

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



Tuesday, September 24, 2013
7:00 p.m.

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

Council subcommittee will conduct exit interviews beginning at 6:20 p.m.

CALL CITY COUNCIL REGULAR MEETING TO ORDER

ROLL CALL/PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

PUBLIC COMMUNICATION

- Domestic Violence Awareness Month Proclamation – October 2013 (Victoria Throm)

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. Vouchers (Hendrickson)
- C-2. Ratify City Manager's Signature on Agreement with Covington Retail Associates (Matheson)
- C-3. Adopt PRePAC Charter (Thomas)

REPORTS OF COMMISSIONS

- Human Services Chair Haris Ahmad: August 8 meeting and September 12 Off-Site Visit.
- Arts Chair Sandy Bisordi: September 12 meeting.
- Planning Chair Daniel Key: August 29 meeting; regular meetings in September canceled.
- Economic Development Council Co-Chair Jeff Wagner: August 22 meeting.
- **Future Meetings:** Parks & Recreation: Next meeting October 16; September regular meeting canceled.

NEW BUSINESS

- 1. Reject All Bids for the Aquatic Center Renovation Project (Thomas)

COUNCIL/STAFF COMMENTS - Future Agenda Topics

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

EXECUTIVE SESSION – If Needed

ADJOURN

Consent Agenda Item C-1

Covington City Council Meeting

Date: September 24, 2013

SUBJECT: APROVAL OF VOUCHERS.

RECOMMENDED BY: Rob Hendrickson, Finance Director

ATTACHMENT(S): Vouchers #29957—30023, in the Amount of \$204,048.06, Dated September 4, 2013; Paylocity Payroll Checks #1001578146-1001578164 and Paylocity Payroll Checks #1001578264-1001578264 Inclusive, Plus Employee Direct Deposits in the Amount of \$149,320.65, Dated September 13, 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 #29957—30023, in the Amount of \$204,048.06, Dated September 4, 2013; Paylocity Payroll Checks #1001578146-1001578164 and Paylocity Payroll Checks #1001578264-1001578264 Inclusive, Plus Employee Direct Deposits in the Amount of \$149,320.65, Dated September 13, 2013.

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September 4, 2013

City of Covington

City of Covington

City of Covington
Voucher/Check Register

Check # 29957 Through Check # 30023

In the Amount of \$204,048.06

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: 9/6/2013 11:13 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
29957	1705	Alpine Products, Inc.	09/04/2013	
	TM-134598	CCP; No motorized vehicle signs		121.43
	TM-134616	Parking signs		139.61
	TM-134978	Hawk property signs		721.39
	TM-134980	Maint shop; caution tape		15.70
	TM-134980	Seasonals; t-shirts		35.02
	TM-134980	Seasonals; t-shirts		35.02
	TM-134980	Maint shop; caution tape		15.70
	TM-134980	Seasonals; t-shirts		17.50
	TM-134980	Maint shop; caution tape		7.86
Total for Check Number 29957:				1,109.23
29958	1534	APWA - WA State Chapter	09/04/2013	
	59048502	Wesley; APWA Fall conference, registration		375.00
	59055328	Vondran; APWA Fall conference, registration		187.50
	59055328	Vondran; APWA Fall conference, registration		187.50
	59059375	Buck; APWA Fall conference, registration		375.00
	59059666	Gaudette; APWA Fall conference, registration		150.00
	59059666	Gaudette; APWA Fall conference, registration		150.00
	59059666	Gaudette; APWA Fall conference, registration		75.00
Total for Check Number 29958:				1,500.00
29959	2033	Aquatic Specialty Services	09/04/2013	
	5119	Aquatics; clean/calibration service, August		124.90
	5120	Aquatics; pool chemicals		988.92
Total for Check Number 29959:				1,113.82
29960	2631	Auburn Youth Research - Outreach	09/04/2013	
	2631-2Qtr	Human services; 2nd Quarter 2013		375.00
Total for Check Number 29960:				375.00
29961	0019	AWC Employee Benefits Trust	09/04/2013	
	100315L0920130	Medical Insurance Premiums, September		8,814.59
	100315L0920130	Medical Insurance Premiums, September		6,326.17
	100315L0920130	Medical Insurance Premiums, September		2,150.92
	100315L0920130	Medical Insurance Premiums, September		2,093.71
	100315L0920130	Medical Insurance Premiums, September		2,143.01
	100315L0920130	Medical Insurance Premiums, September		6,178.40
	100315L0920130	Medical Insurance Premiums, September		1,681.19
	100315L0920130	Medical Insurance Premiums, September		2,747.93
	100315L0920130	Medical Insurance Premiums, September		721.44
	100315L0920130	Medical Insurance Premiums, September		838.16
	100315L0920130	Medical Insurance Premiums, September		4,824.83
	100315L0920130	Medical Insurance Premiums, September		8,203.40

