CITY OF COVINGTON

CITY COUNCIL SPECIAL MEETING AGENDA – 6:00 P.M.

CITY COUNCIL REGULAR MEETING AGENDA – APPROXIMATELY 7:00 P.M.

www.covingtonwa.gov

Tuesday, July 24, 2018
7:00 p.m.

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

Council will interview Youth Council and Economic Development Council applicants beginning at 6:00 p.m.

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

ROLL CALL/PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

PUBLIC COMMUNICATION

- Republic Services Recycling Update, Zeinab Sow (approximately 20 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.

NOTICE to all participants: Pursuant to state law, RCW 42.17A.555, campaigning for any ballot measure or candidate in City Hall and/or during any portion of the council meeting, including the audience comment portion of the meeting, is PROHIBITED.

APPROVE CONSENT AGENDA

C-1. Minutes: June 12, 2018 Special & Regular Meetings and July 10, 2018 Special & Regular Meetings (Scott)

C-2. Vouchers (Hendrickson)

C-3. Authorize the City Manager to Execute the Washington State Department of Transportation Title VI Nondiscrimination Agreement (Lindskov)

REPORTS OF COMMISSIONS

- Economic Development Council Co-Chair Josh Lyons
- Youth Council Member
- Human Services Chair Leslie Hamada
- Arts Chair Ed White
- Parks & Recreation Chair Laura Morrissey
- Planning Chair Chele Dimmett

NEW BUSINESS

1. Consider Appointment to Youth Council (Council)
2. Consider Appointments to Economic Development Council (Council)
3. Presentation of Covington Aquatic Center Condition Assessment (Newton)
4. Review 2018 Summit Action Items List (Bolli)
5. Consider Resolution Calling for Inclusion of a Proposition on the November 6, 2018 General Election Ballot to Authorize a Sales and Use Tax to Fund Transportation Needs and Consideration of the Voter Pamphlet Explanatory Statement (Bolli)
6. Consider Appointments to Pro and Con Committees for 2018 Ballot Measure (Scott)

FUTURE AGENDA ITEMS

COUNCIL/STAFF COMMENTS

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

EXECUTIVE SESSION – if needed

ADJOURN

Americans with Disabilities Act – reasonable accommodations provided upon request a minimum of 24 hours in advance (253-480-2400).
SUBJECT: APPROVAL OF MINUTES: JUNE 12, 2018 CITY COUNCIL SPECIAL & REGULAR MEETING MINUTES AND JULY 10, 2018 CITY COUNCIL SPECIAL MEETING – JOINT STUDY SESSION WITH PARKS & RECREATION COMMISSION 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 _____ Motion _____ Other

Councilmember __________ moves, Councilmember __________ seconds, to approve the June 12, 2018 City Council Special & Regular Meeting Minutes and July 10, 2018 City Council Special Meeting – Joint Study Session with Parks & Recreation Commission Minutes.
City of Covington
Special & Regular City Council Meeting Minutes
Tuesday, June 12, 2018

INTERVIEWS: The Council conducted interviews for the Youth Council from 6:00 to 6:40 p.m. Applicants interviewed included Alayna Galfo and Justin Bose. The applicant rescheduled from the May 22, 2018 Youth Council interviews to interview at 6:40 p.m. was again not present at the interview.

The Regular Meeting of the City Council of the City of Covington was called to order in the City Council Chambers, 16720 SE 271st Street, Suite 100, Covington, Washington, Tuesday, June 12, 2018, at 7:00 p.m., with Mayor Jeff Wagner presiding.

COUNCILMEMBERS PRESENT:
Jeff Wagner, Joe Cimaomo, Fran Hollums, Marlla Mhoon, Paul Selland, and Sean Smith.

COUNCILMEMBERS ABSENT:
Margaret Harto.

Council Action: Councilmember Hollums moved and Mayor Pro Tem Smith seconded to excuse Councilmember Harto. Vote: 6-0. Motion carried.

STAFF PRESENT:
Kathy Hardy, City Attorney/Acting City Manager; Andrew McCurdy, Covington Police Chief; Ethan Newton, Parks & Recreation Director; Don Vondran, Public Works Director; Richard Hart, Community Development Director; Rob Hendrickson, Finance Director; Bob Lindskov, City Engineer; and Sharon Scott, City Clerk/Executive Assistant.

Mayor Wagner opened the meeting with the Pledge of Allegiance.

APPROVAL OF AGENDA:
Council Action: Councilmember Mhoon moved and Councilmember Hollums seconded to approve the Agenda. Vote: 6-0. Motion carried.

PUBLIC COMMENT:
Mayor Wagner called for public comments.

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

APPROVE CONSENT AGENDA:
C-1. Minutes: May 8, 2018 City Council Regular Meeting Minutes and May 22, 2018 City Council Special & Regular Meeting Minutes.

C-2. Vouchers: Vouchers #37507 - #37571, including ACH payments in the amount of $786,657.06, dated May 25, 2018; and Paylocity Payroll Vouchers #1008595269 - #1008595285 and #1008595333 inclusive, plus employee direct deposits and wire
transfers, in the amount of $220,461.57, dated May 18, 2018; and Paylocity Payroll
Vouchers #1008665809 - #1008665821 inclusive, plus employee direct deposits and wire
transfers, in the amount of $209,460.44, dated June 1, 2018.

C-3. Pass Ordinance No. 03-2018 Authorizing Five-Year Extension of Comcast Cable
Franchise Agreement.

ORDINANCE NO. 03-2018

AN ORDINANCE OF THE CITY OF COVINGTON, KING
COUNTY, WASHINGTON AUTHORIZING THE CITY
COUNCIL TO EXTEND A CABLE TV FRANCHISE
AGREEMENT WITH COMCAST CABLE COMMUNICATIONS
MANAGEMENT, LLC.


C-5. Authorize the City Manager to submit a Local Agency Agreement and Prospectus to
WSDOT to Obligate State Funds for Covington Connector (CIP 1201) Project.

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

NEW BUSINESS;
1. Consider Appointments to Youth Council.

Council Action: Councilmember Cimaomo moved and Councilmember Harto seconded to
appoint Alayna Galfo to fill Position No. 1 on the Youth Council with a term expiring June
30, 2019. Vote: 7-0. Motion carried.

Council Action: Councilmember Cimaomo moved and Councilmember Harto seconded to
appoint Justin Bose to fill Position No. 10 on the Youth Council with a term expiring June
30, 2019. Vote: 7-0. Motion carried.

2. Discuss Selection of Citizen and Honorary Citizen of the Year.

Council Action: Councilmember Hollums moved and Councilmember Mhoon seconded to
name Laura Roth as Covington’s Honorary Citizen of the Year for 2018. Vote: 6-0. Motion
carried.

Council Action: Councilmember Selland moved and Mayor Pro Tem Smith seconded to
name Jennifer Harjehausen as Covington’s Citizen of the Year for 2018. Vote: 6-0. Motion
carried.

Councilmember Selland noted he would abstain from the vote on this item.

RESOLUTION NO. 2018-08


Council Action: Councilmember Cimaomo moved and Mayor Pro Tem Smith seconded to pass Resolution No. 2018-08 adopting the City of Covington Six-Year (2019 - 2024) Transportation Improvement Program (TIP). Vote: 5-0. Motion carried.

FUTURE AGENDA ITEMS:
Councilmembers reviewed future meeting agendas.

COUNCIL/STAFF COMMENTS:
Councilmembers and staff made comments.

PUBLIC COMMENTS:
Mayor Wagner called for public comments.

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

ADJOURNMENT:
There being no further business, the meeting was adjourned at 7:40 p.m.

Prepared by: Sharon Scott
Joan Michaud
Senior Deputy City Clerk
City Clerk
City of Covington
City Council Special Meeting
Joint Study Session with Parks & Recreation Commission Minutes
Tuesday, July 10, 2018

The Special Meeting - Joint Study Session with the Parks & Recreation Commission was called to order in the City Council Chambers, 16720 SE 271st Street, Suite 100, Covington, Washington, Tuesday, July 10, 2018, at 6:01 p.m., with Mayor Wagner presiding.

COUNCILMEMBERS PRESENT:
Jeff Wagner, Joe Cimaomo, Margaret Harto, Fran Hollums, Marlla Mhoon, Paul Selland, and Sean Smith (arrived @ 6:10 p.m.).

PARKS & RECREATION COMMISSIONERS PRESENT:
Bryan Higgins, Laura Morrissey, Steve Pand, and Aaron Drake.

PARKS & RECREATION COMMISSIONERS ABSENT:
Adam Dague and Zbigniew Tomalik.

CITY STAFF PRESENT:
Regan Bolli, City Manager; Ethan Newton, Parks & Recreation Director; Rachel Bahl, Aquatics Manager; and Sharon Scott, City Clerk/Executive Assistant.

Mayor Wagner called the joint study session to order.

ITEMS FOR DISCUSSION:
1. Parks & Recreation Update. Parks & Recreation Commission Chair Laura Morrissey gave the report on this item, and a handout was provided to Council.

2. Covington Aquatic Center. Ms. Morrissey gave the report on this item.

3. Covington’s Park System. Ms. Morrissey, Steve Pand, and Bryan Higgins gave the report on this item.

ADJOURNMENT:
There being no further business, the meeting was adjourned at 6:55 p.m.

