be extended when the building permit expires or is extended;

(b) If a building permit is not issued for the same site, the clearing and grading permit shall expire as follows:

(i) The permit shall expire if the authorized work has not begun within 180 days from the date of permit issuance, or if work is abandoned for over 60 consecutive days, unless an extension has been granted. The applicant shall be responsible for notifying the director, in writing, if delays or unforeseen circumstances are impacting the start or continuation of the work.

(ii) If the authorized work is continually performed, the permit shall expire one year from the date of issuance, unless a different time frame is specified on the permit or an extension is granted. Up to two one-year extensions may be granted by the director; provided that conditions which were relevant to issuance of the permit have not changed substantially and no material detriment to the public welfare will result from the extension. The applicant shall be responsible for notifying the director, in writing, if delays or unforeseen circumstances are impacting the completion of the work. An extension may be granted by the director; provided the applicant provides the following:

(A) A written request and applicable fee. The request should be submitted no later than 60 days prior to expiration of the permit;

(B) The applicant's project engineer submits a signed statement certifying that they have reviewed the current physical conditions of the site and such conditions have not changed to a degree as to require a revision to the design of the site in order to remain consistent with the applicable standards and requirements which were in effect at the time of the original permit approval and the associated land use approval.

(3) When a permit is ready to be issued, the applicant shall be notified and must pick up the permit within 60 days of notification. If the permit is not picked up, it may be canceled by the director and become null and void. If the permit is canceled, the director shall notify the applicant by mail.

#### **14.60.120 Operating conditions and standards of performance.**

All clearing and grading activities in the city shall conform to the city's adopted regulations as set forth in the municipal code and the provisions of this section as follows:

(1) All standards under this chapter shall be consistent with the city's adopted storm water and reference manuals adopted in CMC 13.25.020, herein referred to as the "city's stormwater manual".

(2) The site shall be operated and maintained in a neat and orderly manner, free from junk, trash, or unnecessary debris.

(3) Prior to the start of clearing and grading operations, the applicant shall identify all proposed haul routes and access points to the site for review and approval by the city.

(4) The applicant must properly handle and dispose of other pollutants that are on-site during construction so as to avoid possible health risks or environmental contamination. Direct and indirect discharge of pollutants to the drainage system, critical areas, wetlands, streams, or any other adjacent properties is prohibited. Storage of fuel or other hazardous substances on-site is prohibited.

(a) All pollutants, including waste materials and demolition debris, that occur on site shall be handled and disposed of in a manner that does not cause contamination of stormwater.

(b) Cover, containment, and protection from vandalism shall be provided for all chemicals, liquid products, petroleum products, and other materials that have the potential to pose a threat to human health or the environment. On-site fueling tanks shall include secondary containment.

(c) Maintenance, fueling, and repair of heavy equipment and vehicles shall be conducted using spill prevention and control measures. Contaminated surfaces shall be cleaned immediately following any spill incident.

(d) Wheel wash or tire bath wastewater shall be discharged to a separate on-site treatment system or to the sanitary sewer with local sewer district approval pursuant to state Department of Ecology standards, unless modified by the director.

(e) Application of fertilizers and pesticides shall be conducted in a manner and at application rates that will not result in loss of chemical to stormwater runoff. Manufacturers' label requirements for application rates and procedures shall be followed.

(f) Best management practices shall be used to prevent or treat contamination of stormwater runoff by pH modifying sources. These sources include, but are not limited to: bulk cement, cement kiln dust, fly ash, new concrete washing and curing waters, waste streams generated from concrete grinding and sawing, exposed aggregate processes, dewatering

concrete vaults, concrete pumping and mixer washout waters. Construction site operators shall adjust the pH of stormwater if necessary to prevent violations of water quality standards.

(g) Construction sites with significant concrete work shall adjust the pH of stormwater if necessary to prevent violations of water quality standards. Construction site operators shall obtain written approval from the state Department of Ecology prior to using chemical treatment other than CO<sub>2</sub> or dry ice to adjust pH.

(5) The applicant shall be responsible that the requirements found either in the city's stormwater manual or outlined below are met for the following:

- (a) Site containment;
- (b) Installing sediment controls;
- (c) Stabilizing disturbed areas;
- (d) Stabilizing channels and outlets.

(6) Land disturbance activities shall not result in off-site physical damage, nor pose a danger or hazard to life or property. Such activities shall neither contribute to nor create landslides, accelerated soil creep, or settlement of soils.

(7) Dewatering Devices.

(a) Foundation, vault, and trench dewatering water that has similar characteristics to stormwater runoff at the site shall be discharged into a controlled conveyance system prior to discharge to a sediment pond. Channels must be stabilized according to the standards in the city's stormwater manual.

(b) Clean, nonturbid dewatering water, such as well-point groundwater, can be discharged to systems tributary to state surface waters provided the dewatering flow does not cause erosion or flooding of receiving waters. These clean waters should not be routed through stormwater sediment ponds.

(c) Highly turbid or contaminated dewatering water shall be handled separately from stormwater.

(d) Other disposal options, depending on site constraints, may include:

(i) Infiltration.

(ii) Transport off site in a vehicle, such as a vacuum flush truck, for legal disposal in a manner that does not pollute state waters.

(iii) On-site treatment using chemical treatment or other suitable treatment technologies.

(iv) Sanitary sewer discharge with local sewer district approval.

(v) Use of a sedimentation bag with outfall to a ditch or swale for small volumes of localized dewatering.

(8) Site-Specific Requirements. Additional site-specific requirements may be established after a site visit by the city. These requirements shall be based on specific site conditions and are limited to additional temporary erosion and sedimentation control and the mitigation of hazardous or potentially hazardous conditions that pose a threat off-site or habitat preservation.

**14.60.130 Grading – Land development projects.**

(1) For all land development projects such as subdivisions, short subdivisions, and commercial site developments, the applicant shall, after being issued the proper permits, clear and grade the property and install infrastructure improvements. Final grades of lots shall be prepared in accordance with the provisions of this chapter. Individual lots shall be cleared and graded in accordance with CMC 14.60.135.

(2) Individual lots within a land development project shall be cleared and graded as part of the overall project’s mass grading and construction of infrastructure. The individual lots shall be graded to accept the expected buildings and driveways. All lots shall be designed and constructed with due regard to the natural topography.

(a) Walls and slopes proposed as a means of grade separation between lots shall be constructed as part of the mass grading phase of the project and shall be constructed entirely on the downhill lot.

(b) If lots are expected to be constructed for a daylight basement type building, the lot shall be prepared as near as possible for such a building by grading a terrace at some distance from the street. The excess material from the terrace shall be hauled off-site or utilized as fill, if suitable elsewhere on the project.

**14.60.135 Grading – Individual lots.**

Individual lots may be cleared and graded with the following restrictions:

(1) Excavation and fill will be allowed up to maximum depth of three feet, excluding the excavation required for the building foundations.

(2) Grading across property boundaries will only be allowed if a separate clearing and grading permit is issued for the grading activity for all affected lots.

(3) Any grading of the property and individual lots shall generally conform to the natural topography of the property and adjacent properties and all provisions of this chapter.

(4) All building lots shall be graded and prepared such that all roof, yard, wall, slope, driveway, and footing drains can be connected directly by gravity to the project's drainage system. Discharge to an alternate location may be allowed only with prior approval of the city engineer and appropriate easements from affected downstream property owners.

#### **14.60.140 Drainage.**

Clearing and grading operations shall take all necessary precautions, through the use of best management practices (BMPs), to control drainage within the site and off-site to avoid damage to adjoining properties and drainage facilities and prevent impacts to water quality as outlined in the city's stormwater manual and Design and Construction Standards.

#### **14.60.150 Slopes.**

Slopes shall be constructed with due regard for drainage, access, maintenance, impacts to adjacent property, and aesthetics. Constructed slopes shall comply with all applicable codes and standards and the following criteria.

(1) Fill slopes shall be constructed no steeper than three horizontal to one vertical. Cut slopes may be constructed at a maximum slope of two horizontal to one vertical upon approval of the director and recommendation of a geotechnical engineer for those areas lying outside the building envelope. In addition, the following standards shall apply to cut and fill slopes:

(a) Minimize clearing and grading on slopes 15 percent or greater. Clearing and grading on slopes shall meet any applicable critical areas standards set forth in CMC 18.65.

(b) Slopes shall comply with the land use code restrictions applicable to slopes 40 percent or greater and to areas of colluvial or landslide deposit on slopes of 15 percent or greater.

(c) Do no clearing, excavation, stockpiling, or filling on the potential slide block of an unstable or potentially unstable slope unless it is demonstrated to the director's satisfaction that the activity would not increase the load, drainage, or erosion on the slope.

(d) Do no clearing, excavation, stockpiling, or filling on any unstable or potentially unstable areas (such as landslide deposits) unless it is demonstrated to the director's satisfaction that the activity would not increase the risk of damage to adjacent property or natural resources or injury to persons.

(e) Intercept any groundwater or surface water drainage encountered on a cut slope and discharge it at a location approved by the director. Off-site stormwater (run-on) or groundwater shall be diverted away from slopes and undisturbed areas with interceptor dikes,

pipes and/or swales. Off-site stormwater should be managed separately from stormwater generated on the site.

(f) Excavated material shall be placed on the uphill side of trenches, consistent with safety and space considerations.

(g) Check dams shall be placed at regular intervals within constructed channels.

(h) At the top of slopes, collect drainage in adequate pipe slope drains or armored channels to prevent erosion.

(2) Existing slopes shall not be over-steepened beyond the criteria in subsection (1) of this section by placing fill or by constructing a fill wall near the top of the slope.

(3) If building sites are prepared by constructing slopes near the property boundary, the slope shall be constructed in accordance with CMC 14.60.135.

(4) Drainage at the top and toe of any slope shall be appropriately collected and discharged.

(a) The ground surface above a slope shall be graded to direct surface runoff to an appropriate collection point. Water shall not be allowed to discharge over the top of a slope.

(b) Slopes shall not be constructed in a location or manner in which surface runoff and debris are permitted to drain onto an adjacent property.

(c) Slopes shall be designed and protected to minimize erosion.

(d) Terraces at least 10 feet in width shall be sloped away from the face of a slope and shall be established at not more than 25-foot vertical intervals to control surface drainage and debris. Swales or ditches on terraces shall have a maximum gradient of five percent.

(e) The tops and the toes of cut and fill slopes shall be set back from property boundaries as far as necessary as determined by a geotechnical engineer for safety of the adjacent properties and to prevent damage resulting from water runoff or erosion. The tops and toes of cut and fill slopes shall be set back from structures as far as is necessary as determined by a geotechnical engineer for adequacy of foundation support and to prevent damage as a result of water runoff or erosion.

#### **14.60.160 Fill.**

All fill material shall be inspected and approved by the geotechnical engineer prior to the material arriving on-site. All imported fill material received from other than a commercial borrow site shall be accompanied by a clean soil questionnaire stating that the material is free of hazardous wastes. Recycled concrete shall not be used.

(1) Preparation of Ground. The ground surface shall be prepared to receive fill by removing vegetation and unsuitable soil and material such as concrete rubble, topsoil, tree stumps, and brush. Where slopes receiving fill are steeper than five horizontal to one vertical, the fill material shall be benched into sound bedrock.

(2) Fill Material. Only earth materials which have no rock or similar irreducible material with a maximum dimension greater than 12 inches shall be used. All on-site materials used as fill on the site shall conform to the specifications identified in the approved soils report.

(3) Compaction. All fill material shall be compacted to a firm and unyielding condition to a density of 95 percent of maximum density per ASTM D-1557, modified proctor.

**14.60.170 Rock and retaining walls.**

Walls shall be designed and constructed with due regard for drainage, access, maintenance, impacts to adjacent property, and aesthetics. All walls shall be constructed in accordance with all applicable codes and standards and the following criteria:

(1) Rock walls may be used for erosion protection of cut or fill slopes. The primary function of a rock wall is to protect the slope face from soil erosion and sloughing.

(2) Any wall supporting a surcharge or an exposed wall height of greater than three feet shall require a separate building permit.

(3) All walls shall be provided with a wall drainage system. The wall drainage system shall discharge at an appropriate location:

(a) Wall drains shall be connected to the storm drainage stub provided for the lot, if possible.

(b) Wall drains shall not discharge onto an adjacent downhill property, unless downhill property is a vegetated area that has been set aside as permanent open space or critical area, with approval from the city.

(c) Wall drains shall not discharge onto a steep slope or area susceptible to erosion.

(d) The area above the wall shall be graded to channel water in a direction parallel to the face of the wall until the water can be collected in a pipe or drain, or discharged at an appropriate location.