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 29961:	46,723.75
29962	2646	Balloon Specialties	09/04/2013	
	B13080214	Helium tank, balloons, ribbon		301.58
	B13080214	Helium tank, balloons, ribbon		301.58
			Total for Check Number 29962:	603.16
29963	0499	Bank of America	09/04/2013	
	0411-9	Aquatics; resale items, CPR masks		141.12
	0411-9	Aquatics; custom water bottles		535.48
	0411-9	Aquatics; custom water bottles, use tax		-42.40
	0411-9	Aquatics; CPR masks, use tax		-12.14
	0411-9	Aquatics; CPR masks		153.27
	0411-9	Aquatics; toilet tissue dispenser/key, use tax		-7.39
	0411-9	Aquatics; toilet tissue dispenser/key		93.27
	0814-9	City hall; wireless router		304.06
	0814-9	Slate; PRSA workshop, registration		89.00
	0814-9	City hall; wireless router, use tax		-24.08
	0814-9	Council tablet cases		392.10
	0814-9	Tape to mount hardware		17.35
	0814-9	Tape to mount hardware, use tax		-1.37
	0814-9	HUB adapter for council tablets		32.00
	0814-9	HUB adapter for council tablets, use tax		-2.53
	0814-9	Logo shirts; legislative appreciation		131.62
	0814-9	Matheson; Chamber luncheon meeting, Septemb		20.00
	0814-9	Council tablet cases, use tax		-31.05
	0848-9	Volunteer appreciation dinner; catering		128.19
	0848-9	Commissioners Max/Smith/White; PAW land use		255.00
	1030-9	Maint shop; tree climbing gear		290.99
	1030-9	Maint shop; tree climbing gear		145.49
	1030-9	Maint shop; tree climbing gear, use tax		-11.04
	1030-9	Maint shop; tree climbing gear, use tax		-22.07
	1030-9	Maint shop; tree climbing gear		278.72
	1030-9	Maint shop; tree climbing gear		278.72
	1030-9	CCP; removable bollard		768.89
	1030-9	Maint shop; tree climbing gear		290.99
	1030-9	Maint shop; tree climbing gear		139.35
	1030-9	Maint shop; tree climbing gear, use tax		-22.07
	2923-9	Volunteer appreciation dinner; catering		843.15
	2923-9	Volunteer appreciation dinner; food, supplies		350.84
	2923-9	Classified ads; lifeguard/water safety instructor		50.00
	2959-9	Beaufre/Throm; Human Resource Academy, re		1,000.00
	3544-9	Matheson; WCMA conference, hotel		576.09
	6093-9	Dalton; PNW Management School, 3rd year		1,235.00
	7021-9	Hendrickson/Parker; PSFOA meetings, July & A		100.00
	7021-9	SSL web certificates, 1 year renewal		203.94
	7768-9	Summer concerts, cooler, water, ice for entertain		46.03
	7768-9	Parks donations		200.00
	7768-9	Summer concerts, balloons		17.50
	9767-9	Citizen police, Campbell/Pearson, flagging class		118.00
	9767-9	Commissioner Gilbert-Smith; PAW land use trai		85.00
	9767-9	Lyons; Planning directors conference, registratio		236.00
	9767-9	Lyons; Planning directors conference, registratio		59.00
	9767-9	Volunteer appreciation dinner; tablecloth cleanin		172.67
			Total for Check Number 29963:	9,602.69
29964	2368	Best Parking Lot Cleaning Inc.	09/04/2013	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	126306	Water trees		271.50
			Total for Check Number 29964:	271.50
29965	2657 2657-9	BlasTech Diving board piece, blasted	09/04/2013	164.25
			Total for Check Number 29965:	164.25
29966	2629 237	Brodie Electric, LLC Aquatics; light fixture repairs	09/04/2013	2,561.87
			Total for Check Number 29966:	2,561.87
29967	2270 6317966698B-9	CenturyLink City hall; telephone, 8/13-9/13/13	09/04/2013	48.86
			Total for Check Number 29967:	48.86
29968	0366 0366-9	City of Covington ROW Permit; 2013 CHC 5K/10K Run	09/04/2013	176.00
			Total for Check Number 29968:	176.00
29969	2681 3005795	Commercial Fence Corporation CIP 1010; Cedar fence split rail	09/04/2013	12,043.13
			Total for Check Number 29969:	12,043.13
29970	1699 1699-2Qtr	Communities in Schools of Kent Human services; 2nd Quarter 2013	09/04/2013	750.00
			Total for Check Number 29970:	750.00
29971	0184 183	Cordi & Bejarano Public defender services; 5/28, 8/5-8/27/13	09/04/2013	2,820.00
			Total for Check Number 29971:	2,820.00
29972	1952 3641 3641 3641	Covington Copy It...Mail It Postage; climbing saddle return Postage; climbing saddle return Postage; climbing saddle return	09/04/2013	3.98 7.95 7.95
			Total for Check Number 29972:	19.88
29973	0537 104587-9 105731-9 132670-9	Covington Water District Crystal view; water, 7/20-8/16/13 SR 516; water, 7/20-8/16/13 CCP; water, 7/20-8/16/13	09/04/2013	90.35 50.40 4,994.45
			Total for Check Number 29973:	5,135.20
29974	1330 12576 12576	DIVE Cincinnati, Inc. Aquatics; 16' diving board, use tax Aquatics; 16' diving board	09/04/2013	-343.66 4,339.66
			Total for Check Number 29974:	3,996.00
29975	0750 A7507	Emergency Preparedness Service Emergency kit refill supplies	09/04/2013	777.34

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 29975:	777.34
29976	1996	Facility Maintenance Contractors	09/04/2013	
	SALES01465 130815	Maint shop; janitorial service		105.60
	SALES01465 130815	Maint shop; janitorial service		52.80
	SALES01465 130815	Maint shop; janitorial service		105.60
			Total for Check Number 29976:	264.00
29977	2686	Angela Feser	09/04/2013	
	2686-9	Feser; Parks planner interviewee, travel expense:		386.31
			Total for Check Number 29977:	386.31
29978	1875	FirstChoice	09/04/2013	
	562158	Coffee service		79.38
			Total for Check Number 29978:	79.38
29979	0302	Gray & Osborne	09/04/2013	
	13504.00-2	CIP 1029; engineering, 7/21-8/17/13		11,405.20
			Total for Check Number 29979:	11,405.20
29980	2616	Greater Maple Valley Community Center	09/04/2013	
	2616-2Qtr	Human services; 2nd Quarter 2013		1,000.00
			Total for Check Number 29980:	1,000.00
29981	0651	Lindsay Hagen	09/04/2013	
	13-17	Hagen; 2013 flexible spending		480.00
			Total for Check Number 29981:	480.00
29982	1722	Honey Bucket	09/04/2013	
	1-721714	Skate park; portable toilet, 8/5-9/4/13		204.75
	1-727289	CCP; portable toilets service, 8/13-9/12/13		258.00
			Total for Check Number 29982:	462.75
29983	0603	International Code Council	09/04/2013	
	INV0334117	Codes books		169.91
			Total for Check Number 29983:	169.91
29984	1475	J&K Associates	09/04/2013	
	1442	#2707; part repair		97.74
			Total for Check Number 29984:	97.74
29985	1701	Johnsons Home & Garden	09/04/2013	
	377624	Maint shop; brush set, nuts, bolts		2.13
	377624	Maint shop; brush set, nuts, bolts		4.26
	377624	Maint shop; brush set, nuts, bolts		4.25
	378092	CCP; epoxy syringe, bolts, screws, nuts		81.07
	378194	Nuts, bolts		5.08
	378383	Nuts, bolts		9.73
	378956	Rain-x		2.17
	378956	Rain-x		4.34
	378956	Rain-x		4.34
	379113	#3252; nuts, bolts		2.72