Prepared by:      Submitted by:
__________________________________      __________________________________
Joan Michaud      Sharon Scott
Senior Deputy City Clerk    City Clerk
SUBJECT: APPROVAL OF VOUCHERS

RECOMMENDED BY: Rob Hendrickson, Finance Director

ATTACHMENT(S): Vouchers: Vouchers #37685 - #37741, including ACH payments in the amount of $926,779.46, dated July 6, 2018; and Paylocity Payroll Vouchers #1008871706 - #1008871716 inclusive, plus employee direct deposits and wire transfers, in the amount of $221,605.59, dated July 13, 2018.

PREPARED BY: Casey Parker, Senior Accountant

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

Councilmember _______ moves, Councilmember _________ seconds, to approve for payment Vouchers: Vouchers #37685 - #37741, including ACH payments in the amount of $926,779.46, dated July 6, 2018; and Paylocity Payroll Vouchers #1008871706 - #1008871716 inclusive, plus employee direct deposits and wire transfers, in the amount of $221,605.59, dated July 13, 2018.
SUBJECT: AUTHORIZE THE CITY MANAGER TO EXECUTE THE WASHINGTON STATE DEPARTMENT OF TRANSPORTATION TITLE VI NONDISCRIMINATION AGREEMENT.

RECOMMENDED BY: Don Vondran, Public Works Director

ATTACHMENT(S):
1. WSDOT Title VI Nondiscrimination Agreement

PREPARED BY: Robert Lindskov, City Engineer

EXPLANATION:
All federal funds recipients are required to comply with the Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987. However, each granting agency administers the requirements differently.

These guidelines require that the City sign the Title VI Nondiscrimination Agreement, designate a Civil Rights Coordinator, assure contractor and subcontractor compliance, receive training on the Title VI related statute, handle any complaint and provide an annual report.

The City Council last authorized this agreement on June 24, 2008. Recently, the City was notified by WSDOT that we needed to execute a new agreement with the appointment of a new Mayor and City Manager.

ALTERNATIVES:
Not sign the agreement and not be eligible for Federal grant funding.

FISCAL IMPACT:
None if agreement is signed. These items remain standard operating procedure.

CITY COUNCIL ACTION: _____Ordinance _____Resolution _____X__Motion _____Other

Councilmember ______________ moves, Councilmember ______________ seconds, to authorize the City Manager to execute the Washington State Department of Transportation Title VI Nondiscrimination Agreement.

REVIEWED BY: City Manager, City Attorney, Finance Director
Nondiscrimination Agreement Population Under 100,000

Washington State Department of Transportation and City of Covington Policy Statement

The City of Covington, hereinafter referred to as the “Recipient” assures that no person shall on the grounds of race, color, national origin, or sex, as provided by Title VI of the Civil Rights Act of 1964, and the Civil Rights Restoration Act of 1987 (P.L. 100.259) be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. The Recipient further assures every effort will be made to ensure nondiscrimination in all of its programs and activities, whether those programs and activities are federally funded or not.

The Civil Rights Restoration Act of 1987, broadened the scope of Title VI coverage by expanding the definition of terms “programs or activities” to include all programs or activities of federal aid recipients, sub-recipients, and contractors/consultants, whether such programs and activities are federally assisted or not (Public Law 100259 [S.557] March 22, 1988).

In the event the Recipient distributes federal aid funds to a sub-recipient, the Recipient will include Title VI language in all written agreements and will monitor for compliance.

The Recipient’s Personnel Manager, Noreen Beaufriere, is responsible for initiating and monitoring Title VI activities, preparing reports and other responsibilities as required by 23 Code of Federal Regulation(CFR) 200 and 49 Code of Federal Regulation 21.

________________________________________
Signature

________________________________________
Title

________________________________________
Date

Title VI Program
Organization and Staffing

Pursuant to 23 CFR 200, City of Covington has designated a Title VI Coordinator who is responsible for Attachment 1, which describes the hierarchy for City of Covington’s Title VI Program, including an organization’s chart illustrating the level and placement of Title VI responsibilities.
Assurances
49 CFR Part 21.7

The City of Covington, hereby gives assurances:

1. That no person shall on the grounds of race, color, national origin, and sex, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity conducted by the recipient regardless of whether those programs and activities are federally funded or not. Activities and programs which the recipient hereby agrees to carry out in compliance with Title VI and related statutes include but are not limited to:
   • List all major Transportation programs and activities of the recipient and Title VI responsibilities for each one of them. Include information as Attachment 2 to this Nondiscrimination Agreement.

2. That it will promptly take any measures necessary to effectuate this agreement.

3. That each Transportation program, activity, and facility (i.e., lands change to roadways, park and ride lots, etc.) as defined at 49 CFR 21.23(b) and (e), and the Civil Rights Restoration Act of 1987 will be (with regard to a program or activity) conducted, or will be (with regard to a facility) operated in compliance with the nondiscriminatory requirements imposed by, or pursuant to, this agreement.

4. That these assurances are given in consideration of and for the purpose of obtaining any and all federal grants, loans, contracts, property, discounts or other federal financial assistance extended after the date hereof to the recipient by the Washington State Department of Transportation (WSDOT) under the federally-funded program and is binding on it, other recipients, subgrantees, contractors, sub-contractors, transferees, successors in interest and other participants. The person or persons whose signatures appear below are authorized to sign these assurances on behalf of the Recipient.

5. That the Recipient shall insert the following notification in all solicitations for bids for work or material subject to the Regulations and made in connection with all federally-funded programs and, in all proposals for negotiated agreements.

The Recipient, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.
6. That the Recipient shall insert the clauses of Appendix 1 of this Agreement in every contract subject to the Act and the Regulations.

7. That the Recipient shall insert the clauses of Appendix 2 of this Agreement, as a covenant running with the land, in any deed from the United States effecting a transfer of real property, structures, or improvements thereon, or interest therein.

8. That the Recipient shall include the appropriate clauses set forth in Appendix 3 of this Agreement, as a covenant running with the land, in any future deeds, leases, permits, licenses, and similar agreements entered into by the Recipient with other parties: (a) for the subsequent transfer of real property acquired or improved under a federal aid program; and (b) for the construction or use of or access to space on, over or under real property acquired, or improved under a federal aid program.

9. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Act, the Regulations, and this agreement.

**Implementation Procedures**

This agreement shall serve as the recipient’s Title VI plan pursuant to 23 CFR 200 and 49 CFR 21.

For the purpose of this agreement, “Federal Assistance” shall include:

1. Grants and loans of federal funds.
2. The grant or donation of federal property and interest in property.
3. The detail of federal personnel.
4. The sale and lease of, and the permission to use (on other than a casual or transient basis), Federal property or any interest in such property without consideration or at a nominal consideration, or at a consideration which is reduced for the purpose of assisting the recipient, or in recognition of the public interest to be served by such sale or lease to the recipient.
5. Any federal agreement, arrangement, or other contract which has as one of its purposes, the provision of assistance.

**The recipient shall:**

1. Issue a policy statement, signed by the head of the recipient, which expresses its commitment to the nondiscrimination provisions of Title VI. The policy statement shall be circulated throughout the recipient’s organization and to the general public. Such information shall be published where appropriate in languages other than English.

2. Take affirmative action to correct any deficiencies found by WSDOT or the United States Department of Transportation (USDOT) within a reasonable time period, not to exceed 90 days, in order to implement Title VI compliance in accordance with this agreement. The head of the recipient shall be held responsible for implementing Title VI requirements.
3. Designate a civil rights coordinator who has a responsible position in the organization and easy access to the head of the recipient. The civil rights coordinator shall be responsible for initiating and monitoring Title VI activities and preparing required reports.

4. The civil rights coordinator shall adequately implement the civil rights requirements.

5. Process complaints of discrimination consistent with the provisions contained in this agreement. Investigations shall be conducted by civil rights personnel trained in discrimination complaint investigation. Identify each complainant by race, color, national origin or sex, the nature of the complaint, the date the complaint was filed, the date the investigation was completed, the disposition, the date of the disposition, and other pertinent information. A copy of the complaint, together with a copy of the recipient’s report of investigation, will be forwarded to WSDOT’s Office of Equal Opportunity (OEO) within 10 days of the date the complaint was received by the recipient.

6. Collect statistical data (race, color, national origin, sex) of participants in, and beneficiaries of the Transportation programs and activities conducted by the recipient.

7. Conduct Title VI reviews of the recipient and sub-recipient contractor/consultant program areas and activities. Revise where applicable, policies, procedures and directives to include Title VI requirements.

8. Attend training programs on Title VI and related statutes conducted by WSDOT OEO.

9. Prepare a yearly report of Title VI accomplishments for the last year and goals for the next year. This report is due one year from the date of approval of the Nondiscrimination Agreement and then annually on the same date.
   a. Annual Work Plan – Outline Title VI monitoring and review activities planned for the coming year; state by which each activity will be accomplished and target date for completion.
   b. Accomplishment Report – List major accomplishments made regarding Title VI activities. Include instances where Title VI issues were identified and discrimination was prevented. Indicate activities and efforts the Title VI Coordinator and program area personnel have undertaken in monitoring Title VI. Include a description of the scope and conclusions of any special reviews (internal or external) conducted by the Title VI Coordinator. List any major problem(s) identified and corrective action taken. Include a summary and status report on any Title VI complaints filed with the recipient.
**Discrimination Complaint Procedure**

1. Any person who believes that he or she, individually, as a member of any specific class, or in connection with any disadvantaged business enterprise, has been subjected to discrimination prohibited by Title VI of the Civil Rights Act of 1964, the American with Disabilities Act of 1990, Section 504 of the Vocational Rehabilitation Act of 1973 and the Civil Rights Restoration Act of 1987, as amended, may file a complaint with the recipient. A complaint may also be filed by a representative on behalf of such a person. All complaints will be referred to the recipient’s Title VI Coordinator for review and action.