(4) All walls parallel to a building shall be setback from the building a minimum of five feet. This setback applies to the horizontal space between the wall and the building as measured from the front face of a wall or the cut slope for a wall and the face of the building.

(5) Within the building setback, walls shall not exceed 30 inches in height as measured from the ground surface to the top of the wall.

(6) Walls existing at the time of the ordinance codified in this chapter, if constructed under a valid permit, may be repaired or replaced to their original height.

(7) Walls shall not support earth, other walls, or other structures on an adjacent property.

(8) Walls on a single-family lot may be no higher than four feet. The designer of walls shall also consider the fencing restriction on top of walls in general accordance with CMC 18.35.210.

(9) Walls shall not be located in separate tracts or public rights-of-way for the purposes of circumventing the provisions of this chapter.

(10) Walls shall not be stacked wherein a lower wall is supporting an upper wall, unless the lower wall is designed to do so. Minimum horizontal spacing between rock or retaining walls, as measured from face to face, shall be no less than the thickness of the lower wall plus the height of the lower wall.

(11) Cutting, filling, or constructing walls within storm, water, and sanitary sewer easements is prohibited, unless specific written approval from the utility owner is provided. It shall be the applicant's responsibility to obtain said approval and to provide a copy to the city.

(12) When preparing a grading plan and designing a roadway, use of a retaining wall to support the roadway shall be considered only after other design options are exhausted. When a roadway must be supported by a retaining wall, the city may require additional building setbacks, easements, or other restrictions and provisions to allow proper maintenance of the wall.

(13) Walls shall not be located or constructed so as to impede travel on a public walkway.

(14) The area above the wall shall be designed and constructed to prevent surface water and debris from flowing over the top of the wall and to allow for access and maintenance to the area above the wall.

(15) The area between the wall and the building shall be graded no steeper than five percent, perpendicular to the face of the wall, for a distance of five feet, for that area located within five feet of the building.

(16) Walls shall not be used to break up a slope or to circumvent the definition of or the restrictions for steep slope hazard areas as described in CMC 18.65.310.

(17) Walls constructed between lots shall be constructed entirely on the downhill side of the property line entirely on one lot, including the wall drainage system.

#### **14.60.190 Driveways – Design.**

Lots shall be prepared to accept a driveway meeting all applicable design and dimension standards regarding width and slope. Where a lot fronts on a steep roadway, the driveway shall be narrowed and/or lengthened in order to meet the standards regarding driveway slope. Where increased driveway lengths are required, subdivisions and short plats shall contain a note on the face of the plat indicating those lots affected and to what degree the driveways are to be lengthened.

#### **14.60.200 Inspections.**

(1) All projects with a clearing and grading permit are subject to city inspections to ensure compliance with the permit and that adequate control is being exercised by the contractor, civil engineer, and geotechnical engineer. The director will specify the general stages of work when city inspection is required and may require inspection and testing by an approved testing agency, to be paid by the applicant.

(2) The applicant shall employ professionals to perform inspections of the site grading as follows:

(a) Geotechnical Engineer. The geotechnical engineer's area of responsibility shall include, but need not be limited to, the professional inspection and certification concerning the adequacy of erosion control measures, the preparation of ground to receive fills, testing for required compaction, stability of all finish slopes, the stability of cut slopes with respect to geological matters, and the need for subdrains or other groundwater drainage devices. The geotechnical engineer shall perform on-site geotechnical testing and observation during implementation of drainage features and while site grading is underway. Records of the geotechnical observation and testing shall be provided to the city on a regular basis.

(b) Civil Engineer. The civil engineer's area of responsibility shall include, but need not be limited to, the inspection of the site grading and construction of roads and drainage facilities to verify compliance with approved plans, evaluate the need for design changes based on field conditions, including submittal of revised plans to the city for review and approval, and providing accurate as-built drawings upon completion of the clearing and grading operations.

(c) Special Inspectors. The applicant shall employ professional inspectors in the area of special concrete work, seismic hazards, or other areas as required by the project and/or the director.

#### **14.60.210 Final approval.**

(1) The director shall give final approval to the clearing and grading operations once all the work is completed per the permit. The following must be completed, as a minimum, prior to final approval:

(a) All clearing and grading must be complete;

(b) The site shall be permanently stabilized, temporary erosion control measures removed, and storm drainage control facilities constructed and operational;

(c) The site shall be in a neat and orderly manner, free from junk, trash, debris, equipment, stockpiles and other construction materials;

(d) All required reports, certification letters, as-built drawings, and other documents shall be submitted and approved by the city;

(e) The site shall be free of hazards; and

(f) All disputes regarding property damage caused by the clearing and grading operations shall be resolved to the satisfaction of the director.

(2) The city shall not issue final approval for any development proposal or issue a certificate of occupancy or final building inspection for property that has not received final approval for the clearing and grading operations.

(3) Final Reports. Upon completion of the clearing and grading operations, the professionals having conducted inspections in their respective areas shall submit, in a form acceptable to the director, final reports certifying that all portions of the project pertaining to their area of expertise have been constructed in accordance with the approved plans and specifications. The reports shall identify problems encountered, field changes, methods or designs utilized to correct deficiencies, and other information deemed necessary by the director.

(a) Geotechnical Engineer. The geotechnical engineer shall submit a final soil grading report prepared by the geotechnical engineer, including locations and elevations of field density tests, summaries of field and laboratory tests, final description of the geology of the site including any new information disclosed during the grading and the effect of same, and other substantiating data and comments on any changes made during grading and their effect on the recommendation made in the approved geotechnical report. The geotechnical engineer shall provide certification as to the adequacy of the site for the intended use as affected by soil and geologic factors.

(b) Civil Engineer. The civil engineer shall submit an as-built grading plan, including original ground surface elevations, as-graded ground surface elevations, lot drainage patterns and locations and elevations of all surface and subsurface drainage facilities. The civil engineer shall provide certification that the work was done in accordance with the final approved grading plan. Upon completion of the work, a reproducible as-built drawing, stamped by the civil engineer of record, of the storage, conveyance, and discharge elements of the detention system and the newly constructed downstream components of the storm drainage system shall be required. The director may require additional information in respect to any significant deviations from the approved plans, specifications, or reports.

(c) Special Inspectors. Special inspectors shall submit final reports describing original and final conditions, changes, and methods utilized to correct deficiencies or mitigate specific conditions.

**14.60.240 Enforcement, Violations and Penalties.**

(1) Permit Suspension/Revocation. The director may suspend work or revoke a clearing and grading permit, as appropriate, whenever:

(a) The work is not authorized by a valid permit;

(b) The applicant requests such revocation or suspension;

(c) The work does not proceed in accordance with the plans, as approved, or is not in compliance with the requirements of this chapter or other applicable city ordinances;

(d) Entry upon the property for the purposes of investigation or inspection has been denied;

(e) The applicant has made a misrepresentation of a material fact in applying for such permit;

(f) The progress of the work indicates that the plan is or will be inadequate to protect the public, the adjoining property, the street, critical areas, the drainage system, or other utilities, or the work endangers or will endanger the public, the adjoining property, the street, protected areas, the drainage system or other utilities;

(g) The required project security has expired or been expended to the point that it no longer provides assurance of completion of the project in compliance with the terms of the permit; or

(h) The permit has not been acted upon or extended within the time allowed pursuant to CMC 14.60.110.

(2) Except as otherwise provided in this chapter, any violation of any provision of this chapter constitutes a civil code violation subject to and enforced pursuant to the provisions of Chapter 1.30 CMC.

**Chapter 14.30**  
**PERMIT DECISION TYPES**

14.30.040 Decision types.1

Type 1	Type 2	Type 3	Type 4
Building Permit (15.05) Grading Permit ( <del>18.60</del> 14.60) Boundary Line Adjustment (17.40) Right-of-Way Use Permit (12.35) Design and Construction Standards Deviation (12.60) <u>Clearing and Grading Design Deviation (14.60)</u> Shoreline Exemption (16.05) Code Interpretation (14.30) Miscellaneous Administrative Decisions Minor Tree Removal (18.45) WCF Collocation on a Transmission Structure or WCF Tower (18.70)	Short Plat (Including Revisions and Alterations) (17.20) Design and Construction Standards Variance (12.60) <u>Clearing and Grading Design Variance (14.60)</u> Design Departure from the City of Covington Design Guidelines and Standards (18.31) Downtown Permitted Use Determination (18.31) Temporary Use (18.85) Shoreline Substantial Development Permit <sup>2</sup> (16.05) SEPA Threshold Determination <sup>3</sup> Commercial Site Development Permit (18.31 and 18.110) Re-use of Facilities (18.85) Critical Areas Reasonable Use Exceptions (18.65) Binding Site Plan (17.30) Major Tree Removal (18.45) Stormwater Manuals Variance (13.25) Wireless Communication Facilities Collocations (18.70)	Preliminary Plat (17.20) Plat Alterations (17.25) Preliminary Plat Revisions (17.20) Zoning Variance (18.125) Conditional Use Permits (18.125) New Wireless Communication Facility Towers and Height Modifications (18.70)	Final Subdivision <sup>4</sup> (17.25) Shoreline Environment Redesignations (16.05) Plat or Short Plat Vacations (17.25) Street Vacations (12.55)

1 If a conflict between this chart and the text of the CMC exists, the text of the CMC controls.

2 When applications for shoreline permits are combined with other permits requiring Type 3 or 4 land use decisions, the Examiner, not the Director, makes the decision. All shoreline permits, including shoreline variances and conditional uses, are appealable to the State Shorelines Hearings Board and not to the Hearing Examiner.

3 Appeal to Examiner is limited to the SEPA threshold determination. The decision on the Type 1 permit itself is appealable to Superior Court.

4 Final subdivisions are submitted directly to the City Council for final decision without a recommendation by the Hearing Examiner.

**Chapter 13.37**  
**CRITICAL AQUIFER RECHARGE AREAS**

**13.37.030 Code provisions adopted.**

(1) In order to protect critical aquifer recharge areas, Chapter 13.25 CMC is hereby adopted in accordance with RCW 36.70A.060.

(2) The following elements of the Covington Municipal Code are hereby adopted in accordance with RCW 36.70A.060 to protect critical aquifer recharge areas: Chapters 15.20, 18.40 and 18.~~60-65~~ CMC.

**Chapter 14.35**  
**PERMIT APPLICATION PROCEDURES**

**14.35.020 Permit application – Conformance with submittal requirements.**

The Department shall not commence review of any application set forth in this chapter until the applicant has submitted the materials specified for complete applications along with the required fees as set forth in the current fee resolution. Applications for land use permits requiring Type 1, 2, 3 or 4 decisions shall be considered complete as of the date of submittal upon determination by the Department that the materials submitted meet the requirements of this section. The Director may eliminate certain submittal requirements where not prohibited by law and where deemed necessary.

(1) Except as provided in subsection (2) of this section, all permit applications described in CMC 14.30.040 shall include the following:

(a) The appropriate application form provided by the Department and completed by the applicant;

(b) A certificate of sewer availability from the applicable sewer purveyor or site percolation data with preliminary approval by the Seattle-King County Health Department;

(c) A current certificate of water availability from the applicable water purveyor, or the Seattle-King County Health Department if for a private water system;

(d) A fire district receipt pursuant to CMC Title 15;

(e) A site plan, prepared in a form prescribed by the Director and further outlined in Chapter 10 of the Design and Construction Standards, adopted by Chapter 12.60 CMC;

(f) Proof that the lot or lots to be developed are recognized as a lot under this title;

(g) Location of critical areas and associated buffers within 50 feet of the site or Aa critical areas affidavit identifying that no critical area or associated buffers exist on or are adjacent to the site. ‡

(h) A completed environmental checklist, if applicable per Chapter 16.10 CMC;

(i) Payment of any development permit review fees as set forth in the current fee resolution;

(j) A list of any permits or decisions applicable to the development proposal that have been obtained prior to filing the application or that are pending before the City or any other governmental entity;

(k) Certificate of transportation concurrency from the Department of Community Development, if required by Chapter 12.100 CMC;

(l) A determination if drainage review applies to the project pursuant to Chapter 13.25 CMC, and, if applicable, all drainage plans and documentation required by the stormwater manuals adopted pursuant to Chapter 13.25 CMC;

(m) Current Assessor's maps and a list of tax parcels to which public notice must be given as provided in this chapter, for land use permits requiring a Type 2, 3 or 4 decision;

(n) Legal description of the site;

(o) Variances obtained or required under CMC Title 18 to the extent known at the date of application;

(p) Design deviations and design variance from the Construction and Design Standards, adopted in Chapter 12.60 CMC, to the extent known at the date of application;

~~(pq)~~ For site development permits only, a phasing plan and a time schedule, if the site is intended to be developed in phases or if all building permits will not be submitted within three years; and

~~(qr)~~ Additional complete application requirements for the following land use permits are set forth in the following sections of the CMC:

(i) Grading permits, Chapter ~~18.60~~14.60 CMC.