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 29985:	120.09
29986	0271 0271-2Qtr 0271-2Qtr-1	Kent Youth & Family Services Human services, counseling, 2nd Quarter 2013 Human services, early child education, 2nd Quar	09/04/2013	2,500.00 625.00
			Total for Check Number 29986:	3,125.00
29987	1514 1514-9	King County District Court 2012 District court reconciliation	09/04/2013	42,257.00
			Total for Check Number 29987:	42,257.00
29988	0143 18412-18416	King County Finance Street services; 2/2-2/28/13	09/04/2013	5,792.44
			Total for Check Number 29988:	5,792.44
29989	0204 0204-9	King County Pet Licensing Pet license remittance; August	09/04/2013	625.00
			Total for Check Number 29989:	625.00
29990	0333 0333-2Qtr	Maple Valley Food Bank Human services; 2nd Quarter 2013	09/04/2013	3,750.00
			Total for Check Number 29990:	3,750.00
29991	1921 0634206	Mastermark Date/Received stamp	09/04/2013	31.98
			Total for Check Number 29991:	31.98
29992	1719 1719-9	Derek Matheson Matheson; WCMA conference, mileage	09/04/2013	55.66
			Total for Check Number 29992:	55.66
29993	2555 39338897 39387779	NuCO2 LLC Aquatics; CO2 lease Aquatics; CO2 for pH control	09/04/2013	59.73 60.02
			Total for Check Number 29993:	119.75
29994	0418 20134	Olympic Environmental Resource Business recycling event	09/04/2013	1,500.00
			Total for Check Number 29994:	1,500.00
29995	1432 8386 8397 8402	Pacific Topsoils, Inc. Dump brush; disposal fees Dump brush; disposal fees Dump brush; disposal fees	09/04/2013	196.20 109.00 109.00
			Total for Check Number 29995:	414.20
29996	1452 IN031846	Palmer Coking Coal Company CCP; crushed gravel	09/04/2013	26.88
			Total for Check Number 29996:	26.88
29997	2499	Partner Construction Products	09/04/2013	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	6008	Crack seal materials		4,099.65
	6026	Crack seal materials		3,920.46
Total for Check Number 29997:				8,020.11
29998	2233 2233-2Qtr	Pediatric Interim Care Center Human services; 2nd Quarter 2013	09/04/2013	375.00
Total for Check Number 29998:				375.00
29999	2680 029090482	Safeguard Business Systems City of Covington pencils	09/04/2013	274.32
Total for Check Number 29999:				274.32
30000	2250 C029	SBS Legal Services Legal services; 8/1-8/31/13	09/04/2013	5,754.00
Total for Check Number 30000:				5,754.00
30001	1232 1096990 1096990	Seattle Marine & Fishing Aquatics; life vests Aquatics; line snubber	09/04/2013	370.54 84.10
Total for Check Number 30001:				454.64
30002	2207 1527081513	db Secure Shred, LLC Secure document destruction	09/04/2013	22.39
Total for Check Number 30002:				22.39
30003	1905 C783184-701 C783374-701 C783374-701	Sharp Electronics Corporation Reception copier; usage, 7/17-8/22/13 Copier; usage, 7/15-8/15/13 Copier; usage, 7/15-8/15/13	09/04/2013	14.24 28.14 18.76
Total for Check Number 30003:				61.14
30004	2687 2687-9	David Shaw Shaw; Parks planner interviewee, travel expense	09/04/2013	106.87
Total for Check Number 30004:				106.87
30005	0736 0646838-IN	Sound Security, Inc. Security monitoring; September	09/04/2013	973.00
Total for Check Number 30005:				973.00
30006	2469 2469-2Qtr	South King Council of HS Human services; 2nd Quarter 2013	09/04/2013	120.00
Total for Check Number 30006:				120.00
30007	1158 90780A C89492A	Sprint Rothhammer Intl, Inc. Aquatics; resale items, nose clips, caps, goggles Aquatics; resale item credit	09/04/2013	378.33 -2.45
Total for Check Number 30007:				375.88
30008	2504 3742	Stalzer and Associates Hawk Property Subarea Plan/EIS; 7/1-7/31/13	09/04/2013	13,662.83

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 30008:	13,662.83
30009	0281	Standard Insurance Company	09/04/2013	
	006355510001-9	Life Insurance Premiums, September		94.59
	006355510001-9	Life Insurance Premiums, September		100.83
	006355510001-9	Life Insurance Premiums, September		85.56
	006355510001-9	Life Insurance Premiums, September		248.72
	006355510001-9	Life Insurance Premiums, September		164.72
	006355510001-9	Life Insurance Premiums, September		465.53
	006355510001-9	Life Insurance Premiums, September		214.20
	006355510001-9	Life Insurance Premiums, September		479.07
	006355510001-9	Life Insurance Premiums, September		182.94
	006355510001-9	Life Insurance Premiums, September		93.44
	006355510001-9	Life Insurance Premiums, September		7.91
	006355510001-9	Life Insurance Premiums, September		568.22
	006355510001-9	Life Insurance Premiums, September		357.44
			Total for Check Number 30009:	3,063.17
30010	0409	The Storehouse	09/04/2013	
	0409-2Qtr	Human services; 2nd Quarter 2013		1,785.75
			Total for Check Number 30010:	1,785.75
30011	2556	United Site Services	09/04/2013	
	114-1480138	Kids Fest; portable toilets, 8/16-8/19/13		269.13
			Total for Check Number 30011:	269.13
30012	2103	US Bancorp Equip Finance Inc.	09/04/2013	
	235011822	Copier; lease		639.10
	235258548	Reception copier; lease		93.40
	235325461	Police copier; lease		93.40
			Total for Check Number 30012:	825.90
30013	0046	Verizon Wireless	09/04/2013	
	9710228170	Cellular service/tablet data, 8/21-9/20/13		75.63
	9710228170	Cellular service/tablet data, 8/21-9/20/13		334.47
	9710228170	Cellular service/tablet data, 8/21-9/20/13		171.27
	9710228170	Cellular service, 8/21-9/20/13		67.63
	9710228170	Cellular phone, 8/21-9/20/13		28.82
	9710228170	Cellular phone, 8/21-9/20/13		215.94
			Total for Check Number 30013:	893.76
30014	0819	Don Vondran	09/04/2013	
	13-18	Vondran; 2013 flexible spending		211.87
			Total for Check Number 30014:	211.87
30015	2262	Voyager Fleet Systems Inc.	09/04/2013	
	869285460334	Vehicle fuel		1,654.81
			Total for Check Number 30015:	1,654.81
30016	0242	WACE	09/04/2013	
	0242-9	Bykonen; WACE membership dues		40.00
	0242-9-1	Bykonen; WACE fall conference, registration		200.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 30016:	240.00
30017	1421	Ward's Power Equipment	09/04/2013	
	45445	Weed eater sleeve		3.68
	45445	Weed eater sleeve		7.36
	45445	Weed eater sleeve		7.36
	45559	#2905; carburetor repair		137.51
	45559	#2905; carburetor repair		137.52
	45562	Weed eater sleeve		3.15
	45562	Weed eater sleeve		6.31
	45562	Weed eater sleeve		6.31
			Total for Check Number 30017:	309.20
30018	1408	Washington Workwear Stores Inc.	09/04/2013	
	10415	Fealy; shirt		32.79
	10415	Fealy; shirt		16.39
	10415	Fealy; shirt		32.79
	1173	Junkin; gloves		5.64
	1173	Junkin; gloves		5.64
	1173	Junkin; gloves		2.83
	1174	Fealy; shirt		32.79
	1174	Fealy; shirt		32.79
	1174	Fealy; shirt		16.39
	1175	Allen; shirt		32.79
	1175	Allen; shirt		16.39
	1175	Allen; shirt		32.79
	1180	Bykonen; work boots		97.73
			Total for Check Number 30018:	357.75
30019	2652	Wells Fargo Financial Leasing	09/04/2013	
	5000425819	Plotter/scanner; lease, 9/10-10/9/13		228.97
			Total for Check Number 30019:	228.97
30020	0348	Wescom Communications	09/04/2013	
	21459	#PL22141; laser SMD calibration		87.60
			Total for Check Number 30020:	87.60
30021	0355	WRPA	09/04/2013	
	13-045	Patterson; Business Institute, registration		110.00
	13-046	Martinsons; Business Institute, registration		110.00
			Total for Check Number 30021:	220.00
30022	0781	YWCA of Seattle & King County	09/04/2013	
	0781-9	Human services; 2nd Quarter 2013		1,664.00
			Total for Check Number 30022:	1,664.00
30023	1894	Diana Ziolkowski	09/04/2013	
	1894-9	Facility monitoring; 8/31/13		81.00
			Total for Check Number 30023:	81.00
			Total for 9/4/2013:	204,048.06