2. In order to have the complaint consideration under this procedure, the complainant must file the complaint no later than 180 days after:
   a. The date of alleged act of discrimination; or
   b. Where there has been a continuing course of conduct, the date on which that conduct was discontinued.

   In either case, the recipient or his/her designee may extend the time for filing or waive the time limit in the interest of justice, specifying in writing the reason for so doing.

3. Complaints shall be in writing and shall be signed by the complainant and/or the complainant’s representative. Complaints shall set forth as fully as possible the facts and circumstances surrounding the claimed discrimination. In the event that a person makes a verbal complaint of discrimination to an officer or employee of the recipient, the person shall be interviewed by the Title VI Coordinator. If necessary, the Title VI Coordinator will assist the person in reducing the complaint to writing and submit the written version of the complaint to the person for signature. The complaint shall then be handled according to the recipient’s investigative procedures.

4. Within 10 days, the Title VI Coordinator will acknowledge receipt of the allegation, inform the complainant of action taken or proposed action to process the allegation, and advise the complainant of other avenues of redress available, such as WSDOT and USDOT.

5. The recipient will advise WSDOT within 10 days of receipt of the allegations. Generally, the following information will be included in every notification to WSDOT:
   a. Name, address, and phone number of the complainant.
   b. Name(s) and address(es) of alleged discriminating official(s).
   c. Basis of complaint (i.e., race, color, national origin, or sex)
   d. Date of alleged discriminatory act(s).
   e. Date of complaint received by the recipient.
   f. A statement of the complaint.
   g. Other agencies (state, local, or federal) where the complaint has been filed.
   h. An explanation of the actions the recipient has taken or proposed to resolve the issue raised in the complaint.
6. Within 60 days, the Title VI Coordinator will conduct an investigation of the allegation and based on the information obtained, will render a recommendation for action in a report of findings to the head of the recipient. The complaint should be resolved by informal means whenever possible. Such informal attempts and their results will be summarized in the report of findings.

7. Within 90 days of receipt of the complaint, the head of the recipient will notify the complainant in writing of the final decision reached, including the proposed disposition of the matter. The notification will advise the complainant of his/her appeal rights with WSDOT, or USDOT, if they are dissatisfied with the final decision rendered by the Recipient. The Title VI Coordinator will also provide WSDOT with a copy of this decision and summary of findings upon completion of the investigation.

8. Contacts for the different Title VI administrative jurisdictions are as follows:
   - Washington State Department of Transportation
     Office of Equal Opportunity, Title VI Program
     PO Box 47314
     Olympia, WA 98466
     360-705-7098
   
     Federal Highway Administration
     Washington Division Office
     711 Capitol Way South, Suite 501
     Olympia, WA 98501
     360-534-9325
Sanctions

In the event the recipient fails or refuses to comply with the terms of this agreement, WSDOT may take any or all of the following actions:

1. Cancel, terminate, or suspend this agreement in whole or in part;
2. Refrain from extending any further assistance to the recipient under the program from which the failure or refusal occurred until satisfactory assurance of future compliance has been received from the recipient.
3. Take such other action that may be deemed appropriate under the circumstances, until compliance or remedial action has been accomplished by the recipient.
4. Refer the case to the Department of Justice for appropriate legal proceedings.

WASHINGTON STATE
DEPARTMENT OF TRANSPORTATION:

______________________________________
Signature

Director of the Office of Equal Opportunity
Title

__________________________
Date

CITY OF COVINGTON:

______________________________________
Signature

______________________________________
Title

__________________________
Date
Appendix 1

During the performance of this contract, the contractor/consultant, for itself, its assignees and successors in interest (hereinafter referred to as the “contractor”) agrees as follows:

1. **Compliance With Regulations** – The contractor shall comply with the Regulations relative to nondiscrimination in federally-assisted programs of United States Department of Transportation (USDOT), Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.

2. **Nondiscrimination** – The contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, sex, or national origin in the selection and retention of sub-contractors, including procurement of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.

3. **Solicitations for Subcontracts, Including Procurement of Materials and Equipment** – In all solicitations either by competitive bidding or negotiations made by the contractor for work to be performed under a sub-contract, including procurement of materials or leases of equipment, each potential sub-contractor or supplier shall be notified by the contractor of the contractor’s obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, color, sex, or national origin.

4. **Information and Reports** – The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the contracting agency or the appropriate federal agency to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information, the contractor shall so certify to WSDOT or the USDOT as appropriate, and shall set forth what efforts it has made to obtain the information.

5. **Sanctions for Noncompliance** – In the event of the contractor’s noncompliance with the nondiscrimination provisions of this contract, the contracting agency shall impose such contract sanctions as it or the USDOT may determine to be appropriate, including, but not limited to:
   - Withholding of payments to the contractor under the contract until the contractor complies, and/or;
   - Cancellation, termination, or suspension of the contract, in whole or in part
6. **Incorporation of Provisions** – The contractor shall include the provisions of paragraphs (1) through (5) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The contractor shall take such action with respect to any subcontractor or procurement as the contracting agency or USDOT may direct as a means of enforcing such provisions including sanctions for noncompliance.

Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a sub-contractor or supplier as a result of such direction, the contractor may request WSDOT enter into such litigation to protect the interests of the state and, in addition, the contractor may request the USDOT enter into such litigation to protect the interests of the United States.
Appendix 2

The following clauses shall be included in any and all deeds affecting or recording the transfer of real property, structures or improvements thereon, or interest therein from the United States.

**GRANTING CLAUSE**

NOW THEREFORE, Department of Transportation, as authorized by law, and upon the condition that the state of Washington will accept title to the lands and maintain the project constructed thereon, in accordance with Title 23, United States Code, the Regulations for the Administration of Federal Aid for Highways and the policies and procedures prescribed by the United States Department of Transportation and, also in accordance with and in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, the Department of Transportation WSDOT (hereinafter referred to as the Regulations) pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252: 42 USC 2000d to 2000d - 4) does hereby remise, release, quitclaim, and convey unto the state of Washington all the right, title, and interest of the Department of Transportation in and to said land described in Exhibit A attached hereto and made a part thereof.

**HABENDUM CLAUSE**

TO HAVE AND TO HOLD said lands and interests therein unto the state of Washington, and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which the federal financial assistance is extended or for another purpose involving the provisions of similar services or benefits and shall be binding on the state of Washington, its successors, and assigns.

The state of Washington, in consideration of the conveyance of said lands and interests in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person shall on the grounds of race, color, sex or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subject to discrimination with regard to any facility located wholly or in part on, over, or under such lands hereby conveyed, (2) that the state of Washington, shall use the lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-Discrimination of Federally-Assisted Programs of the Department of Transportation -- Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended, and (3) that in the event of breach of any of the above mentioned nondiscrimination conditions, the department shall have a right to reenter said lands and facilities on said land, and the above described land and facilities shall thereon revert to and vest in and become the absolute property of the Department of Transportation and its assigns as such interest existed prior to this instruction.
Appendix 3

The following clauses shall be included in all transportation related deeds, licenses, leases, permits, or similar instruments entered into by (Recipient) pursuant to the provisions of Assurance 8.

The LESSEE, for himself or herself, his or her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree as a covenant running with the land that in the event facilities are constructed, maintained, or otherwise operated on the said property described in this lease, for a purpose of which a Department of Transportation program or activity is extended or for another purpose involving the provision of similar services or benefits, the LESSEE shall maintain and operate such facilities and services in compliance with all other requirements imposed pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21,

Nondiscrimination in Federally-Assisted Programs of the Department of Transportation--Effectuation of Title VI of the Civil Rights Act of 1964, as said Regulations may be amended.

That in the event of breach of any of the above nondiscrimination covenants, the STATE shall have the right to terminate the lease, and to reenter and repossess said land and the facilities thereon, and hold the same as if said lease has never been made or issued.

The following shall be included in all deeds, licenses, leases, permits, or similar agreements entered into by the Washington State Department of Transportation pursuant to the provisions of Assurance 8.

The LESSEE, or himself or herself, his or her personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree as a covenant running with the land that (1) no person, on the grounds of race, color, sex, or national origin, shall be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over or under such land and furnishing of services thereon, no person on the grounds of race, color, sex, and national origin shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the LESSEE shall use the premises in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation--Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended.

That in the event of breach of any of the above nondiscrimination covenants, the STATE shall have the right to terminate the lease, and to reenter and repossess said land and the facilities thereon, and hold the same as if said lease had never been made or issued.