(ii) Tree removal permits, Chapter 18.45 CMC.

(iii) Construction permits, Chapter 15.05 CMC.

(iv) Mobile home permits, Chapter 15.05 CMC.

(v) Subdivision applications, short subdivision applications and binding site plan applications, Chapter 17.15 CMC.

A permit application is complete for purposes of this section when it meets the procedural submission requirements of the Department and is sufficient for continued processing even though additional information may be required or project modifications may be undertaken subsequently. The determination of completeness shall not preclude the Department from requesting additional information or studies either at the time of notice of completeness or subsequently if new or additional information is required or substantial changes in the proposed action occur, as determined by the Director.

**Chapter 14.105**  
**FINANCIAL GUARANTEES**

**14.105.150 Restoration and reclamation activities.**

(1) Financial guarantees for restoration and reclamation activities required pursuant to CMC Titles 14, 15 and 18 shall be sufficient to cover the cost of conformance with conditions of the permit, including corrective work necessary to provide drainage consistent with approved plans and conditions, to remove geologic hazards, and to protect water quality and the public health, safety, and welfare. The financial guarantee may be reduced proportionately for phased projects as work is complete and subsequent reclamation and/or restoration on each phase is completed. The request for reduction shall be in writing.

(2) Financial guarantees may be waived for activities pursuant to CMC Title 14, 15 or 18:

(a) Projects of less than 200-500 cubic yards of excavation, fill, or a combination thereof unless associated with a development application for short plat, subdivision binding site plan, or commercial site development permit;

(b) City of Covington Department projects; and

(c) Reclamation projects with financial guarantees posted with the State of Washington Department of Natural Resources or with the Federal Office of Surface Mining.

**14.105.160 Site development and restoration**

(1) Financial guarantees for any improvement required pursuant to CMC Titles 14, 15, 17, or 18 (or their successors) shall be sufficient to cover the cost of complying with conditions of the permit or approval, including corrective work necessary to provide drainage consistent with approved plans and conditions, to remove geologic hazards, and to protect water quality and the public health, safety, and welfare. Such financial guarantees shall include site restoration and stabilization requirements.

(2) No temporary certificate of occupancy shall be issued until:

(a) Drainage facility improvements are functional;

(b) Required parking is provided; and

(c) Safe access is provided.

(3) The Director may allow a performance guarantee to be posted for some or all of the improvements required by subsection (2) of this section if no life safety hazard exists. The

request shall be made in writing, accompanied by a schedule for completion of required improvements.

**14.105.170 Liability insurance.**

(1) The developer of record shall carry comprehensive general and automobile insurance in an amount not less than \$2,000,000. The liability insurance shall be maintained in its original amount by the developer during the period the permit and approval are in effect. The insurance shall include the city as an additional named insured and shall protect the city from any liability up to those amounts for any accident, negligence, or any other liability whatsoever, relating to the construction or maintenance of the development. Liability insurance can be waived for projects less than 500 cubic yards of excavation, fill, or a combination thereof unless associated with a development application for short plat, subdivision binding site plan, or commercial site development permit.

(2) The developer shall not commence work until he has furnished evidence (in duplicate copy) of liability insurance, and such insurance has been approved by the city; nor shall the developer allow any contractor or subcontractor to commence work on his contract or subcontract until the same insurance requirements have been complied with by such contractor or subcontractor. Approval of the insurance by the city shall not relieve or decrease the liability of the developer thereby. Companies writing the insurance under this section shall be authorized to do business in the State of Washington.

**Chapter 16.10**  
**STATE ENVIRONMENTAL POLICY ACT**

**16.10.090 Categorical exemptions (flexible thresholds).**

(1) The City establishes the following exempt levels for minor new construction under WAC 197-11-800(1)(b) based on local conditions:

(a) The construction or location of any single-family residential structures of ~~four-nine~~ (9) or fewer dwelling units;

(b) The construction or location of any multifamily residential structures of 60 or fewer units located within the Mixed Housing Office (MHO), Mixed Commercial (MC), and General Commercial (GC) downtown zoning districts and the R-18 multifamily zone;

~~(bc)~~ The construction of a barn, loafing shed, farm equipment storage building, produce storage or packing structure, or similar agricultural structure, covering 30,000 square feet, and to be used only by the property owner or his or her agent in the conduct of farming the property. This exemption shall not apply to feed lots;

~~(ed)~~ The construction of an office, school, commercial, recreational, service or storage building with 12,000 square feet of gross floor area, and with associated parking facilities designated for 40 automobiles;

~~(de)~~ The construction of a parking lot designated for 40 automobiles;

~~(ef)~~ Any landfill or excavation of ~~200-500~~ cubic yards throughout the total lifetime of the fill or excavation; and any fill or excavation classified as a Class I, II, or III forest practice under RCW 76.09.050 or regulations thereunder; provided that the categorical exemption threshold shall be 250 cubic yards for any fill or excavation that occurs on a site that contains critical areas as defined in Chapter 18.65 CMC and the Shoreline Master Program, as amended.

(2) Whenever the City establishes new exempt levels under this section, it will send them to the Department of Ecology, Headquarters Office, Olympia, Washington 98504, pursuant to WAC 197-11-800(1)(c).

## Chapter 18.20 DEFINITIONS

18.20.097 Berm.

"Berm" means ~~a constructed area of compacted earth~~ a mound or raised area used for the purpose of screening a site or operation.

18.20.195 Clearing.

"Clearing" means ~~cutting, killing, grubbing or removing vegetation or other organic plant material by physical, mechanical, chemical or any other similar means. For the purpose of this definition of "clearing," "cutting" means the severing of the main trunk or stem of woody vegetation at any point.~~ the limbing, pruning, trimming, tipping, cutting, or removal of vegetation or other organic plant matter by physical, mechanical, chemical or other means.

## Chapter 18.55 SIGNS

### 18.55.050 Permits.

(3) Permit and Registration Exceptions.

(a) A sign permit is not required for maintenance of a sign, for a change of sign face, or for operation of a changeable copy sign and/or electronic changeable message sign.

(b) Exempt Signs. The following signs, modification to signs, or displays are exempt from the regulations of this chapter. Except for government signs, sight distance requirements must be complied with. No sign shall be placed in the public right-of-way, except as otherwise allowed in this chapter.

(i) Address identification with numbers and letters not more than 18 inches in height.

(ii) Balloons no greater than 18 inches in diameter and no more than five balloons per display with a tether no longer than 36 inches.

(iii) Banners projecting over the right-of-way, for City Council authorized events.

(iv) Barber poles.

(v) Construction signs so long as such signs are limited to two signs per project and each sign does not exceed 32 square feet per sign face and 10 feet in height. Construction signs shall not be displayed prior to issuance of a building permit and shall be removed prior to the issuance of a certificate of occupancy and shall include the following information:

- (A) City project number and project name;
- (B) Emergency contact name and phone;
- (C) Applicant's project manager's name and phone; and
- (D) Allowable construction hours.

(vi) Directional signs, on-site. Each sign shall not exceed four square feet in sign area if the directional sign is indicating one direction and shall not exceed eight square feet in sign area if such sign is indicating more than one direction. Center or complex names or logos shall not comprise more than 20 percent of the total area of the directional sign.

## Chapter 18.60

### DEVELOPMENT STANDARDS – ~~GRADING AND~~ MINERAL EXTRACTION

Sections:

18.60.010 Purpose.

~~18.60.020 Exemptions.~~

~~18.60.030 Grading permits required.~~

~~18.60.035 Fees.~~

18.60.040 Nonconforming extractive operations.

18.60.050 Periodic review.

18.60.060 Site design standards.

18.60.070 Operating standards.

18.60.080 Reclamation.

~~18.60.090 Financial guarantees.~~

#### **18.60.010 Purpose.**

The purpose of this chapter is to establish standards which minimize the impacts of grading and extractive operations upon surrounding properties by:

(1) Ensuring adequate review of operating aspects of extractive sites;

~~(2) Requiring project phasing on large sites to minimize environmental impacts;~~

~~(3) Requiring minimum site areas large enough to provide setbacks and mitigations necessary to protect environmental quality; and~~

(4) Requiring periodic review of extractive and processing operations to ensure compliance with the most current operating standards.

#### **18.60.020 Exemptions.**

The provisions of this chapter shall not apply to uses or activities specifically exempted in Chapter 18.45 CMC.

#### **18.60.030 ~~Grading permits required~~ Extractive Operations.**

~~Grading and E~~ extractive operations shall commence only after issuance of a grading permit pursuant to [Chapter 14.60 CMC](#).

~~Grading and clearing permit fees shall be composed of two elements: plan review and operation monitoring.~~

~~(1) Plan Review Fees. Plan review fees shall compensate the Department for the review of permit operating plans, including plans for drainage, erosion/sedimentation control, terrain alteration, traffic/circulation, clearing, and site rehabilitation. Plan review fees shall be based on~~

~~the anticipated volume of materials and total area to be disturbed during the period of the permit. Initial plan review fees may be reduced for quarry/mining operations reviewed in conjunction with reclassification applications or unclassified use permits. Plan revision fees shall contain a base fee to cover the cost of file administration and an hourly fee to compensate for additional plan review and modification of permit approval conditions. Plan revisions may be initiated at any time during the period of the grading permit, either at the request of the applicant or as a result of operational modifications discovered during monitoring, but shall not alter the original approval period of the grading permit.~~

~~(2) Operation Monitoring Fees. Operation monitoring fees shall be collected to cover the cost of inspecting active grading operations in order to determine compliance with permit approval conditions. "Active grading operations" include material deposition and removal areas, disturbed areas not yet rehabilitated, stockpiles, on-site processing areas, and other such working areas. Operation monitoring fees shall cover inspections for a 12-month period and shall be collected at permit issuance and at each subsequent anniversary date throughout the effective period of the grading permit.~~

~~Operation monitoring fees shall be based on the volume of materials anticipated to be deposited or removed during the 12-month monitoring period. Monitoring fees based on area shall also be collected for all disturbed areas not rehabilitated during the previous monitoring period. Special monitoring and inspection functions, such as bond release inspections or reinspection of nonbonded actions, shall be calculated as set forth in the grading permit fee tables.~~

~~Fees for the monitoring and inspection of clearing shall be charged at an hourly rate.~~

~~(5) Additional Review Fees. In addition to the grading and clearing permit fees set forth in this section, other fees required by the Covington Municipal Code may be applicable to individual grading permit applications. Such fees include, but are not limited to, shoreline management, SEPA or sensitive areas review fees.~~

~~(6) Fees for grading and/or clearing shall be set forth in the current fee resolution. (Ord. 20-07 § 68; Ord. 43-02 § 2 (27.12.010). Formerly 14.60.010)~~

#### **18.60.050 Periodic review.**

Unless a more frequent review is required, periodic review of extractive and processing operations shall be provided as follows:

(1) All extractive operations shall be subject to a review of development and operating standards at five year intervals;

(2) The periodic review shall be:

(a) Conducted by the Director or his/her designee pursuant to the review process outlined in ~~CMC 18.115.040 through 18.115.060~~ Title 14; and

(b) Used to determine that the site is operating consistent with the most current standards and to establish other conditions as necessary to mitigate identifiable environmental impacts;

(c) The cost of any review by the City shall be ~~born the responsibility of the~~ by the operator of the extractive operation.

**18.60.080 Reclamation.**

A reclamation plan approved pursuant to the requirements of RCW 78.44.090 shall be submitted prior to the effective date of a rezone approval.

~~18.60.090 Financial guarantees.~~

~~Financial guarantees shall be required, consistent with the provisions of CMC Title 14 and this title.~~

## **Agenda Item 4**

Covington City Council Meeting

Date: August 27, 2013

**SUBJECT:** STATUS REPORT ON HAWK PROPERTY SUBAREA PLAN AND  
PLANNED ACTION EIS

**RECOMMENDED BY:** Richard Hart, Community Development Director

**ATTACHMENTS:**

1. Map of Hawk Property Subarea Plan Study Area
2. Power Point Presentation Given to Planning Commission on Hawk Subarea Plan & EIS at August 15, 2013 Open House by Consultant

**PREPARED BY:** Richard Hart, Community Development Director

**EXPLANATION:**

Beginning in January 2013, city staff initiated a 12 month planning process to develop a Subarea Plan and Planned Action Environmental Impact Statement (EIS) for the Hawk Property, a 210 acre parcel of land within the Northern Gateway Study Area at the northern edge of Covington on the southeast side of Highway 18 at the SE 256<sup>th</sup> Street Exit. (See Attachment #1) All of the Hawk Property is within the city's Urban Growth Area (UGA); an 80 acre portion is still outside the city limits and will need to be annexed. The Hawk subarea is envisioned as providing new commercial and residential uses in a mixed use urban village format for future growth and will meet many of our identified community needs for growth for at least a decade and possibly beyond. This Hawk Property subarea planning process, the Planned Action EIS analysis, and project entitlement is complex and time consuming for both the city staff and the Planning Commission. The planning process will continue at least through the 1<sup>st</sup> quarter of 2014, as staff works thorough the implementation of a Development Agreement between the council and developer to implement the Hawk Subarea Plan.