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Report Total (67 checks):				204,048.06

September 13, 2013

City of Covington

Payroll Approval

- Request Council approval for payment of Payroll dated 09/13/13 consisting of:

PAYLOCITY CHECK # 1001578146 through PAYLOCITY CHECK # 1001578164 and
PAYLOCITY CHECK # 1001578264 through PAYLOCITY CHECK # 1001578264 inclusive,
plus employee direct deposits

IN THE AMOUNT OF \$149,320.65

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

Cassandra Parker
Acting Finance Director

Mark Lanza
City Councilmember

Wayne Snoey
City Councilmember

Marlla Mhoon
City Councilmember

Council Meeting Date Approved: _____

09/13/13 Payroll Voucher

Payroll Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount
105919	Regular	9/13/2013	377	Bates, Krista	121.91
105920	Regular	9/13/2013	246	Kirshenbaum, Kathleen	561.86
105921	Regular	9/13/2013	243	Lyon, Valerie	1,441.43
105922	Regular	9/13/2013	278	Matheson, Derek M	4,625.04
105923	Regular	9/13/2013	234	Mhoon, Darren S	1,388.97
105924	Regular	9/13/2013	162	Michaud, Joan M	1,915.91
105925	Regular	9/13/2013	123	Scott, Sharon G	2,465.06
105926	Regular	9/13/2013	313	Slate, Karla J	2,456.13
105927	Regular	9/13/2013	275	Hart, Richard	3,529.65
105928	Regular	9/13/2013	368	Mueller, Ann M	1,309.66
105929	Regular	9/13/2013	180	Cles, Staci M	1,766.42
105930	Regular	9/13/2013	146	Hagen, Lindsay K	1,425.43
105931	Regular	9/13/2013	235	Hendrickson, Robert	3,647.90
105932	Regular	9/13/2013	105	Parker, Cassandra	2,479.47
105933	Regular	9/13/2013	374	Allen, Joshua C	1,674.40
105934	Regular	9/13/2013	353	Dalton, Jesse J	1,838.34
105935	Regular	9/13/2013	373	Fealy, William J	2,059.28
105936	Regular	9/13/2013	301	Gaudette, John J	1,772.65
105937	Regular	9/13/2013	186	Junkin, Ross D	2,773.93
105938	Regular	9/13/2013	252	Wesley, Daniel A	2,156.30
105939	Regular	9/13/2013	268	Bykonen, Brian D	2,938.15
105940	Regular	9/13/2013	279	Christenson, Gregg R	2,703.01
105941	Regular	9/13/2013	270	Lyons, Salina K	2,104.44
105942	Regular	9/13/2013	269	Meyers, Robert L	3,194.82
105943	Regular	9/13/2013	284	Ogren, Nelson W	2,723.07
105944	Regular	9/13/2013	266	Thompson, Kelly	2,030.81
105945	Regular	9/13/2013	307	Morrissey, Mayson	2,683.49
105946	Regular	9/13/2013	199	Bahl, Rachel A	1,631.35
105947	Regular	9/13/2013	293	MacConaghy, Hailey	1,456.80
105948	Regular	9/13/2013	397	Martinsons, Jaquelyn	234.09
105949	Regular	9/13/2013	194	Newton, Ethan A	2,135.68
105950	Regular	9/13/2013	195	Patterson, Clifford	2,418.70
105951	Regular	9/13/2013	306	Thomas, Scott R	3,512.42
105952	Regular	9/13/2013	106	Bates, Shellie L	1,931.74
105953	Regular	9/13/2013	349	Buck, Shawn M	1,554.35
105954	Regular	9/13/2013	273	French, Fred	858.09
105955	Regular	9/13/2013	257	Parrish, Benjamin A	1,785.70
105956	Regular	9/13/2013	173	Vondran, Donald M	3,731.91
105957	Regular	9/13/2013	388	Andrews, Kaitlyn E	447.75
105958	Regular	9/13/2013	393	Blakely, Coleman P.	307.43
105959	Regular	9/13/2013	404	Carter, Megan L	89.05
105960	Regular	9/13/2013	420	Cox, Jillian E	180.56
105961	Regular	9/13/2013	258	Cox, Melissa	338.47
105962	Regular	9/13/2013	385	Cranstoun, Alexander M	126.37
105963	Regular	9/13/2013	417	Hendricks, Cole M	57.69
105964	Regular	9/13/2013	381	Hendricks, Dane G	158.77
105965	Regular	9/13/2013	359	Houghton, Cassandra L	180.49
105966	Regular	9/13/2013	305	Kiselyov, Tatyana	569.46
105967	Regular	9/13/2013	410	Lanz, Avalon A.	345.82
105968	Regular	9/13/2013	416	Lipinski, Matthew	225.93