1 Reverter Clause and related language to be used only when it is determined that such a clause is necessary in order to effectuate the purpose of Title VI of the Civil Rights Act of 1964.
## CITY OF COVINGTON
### 2019 to 2024 Transportation Improvement Program
#### Summary

<table>
<thead>
<tr>
<th>Priority</th>
<th>City CIP #, Project Name, Termini, Major Class of Work</th>
<th>Phase</th>
<th>Funded</th>
<th>Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1127, SE 272nd Street (SR 516) Jenkins Creek to 185th Place SE Widen to 5 lanes &amp; reconstruct, Sidewalks, New stream crossing</td>
<td>Dgn xx</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>R-o-W xx</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Const xx</td>
<td>12,042</td>
<td>5,000</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total Cost</td>
<td>12,042</td>
<td>5,000</td>
</tr>
<tr>
<td>2</td>
<td>1201, 204th Avenue SE SE 272nd Street to SE 256th Street Widen to full City Standard, Sidewalks, Bicycle Lanes, Planted Medians</td>
<td>Dgn xx</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>R-o-W xx</td>
<td>820</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Const xx</td>
<td>23,181</td>
<td>7,727</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total Cost</td>
<td>24,001</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>1068, 164th Avenue SE SE 264th Street to SE 269th Street Pedestrian Improvements, 5' asphalt walkway, drainage swale</td>
<td>Dgn xx</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>R-o-W xx</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Const xx</td>
<td>1,050</td>
<td>1,050</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total Cost</td>
<td>1,050</td>
<td>1,050</td>
</tr>
<tr>
<td>4</td>
<td>1145, SE 256th Street 168th Avenue SE to 173rd Avenue SE Widen &amp; reconstruct, Sidewalks, New stream crossing</td>
<td>Dgn xx</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>R-o-W xx</td>
<td>340</td>
<td>340</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Const xx</td>
<td>4,666</td>
<td>4,666</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total Cost</td>
<td>5,006</td>
<td>340</td>
</tr>
<tr>
<td>5</td>
<td>1128, SE 272nd Street (SR 516) 185th Place SE to 192nd Avenue SE Widen to 5 lanes &amp; reconstruct, Sidewalks, New signal.</td>
<td>Dgn xx</td>
<td>1,189</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>R-o-W xx</td>
<td>1,866</td>
<td>1,866</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Const xx</td>
<td>8,655</td>
<td>8,655</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total Cost</td>
<td>11,710</td>
<td>0</td>
</tr>
<tr>
<td>6</td>
<td>1063, SE 272nd Street (State Route 516) 160th Avenue SE to 164th Avenue SE Signal modifications, add turn lanes, stream crossing.</td>
<td>Dgn xx</td>
<td>1,069</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>R-o-W xx</td>
<td>1,527</td>
<td>1,527</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Const xx</td>
<td>11,299</td>
<td>11,299</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total Cost</td>
<td>13,985</td>
<td>0</td>
</tr>
<tr>
<td>7</td>
<td>Portions of 1056 and 1149 SE 256th Street and 180th Avenue SE Safety improvements, Sidewalks</td>
<td>Dgn xx</td>
<td>529</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>R-o-W xx</td>
<td>257</td>
<td>257</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Const xx</td>
<td>5,640</td>
<td>5,640</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total Cost</td>
<td>6,436</td>
<td>0</td>
</tr>
<tr>
<td>8</td>
<td>Town Center 1 SE 276th Street 168th Place SE to SE Wax Road New Route, New Alignment, Type II Roadway</td>
<td>Dgn xx</td>
<td>1,550</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>R-o-W xx</td>
<td>6,981</td>
<td>Schedule driven by development</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Const xx</td>
<td>4,650</td>
<td>(May be built in portions)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total Cost</td>
<td>13,180</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Town Center 2 SE 275th Street to SE 276th Street New Route, New Alignment, Type I Roadway</td>
<td>Dgn xx</td>
<td>579</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>R-o-W xx</td>
<td>989</td>
<td>Schedule driven by development</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Const xx</td>
<td>1,737</td>
<td>(May be built in portions)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total Cost</td>
<td>3,304</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>1124, 185th Place SE Extension Wax Road/180th Avenue SE Roundabout to SE 272nd Street New Route, New Alignment, Access management.</td>
<td>Dgn xx</td>
<td>1,200</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>R-o-W xx</td>
<td>5,665</td>
<td>5,665</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Const xx</td>
<td>12,694</td>
<td>12,694</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total Cost</td>
<td>19,559</td>
<td>0</td>
</tr>
<tr>
<td>ADA</td>
<td>Annual Citywide ADA Improvements Various Locations Installation of 36 truncated domes every year for first four years Rebuilds 7 ADA sidewalk ramps in 2022 and 2023</td>
<td>Dgn xx</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>R-o-W xx</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Const xx</td>
<td>140</td>
<td>18</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total Cost</td>
<td>140</td>
<td>18</td>
</tr>
<tr>
<td>3.0% Annual Construction Cost Increase</td>
<td>TOTAL</td>
<td></td>
<td>110,313</td>
<td>6,408</td>
</tr>
</tbody>
</table>
SUBJECT: CONSIDER APPOINTMENT TO YOUTH COUNCIL

RECOMMENDED BY: Regan Bolli, City Manager

ATTACHMENTS:
1. Resolution No. 2016-19 Creating Youth Council
2. Resolution No. 2017-09 Establishing a Set Number of Members
3. Application provided separately.

PREPARED BY: Joan Michaud, Sr. Deputy City Clerk

EXPLANATION:
Council adopted Resolution No. 2016-19 creating a Youth Council on October 25, 2016 and amended that resolution on September 12, 2017 with Resolution No. 2017-09 to establish a set number of 15 members. The Youth Council currently consists of two adult leaders and eight youth members.

Position Nos. 2 and 4 are currently vacant. One new youth applicant was interviewed by Council on July 24. Resolution No. 2016-19 states youth shall serve one-year terms.

<table>
<thead>
<tr>
<th>Name of Applicant</th>
<th>School/Resides</th>
</tr>
</thead>
<tbody>
<tr>
<td>Krysta Symon</td>
<td>Kentwood</td>
</tr>
</tbody>
</table>

ALTERNATIVES:
Not appoint at this time and direct staff to continue to advertise for additional applicants to be considered for the Youth Council.

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

Councilmember __________ moves, Councilmember __________ seconds, to appoint ______________ to fill Position No. 2 on the Youth Council with a term expiring July 31, 2019.

REVIEWED BY: Recreation Specialist, City Clerk, City Manager
RESOLUTION NO. 2016-19

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, ESTABLISHING A YOUTH COUNCIL

WHEREAS, it is important and beneficial to all residents of the City of Covington (the “City”) to foster involvement of the community’s youth in the process of government and the ideals of public service; and

WHEREAS, it is desirable to expand the City’s connections to the community; and

WHEREAS, it is desirable to increase the number of volunteers who help the City achieve its goals; and

WHEREAS, it is important to obtain community input on key issues facing the City;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF COVINGTON, WASHINGTON, hereby resolves as follows:

Section 1. Covington Youth Council Established. The Covington City Council hereby establishes the Covington Youth Council, which shall be referred to as the “Youth Council”. The city manager shall designate appropriate city staff to advise and provide administrative assistance to the Youth Council leaders and members.

Section 2. Purpose. The purpose of the Youth Council shall be as follows:

2.1. Involve youth in local government.

2.2. Increase volunteerism among youth in civic affairs.

2.3. Increase communication with youth in the Covington community.

2.4. Involve youth in planning youth activities for the Covington community.

2.5. Serve as an advisory body to the City Council on matters dealing with youth in the Covington community.

Section 3. Adult Leader Positions. The Youth Council shall be guided and mentored by at least two (2) non-voting adult leaders. The adult leader positions shall be appointed and fulfilled pursuant to the following:

3.1 Appointment. Notice of Vacancies. Unless otherwise directed by the council, the city clerk’s office shall advertise notice of vacant positions so that any interested and qualified individual may submit an application.
3.2 Applicant Interviews and Appointment. The city council will endeavor to interview all applicants for an available position; provided that the mayor and mayor pro tem may limit the number of applicants interviewed by the council as a whole when the gross number of applicants is so large as to be an undue burden on the council’s schedule.

- All interviews for available positions shall be scheduled at either a special or committee of the whole council meeting. For the purpose of any special or committee of the whole council meeting in which interviews are the only agenda item, the council may proceed with calling the meeting to order and conducting said interviews so long as three (3) or more council members are present.

- The council shall also interview applicants seeking reappointment for the same position, unless otherwise determined by a majority of the council.

- Appointments will be made during a regularly scheduled council meeting.

- Upon appointment, new appointees will receive a briefing by city staff regarding the duties and responsibilities of the members of the Covington Youth Council.

3.1. Appointment; Term. The City Council, by majority vote, shall appoint at least two (2) adult leaders to the Youth Council. Upon establishment of the Youth Council, all adult leader positions shall be initially appointed for a two-year term. Thereafter, upon the expiration or vacancy of an adult position, the City Council, by majority vote, shall appoint individuals to the adult leader positions in staggered-length terms to be determined by the City Council (e.g. one adult leader position assigned to a one-year term and the other adult leader position assigned to a two-year term; or, one adult leader position assigned to a two-year term and the other adult leader position assigned to a three-year term, etc.).

3.2. Removal. The City Council may remove an adult leader from their position at any time without reason upon a majority vote of the council.

Section 4. Youth Council Members. Voting members of the Youth Council shall be appointed and serve pursuant to the following:

4.1. Selection and Appointment. The city clerk’s office shall advertise notice of vacant positions so that any interested and qualified individual may submit an application. Applicants shall be interviewed by the City Council and the adult leaders. The City Council shall make the final decision on appointments.
4.2. **Member Criteria.** Youth Council members shall be between the ages of fifteen (15) and eighteen (18) at the time of selection and reside or attend school within the City of Covington or a 3-mile radius of the City of Covington city limits.

4.3. **Term.** Selected Youth Council members shall each serve for a term of one (1) year. There is no limit on the number of terms a Youth Council member may apply for and be appointed to.

4.4. **Removal.** The City Council, by majority vote, may remove a member of the Youth Council at any time without reason. The City Council may take such action only upon the recommendation of all adult leaders.

**Section 5. Organization and Rules.** The Youth Council shall recommend such rules for governing its procedures as it deems necessary or advisable to the City Council for approval and shall keep a record of its proceedings, which record shall be a public record. The Youth Council shall hold regular meetings at least once every two (2) months and, pursuant to Section 8.0 of the Covington City Council Policies and Procedures, shall comply with the requirements of the Open Public Meetings Act (RCW 42.30).