This year staff has held a Community Workshop on March 25, 2013, attended by approximately 40 stakeholders who participated in an exercise to develop alternative development plans for the Hawk Property subarea. A consensus of those stakeholder proposed plans was incorporated into the two alternatives action plans that are in the Planned Action EIS and the proposed Hawk Property Subarea Plan. The city's consultant, Stalzer and Associates and BERK, together with city staff have now completed the Draft Hawk Subarea Plan and the Draft Planned Action EIS. Both documents were posted on the city's website and published in the Covington Reporter on July 26, 2013, and announced the 30-day comment period for the draft Planned Action EIS between July 26 and August 26, 2013. Comments received during the 30-day comment period on the draft Planned Action EIS will be addressed within the Final Planned Action EIS, to be distributed to the City Council for review in December 2013 or January 2014.

The Planning Commission also held an Open House on August 15 prior to its regular meeting to allow interested stakeholders to view plans, ask questions, and submit formal comments and concerns for the record as part of the 30-day comment period for the Subarea Plan and Planned

action EIS. The power point presentation provided to the Planning Commission and the citizen stakeholders in attendance is included as Attachment #2. Prior to the Open House city staff sent well over 500 post card notices to all residents within a 500 foot radius of the Hawk Property as well as additional property owners outside of the 500 foot notice area along SE 256<sup>th</sup> Street and 204<sup>th</sup> Ave SE, the two main access roads to the proposed development. We also sent notice to everyone who attended our public open house meetings during 2012 on the Northern Gateway Study and the March 2013 Community Workshop. Staff is also purchasing notice boards to post at three potential entrances to the property that will direct people to the city website and to the city staff if they have questions. We also have maintained a continuously updated city website for the Hawk Subarea Plan and Environmental Analysis on the various events, milestones, public meetings, draft documents and maps for public information. We have made available the Draft Subarea Plan and EIS for review at city hall and for purchase at Covington Copy It Mail It, for a minimal cost. Documents can also be downloaded from the city website for free.

On August 29, 2013, the Planning Commission will hold a special meeting to discuss the draft Subarea Plan and provide direction to staff and the consultant on any recommended changes to the proposed Plan, policies, and development regulations needed to implement the urban village format they envision for the property, based upon public input at their open house and other public comments. After that meeting, the Planning Commission will hold their formal public hearing on October 17, 2013, and then meet with council for a Joint Planning Commission/City Council Study Session to present the Commission's final recommendation on November 12, 2013. The city council will hold a final public hearing on January 14, 2014. After council adoption of the Subarea Plan and Planned Action Ordinance, the specifics of actual site development requirements and responsibilities will be presented to the Council for review and approval in the form of a proposed Development Agreement between the Developer-Oakpointe LLC and the City Council. That proposed Development Agreement should be finalized by the end of the first quarter 2014.

ALTERNATIVES:

Not Applicable

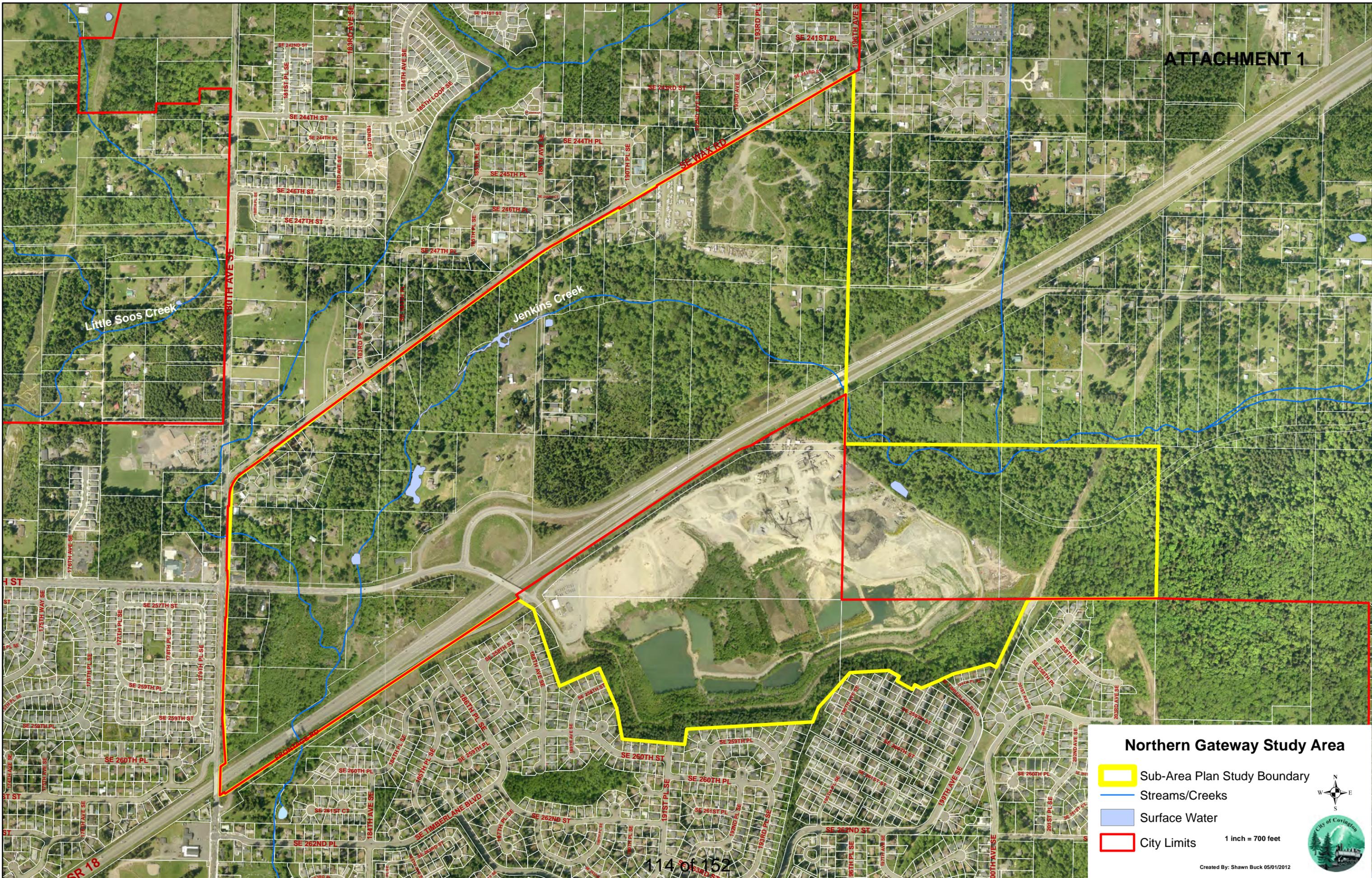
FISCAL IMPACT:

None

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

**No Action Required. Status report is for informational purposes only.**

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



Little Soos Creek

Jenkins Creek

**Northern Gateway Study Area**

-  Sub-Area Plan Study Boundary
-  Streams/Creeks
-  Surface Water
-  City Limits

1 inch = 700 feet



# Hawk Property Planned Action

ATTACHMENT 2

Draft Subarea Plan &

Draft Environmental Impact Statement

## Planning Commission Meeting

August 15, 2013

# What is the Hawk Property Subarea Plan?

## Planning for Transition of the Northern Gateway Area

- Reclamation and redevelopment of existing mine site.
- Transition away from mineral extraction to urban uses.

## Adoption of Subarea Plan

- New Comprehensive Plan Designation and new Zoning.
- Implementation of development regulations based on the vision for the subarea.

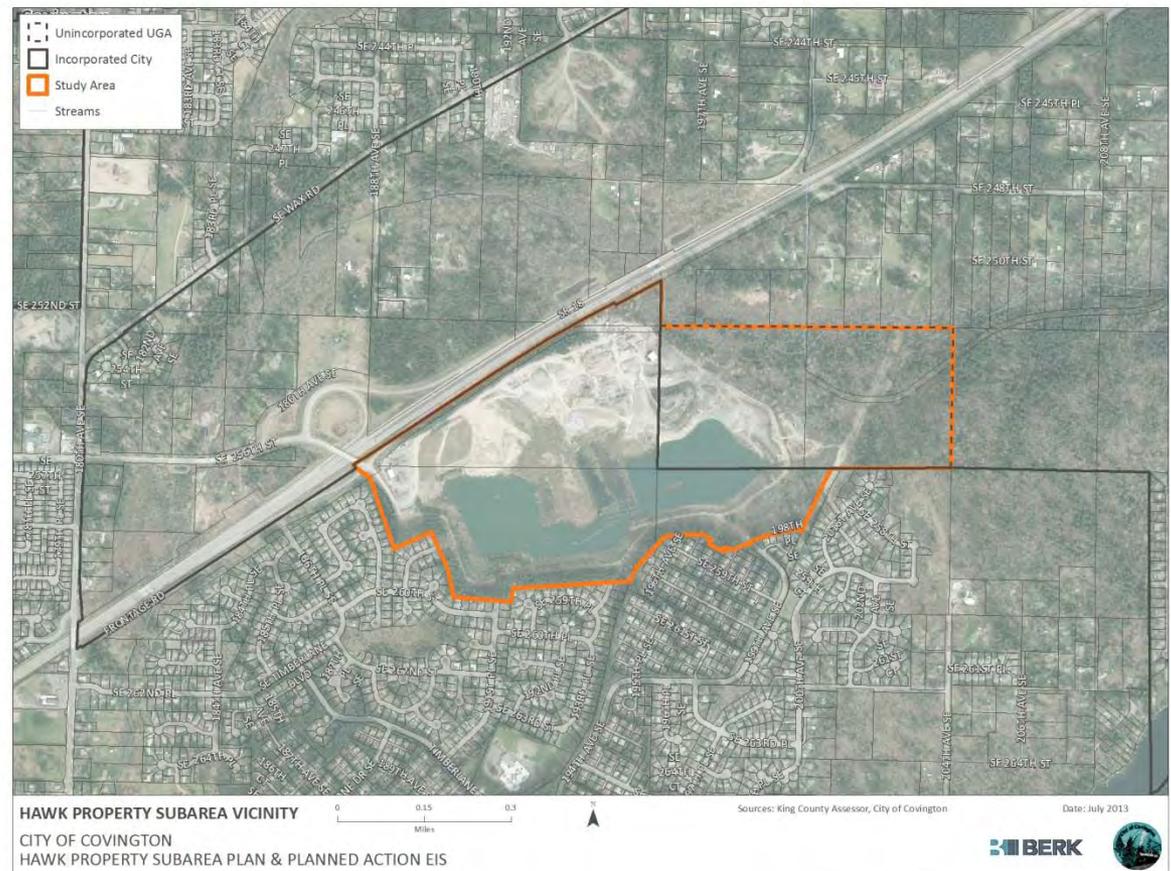
## Environmental Impact Statement

- Study the effects of new development and mitigate impacts.
- Streamline future environmental review through a Planned Action Ordinance.