105969	Regular	9/13/2013	201	Loeppky, Janna	676.07
105970	Regular	9/13/2013	340	Middleton, Jordan	212.74
105971	Regular	9/13/2013	297	Mooney, Lynell	86.25
105972	Regular	9/13/2013	419	Niesner, Austin C	208.78
105973	Regular	9/13/2013	413	Perko, Alyssa M.	179.76
105974	Regular	9/13/2013	312	Perko, Roxanne H	201.39
105975	Regular	9/13/2013	319	Praggastis, Alexander	277.62
105976	Regular	9/13/2013	383	Reese, Rachel E	328.87
105977	Regular	9/13/2013	390	Tomalik, Stefan A	209.54
105978	Regular	9/13/2013	363	Tran, Jenifer	55.32
105979	Regular	9/13/2013	392	Wardrip, Spencer A	591.35
105980	Regular	9/13/2013	411	Wills, Erica M.	32.96
105981	Regular	9/13/2013	116	Beaufre, Noreen	2,733.79
105982	Regular	9/13/2013	137	Throm, Victoria J	1,922.53
1001578146	Regular	9/13/2013	364	Newell, Nancy J	121.91
1001578147	Regular	9/13/2013	405	Cruckshank, Michael S	117.60
1001578148	Regular	9/13/2013	371	Pearson, George C	609.88
1001578149	Regular	9/13/2013	408	Terwillegar, Jeremy A	873.97
1001578150	Regular	9/13/2013	421	Witherrite, F. Dean	973.60
1001578151	Regular	9/13/2013	378	Bell, Colin Q	166.31
1001578152	Regular	9/13/2013	403	Bowen, Joshua W	225.83
1001578153	Regular	9/13/2013	292	Carkeek, Lena	477.84
1001578154	Regular	9/13/2013	399	Jensen, Emily A	154.07
1001578155	Regular	9/13/2013	425	Knox, John Q	54.94
1001578156	Regular	9/13/2013	426	Knox, Patrick L	38.45
1001578157	Regular	9/13/2013	391	Mayes, Annika L	146.67
1001578158	Regular	9/13/2013	351	Panzer, Erika	61.02
1001578159	Regular	9/13/2013	400	Quintos, Edward Louie D	117.40
1001578160	Regular	9/13/2013	412	Reynolds, Shannon J.	358.92
1001578161	Regular	9/13/2013	424	Rhoads, Jerrett K	45.27
1001578162	Regular	9/13/2013	415	Rinck, Tyler P	71.43
1001578163	Regular	9/13/2013	398	Vieira, Logan G	107.69
1001578164	Regular	9/13/2013	395	Wunschel, Ethan G.	261.70
Totals for Payroll Checks 83 Items					96,767.62

Third Party Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount
105983	AGENCY	9/13/2013	401SS	ICMA Retirement Trust	15,326.79
105984	AGENCY	9/13/2013	457Ex	Vantagepoint Transfer Agent-	379.42
105985	AGENCY	9/13/2013	CICOV	City of Covington	2,794.84
105986	AGENCY	9/13/2013	EFSDU	Paylocity Corporation	125.00
105987	AGENCY	9/13/2013		Emp City of Covington Employee	78.00
105988	AGENCY	9/13/2013	IC401	ICMA Retirement Trust	12,910.27
105989	AGENCY	9/13/2013	IC457	ICMA Retirement Trust	1,651.54
105990	AGENCY	9/13/2013	ROTH	ICMA Retirement Trust	192.00
105991	AGENCY	9/13/2013	VEBA	HRA VEBA Trust	1,116.00
1001578264	AGENCY	9/13/2013	JG1	WASH CHILD SUPPORT	110.41
Totals for Third Party 10 Items					34,684.27

Tax Liabilities	17,667.39
Paylocity Fees	201.37

Grand Total	<u><u>\$ 149,320.65</u></u>
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Consent Agenda Item C-2

Covington City Council Meeting

Date: September 24, 2013

SUBJECT: RATIFY THE CITY MANAGER'S SIGNATURE TO EXECUTE AN AGREEMENT OF SUBORDINATION, NONDISTURBANCE AND ATTORNMENT AND TENANT ESTOPPEL CERTIFICATE FOR COVINGTON RETAIL ASSOCIATES

RECOMMENDED BY: Derek Matheson, City Manager

ATTACHMENT(S):

1. Agreement of subordination, nondisturbance and attornment
2. Tenant estoppel certificate

PREPARED BY: Casey Parker, Senior Accountant

EXPLANATION:

Covington Retail Associates, the City Hall Landlord, is in the process of refinancing the City Hall property. As part of that process the City is required as part of our lease to provide these documents within ten calendar days. This matter was expedited to comply with our lease agreement. Staff is now seeking the Council's ratification of the City Manager's execution of these documents.

ALTERNATIVES: None.

FISCAL IMPACT: No direct impact.

CITY COUNCIL ACTION: Ordinance Resolution Motion
Other

Council member _____ moves, Council member _____ seconds, to ratify the City Manager's signature to execute an agreement of subordination, nondisturbance and attornment and tenant estoppel certificate for Covington Retail Associates.

REVIEWED BY: City Manager
City Attorney
Finance Director

ATTACHMENT 1

RECORDING REQUESTED BY AND
WHEN RECORDED RETURN TO:

Kirkland & Ellis ("LC")
David Perkel
300 North LaSalle Street
Chicago, Illinois 60654
312.862.2952
david.perkel@kirkland.com

Christopher Hartmann
300 North LaSalle Street
Chicago, Illinois 60654
312.862.2219
christopher.hartmann@kirkland.com

AGREEMENT OF SUBORDINATION, NONDISTURBANCE AND ATTORNMENT

THIS AGREEMENT is dated as of 9/16/13, between SWISS RE LIFE & HEALTH AMERICA INC., a Connecticut corporation ("Lender"), Covington Retail Associates, LLC ("Landlord"), and City of Covington, a municipal corporation ("Tenant").

R E C I T A L S:

A. Tenant has executed that certain lease dated March 11, 2002 and amended on August 7, 2003 and July 14th, 2008, (the "Lease") with Landlord as lessor covering the premises known as Suites 100 and 207 (the "Premises") in that certain building known as Covington Place, 16720 SE 271st Street, Covington, WA and legally described in Exhibit A attached hereto and made a part hereof (the "Property"); and

B. Lender has made or is contemplating making a mortgage loan to Landlord, as borrower, secured by a Deed of Trust, Security Agreement and Fixture Filing with Assignment of Leases and Rents and an Assignment of Leases and Rents on the Property (together, the "Security Instrument"); and

C. Tenant and Lender desire to confirm their understanding with respect to the Lease and the Security Instrument.

NOW, THEREFORE, in consideration of the covenants, terms, conditions, and agreements contained herein, the parties hereto agree as follows:

1. The Lease is and shall continue to be subject and subordinate in all respects to the Security Instrument and the lien and/or conveyance created thereby, and to any advances made or to be made thereunder or under the promissory note secured thereby, to interest on all obligations secured thereby and to any consolidations, extensions, modifications or renewals thereof.

2. Tenant agrees to give Lender a copy of any notice of default served on the Landlord, on the same day such notice is given to Landlord, by certified mail, return receipt requested, with postage prepaid, at 12735 Morris Road, Suite 100, Alpharetta, Georgia 30004, Attention: Debbie Peebles (or to such address as Lender may subsequently provide to Tenant). If Landlord fails to cure such default within the time provided in the Lease, Lender shall have the right, but not the obligation, to cure such default on behalf of Landlord within thirty (30) calendar days after the time provided for in the Lease (or within any longer period as may be provided in the Lease) or within a reasonable period if such default cannot be cured within that time and Lender is proceeding with due

diligence to cure such default. In such event Tenant shall not terminate the Lease while such remedies are being pursued by Lender. Further, Tenant shall not, as to Lender, require cure of any such default that cannot be cured by Lender.