**ADOPTED** by the City Council of the City of Covington, Washington, in open and regular session this 25th day of October, 2016, and signed in authentication thereof.

**ATTESTED:**

Sharon Scott, City Clerk

**APPROVED AS TO FORM:**

Sara Springer, City Attorney
RESOLUTION NO. 2017-09

A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF COVINGTON, KING COUNTY, WASHINGTON,
AMENDING RESOLUTION NO. 2016-19, SECTION 4.3. TO
ESTABLISH A SET NUMBER OF MEMBERS

WHEREAS, it is important and beneficial to all residents of the City of Covington (the
"City") to foster involvement of the community’s youth in the process of government and the
ideals of public service; and

WHEREAS, it is desirable to expand the City’s connections to the community; and

WHEREAS, it is desirable to increase the number of volunteers who help the City achieve
its goals; and

WHEREAS, it is important to obtain community input on key issues facing the City;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF COVINGTON,
WASHINGTON, hereby resolves as follows:

Section 1. Covington Youth Council Established. The Covington City Council hereby
establishes the Covington Youth Council, which shall be referred to as the “Youth Council”. The
city manager shall designate appropriate city staff to advise and provide administrative assistance
to the Youth Council leaders and members.

Section 2. Purpose. The purpose of the Youth Council shall be as follows:

2.1. Involve youth in local government.

2.2. Increase volunteerism among youth in civic affairs.

2.3. Increase communication with youth in the Covington community.

2.4. Involve youth in planning youth activities for the Covington community.

2.5. Serve as an advisory body to the City Council on matters dealing with youth in the
Covington community.

Section 3. Adult Leader Positions. The Youth Council shall be guided and mentored by
at least two (2) non-voting adult leaders. The adult leader positions shall be appointed and fulfilled
pursuant to the following:
3.1 Appointment. Notice of Vacancies. Unless otherwise directed by the council, the city clerk’s office shall advertise notice of vacant positions so that any interested and qualified individual may submit an application.

3.2 Applicant Interviews and Appointment. The city council will endeavor to interview all applicants for an available position; provided that the mayor and mayor pro tem may limit the number of applicants interviewed by the council as a whole when the gross number of applicants is so large as to be an undue burden on the council’s schedule.

- All interviews for available positions shall be scheduled at either a special or committee of the whole council meeting. For the purpose of any special or committee of the whole council meeting in which interviews are the only agenda item, the council may proceed with calling the meeting to order and conducting said interviews so long as three (3) or more council members are present.

- The council shall also interview applicants seeking reappointment for the same position, unless otherwise determined by a majority of the council.

- Appointments will be made during a regularly scheduled council meeting.

- Upon appointment, new appointees will receive a briefing by city staff regarding the duties and responsibilities of the members of the Covington Youth Council.

3.1. Appointment; Term. The City Council, by majority vote, shall appoint at least two (2) adult leaders to the Youth Council. Upon establishment of the Youth Council, all adult leader positions shall be initially appointed for a two-year term. Thereafter, upon the expiration or vacancy of an adult position, the City Council, by majority vote, shall appoint individuals to the adult leader positions in staggered-length terms to be determined by the City Council (e.g. one adult leader position assigned to a one-year term and the other adult leader position assigned to a two-year term; or, one adult leader position assigned to a two-year term and the other adult leader position assigned to a three-year term, etc.).

3.2. Removal. The City Council may remove an adult leader from their position at any time without reason upon a majority vote of the council.

Section 4. Youth Council Members. Voting members of the Youth Council shall be appointed and serve pursuant to the following:

4.1. Selection and Appointment. The city clerk’s office shall advertise notice of vacant positions so that any interested and qualified individual may submit an application.
Applicants shall be interviewed by the City Council and the adult leaders. The City Council shall make the final decision on appointments.

4.2. Member Criteria. Youth Council members shall be between the ages of fifteen (15) and eighteen (18) at the time of selection and reside or attend school within the City of Covington or a 3-mile radius of the City of Covington city limits.

4.3. Number of Members - Terms. The Covington Youth Council shall consist of a maximum of 15 members. Selected Youth Council members shall each serve for a term of one (1) year. There is no limit on the number of terms a Youth Council member may apply for and be appointed to.

4.4. Removal. The City Council, by majority vote, may remove a member of the Youth Council at any time without reason. The City Council may take such action only upon the recommendation of all adult leaders.

Section 5. Organization and Rules. The Youth Council shall recommend such rules for governing its procedures as it deems necessary or advisable to the City Council for approval and shall keep a record of its proceedings, which record shall be a public record. The Youth Council shall hold regular meetings at least once every two (2) months and, pursuant to Section 8.0 of the Covington City Council Policies and Procedures, shall comply with the requirements of the Open Public Meetings Act (RCW 42.30).

ADOPTED by the City Council of the City of Covington, Washington, in open and regular session this 12th day of September 2017, and signed in authentication thereof.

JEFF WAGNER, MAYOR

ATTESTED:

Sharon Scott, City Clerk

APPROVED AS TO FORM:

Kathy Hardy, City Attorney
SUBJECT: CONSIDER APPOINTMENTS TO OPENINGS ON THE COVINGTON ECONOMIC DEVELOPMENT COUNCIL (CEDC).

RECOMMENDED BY: Regan Bolli, City Manager

ATTACHMENT(S): See Interview Schedule and Applications provided separately.

PREPARED BY: Joan Michaud, Senior Deputy City Clerk

EXPLANATION:
Three positions on the Covington Economic Development Council that are to be appointed by the Covington City Council will expire on July 31, 2018. Three applications have been received. The Council interviewed one applicant on April 10 and two applicants on July 24. CEDC appointments are two-year terms.

<table>
<thead>
<tr>
<th>Name of Applicant</th>
<th>Resides/Works</th>
<th>Attendance Last 12 Months</th>
</tr>
</thead>
<tbody>
<tr>
<td>Laura Roth (re-applying)</td>
<td>Works in Covington</td>
<td>80%</td>
</tr>
<tr>
<td>Mathew Kordell</td>
<td>Lives in Covington</td>
<td>N/A</td>
</tr>
<tr>
<td>Lydia Faitalia (interviewed April 10)</td>
<td>Lives in Covington</td>
<td>N/A</td>
</tr>
</tbody>
</table>

ALTERNATIVES:
Not appoint at this time and direct staff to continue to advertise for additional applicants.

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

Council member _____________ moves, Council member ________________ seconds, to appoint _______________ to fill a position on the Covington Economic Development Council with a term expiring July 31, 2020.

Council member _____________ moves, Council member ________________ seconds, to appoint _______________ to fill a position on the Covington Economic Development Council with a term expiring July 31, 2020.

Council member _____________ moves, Council member ________________ seconds, to appoint _______________ to fill a position on the Covington Economic Development Council with a term expiring July 31, 2020.

REVIEWED BY: City Manager
SUBJECT: PRESENTATION OF COVINGTON AQUATIC CENTER CONDITION ASSESSMENT

RECOMMENDED BY: Ethan Newton, Parks and Recreation Director

ATTACHMENTS:
1. Covington Aquatic Center Architectural & Engineering Facilities Condition Assessment (Executive Summary). Hard copy of complete Condition Assessment available at City Hall and on City website.

PREPARED BY: Ethan Newton, Parks and Recreation Director

EXPLANATION:
Concerned that the aquatic center is at or near the end of its useful life, the City Council approved a contract with ORB Architects to produce an expert condition assessment of the facility, including priorities for improvements and associated cost estimates, to extend the useful life of the facility.

ORB Architects will present their assessment to the council at tonight’s meeting.

This condition assessment is the first step towards ensuring the city continues to be able to provide aquatic recreation services to the Covington community.

Given the condition assessment, decisions will need to be made as to whether to invest in the existing facility, pursue building a new facility or some other option. Depending on the preference of the council, possible next steps might include a feasibility study, assembling funding, design development, and construction.

ALTERNATIVES:
None.

FISCAL IMPACT:
None.

CITY COUNCIL ACTION: _____Ordinance _____Resolution ____Motion ____X__Other

NO ACTION NECESSARY – DISCUSSION ITEM ONLY

REVIEWED BY: Parks & Recreation Director, Finance Director, City Manager
A  EXECUTIVE SUMMARY
B  ARCHITECTURAL ASSESSMENT
C  SITE / CIVIL ASSESSMENT
D  STRUCTURAL ASSESSMENT
E  MECHANICAL ASSESSMENT
F  ELECTRICAL ASSESSMENT
G  COST ESTIMATE
H  APPENDIX
A. EXECUTIVE SUMMARY

COVINGTON AQUATIC CENTER ASSESSMENT PROCESS

BACKGROUND

ASSESSMENT

RECOMMENDATIONS

COST SUMMARY

orb architects
executive summary

DESCRIPTION OF PROCESS

In March 2018 the City of Covington retained ORB Architects, an architectural firm specializing in the design and evaluation of aquatic facilities, to perform an Aquatic Center Condition Assessment of the existing Covington Aquatic Center facility. Also included on the evaluation team are AHBL for civil and structural, Enginuity Systems for the plumbing and mechanical (including the pool mechanical systems), and Cross Engineers for the electrical evaluation.

The purpose of the Condition Assessment is to understand the complete picture of the building's physical and operational condition. In addition, the ORB project team was asked to provide recommendations on what we considered to be immediate needs as well as anticipated future investment needs for the pool facility. See the Recommendations section of this Executive Summary for further information related to the short-term and long-term needs.