# Where is the Subarea Located?

## Northeast Corner of Covington

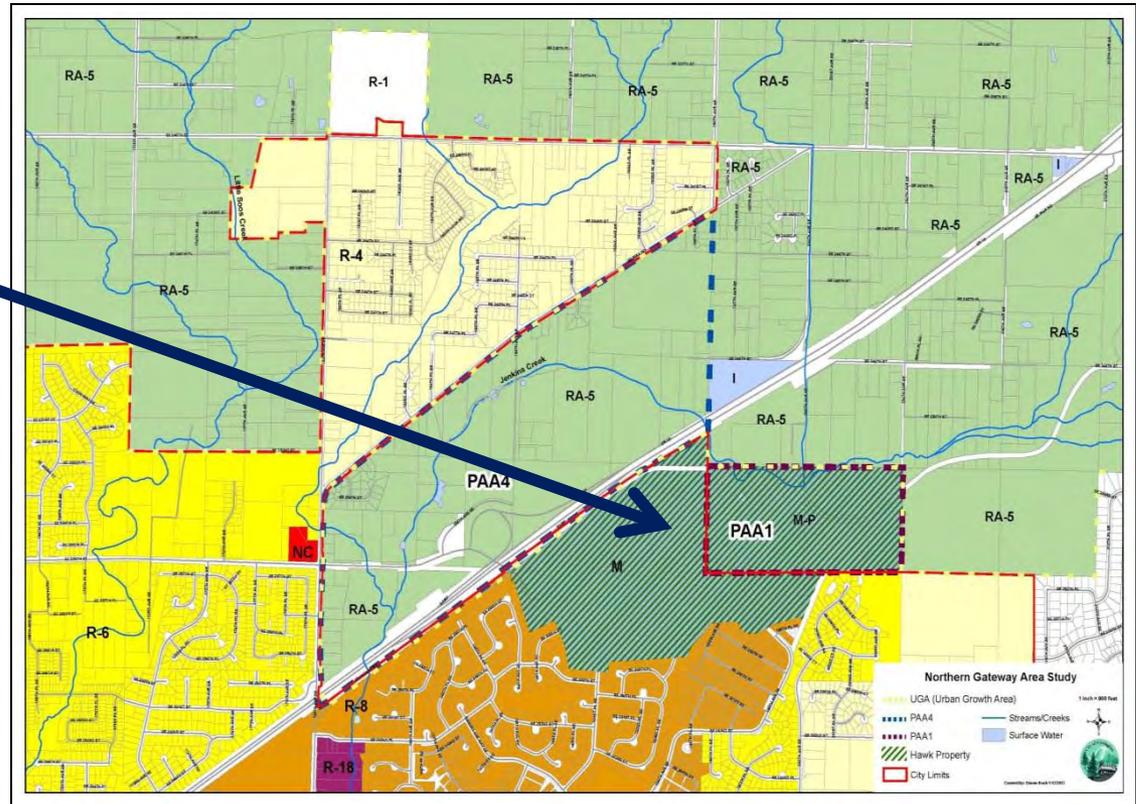
- Located at the existing Lakeside gravel mine.
- Area is partially within Covington city limits and completely within the City's Urban Growth Area.
- Constitutes a portion of the City's Northern Gateway.



# What are the Project Alternatives?

## Alternative 1: No Action

- Reclamation of existing mine site after mining has ceased, but no changes to zoning (Mineral).
- The existing asphalt batch plant operations would continue.





# What are the Project Alternatives?

## Alternative 3 – Maximum Urban Village

- Transition from mineral use to a mix of commercial and residential urban uses.
- Approximately 1,500 new residential dwellings and 850,000 square feet of commercial development.
- 8.3 acres of new parks and 2.1 miles of trails.
- New road connecting SE 256<sup>th</sup> Street and 204<sup>th</sup> Avenue.



# Summary of Findings

## New Land Uses, Circulation, and Recreation

- Both Action Alternatives would add:
  - Employment, shopping, and housing options in an urban village layout.
  - Parks, open space, and trail features
  - Roadway circulation connections

## Changed Land Use Pattern

- The Action Alternatives would change the study area from the current asphalt batch plant and mine reclamation operation to an urban character with commercial, residential, parks, trails, and open space uses.



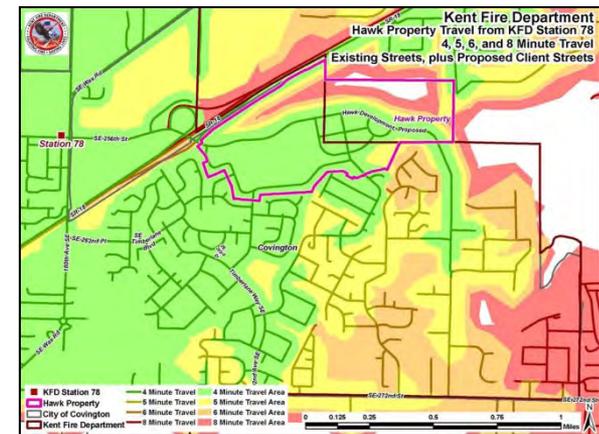
# Summary of Findings, continued

## Potential Improvements

- Improvement of stormwater quality.
- Increased access to trails, parks, and open space.
- Improved emergency service response times.

## Key Environmental Issues

- Increased impervious surfaces.
- Increased traffic congestion, noise, air emissions.
- Increased demand for public services and utilities
- Reduction of wildlife habitat space.



# Mitigation Measure Highlights

## Natural Environment

- **Erosion control** measures would be implemented to prevent sedimentation of streams.
- New development would comply with the 2012 **Ecology Stormwater Manual**, including requirements for Low Impact Development (LID), improving surface water and groundwater quality over existing conditions.
- **Critical area protections** would be maintained, and on-site stormwater infiltration would maintain groundwater recharge.
- Habitat protections would remain in place, and any buffer impacts can be addressed through **buffer averaging or enhancements**.

## Land Use

- The subarea plan includes policy guidance to implement **LID practices** where feasible to offset new impervious surface coverage.
- **Subarea plan includes development standards** intended to minimize incompatibilities between commercial and residential uses within the subarea and with adjacent neighborhoods.

# Mitigation Measure Highlights, continued

## Transportation

- **New connector road** between SE 256<sup>th</sup> Street and 204<sup>th</sup> Avenue SE, only constructed under the Action Alternatives, would reduce residential cut-through trips and benefit the city-wide street system by offering more options for travelers between SE 272<sup>nd</sup> Street and SR 18.
- **New local access connection** to 191<sup>st</sup> Place SE would:
  - Reduce trips on SE 272<sup>nd</sup> Street by offering a more direct route for local traffic from adjacent neighborhoods to the subarea.
  - Incorporate traffic calming measures to discourage cut-through traffic.

# Mitigation Measure Highlights, continued

## Transportation, continued

- Increased vehicle trips under both Action Alternatives would require **localized capacity improvements** at the following locations:
  - SE Wax Road/SE 180<sup>th</sup> Street – Addition of northbound right-turn lane or installation of a traffic signal.
  - SE 272<sup>nd</sup> Street/204<sup>th</sup> Avenue SE – Addition of a traffic signal and southbound left-turn lane to address increased volume from the proposed Connector Roadway.
  - SE 256<sup>th</sup> Street/SR 18 Westbound Ramp – Addition of a traffic signal and eastbound left-turn lane. Alternative 3 would also require a southbound left-turn lane.
  - SE 256<sup>th</sup> Street/SR 18 Eastbound Ramp – Traffic signal necessary under all Alternatives. Additional improvements needed for Action Alternatives:
    - Eastbound left-turn lane onto northbound SR 18.
    - Westbound right-turn lane onto northbound SR 18.
    - Northbound right-turn lane onto SE 256<sup>th</sup> Street (Alternative 3 only).

# Mitigation Measure Highlights, continued

## Noise

- City **noise regulations** would apply to new development in the subarea, including prohibition of nighttime construction activities.
- City may reduce noise impacts by requiring **noise control plans** for construction activities as a permit condition.
- **Traffic noise mitigation** is needed for new homes **along the Connector Roadway**.
  - *Depending on street configuration, typical mitigation measures might not be sufficient.*

## Utilities

- Development would be required to comply with the City's **stormwater manual** for treatment of surface water runoff.
- **Water service** would need to be extended to the site.
- **Sewer service** would need to be extended to the site.

# Mitigation Measure Highlights, continued

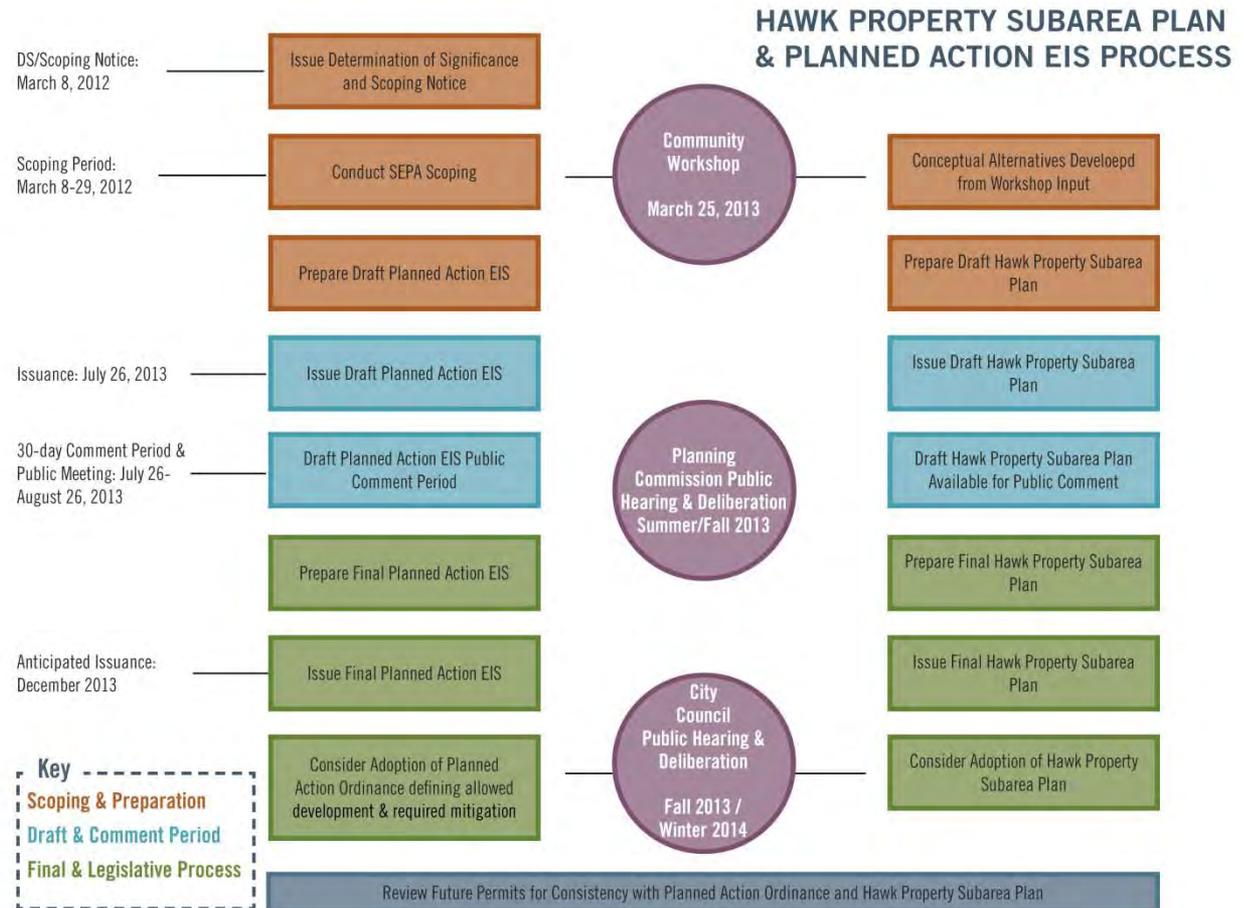
## Public Services

- New **Connector Roadway** would **improve emergency response times** for Kent Fire Department, Regional Fire Authority.
- Both Action **Alternatives include sufficient park space and trails** to meet demand from increased population.
- Development will be subject to **school impact fees** to meet the costs of additional students generated by new population.
- The City will require a **mitigation agreement** prior to development to account for additional need for fire level of service in the subarea.

# What is a Planned Action?

## Planned Action SEPA Review

- Future proposals do not require new SEPA review but will require permit review.
- Future proposals must be consistent with Planned Action EIS assumptions and mitigation.
- Provides predictability in development and facilitates private and public investment.



# Opportunities for Public Comment

## Comment Period – July 26 to August 26:

Send written comments by 5 pm August 26<sup>th</sup> to:

Ann Mueller, AICP

Senior Planner

City of Covington

Department of Community Development

16720 SE 271st Street

Covington, WA 98042-4964

[amueller@covingtonwa.gov](mailto:amueller@covingtonwa.gov)

- Comments will be addressed in the Final EIS expected later this year
- Public Comments at tonight's Planning Commission meeting will also be summarized for inclusion in the Final EIS

SUBJECT: DISCUSS STORMWATER POND REHABILITATION PILOT PROJECTS

RECOMMENDED BY: Don Vondran, Interim Public Works Director

ATTACHMENT(S):

1. Estimates from King County for Pond Maintenance
2. Map of pond locations

PREPARED BY: Dan Wesley, Construction Inspector  
Shawn Buck, Engineering Technician I

EXPLANATION:

The Public Works Department has steadily been making strides in maintaining and improving the SWM infrastructure and addressing NPDES requirements. However, there are a number of facilities that are in need of more than just routine maintenance to bring them into compliance and allow them to function to their fullest potential. Surface water retention/detention ponds need to be rehabilitated and restored to original conditions primarily due to the facility building up sediment over time and vegetation impacting the function of the facility. This typically needs to be done approximately every 10 years. We have had success in rehabbing detention ponds (especially smaller ones) that typically do not retain water in them year around. We can get access to them and remove sediment load and control the vegetation. However, the challenge is more in the retention ponds (especially the larger ones) that remain wet year around. In order to rehabilitate these ponds, the water needs to be pumped down and the sediment material removed and properly disposed.