3. So long as Tenant is not in default under the Lease, Tenant's possession and occupancy of the Premises shall not be disturbed by Lender during the term of the Lease or any extension thereof.

4. If Lender obtains the right to possession of the Premises or if the Landlord's interest under the Lease is transferred to Lender by foreclosure, deed in lieu of foreclosure or otherwise, and, subject to Tenant's performance of its obligations under the Lease, then the Lease will continue in full force and effect, Lender shall recognize the Lease and the Tenant's rights thereunder, and Tenant shall make full and complete attornment to Lender as substitute Landlord upon the same terms, covenants and conditions as provided in the Lease.

5. Any right of first refusal or option to purchase the Property in favor of Tenant shall not apply to a transfer of title to Lender or to any purchaser at foreclosure sale or transfer by deed in lieu of foreclosure.

6. Tenant shall not make any changes or alterations, structural or otherwise, to the Property without the prior written consent of Lender first having been obtained.

7. If Lender succeeds to Landlord's interest under the Lease, Lender shall not be liable for any prior act or omission of Landlord; or subject to any offsets or defenses that Tenant might have as to Landlord; or obligated to credit Tenant with any rent or additional rent for any rental period beyond the then current month which Tenant might have paid Landlord; or bound by any material amendments or modifications of the Lease such as those affecting rent, term or permitted use made without Lender's prior written consent; or liable for the refund of all or any part of any security deposit to Tenant held by Landlord for any purpose unless such security deposit shall have been actually and separately received by Lender. In the event of receipt of any such security deposit, Lender's obligations with respect thereto shall be limited to the amount of such security deposit actually received by Lender, and Lender shall be entitled to all rights, privileges and benefits of Landlord set forth in the Lease with respect thereto.

8. The undersigned is authorized to execute this Agreement on behalf of Tenant. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns. Furthermore, the provisions of this Agreement shall be binding upon any guarantor of Tenant's obligations under the Lease. The words, "Lender," "Landlord" and "Tenant" shall include their respective heirs, legatees, executors, administrators, beneficiaries, successors and assigns.

9. Any notices to Tenant hereunder shall be effective upon mailing notice to Tenant by certified mail, return receipt requested, with postage prepaid, at the address set forth in the Lease or at such other address as Tenant may designate in writing to Lender at the address set forth in Paragraph 2.

10. This Agreement contains the entire agreement between the parties hereto, and no modifications shall be binding upon any party hereto unless set forth in a document duly executed by or on behalf of such party.

11. This Agreement may be executed in multiple counterparts, all of which shall be deemed originals and with the same effect as if all parties had signed the same document. All of such counterparts shall be construed together and shall constitute one instrument.

[SIGNATURES COMMENCE ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

TENANT:

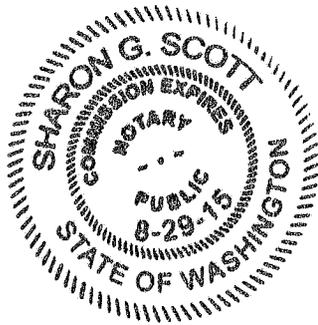
City of Covington
a municipal corporation

By: *Derek Matheson*
Name: Derek Matheson
Title: City Manager

STATE OF WASHINGTON)
) ss.
COUNTY OF KING)

On this 16 day of September, 2013, before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared Derek Matheson, to me known to be the City Manager of CITY OF COVINGTON, a municipal 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 he is authorized to execute the said instrument on behalf of said corporation.

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



Signature: *Sharon Scott*
Print Name: Sharon Scott
NOTARY PUBLIC for the State of Washington
residing at 27030 200th Ave SE, Covington 98042
My appointment expires: 8/29/15

LANDLORD:

Covington Retail Associates, LLC
a Washington limited liability company

By: _____
Name: Doug Mergenthaler
Title: Member

STATE OF WASHINGTON)
) ss.
COUNTY OF KING)

On this ___ day of May, 2013, before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared Doug Mergenthaler, to me known to be a Member of COVINGTON RETAIL ASSOCIATES, LLC, the limited liability company that executed the foregoing instrument, and acknowledged the said instrument to be the free and voluntary act and deed of said limited liability company, for the uses and purposes therein mentioned, and on oath stated that he is authorized to execute the said instrument on behalf of said limited liability company.

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

Signature: _____
Print Name: _____
NOTARY PUBLIC for the State of Washington _____
residing at _____
My appointment expires: _____

LENDER:

SWISS RE LIFE & HEALTH AMERICA INC.,
a Connecticut corporation

By: _____
Name: _____
Title: _____

NOTARY:

THE STATE OF _____

COUNTY OF _____

This instrument was acknowledged before me on _____, by Jessica Eggins, Senior Vice President of Quadrant Real Estate Advisors LLC, a Delaware Limited Liability Company, in its capacity as Manager of SWISS RE LIFE & HEALTH AMERICA INC., a Delaware Statutory Trust.

My Commission Expires

Notary Public, State of _____

Notary's name printed

EXHIBIT A
LEGAL DESCRIPTION

ATTACHMENT 2

TENANT ESTOPPEL CERTIFICATE

Date: _____

To: Swiss Re Life & Health America Inc.
c/o Quadrant Real Estate Advisors, LLC
12735 Morris Road, Suite 100
Alpharetta, Georgia 30004
Attention: Debbie Peebles

From: City of Covington ("Tenant")

Re: Covington Place
16720 SE 271st Street
Covington, WA (the "Property")

The undersigned lessee ("Tenant") under that certain lease dated March 11, 2002 and amended on August 7, 2003 and July 14th, 2008 (the "Lease") by and between Covington Retail Associates, LLC, as lessor ("Landlord"), and Tenant, as lessee, covering premises commonly known as Suites 100 and 207, Building E, Covington Place (the "Leased Premises"), hereby certifies the following to Swiss Re Life & Health America Inc., a Connecticut corporation ("Lender") as of the date hereof:

1. Tenant is the lessee under the Lease demising the Leased Premises. The term of the Lease commenced on January 1, 2003 and will expire on December 31, 2017, subject to extensions as follows: two five year options.