Our team first visited the site on March 7, 2018 to perform our initial visual assessment of the facility. This included completing a checklist of all building, accessibility, and Washington Administrative Code requirements as well as noting the visible condition of building and/or equipment. The structural engineer completed a Structural Evaluation for Existing Buildings, while the mechanical and electrical engineers carried out their own checklists. Our team also reviewed all available information pertaining to the building construction and operations as provided by the City of Covington. This included Record Drawings of past construction and renovations, maintenance & operations logs, utility information, and Department of Health documents.

The Initial Assessment Report was provided to the City of Covington on April 8, 2018 with a coordination meeting with Covington staff on April 17 at the pool. This meeting date also afforded the team the opportunity to do the follow-up investigations. Other team members revisited the site soon after to follow-up and investigate a few items in more depth.

This is the Facility Condition Assessment (FCA) Report which represents a complete picture of the existing conditions at the Covington Aquatic Center. It also outlines our recommendations for repair and maintenance needs. It is our understanding that this report will be part of the public record used to plan for the facility's future. This report outlines the existing conditions, recommended repairs, and related costs.
COVINGTON AQUATIC CENTER BACKGROUND

The Covington Aquatic Center was built in 1977 as one of the last pools that was part of the Forward Thrust Initiative that included dozens of other pool facilities throughout King County. In 2016 the city completed an addition on the south side of the building that included a new multi-purpose room that could be rented out for community meetings and parties - it's the room we used as our base of operations during this evaluation.

The City of Covington now owns and maintains the facility, although the land it occupies is leased from the Tahoma School District. The Aquatic Center is directly adjacent to, and shares the parking areas with Maple View Middle School, formerly Tahoma High School. The high school is still a major user of the pool facility, which supports its competitive swimming teams. The facility also supports other swimming groups, such as King Aquatic Club, Bluewave Aquatics, and the high school swim, diving, and water polo teams. There is always a full schedule of programs to meet the needs of the community.

The pool is a positive feature within the community that serves many people. Therefore the City of Covington is pro-actively looking forward and planning for how they will be able to preserve, and possibly improve this community asset.

As noted above, the Covington Aquatic Center is one of 22 Forward Thrust indoor swimming pools. Of those 22 pools, only three have been closed down. Of those three, two have essentially been replaced by new pools, and one is being considered for renovation under private ownership. Between 2002 and 2008, King County turned over the ownership and operations of all the Forward Thrust pools to the local jurisdiction where that pool resided. In nearly every case, the new owner is a city, municipal park district, or a school. Most are operated directly by the owner jurisdiction. However, several are operated by non-profit companies under contract with the jurisdiction. When the pools were turned over, the majority of them also underwent some level of renovation improvement to extend the useful life of the facility. A full list and summary of the Forward Thrust Pools is included in Section H. Appendix for comparison.
ASSESSMENT

Based on the initial investigations, the ORB project team could tell that the Covington Aquatic Center has been well cared for. In fact, at the time of our site investigation, the facility had recently been shut down for maintenance. During that time, much of the building was freshly painted. Given its age as a Forward Thrust Pool it's proven to have good "bones" and continues to be a safe facility for the community.

That being said, there are some items that are at, or near the end of, their useful life. This report identifies certain repair and maintenance needs that, if completed, could improve the current maintenance issues and potentially reduce other growing operational costs.

The pool facility is approximately 16,000 square feet with a 230,000 gallon swimming pool. All “square box” lap pools operate at a loss and require some form of a subsidy in order to operate. As pools age, the cost to operate, and hence that subsidy, is bound to increase as more and more maintenance is required and systems become less efficient. If maintenance items are deferred, that cost will accumulate, and become more of a burden on the community.

Based on what we observed, the Immediate Needs are mostly limited to the regular maintenance items that you probably already perform, such as keeping debris off of the roof, and clearing the storm drains. Related to this, we are recommending that the city hire a service to put a camera down all the sewer, pool, and storm system lines to document their condition. This will be valuable in determining if there might be any areas of greater concern than what we have assumed at this point.

DEFICIENCY RECOMMENDATIONS

A breakdown of all the recommendations that have been identified by our team are listed on pages A|7 through A|9 with their Area of Magnitude costs. Each recommendation is assigned a priority, which could be used to plan for future expenditures, and could conceivably be grouped as a project for design, engineering and construction. Furthermore, each recommendation is given a classification of A through E as described on the following pages.

In addition, as part of our assessment, and for use in the City of Covington's future planning and decision making process, the ORB project team has highlighted certain recommendations that relate to Health, Safety and Welfare (HSW). Health, Safety and Welfare items may offer a reason to assign a higher priority for completing these recommendations.
DEFICIENCY PRIORITIES

In order to help plan future city expenditures and the overall planning needs for the Covington Aquatic Center, each recommendation in this report has been assigned one of five (5) priorities. It would be possible, and possibly even practical, to consider that the accumulation of recommendations in each priority could be accomplished as a Capital Project all together.

The five (5) priority classes are defined as follows:

Priority 1: Currently Critical (Immediate) - Items in this category require immediate action by the City of Covington. These items might even need/want to be accomplished prior to the finalization of this report.

Priority 2: Potentially Critical (Year One) - Items in this category, if not corrected expeditiously, will become critical within a year. In particular, this category encompasses those items that are categorized as being HSW related, which includes requirements necessary to comply with the Americans with Disabilities Act (ADA).

Priority 3: Necessary - Not Yet Critical (Year Two - Five) - Items in this category include conditions requiring prompt attention.

Priority 4: Recommended (Year Six - Nine) - Items in this category represent a sensible improvement to existing conditions. Additionally, the team has identified some energy saving "low-hanging fruit" that could help the facility save on operational costs.

Priority 5: Long-Term (Ten Years or Beyond) - Items in this category represent an economic payback and/or are identified for long-term planning purposes. This includes more significant items at the facility that may not have favorable economic pay-back, but rather offer a community benefit that is less tangible, but crucial to the community as a whole.
DEFICIENCY CLASSIFICATION

Each of our recommendations identified for this report are categorized within one of the following five (5) classifications listed below. These categorizations are identified in the Assessment Recommendations Table. The letter designations correspond to the category definitions as follows:

A. Facility Adaptation: Expenditures required to adapt the facility to evolving and changing standards. These are expenditures in addition to normal maintenance. Examples include compliance with changing codes (e.g., handicapped accessibility) and improvements occasioned by the adoption of modern technology (e.g., the use of swimming pool U/V sanitation systems).

B. Routine Maintenance: Means the day-to-day efforts to control deterioration of facilities (keep up expenses) through scheduled repetitive activities (e.g. cleaning), periodic scheduled work (e.g., inspections and equipment adjustments) and minor repairs made on an as-needed basis.

C. Deferred Maintenance: Refers to expenditures for repairs which were not accomplished as a part of normal maintenance or capital repair which have accumulated to the point that facility deterioration is evident and could impair the proper functioning of the facility. Costs estimated for deferred maintenance projects should include compliance with applicable codes even if such compliance requires expenditures additional to those essential to affect needed repairs. Deferred maintenance projects represent catch up expenses.

D. Capital Renewal: Not A, B, or C above, but regular, customary and anticipated major repairs or the replacement/rebuilding of major facility components (e.g., roof replacement at the end of its normal useful life is capital repair; roof replacement several years after its normal useful life is deferred maintenance). These repairs are typically capitalized and included in depreciation schedules according to Generally Accepted Accounting Principles (GAAP).

E. Energy/Resource Conservation Measures: Refers to expenditures for potential energy conservation projects that meet five-year payback criteria. Also includes water saving options and tasks that would save on the overall operating costs. Completing these recommendations may result in cutting operational costs that could add life to the facility by allowing it to be more viable to operate.
## AREA OF MAGNITUDE CONSTRUCTION COST ESTIMATE SUMMARY

<table>
<thead>
<tr>
<th>Priority</th>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Priority 1</strong></td>
<td>Immediate Needs</td>
<td>$86,500</td>
</tr>
<tr>
<td><strong>Priority 2</strong></td>
<td>Potentially Critical</td>
<td>$1,036,500</td>
</tr>
<tr>
<td><strong>Priority 3</strong></td>
<td>Necessary</td>
<td>$4,598,500</td>
</tr>
<tr>
<td><strong>Priority 4</strong></td>
<td>Recommended</td>
<td>$1,427,500</td>
</tr>
<tr>
<td><strong>Priority 5</strong></td>
<td>Long-Term</td>
<td>$693,500</td>
</tr>
<tr>
<td><strong>GRAND TOTAL</strong></td>
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<td>$7,842,500</td>
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## Covington Aquatic Center Assessment Deficiencies/Recommendations