Due to the amount of work, the equipment needed and the proper disposal procedures of the material, we have determined this work could be best accomplished by an outside entity which is equipped to handle this size of project. We have identified 11 sites that need to be rehabilitated and brought into compliance.

Historically King County has accomplished this work with great success, having the proper equipment and approved dump sites to receive the material. King County has done retention pond maintenance with other municipalities in the area and in many cases the County's pricing has been less than that of outside contractor's bids. We requested a cost estimate for each of the 11 sites from King County and the total equaled approximately \$260,000.

We would like to have the County do a couple of facilities this year and see how they do and evaluate if we want them to do more next year or determine a different course of action. The remainder of the sites will be evaluated in conjunction with the SWM rate/gap analysis that will begin this fall.

FISCAL IMPACT:

The estimated costs for the two ponds that we want King County to rehab are \$85,429.80. The funds would come from the unassigned portion of the SWM Fund that currently has a balance of over 2 million dollars.

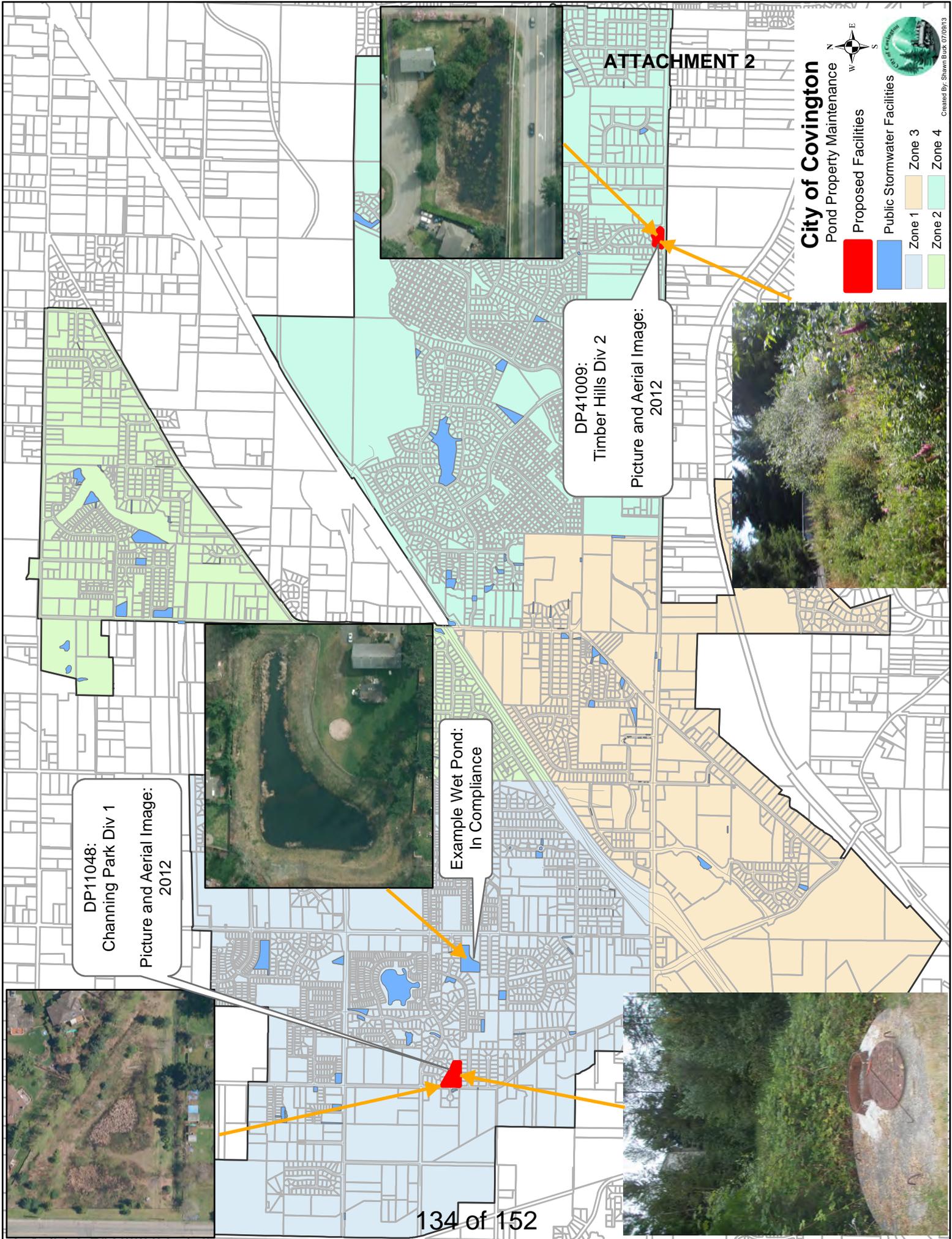
CITY COUNCIL ACTION:     Ordinance     Resolution     Motion     Other

**Ask questions of staff.**

REVIEWED BY: City Manager; City Attorney, Finance Director







**ATTACHMENT 2**

**City of Covington**  
 Pond Property Maintenance

- Proposed Facilities
- Public Stormwater Facilities
- Zone 1
- Zone 2
- Zone 3
- Zone 4



Created By: Shawn Busk 07/08/13

DP11048:  
 Channing Park Div 1  
 Picture and Aerial Image:  
 2012



Example Wet Pond:  
 In Compliance

DP41009:  
 Timber Hills Div 2  
 Picture and Aerial Image:  
 2012



**Agenda Item 6**  
Covington City Council Meeting  
Date: August 27, 2013

SUBJECT: 2013 SECOND QUARTER FINANCIAL REPORTS

RECOMMENDED BY: Rob Hendrickson, Finance Director

ATTACHMENT(S):

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

PREPARED BY: Rob Hendrickson, Finance Director

EXPLANATION:

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

There have been some changes to the reports this quarter. New charts have been added and a chart legend is attached. During the presentation staff will go through the new charts and explain the significance of each one. The new charts and information should help address questions that come up from time to time.

ALTERNATIVES:

N/A

FISCAL IMPACT:

None.

CITY COUNCIL ACTION:     Ordinance     Resolution     Motion     Other

**ASK QUESTIONS OF STAFF**

REVIEWED BY: City Manager



# ATTACHMENT 1 Economic & Revenue Summary

~WA State Economic & Revenue Forecast Council

- First quarter U.S. GDP growth was revised down from 2.4% to 1.8%.
- U.S. employment grew by 195,000 jobs in June, just above the average monthly increase of 182,000 over the last 12 months.
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- Washington’s employment growth has slowed due to a decline in aerospace jobs. The current reductions are due to improvements in productivity not production cuts which are not expected over the next several years.
- Declining homeowner vacancies show a tightening housing market.
- Preliminary personal income estimate for the first quarter of 2013 was \$319.1 billion, \$0.6 billion (0.2%) higher than assumed in the June forecast.
- Major General Fund-State revenue collections for the June 11—July 10, 2013 collection period were \$7.5 million (0.6%) higher than the June forecast. Revenue Act collections were \$4.9 million (0.5%) higher than forecasted and non-Revenue Act collections were \$2.6 million (0.8%) higher than forecasted.

## 2013 Second Quarter

The second quarter continues where the first quarter left off. There are no major surprises and no red flags as we begin the long, hot summer. All funds are on track with the forecast with the exception of Development Services (see pg 5). Sales tax continues its torrid pace (page 3) and franchise fees had a nice boost courtesy of the recent audit.

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Property Tax	2	Cash and Investments	6
Real Estate Excise Tax	2	Capital Investment Program	7
Retail Sales and Use Tax	3		
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## Property Tax

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

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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 \$1.53 billion—a decrease of \$48.5 million or 3.07% over the previous year.

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

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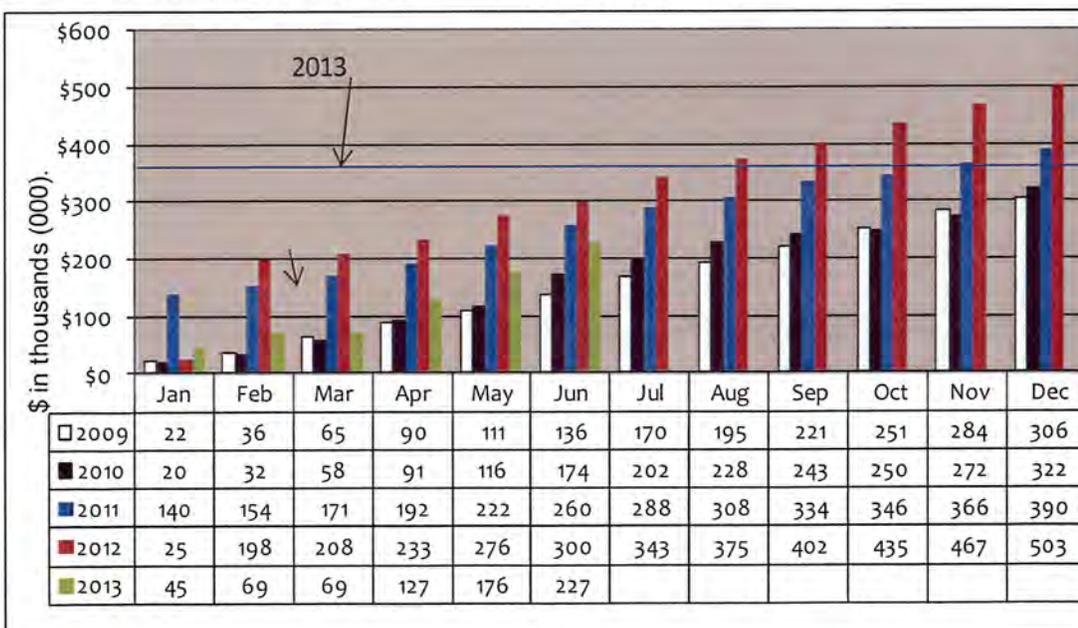
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Generally, existing home sales drive REET, but commercial sales add revenue rapidly and in large chunks.



## Retail Sales & Use Tax

Sales and Use Tax is the largest revenue source available to the City. It currently supports the General Fund at 84% and the Parks and Recreation Fund at 16%. The second quarter (on a cash basis) is above 2012 levels by \$94,059 or 6.0%. Total collections are at \$1,649,754 or

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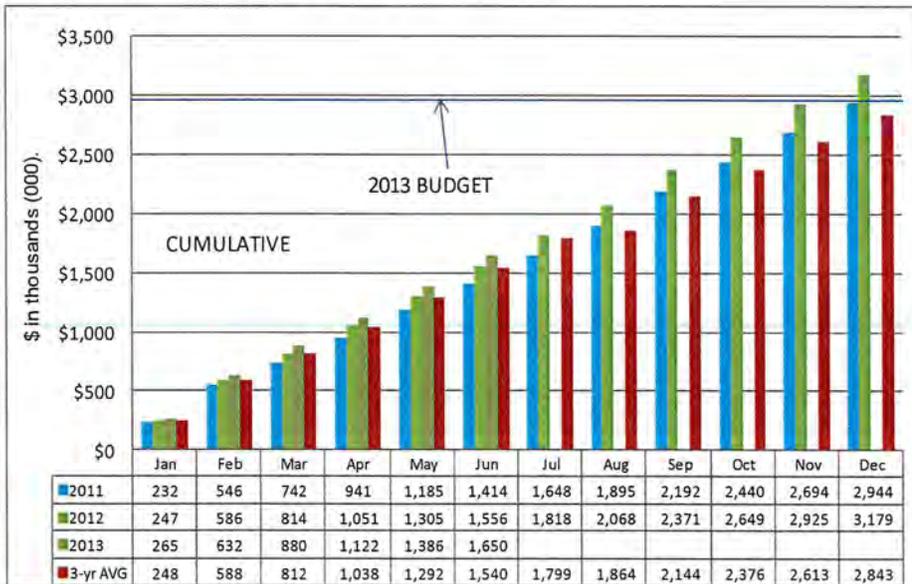
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Telephone	270,690	238,672
SWM	-0-	60,191
<b>Total</b>	<b>\$1,082,856</b>	<b>\$1,151,860</b>

## GENERAL FUND

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Total expenditures including transfers out through June are \$3,707,197. This is a small increase in spending of 1.4% or \$50,982 over the same period last year.