2. Tenant certifies that: (a) the Lease has been properly executed by Tenant and is presently in full force and effect without amendment or modification except as noted in the first paragraph; (b) the Leased Premises consists of 17,079 rentable square feet; (c) the current monthly base rent is \$28,290.58; (d) all construction required by the Lease to be made by Landlord has been completed and any payments, credits or abatements required to be given by Landlord to Tenant have been given; (e) no installment of rent under the Lease other than current monthly rent has been paid more than 30 days in advance; (f) Tenant is not in arrears on any rent or other charges payable by Tenant under the Lease; (g) Tenant has accepted and is occupying the Leased Premises for the purposes leased to Tenant; (h) the Lease has not been assigned nor the Leased Premises subleased by Tenant except as noted: King County Sheriff's office is subleasing office space in Suite 100; (i) neither Landlord nor Tenant is in default under the Lease and, to the best knowledge of Tenant, no event has occurred which, with the giving of notice or passage of time, or both, could result in a default by Landlord or Tenant; (j) Tenant has no existing defenses, offsets, liens, claims or credits against the rentals under the Lease or against the enforcement of the Lease by Landlord; (k) Tenant has not been granted any options to extend or terminate the term of the Lease earlier than the date specified in Paragraph 1, except as may be specified in the Lease, and Tenant has not been granted any rights of first refusal on any other space in the Property or any options nor rights of first refusal to purchase the Leased Premises or

the Property; (l) Tenant has paid no security deposit; (m) Tenant has not received notice of violation of any federal, state, county or municipal laws, regulations, ordinances, orders or directives relating to the use or condition of the Leased Premises or the Property; (n) no hazardous or toxic materials, wastes or substances, as defined or regulated by any applicable federal, state or local statute, rule or regulation have been disposed, stored or treated on or about the Leased Premises by Tenant in violation of any such statute, rule or regulation; and (o) there are no actions, whether voluntary or otherwise, pending against Tenant and/or any guarantor of the Tenant's obligations under the Lease pursuant to the bankruptcy or insolvency laws of the United States or any state thereof and, to the best knowledge of Tenant, none have been contemplated or threatened.

3. This certification is made with the knowledge that Lender has provided or is contemplating providing Covington Retail Associates, LLC ("**Borrower**") with financing to be secured by a Deed of Trust, Assignment of Leases and Rents, Fixture Filing and Security Agreement and an Assignment of Leases and Rents (together, the "**Security Instrument**") upon the Property. Tenant further acknowledges and agrees that Lender and Lender's successors and assigns holding the Security Instrument at any time after the date of this Certificate shall have the right to rely on the information and agreements contained in this Certificate.

4. Tenant acknowledges that the interest of Borrower under the Lease has been or will be assigned to Lender as security for Lender's loan to the Borrower and that all rent and other payments under the Lease shall continue to be paid to Landlord in accordance with the terms of the Lease until the Tenant is notified otherwise by Lender, in which event Tenant shall make such payments as directed thereby.

5. Tenant agrees to give Lender a copy of any notice of default served on Landlord by certified mail, return receipt requested, with postage prepaid, at 12735 Morris Road, Suite 100, Alpharetta, Georgia 30004, Attention: Walt Huggins (or to such address as Lender may subsequently provide to Tenant). If Landlord fails to cure such default within the time provided in the Lease, Lender shall have the right, but not the obligation, to cure such default on behalf of Landlord within 30 calendar days after the time provided for in the Lease (or within any longer period as may be provided in the Lease) or within a reasonable period if such default cannot be cured within that time and Lender is proceeding with due diligence to cure such default. In such event Tenant shall not terminate the Lease while such remedies are being pursued by Lender. Further, Tenant shall not, as to Lender, require cure of any such default that cannot be cured by Lender.

6. The undersigned is authorized to execute this Tenant Estoppel Certificate on behalf of Tenant. The agreements and certifications contained herein shall be binding upon and inure to the benefit of Lender and Tenant and their respective successors and assigns. The words, "Lender," "Landlord" and "Tenant" shall include their respective heirs, legatees, executors, administrators, beneficiaries, successors and assigns.

**Remainder of Page Intentionally Left Blank;
Signature Page Follows**

TENANT:

City of Covington,
a Municipal Corporation

By: Derek Matheson
Name: Derek Matheson
Title: 9/16/13

Consent Agenda Item C-3

Covington City Council

Date: September 24, 2013

SUBJECT: PARKS AND RECREATION PRIORITIES ADVISORY COMMITTEE (PRePAC)
PROPOSED CHARTER

RECOMMENDED BY: Derek Matheson, City Manager
Scott Thomas, Parks and Recreation Director

ATTACHMENT(S):

1. Proposed PRePAC Charter

PREPARED BY: Scott Thomas, Parks and Recreation Director

EXPLANATION:

It has been a long standing City Council goal and priority to provide quality recreation and park services to the community. In order to increase the rate of progress towards this goal, at the annual Strategic Planning Summit, Council discussed the need for stable and sustainable funding for parks and recreation. Council envisioned a citizen-based effort to recommend strategies for obtaining the needed revenue, similar to the Budget Priorities Advisory Committee (BPAC). Council provided direction to the Parks and Recreation Director to develop and submit a process for establishing a citizen-based effort to recommend strategies for creating a stable, sustainable funding stream for parks and recreation. The new advisory group may include members of the Parks and Recreation Commission, former BPAC members and additional citizens.

The City Council and Parks and Recreation Commission had a joint meeting in which they discussed the purpose of the PRePAC. Over the course of three meetings, the Parks and Recreation Commission discussed the purpose of the committee and developed a draft charter for Council's consideration.

At the September 10th meeting Council members reviewed the draft charter. There were no suggested changes so the charter is now proposed for adoption.

ALTERNATIVES:

1. Modify the charter before adopting it
2. Request staff to revise the charter

FISCAL IMPACT:

None

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

**Council member _____ moves, Council member
_____ seconds, to adopt the attached charter.**

REVIEWED BY: City Manager, Finance Director, City Attorney

Parks and Recreation Priorities Advisory Committee Charter

Purpose

- The overarching question for this group is: how should Covington build a parks and recreation system that meets the community's needs and wants. How should we pay for it?
- The committee would be tasked to envision a model that would get us to parks and recreation goals.
 - Educate and engage the community regarding parks, trails and facilities development and maintenance.
- Provide a report that includes:
 - The city's vision for parks and recreation services and city facilities
 - Parks
 - Trails
 - Community Center
 - Aquatic Center
 - City Hall
 - Maintenance Facility
 - Recreation programming
 - New ideas and considerations
 - City needs for parks and recreation—both operating and capital
 - The community's priorities—both operating and capital—within existing revenue
 - The community's priorities for new revenue
 - The community's willingness to support new revenue
 - The community's preferred sources of new revenue
 - Recommendations
 - Include election date(s), if applicable

Structure

- Approximately 15 members willing to participate for about 12 months
 - A balanced representation of civic leaders, local business owners, city residents, and especially city registered voters.
 - May include city advisory commission members but must not include City Council members or City staff
 - Make an effort to include one youth representative from each local high school; students should live and/or work in the city
 - No alternates, all members participate equally
- Staff will seek nominations from City Council members, city advisory commission members, city staff, chamber of commerce, service clubs, and the community at-large
- Staff will propose members that represent a wide variety of people and viewpoints
- Council will consider staff's recommendations and appoint the committee
- The committee chair will be selected by the Council
- The committee will designate a different member as vice chair at the third regular meeting so that members can get acquainted with each other
- Vacancies may be filled in like manner
- The city's Parks and Recreation Director will serve as liaison between the committee and staff
- The city Communications and Marketing Manager will assist as applicable
- Other city staff will assist as applicable
- City Council members and city staff will not attempt to influence committee recommendations
- The committee will sunset upon issuance of a final report and no later than December 31, 2014. Council may extend the due date for final report and the sunset date for the committee, but no later than March 31, 2015.