### Facility Maintenance and Improvements

**6/12/2018**

### Cost Summary

<table>
<thead>
<tr>
<th>Ref #</th>
<th>Recommended Task</th>
<th>Priority 1: Immediate Need</th>
<th>Priority 2: Potentially Critical</th>
<th>Priority 3: Necessary (2-5 yrs)</th>
<th>Priority 4: Recommend (6-9 yrs)</th>
<th>Priority 5: Long-Term (10+ yrs)</th>
<th>Classification (A,B,C,D,E)</th>
<th>HSW Related</th>
<th>Cost Totals</th>
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</thead>
<tbody>
<tr>
<td></td>
<td><strong>Pool Tanks &amp; Decks (P)</strong></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$84,500</td>
</tr>
<tr>
<td>1</td>
<td>Restore Main Drains (See Mechanical)</td>
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<td>A</td>
<td>X</td>
<td>See MP #4</td>
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<td></td>
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<tr>
<td>2</td>
<td>Re-Plaster Pool - White</td>
<td>X</td>
<td>B</td>
<td>X</td>
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<td>3</td>
<td>Prep &amp; Resurface walking surfaces at the Viewing area - Epoxy resin non-slip</td>
<td>X</td>
<td>C</td>
<td>X</td>
<td>$84,500</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Various areas of deck spall repair</td>
<td>X</td>
<td>C</td>
<td></td>
<td>$4,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Add Depth Markings and No Diving Symbol Tiles between 5'-6' and 12'-0' depth</td>
<td>X</td>
<td>D</td>
<td></td>
<td>$5,000</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>6</td>
<td>Refurbish Movable Bulkhead</td>
<td>X</td>
<td>C</td>
<td></td>
<td>$150,000</td>
<td></td>
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</tr>
<tr>
<td>7</td>
<td>Provide new Starting Blocks &amp; Timing System</td>
<td>X</td>
<td>C</td>
<td></td>
<td>$158,500</td>
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<tr>
<td>8</td>
<td>Provide Pool Cover and Wall Mounted Storage Reels (includes electrical service for motor operators)</td>
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<td></td>
<td></td>
<td>$209,500</td>
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<td><strong>Building Enclosure /Structure (B)</strong></td>
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<td></td>
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<td></td>
<td></td>
<td>$0</td>
</tr>
<tr>
<td>1</td>
<td>Remove and replace north face edge and guardrail of the seating area.</td>
<td>X</td>
<td>C</td>
<td>X</td>
<td>$56,000</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>2</td>
<td>Patch &amp; Repair of spalling deck slab at Boiler Room ceiling and ceiling below pool deck. Clean &amp; seal pool deck slabs to prevent water entry &amp; inhibit corrosion</td>
<td>X</td>
<td>C</td>
<td>X</td>
<td>$55,000</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>3</td>
<td>Seismic - Pre-cast Concrete Roof diaphragm. Remove and Replace</td>
<td>X</td>
<td>C</td>
<td>X</td>
<td>N/A</td>
<td>see Struct</td>
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<tr>
<td>4</td>
<td>Provide a Below-Grade Water-Proofing System</td>
<td>X</td>
<td>C</td>
<td></td>
<td>$27,000</td>
<td></td>
<td></td>
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<tr>
<td>5</td>
<td>Clean debris from roof</td>
<td>X</td>
<td>B</td>
<td>owner</td>
<td>$9,000</td>
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<tr>
<td>6</td>
<td>Replace glazing at the Lobby to improve Solar glare/heat gain</td>
<td>X</td>
<td>D, E</td>
<td></td>
<td>$18,000</td>
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<tr>
<td>7</td>
<td>Refinish Exterior Metal Doors</td>
<td>X</td>
<td>C</td>
<td></td>
<td>$5,000</td>
<td></td>
<td></td>
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<tr>
<td>8</td>
<td>Add an entry Vestibule</td>
<td>X</td>
<td>A, E</td>
<td>$73,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Clean, patch, and Seal spalling at CMU walls</td>
<td>X</td>
<td>C</td>
<td>X</td>
<td>$4,000</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>10</td>
<td>Add EIS's system to exterior walls at Men's Changing Room</td>
<td>X</td>
<td>A, E</td>
<td>$30,000</td>
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<td><strong>Building Interiors (I)</strong></td>
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<td>CMU Wall repairs</td>
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<td>C</td>
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<tr>
<td>2a</td>
<td>Epoxy Resin Flooring System in Lobby - fix low spots</td>
<td>X</td>
<td>A</td>
<td></td>
<td>$74,500</td>
<td></td>
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<td></td>
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<tr>
<td>2b</td>
<td>Epoxy Resin Flooring System in Locker Rooms - fix low spots</td>
<td>X</td>
<td>A</td>
<td>X</td>
<td>$48,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>2c</td>
<td>Epoxy Resin Flooring System in Shower areas</td>
<td>X</td>
<td>A</td>
<td></td>
<td>$15,000</td>
<td></td>
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<tr>
<td>2d</td>
<td>Epoxy Resin Flooring System in Restroom/Family Change</td>
<td>X</td>
<td>A</td>
<td></td>
<td>$8,500</td>
<td></td>
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<tr>
<td>2e</td>
<td>Epoxy Resin Flooring System at Pool Deck - fix low spots</td>
<td>X</td>
<td>A</td>
<td></td>
<td>$168,000</td>
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</tr>
<tr>
<td>3a</td>
<td>Paint Natatorium Ceiling &amp; Replace Acoustic Tiles</td>
<td>X</td>
<td>C</td>
<td></td>
<td>$166,500</td>
<td></td>
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<tr>
<td>3b</td>
<td>Repair Staff Locker Room Plaster Ceiling</td>
<td>X</td>
<td>C</td>
<td></td>
<td>$3,000</td>
<td></td>
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<td></td>
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</tr>
<tr>
<td>4</td>
<td>Replace Door Hardware throughout facility</td>
<td>X</td>
<td>C</td>
<td></td>
<td>$43,000</td>
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<tr>
<td>5</td>
<td>Provide a new electronic scoreboard</td>
<td>X</td>
<td>D</td>
<td>$21,500</td>
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</tr>
<tr>
<td>6</td>
<td>Provide permanent media stand at seating area</td>
<td>X</td>
<td>D</td>
<td>$26,000</td>
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<tr>
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<td><strong>Building Accessibility ADA (A)</strong></td>
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<td></td>
<td>$0</td>
</tr>
<tr>
<td>1</td>
<td>Reconfigure toilet stall in each Locker Room for wheelchair accessible stall</td>
<td>X</td>
<td>A</td>
<td>X</td>
<td>$32,000</td>
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<tr>
<td>2</td>
<td>Add Electric Door Operators to Locker Room and Universal Family Changing Room Doors</td>
<td>X</td>
<td>A</td>
<td>X</td>
<td>$48,000</td>
<td></td>
<td></td>
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<tr>
<td>3</td>
<td>ADA Sinks - No Action</td>
<td>X</td>
<td>A</td>
<td>X</td>
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<td>4</td>
<td>Provide Roll-in Accessible Showers</td>
<td>X</td>
<td>A</td>
<td>X</td>
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<tr>
<td>5</td>
<td>Provide ADA Bench In Locker Rooms</td>
<td>X</td>
<td>A</td>
<td>X</td>
<td>$5,500</td>
<td></td>
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<tr>
<td>6</td>
<td>Provide ADA Lockers in Locker Rooms</td>
<td>X</td>
<td>A</td>
<td>X</td>
<td>$10,000</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>7</td>
<td>Staff Area Accessibility - No Action</td>
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<td>X</td>
<td></td>
<td>N/A</td>
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<td></td>
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<tr>
<td>8</td>
<td>Replace Pool Lifts, including ADA &amp; convenience lifts</td>
<td>X</td>
<td>A</td>
<td>X</td>
<td>$40,000</td>
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## Covington Aquatic Center Assessment Deficiencies/Recommendations

**Facility Maintenance and Improvements**

**6/12/2018**

### Ref # | Recommended Task | Priority 1: Immediate Need | Priority 2: Potentially Critical | Priority 3: Necessary (2-5 yrs) | Priority 4: Recommend (6-9 yrs) | Priority 5: Long-Term (10+ yrs) | Classification (A,B,C,D,E) | HSW Related | Cost Totals
--- | --- | --- | --- | --- | --- | --- | --- | --- | ---

**Building Site / Civil (C)**

1. **Maintenance - clean storm drains and downspouts. Hire a service to camera all storm drain lines**
   - Priority: B
   - Cost: $1,000
2. **Restripe and paint the parking stalls, incl. single ADA stall and associated aisle to meet ADA**
   - Priority: X B X
   - Cost: $1,000
3. **Reconstruct the existing ADA ramp/curb-cut and surrounding pavement to ensure current ADA standards are met**
   - Priority: X A X
   - Cost: $6,000
4. **Replace portion of sidewalk. Slope to drain west away from the raised concrete feature**
   - Priority: X A
   - Cost: $4,000
5. **Pave service entry side of the building**
   - Priority: X A X
   - Cost: $12,500
5a. **Pave service entry side of the building (<2,000 SF)**
   - Priority: X A X
   - Cost: $12,500

**SUBTOTAL**

- Immediate: $0
- N1,000
- Long-Term: $0
- N0
- N0
- N12,500
- $69,500

**Mechanical - HVAC / Plumbing (MH)**

1. **Replace DDC System and integrate Neptune’s Cove HVAC controls**
   - Priority: X D, E
   - Cost: $161,500
2. **Clean all remaining existing ductwork**
   - Priority: X B, E
   - Cost: $24,000
3. **Replace Natatorium HVAC system. Includes new air handler unit, runaround heat recovery system, air outlets, and adding destratification fans**
   - Priority: X D, E X
   - Cost: $1,164,500
4. **New Front of House Air Handling Systems. Includes the office & lobby areas, locker rooms, and men’s locker radiant heating panels**
   - Priority: X D, E
   - Cost: $302,500
5. **New Back of House ventilations systems. Includes the chemical storage, pool mechanical, and electrical rooms**
   - Priority: X D, E
   - Cost: $54,000
6. **Add condensing boiler & replace existing hydronic piping system including redundant heating water pumps**
   - Priority: X D, E
   - Cost: $273,000
7. **Replace fuel oil tank with above-ground tank**
   - Priority: X A
   - Cost: $123,000
8. **Update boiler operating setpoints**
   - Priority: X E
   - Cost: $2,000
9. **Replace plumbing fixtures, include sensor operating flush valves and faucets (assumes no re-piping)**
   - Priority: X A, E
   - Cost: $96,500
10. **Re-pipe domestic water system, including all DWV piping, fixtures and drains, the domestic hot water plant, and a new thermostatic mixing valve station (excludes area in 11b below)**
    - Priority: X C, E
    - Cost: $714,500
11a. **Replace Shower Rooms DWV piping and drains, (identified as specific problem area). Includes replacing domestic water lines and showers / drains at that time. Scope addresses replacing the 4” waste main and all piped systems & fixtures east of the main line (main line is below the WC chase) work area extends east to janitor / laundry room.**
    - Priority: X C
    - Cost: $303,000
12. **Replace natatorium deck drains**
    - Priority: X D
    - Cost: $261,000
13. **Hire service to camera all sewer and pool piping to evaluate conditions and known problem areas (See C1)**
    - Priority: X B
    - Cost: $2,000
14. **Replace shower units, including shower room trench drains**
    - Priority: X D
    - Cost: $217,000
15. **Connect suit spinners to sanitary sewer system**
    - Priority: X A
    - Cost: $5,000
16. **Add fire sprinkler system**
    - Priority: X A
    - Cost: $314,000
17. **Replace roof drains and piping**
    - Priority: X D
    - Cost: $110,500