Overall, 42.8% of the budget has been spent. Note in the chart below that most departments are well below the 50% mark, but Central Services and Community Development are at 65.1% and 91.5% respectively. Central Services paid some large one-time charges in January and Community Development paid for the Hawk Property Sub-Area Plan, thus skewing the reporting for the year. There is a revenue offset to the Hawk Plan that will be paid out over 2013/2014.

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<b>TOTAL</b>	<b><u>\$ 3,656,215</u></b>	<b>41.3%</b>	<b><u>\$ 3,707,197</u></b>	<b>42.8%</b>

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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 are ahead of forecast at 73.3% or \$145,820. This increase is due in part to the lump sum payment received resulting from the recent MuniServices audit findings.

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for the second quarter.

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For the Street Operations Fund, revenues are exceeding expenditures by \$59,100.

SWM is primarily funded through drainage fees that are collected by King County. The City has received \$867,548 or 50.1%. Total revenues are at 50.50% or \$881,229.

Operating expenditures are at 41.4% or \$716,618. There are no transfers out to report this quarter.

SWM revenues exceed expenditures by \$161,611.

## DEVELOPMENT SERVICES

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Revenue is at \$585,018 or 44.6% of forecast.

At this point permit revenues from MultiCare may not be received until 2014. Staff should have a better understanding of their construction timeline by fourth quarter. This delay has con-

tributed to a reduction in anticipated revenue.

However, an increase in other unanticipated development activity has helped offset the loss of permit revenue from MultiCare.

The number of permits for single family residences are at 67 com-

pared to 63 in 2012.

Operational expenditures came in at 45.8% or \$470,872.

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

## PARKS and RECREATION

---

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

Revenue came in ahead of fore-

cast at 55.9% or \$837,555—led by sales tax and aquatics revenue. Sales tax is 55.2% or \$263,960 and aquatics revenue is \$326,554 or 63.7%. Both these categories exceed 2012 in year over year results.

Year to date attendance is 53,499—ahead of 2012 by 12,331

or 30%!

Overall operating expenditures for the four divisions are 44.7% or \$676,114. Operating revenues are exceeding operating expenditures by \$161,441.

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

## Cash & Investments

Total cash and investments total \$13,171,413. This exceeds June 2012 by \$847,123. The largest gainer is the General Fund, followed by SWM, Development Services, then Parks.

The Local Government Investment Pool (LGIP) is currently earning 0.12% (as of June 1). The City has \$10,176,471 invested with the LGIP.

Investments outside the LGIP total \$2,114,693.28 (market value). That is split between US Government Agencies at \$1,560,000 and

Municipal Securities at \$1,160,000. The weighted yield of the portfolio with the state pool is 0.43% and without the pool is 1.51%. Average days to maturity with the pool is 388 days or 1.06 years and without the pool is 421 days or 1.15 years.

Investment activity for the quarter included the maturity (6/15) of a \$25,000 municipal security, the purchase of a \$200,000 Fannie Mae agency, and two Pierce County School District municipal securities for \$175,000 and

\$265,000. (see accompanying chart)

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

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



### TOTAL GENERAL LEDGER ACCOUNTS

	as of 06/30/12	as of 06/30/13	Δ
GENERAL FUND	\$3,059,184.01	\$3,517,338.29	\$458,154.28
STREET FUND	282,266.35	335,800.81	53,534.46
CONTINGENCY FUND	419,169.00	416,201.67	(2,967.33)
CUMULATIVE RESERVE FUND	1,378,461.10	1,373,874.49	(4,586.61)
REET 1ST 1/4% FUND	11,672.07	25,481.52	13,809.45
REET 2ND 1/4% FUND	11,672.07	25,481.52	13,809.45
DEVELOPMENT SERVICES FUND	1,859,090.34	2,123,815.21	264,724.87
PARKS FUND	243,114.85	389,031.70	145,916.85
LID 99-01 GUARANTY FUND	52,290.79	52,392.25	101.46
LID 99.01 FUND	507.36	37,010.01	36,502.65
CAPITAL IMPROVEMENT PROGRAM	2,609,115.58	2,190,899.03	(418,216.55)
SURFACE WATER MANAGEMENT	1,920,811.61	2,254,778.68	333,967.07
UNEMPLOYMENT INSURANCE	149,572.18	163,205.09	13,632.91
EQUIPMENT REPLACEMENT	<u>327,363.14</u>	<u>266,103.16</u>	<u>(61,259.98)</u>
<b>TOTAL ALL FUNDS</b>	<b><u>\$12,324,290.45</u></b>	<b><u>\$13,171,413.43</u></b>	<b><u>\$847,122.98</u></b>

# Capital Investment Program

---

Covington Community Park (1010) spent \$195,790. This project is complete although there may be some additional billings.

The Road Overlay project (1028) spent \$1,810.

Project 1029—Annual Traffic Safety—spent \$851.

Project 1057—SR 516 Safety Widening spent \$255.

Project 1127—SR 516 Widening at Jenkins Creek—spent \$171,180.

Project #	Project Description	Revenues	Expenditures
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**CITY OF COVINGTON  
FINANCE DEPARTMENT**

**16720 SE 271st St  
Suite 100  
Covington, WA 98042**

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

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



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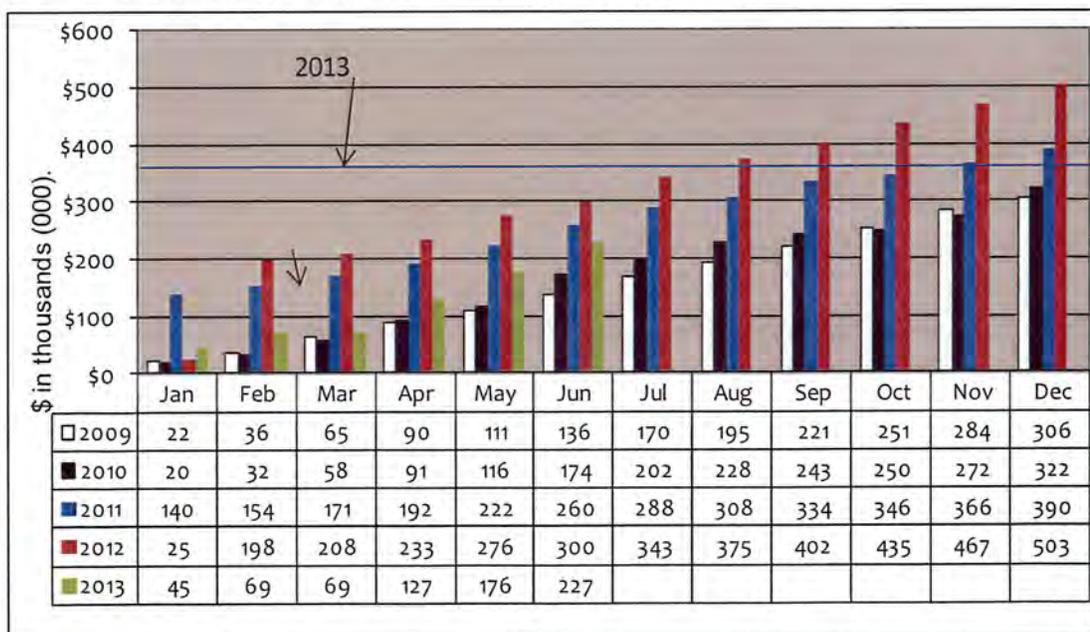
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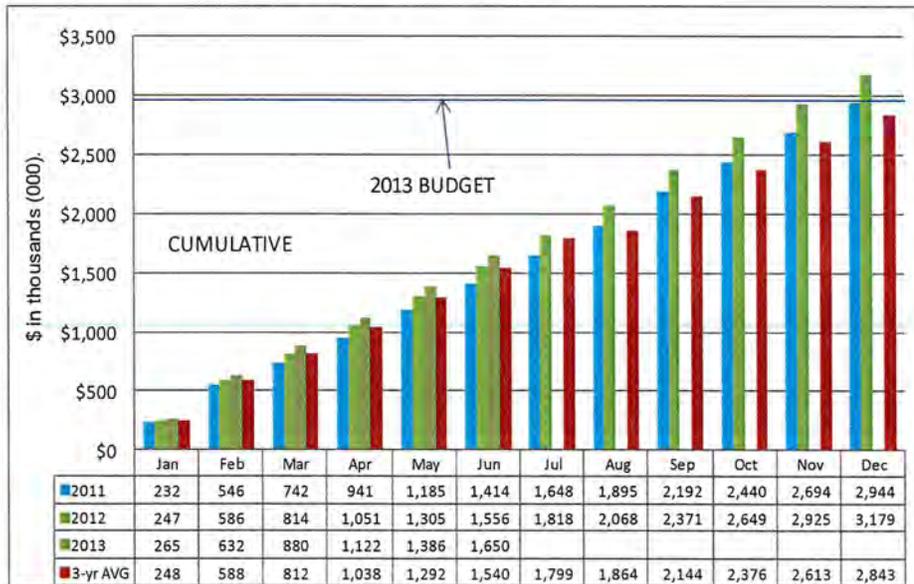
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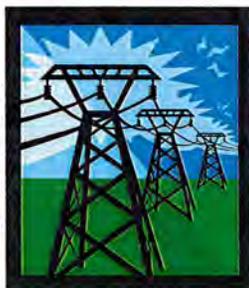
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pared to 63 in 2012.

Operational expenditures came in at 45.8% or \$470,872.

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

## PARKS and RECREATION

---

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

Revenue came in ahead of fore-

cast at 55.9% or \$837,555—led by sales tax and aquatics revenue. Sales tax is 55.2% or \$263,960 and aquatics revenue is \$326,554 or 63.7%. Both these categories exceed 2012 in year over year results.

Year to date attendance is 53,499—ahead of 2012 by 12,331

or 30%!

Overall operating expenditures for the four divisions are 44.7% or \$676,114. Operating revenues are exceeding operating expenditures by \$161,441.

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

## Cash & Investments

Total cash and investments total \$13,171,413. This exceeds June 2012 by \$847,123. The largest gainer is the General Fund, followed by SWM, Development Services, then Parks.

The Local Government Investment Pool (LGIP) is currently earning 0.12% (as of June 1). The City has \$10,176,471 invested with the LGIP.

Investments outside the LGIP total \$2,114,693.28 (market value). That is split between US Government Agencies at \$1,560,000 and

Municipal Securities at \$1,160,000. The weighted yield of the portfolio with the state pool is 0.43% and without the pool is 1.51%. Average days to maturity with the pool is 388 days or 1.06 years and without the pool is 421 days or 1.15 years.

Investment activity for the quarter included the maturity (6/15) of a \$25,000 municipal security, the purchase of a \$200,000 Fannie Mae agency, and two Pierce County School District municipal securities for \$175,000 and

\$265,000. (see accompanying chart)

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

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



### TOTAL GENERAL LEDGER ACCOUNTS

	as of 06/30/12	as of 06/30/13	Δ
GENERAL FUND	\$3,059,184.01	\$3,517,338.29	\$458,154.28
STREET FUND	282,266.35	335,800.81	53,534.46
CONTINGENCY FUND	419,169.00	416,201.67	(2,967.33)
CUMULATIVE RESERVE FUND	1,378,461.10	1,373,874.49	(4,586.61)
REET 1ST 1/4% FUND	11,672.07	25,481.52	13,809.45
REET 2ND 1/4% FUND	11,672.07	25,481.52	13,809.45
DEVELOPMENT SERVICES FUND	1,859,090.34	2,123,815.21	264,724.87
PARKS FUND	243,114.85	389,031.70	145,916.85
LID 99-01 GUARANTY FUND	52,290.79	52,392.25	101.46
LID 99.01 FUND	507.36	37,010.01	36,502.65
CAPITAL IMPROVEMENT PROGRAM	2,609,115.58	2,190,899.03	(418,216.55)
SURFACE WATER MANAGEMENT	1,920,811.61	2,254,778.68	333,967.07
UNEMPLOYMENT INSURANCE	149,572.18	163,205.09	13,632.91
EQUIPMENT REPLACEMENT	<u>327,363.14</u>	<u>266,103.16</u>	<u>(61,259.98)</u>
<b>TOTAL ALL FUNDS</b>	<b><u>\$12,324,290.45</u></b>	<b><u>\$13,171,413.43</u></b>	<b><u>\$847,122.98</u></b>

# Capital Investment Program

Covington Community Park (1010) spent \$195,790. This project is complete although there may be some additional billings.