Duties

- Meet no less than once per month
- Abide by the Open Public Meetings Act
- Make decisions by consensus
 - Make decision by majority vote only when consensus is not possible
- Keep the community informed
 - Use common language, not government jargon
 - Consider the website, newspaper, newsletter, Facebook, etc.
- Use limited staff time efficiently i.e. focus on activities with a high return on investment
- Submit decisions cards for the 2015 budget process as applicable (no later than July 2014). If a ballot issue is recommended the timeframe may be earlier depending on the election date chosen.
- Give a verbal report to Council each month during Commission Reports as applicable
- Prepare a draft report for review and comment by the Parks and Recreation Commission and the general public
- Submit a final report to Council
 - Include minority reports as applicable

SUBJECT: CONSIDER RESOLUTION REJECTING ALL BIDS FOR THE AQUATICS CENTER RENOVATION PROJECT.

RECOMMENDED BY: Scott Thomas, Parks and Recreation Director

ATTACHMENT(S):

1. Engineer's Bid Tabulation Summary
2. Proposed Resolution Rejecting All Bids

PREPARED BY: Fred French, Project Manager

EXPLANATION:

The city advertised the 2013 Aquatics Center Renovation Project for bid proposals on August 23 and 30, 2013. The city received five timely bid proposals and all five were opened on September 12, 2013. City staff has reviewed each bid proposal and all are significantly higher than the engineer's estimate of \$317,228—the lowest base bid proposal was submitted by Express Construction for \$433,143 and a minimum bid for Alternative #3 was \$412,759. A breakdown of all the bids is provided in the attached Bid Tabulation Summary. (Attachment 1)

Given that all bid proposals for the Project were significantly higher than the engineer's estimate and beyond the available budget (the Project is funded through a state grant of \$388,000), staff is recommending for the council to pass the attached resolution (Attachment 2) to reject all Project bid proposals.

Upon rejection of all bids, city staff recommends to move forward with the Project and re-advertise for bid proposals based on a revised and reduced scope to stay within the available Project budget. Reducing the scope of the Project and re-advertising for bid proposals will delay the Project by approximately three months.

ALTERNATIVES:

1. Reject all bids and choose to not proceed with the Project. Terminating the Project will require the city to decline the state grant monies and repay that portion of the grant used to date for project development.
2. Identify additional city funds to allocate to the Project and proceed with the lowest responsive bidder.

FISCAL IMPACT:

The Project is funded by a Washington State Department of Commerce grant of \$388,000. The Project costs to date are approximately \$46,848, of which \$31,076 has been reimbursed by the grant. If council chooses to terminate the Project, city funds will be needed to repay the state for grant monies already reimbursed.

CITY COUNCIL ACTION: _____Ordinance Resolution _____Motion_____Other

**Council member _____ moves, Council member _____
seconds a motion to adopt a resolution rejecting all bids for the Aquatics
Center Renovation project and to modify the project scope for re-
advertisement.**

REVIEWED BY: City Manager, City Attorney, Finance Director

City of Covington

ATTACHMENT 1

2013 Aquatics Center Renovation

BID TABULATION

Contractor	Bond	Base	Deduct #1	Alternate #1	Deduct #2	Alternate #2	Deduct #3	Alternate #3
ESTIMATE		\$ 321,688.00						\$ 271,089.00
Express	X	\$ 433,143.00	\$ 14,788.00	\$ 418,355.00	\$ 5,872.00	\$ 427,271.00	\$ 20,384.00	\$ 412,759.00
Jones & Roberts	X	\$ 461,441.00	\$ 12,163.00	\$ 449,278.00	\$ 21,503.00	\$ 439,938.00	\$ 39,096.00	\$ 422,345.00
Bayley	X	\$ 503,300.00	\$ 14,000.00	\$ 489,300.00	\$ 21,800.00	\$ 481,500.00	\$ 38,300.00	\$ 465,000.00
CDK	X	\$ 523,298.00	\$ 17,000.00	\$ 506,298.00	\$ 22,000.00	\$ 501,298.00	\$ 34,000.00	\$ 489,298.00
Westmark	X	\$ 538,800.00	\$ 14,050.00	\$ 524,750.00	\$ 25,850.00	\$ 512,950.00	\$ 39,350.00	\$ 499,450.00

RESOLUTION NO. 13-06

A RESOLUTION OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, REJECTING ALL BIDS FOR THE AQUATICS CENTER RENOVATION PROJECT.

WHEREAS, on August 23rd and 30th, 2013, the City of Covington requested bids for the Aquatic Center Renovation Project (“Project”) based on the engineer’s estimated budget of \$317,228; and

WHEREAS, the city properly advertised and requested bids for the Project and five (5) bid proposals were received; and

WHEREAS, all timely bid proposals have been evaluated and all bids exceed the engineer’s estimate and available project funding; and

WHEREAS, it is in the best interest of the city to reject all bids and reevaluate the scope of the Aquatic Center Renovation Project;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Covington, Washington, as follows:

Section 1. The City Council hereby rejects all bids submitted for the Aquatics Center Renovation Project.

Passed by the City Council on this 24th day of September, 2013.

Mayor Margaret Harto

Attested:

Sharron Scott, City Clerk

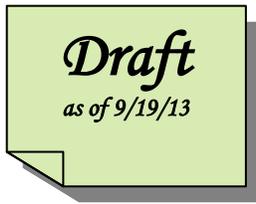
APPROVED AS TO FORM:

Sara Springer, City Attorney

**DISCUSSION OF
FUTURE AGENDA TOPICS:**

October 8, 2013 – City Council Regular Meeting

(Draft Agenda Attached)



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



Tuesday, October 8, 2013
7:00 p.m.

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

CALL CITY COUNCIL REGULAR MEETING TO ORDER

ROLL CALL/PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

PUBLIC COMMUNICATION

- Safe Schools Week Proclamation – Week of October ___ - ___, 2013
- Fire Prevention Week Proclamation – Week of October ___ - ___, 2013
- Make a Difference Day Proclamation – October ___, 2013
- National Community Planning Month Proclamation – October 2013
- MultiCare Hospital Presentation – Hugh Kodama

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: September 10, 2013 City Council Special and Regular Meetings Minutes and September 24, 2013 City Council Regular Meeting Minutes (Scott)
- C-2. Vouchers (Hendrickson)

NEW BUSINESS

- 1. Consider Agreement with Kent School District for Cops on Patrol in Schools (Klason)

COUNCIL/STAFF COMMENTS - Future Agenda Topics

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

EXECUTIVE SESSION – If Needed

ADJOURN