The Road Overlay project (1028) spent \$1,810.

Project 1029—Annual Traffic Safety—spent \$851.

Project 1057—SR 516 Safety Widening spent \$255.

Project 1127—SR 516 Widening at Jenkins Creek—spent \$171,180.

Project #	Project Description	Revenues	Expenditures
1010	Covington Community Park	0	\$195,790
1028	Annual Road Overlay	0	\$1,810
1029	Annual Traffic Safety	0	\$851
1057	SR 516 Safety Widening	0	\$255
1127	SR 516 Widening at Jenkins Creek	0	\$171,180

## CITY OF COVINGTON FINANCE DEPARTMENT

16720 SE 271st St  
Suite 100  
Covington, WA 98042

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

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

	Source/Data	Budget vs Actual	Revenue by Month (shown on a cash basis)	High/Low	Y/Y Inc/Dec																			
GENERAL FUND	<b>Sales Tax</b>	<table border="1"> <tr> <td>2Q-12</td> <td>2Q-13</td> <td>% Diff</td> </tr> <tr> <td>1,555,895</td> <td>1,649,754</td> <td>6.0%</td> </tr> <tr> <td><b>Budget</b></td> <td><b>Actual</b></td> <td><b>% Collected</b></td> </tr> <tr> <td>2013 Annual Revenues \$ 2,988,000</td> <td>\$ 1,649,754</td> <td>55.2%</td> </tr> <tr> <td>2012 Annual Revenues \$ 2,850,000</td> <td>\$ 3,179,326</td> <td>111.6%</td> </tr> <tr> <td>2011 Annual Revenues \$ 2,904,000</td> <td>\$ 2,947,658</td> <td>101.5%</td> </tr> </table>	2Q-12	2Q-13	% Diff	1,555,895	1,649,754	6.0%	<b>Budget</b>	<b>Actual</b>	<b>% Collected</b>	2013 Annual Revenues \$ 2,988,000	\$ 1,649,754	55.2%	2012 Annual Revenues \$ 2,850,000	\$ 3,179,326	111.6%	2011 Annual Revenues \$ 2,904,000	\$ 2,947,658	101.5%				
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STREET FUND	<b>Property Tax</b>	<table border="1"> <tr> <td>2Q-12</td> <td>2Q-13</td> <td>% Diff</td> </tr> <tr> <td>1,216,987</td> <td>1,168,792</td> <td>-4.0%</td> </tr> <tr> <td><b>Budget</b></td> <td><b>Actual</b></td> <td><b>% Collected</b></td> </tr> <tr> <td>2013 Annual Revenues \$ 2,340,000</td> <td>\$ 1,168,792</td> <td>49.9%</td> </tr> <tr> <td>2012 Annual Revenues \$ 2,340,000</td> <td>\$ 2,363,948</td> <td>101.0%</td> </tr> <tr> <td>2011 Annual Revenues \$ 2,356,779</td> <td>\$ 2,339,013</td> <td>99.2%</td> </tr> </table>	2Q-12	2Q-13	% Diff	1,216,987	1,168,792	-4.0%	<b>Budget</b>	<b>Actual</b>	<b>% Collected</b>	2013 Annual Revenues \$ 2,340,000	\$ 1,168,792	49.9%	2012 Annual Revenues \$ 2,340,000	\$ 2,363,948	101.0%	2011 Annual Revenues \$ 2,356,779	\$ 2,339,013	99.2%				
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DEV SVCS FUND	<b>Utility Tax</b>	<table border="1"> <tr> <td>2Q-12</td> <td>2Q-13</td> <td>% Diff</td> </tr> <tr> <td>1,084,079</td> <td>1,151,859</td> <td>6.3%</td> </tr> <tr> <td><b>Budget</b></td> <td><b>Actual</b></td> <td><b>% Collected</b></td> </tr> <tr> <td>2013 Annual Revenues \$ 2,140,140</td> <td>\$ 1,151,859</td> <td>53.8%</td> </tr> <tr> <td>2012 Annual Revenues \$ 2,012,475</td> <td>\$ 2,004,827</td> <td>99.6%</td> </tr> <tr> <td>2011 Annual Revenues \$ 2,016,000</td> <td>\$ 1,785,667</td> <td>88.6%</td> </tr> </table>	2Q-12	2Q-13	% Diff	1,084,079	1,151,859	6.3%	<b>Budget</b>	<b>Actual</b>	<b>% Collected</b>	2013 Annual Revenues \$ 2,140,140	\$ 1,151,859	53.8%	2012 Annual Revenues \$ 2,012,475	\$ 2,004,827	99.6%	2011 Annual Revenues \$ 2,016,000	\$ 1,785,667	88.6%				
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PARKS FUND	<b>Fuel Tax</b>	<table border="1"> <tr> <td>2Q-12</td> <td>2Q-13</td> <td>% Diff</td> </tr> <tr> <td>170,287</td> <td>172,986</td> <td>1.6%</td> </tr> <tr> <td><b>Budget</b></td> <td><b>Actual</b></td> <td><b>% Collected</b></td> </tr> <tr> <td>2013 Annual Revenues \$ 366,566</td> <td>\$ 172,986</td> <td>47.2%</td> </tr> <tr> <td>2012 Annual Revenues \$ 371,700</td> <td>\$ 423,951</td> <td>114.1%</td> </tr> <tr> <td>2011 Annual Revenues \$ 378,202</td> <td>\$ 366,520</td> <td>96.9%</td> </tr> </table>	2Q-12	2Q-13	% Diff	170,287	172,986	1.6%	<b>Budget</b>	<b>Actual</b>	<b>% Collected</b>	2013 Annual Revenues \$ 366,566	\$ 172,986	47.2%	2012 Annual Revenues \$ 371,700	\$ 423,951	114.1%	2011 Annual Revenues \$ 378,202	\$ 366,520	96.9%				
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REIT FUND	<b>Development Services Permitting Revenue/Activity *</b>	<table border="1"> <tr> <td>2Q-12</td> <td>2Q-13</td> <td>% Diff</td> </tr> <tr> <td>457,606</td> <td>350,522</td> <td>-23.4%</td> </tr> <tr> <td><b>Budget</b></td> <td><b>Actual</b></td> <td><b>% Collected</b></td> </tr> <tr> <td>2013 Annual Revenues \$ 713,823</td> <td>\$ 350,522</td> <td>49.1%</td> </tr> <tr> <td>2012 Annual Revenues \$ 566,835</td> <td>\$ 845,807</td> <td>149.2%</td> </tr> <tr> <td>2011 Annual Revenues \$ 327,766</td> <td>\$ 566,842</td> <td>172.9%</td> </tr> </table>	2Q-12	2Q-13	% Diff	457,606	350,522	-23.4%	<b>Budget</b>	<b>Actual</b>	<b>% Collected</b>	2013 Annual Revenues \$ 713,823	\$ 350,522	49.1%	2012 Annual Revenues \$ 566,835	\$ 845,807	149.2%	2011 Annual Revenues \$ 327,766	\$ 566,842	172.9%				
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GENERAL FUND	<b>Aquatics Revenue/Attendance *</b>	<table border="1"> <tr> <td>2Q-12</td> <td>2Q-13</td> <td>% Diff</td> </tr> <tr> <td>270,116</td> <td>326,554</td> <td>20.9%</td> </tr> <tr> <td><b>Budget</b></td> <td><b>Actual</b></td> <td><b>% Collected</b></td> </tr> <tr> <td>2013 Annual Revenues \$ 512,820</td> <td>\$ 326,554</td> <td>63.7%</td> </tr> <tr> <td>2012 Annual Revenues \$ 498,880</td> <td>\$ 572,887</td> <td>114.8%</td> </tr> <tr> <td>2011 Annual Revenues \$ 486,330</td> <td>\$ 466,487</td> <td>95.9%</td> </tr> </table>	2Q-12	2Q-13	% Diff	270,116	326,554	20.9%	<b>Budget</b>	<b>Actual</b>	<b>% Collected</b>	2013 Annual Revenues \$ 512,820	\$ 326,554	63.7%	2012 Annual Revenues \$ 498,880	\$ 572,887	114.8%	2011 Annual Revenues \$ 486,330	\$ 466,487	95.9%				
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GENERAL FUND	<b>Real Estate Excise Tax (REET)/Avg Sales Price/Unit</b>	<table border="1"> <tr> <td>2Q-12</td> <td>2Q-13</td> <td>% Diff</td> </tr> <tr> <td>299,590</td> <td>227,227</td> <td>-24.2%</td> </tr> <tr> <td><b>Budget</b></td> <td><b>Actual</b></td> <td><b>% Collected</b></td> </tr> <tr> <td>2013 Annual Revenues \$ 350,000</td> <td>\$ 227,227</td> <td>64.9%</td> </tr> <tr> <td>2012 Annual Revenues \$ 325,000</td> <td>\$ 515,941</td> <td>158.8%</td> </tr> <tr> <td>2011 Annual Revenues \$ 300,000</td> <td>\$ 390,364</td> <td>130.1%</td> </tr> </table>	2Q-12	2Q-13	% Diff	299,590	227,227	-24.2%	<b>Budget</b>	<b>Actual</b>	<b>% Collected</b>	2013 Annual Revenues \$ 350,000	\$ 227,227	64.9%	2012 Annual Revenues \$ 325,000	\$ 515,941	158.8%	2011 Annual Revenues \$ 300,000	\$ 390,364	130.1%				
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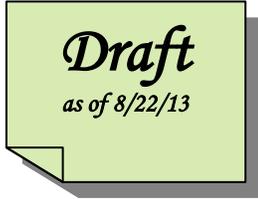
\* Attendance, permitting activity, and average unit sales price are shown on the secondary axis to compare with revenue intake.

Here is the Major Revenue Comparison chart with an added column showing the High/Low for each revenue source. Note that some of the fluctuations have to do with collection timing such as Property Tax and SWM Fees. Other economically driven sources such as Sales Tax, REET and Development Svcs more accurately reflect fluctuations in the economy. Aquatics revenue reflects attendance, fee changes, and closure periods. The scale of the graph counts as well. For example, in the Comcast Franchise Fees it appears there's a large gap between the high and low when in fact it's only \$5,000. The scale on the left of that graph shows a very narrow band starting at \$42,000 and ending at \$54,000 while others start at zero and end as high as \$1,000,000. The date noted underneath the columns is important to note - some of the highs are occurring recently such as in sales tax while REET's high occurred prior to the recession and hasn't recovered showing that housing is lagging. The low in Utility Tax correlates to the very beginning of the collection of the tax. If that anomaly were removed the low would be \$43,159 - a reflection of collection timing, rates, weather, population and the economy. Rates have been noted here - some the City has control over such as permits, while others are set externally such as sales tax and REET.

**DISCUSSION OF  
FUTURE AGENDA TOPICS:**

**September 10, 2013 – City Council Special & Regular Meetings**

**(Draft Agenda Attached)**



Covington: Unmatched quality of life  
**CITY OF COVINGTON**  
**CITY COUNCIL SPECIAL & REGULAR MEETINGS AGENDA**  
[www.covingtonwa.gov](http://www.covingtonwa.gov)



**Tuesday, September 10, 2013**  
**7:00 p.m.**

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

*Council will interview one Planning Commission applicant beginning at 6:40 p.m. (tentative)*

**CALL CITY COUNCIL REGULAR MEETING TO ORDER – approximately 7:00 p.m.**

**ROLL CALL/PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

**RECOGNITION OF 47<sup>TH</sup> DISTRICT LEGISLATORS**

**PUBLIC COMMUNICATION**

- Mayor’s Day of Concern for the Hungry Proclamation – Sat., September 28, 2013 (Throm)
- Tobacco Free Teens Back to School Week Proclamation – Week of Sept. \_\_\_\_, 2013 (KSD)
- Briefing on *Coverage is Here King County* Program – Jasmine Hutchinson, Legislative Affairs – 15 minutes

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

**APPROVE CONSENT AGENDA**

- C-1. Minutes: August 27, 2013 City Council Special & Regular Meeting Minutes (Scott)
- C-2. Vouchers (Hendrickson)

**NEW BUSINESS**

1. Consider Appointments to Planning Commission (Council)
2. Consider Stormwater Pond Rehabilitation Pilot Projects (Vondran)
3. Covington Days Report (Slate )

**COUNCIL/STAFF COMMENTS - Future Agenda Topics**

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

**EXECUTIVE SESSION**

- Review the Performance of a Public Employee (RCW 42.30.110(1)(g))

**ADJOURN**

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