**SUBTOTAL**

- Immediate: $2,000
- N24,000
- N2,734,000
- N849,500
- N552,500
- N4,162,000
## Covington Aquatic Center Assessment Deficiencies/Recommendations

### Facility Maintenance and Improvements

<table>
<thead>
<tr>
<th>Ref #</th>
<th>Recommended Task</th>
<th>Priority 1: Immediate Need</th>
<th>Priority 2: Potentially Critical</th>
<th>Priority 3: Necessary (2-5 yrs)</th>
<th>Priority 4: Recommend (6-9 yrs)</th>
<th>Priority 5: Long-Term (10+ yrs)</th>
<th>Classification (A,B,C,D,E)</th>
<th>HSW Related</th>
<th>Cost Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Replace/upgrade Chemistry Controller</td>
<td></td>
<td>X</td>
<td>C</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$35,000</td>
</tr>
<tr>
<td>2</td>
<td>Add UV System (includes electrical services)</td>
<td></td>
<td>X</td>
<td>A</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td>$84,000</td>
</tr>
<tr>
<td>3</td>
<td>Replace Pool Pump with VFD Pump, (remove Griswold valve) include replacing all the gauges and Digital Flow Meter</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$125,000</td>
</tr>
<tr>
<td>4</td>
<td>Replace all Pool Water Piping, including in the mech room, below the pool bottom. Includes Main Drain sumps &amp; covers, gutter drain piping, and the inlet covers</td>
<td></td>
<td>X</td>
<td></td>
<td>D</td>
<td></td>
<td></td>
<td></td>
<td>$530,500</td>
</tr>
<tr>
<td>5</td>
<td>Replace &amp; relocate water slide pump</td>
<td></td>
<td>X</td>
<td>A</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
<td>$7,500</td>
</tr>
<tr>
<td>6a</td>
<td>Replace surge pit. Include a solid cover and surge pit ventilation system for vapor control. Add new float valve assembly and plate &amp; frame pool heat exchanger²</td>
<td></td>
<td>X</td>
<td></td>
<td>C</td>
<td></td>
<td></td>
<td></td>
<td>$113,000</td>
</tr>
<tr>
<td>6b</td>
<td>Replace DE filters with Pressure DE system includes platform over existing tank and electrical service²</td>
<td></td>
<td>X</td>
<td></td>
<td>C</td>
<td>E</td>
<td></td>
<td></td>
<td>$183,500</td>
</tr>
<tr>
<td>7</td>
<td>Remove abandoned chemistry control equipment</td>
<td></td>
<td>X</td>
<td>C</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$2,000</td>
</tr>
<tr>
<td>8</td>
<td>Replace BECS flow switch/sensor</td>
<td></td>
<td>X</td>
<td>C</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$5,000</td>
</tr>
<tr>
<td>9</td>
<td>Upgrade tablet feeder to new model and add electronic surge pit level sensor &amp; makeup water solenoid valve, upgrade fill line for larger pipe fast fill</td>
<td></td>
<td>X</td>
<td></td>
<td>A</td>
<td></td>
<td></td>
<td></td>
<td>$38,500</td>
</tr>
<tr>
<td>10</td>
<td>Pool drain-down system</td>
<td></td>
<td>X</td>
<td></td>
<td>D</td>
<td></td>
<td></td>
<td></td>
<td>$24,000</td>
</tr>
</tbody>
</table>

**SUBTOTAL** $845,500 $139,000 $0 $0 $1,148,000

### Electrical (E)

<table>
<thead>
<tr>
<th>Ref #</th>
<th>Recommended Task</th>
<th>Priority 1: Immediate Need</th>
<th>Priority 2: Potentially Critical</th>
<th>Priority 3: Necessary (2-5 yrs)</th>
<th>Priority 4: Recommend (6-9 yrs)</th>
<th>Priority 5: Long-Term (10+ yrs)</th>
<th>Classification (A,B,C,D,E)</th>
<th>HSW Related</th>
<th>Cost Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>New LED Lighting with controls at Natatorium - Meet WSNREC</td>
<td></td>
<td>A, E</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$332,500</td>
</tr>
<tr>
<td>2</td>
<td>Provide new surface mounted LED Lighting with controls at Locker Rooms - Meet WAC</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$36,500</td>
</tr>
<tr>
<td>3</td>
<td>Repair / replace underwater Lighting</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$20,000</td>
</tr>
<tr>
<td>4</td>
<td>Replace exterior pole and building mounted lights with LED &quot;full cut-off&quot; fixtures</td>
<td></td>
<td>X</td>
<td></td>
<td>D, E</td>
<td></td>
<td></td>
<td></td>
<td>$25,500</td>
</tr>
<tr>
<td>5</td>
<td>Provide new Lighting with controls at All Other Areas (Entry, Staff Office, Mech/Utility)</td>
<td></td>
<td>X</td>
<td></td>
<td>D, E</td>
<td></td>
<td></td>
<td></td>
<td>$43,000</td>
</tr>
<tr>
<td>6</td>
<td>New sound system</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
<td>D</td>
<td></td>
<td></td>
<td>$60,500</td>
</tr>
<tr>
<td>7</td>
<td>Upgrade existing Electrical Service and Sub-Panels</td>
<td></td>
<td>X</td>
<td></td>
<td>D</td>
<td>X</td>
<td></td>
<td></td>
<td>$208,500</td>
</tr>
<tr>
<td>8</td>
<td>Grounding Per NEC 680</td>
<td></td>
<td>X</td>
<td></td>
<td>D</td>
<td>X</td>
<td></td>
<td></td>
<td>$3,500</td>
</tr>
<tr>
<td>9</td>
<td>Provide a new Addressable Fire Alarm System</td>
<td></td>
<td>X</td>
<td></td>
<td>D</td>
<td>X</td>
<td></td>
<td></td>
<td>$103,500</td>
</tr>
<tr>
<td>10</td>
<td>Relocate Telephone/Data to Staff Office/Reception</td>
<td></td>
<td>X</td>
<td></td>
<td>A</td>
<td></td>
<td></td>
<td></td>
<td>$16,000</td>
</tr>
</tbody>
</table>

**SUBTOTAL** $667,000 $121,000 $60,500 $0 $848,500

**Total All Scope Items** $86,500 $1,036,500 $4,598,500 $1,427,500 $693,500 $8,095,500

**Total All Items Included as Scope (see footnotes)** $7,842,500

**Estimated Replacement Cost for “like” building**

This cost represents the building only. Site Development, utility services, and other related costs are not included. $6,207,000

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1. Referring to C-5 & C-5a: Only the cost for 5a is included in the Subtotal. Option 5 costs would be inclusive of 5a costs.
2. Referring to MP-6a & 6b: Only 6a is included in the Subtotal. Only one cost for 6a or 6b shall apply to the eventual total Construction Cost to the project.
SUBJECT: REVIEW THE 2018 SUMMIT ACTION ITEMS LIST

RECOMMENDED BY: Regan Bolli, City Manager

ATTACHMENT(S):
1. 2018 Summit Action Items List

PREPARED BY: Regan Bolli, City Manager

EXPLANATION:
On January 27, 2018 the Covington City Council and Leadership Team held their annual summit to discuss ongoing and new projects and policies for the coming year. After the summit a summary was drafted by facilitator Jim Reid and adopted by Council. From that summary this action item list was created to track the work completed on each action item from the summit. Attached for Council review is the latest updated list.

ALTERNATIVES:

FISCAL IMPACT:

CITY COUNCIL ACTION: ___Ordinance ___Resolution ___Motion ___Other

This item is for discussion purposes only.

REVIEWED BY: City Manager
### 2018 Summit Action Items

**Action Items from the 2018 City Council Summit** *(updated 7/12/18)*

<table>
<thead>
<tr>
<th>Item</th>
<th>Task</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Financial</td>
<td>Provide ECONorthwest’s financial planning report to council prior to</td>
<td><em>The report will be brought to Council in September or October, prior to their budget review.</em></td>
</tr>
<tr>
<td></td>
<td>them meeting with ECONorthwest.</td>
<td></td>
</tr>
<tr>
<td>Strategic Plan</td>
<td>• Make edits to dates</td>
<td><em>Spreadsheet was created and action items were assigned to quarterly implementation targets.</em></td>
</tr>
<tr>
<td></td>
<td>• Give each goal its own page</td>
<td><em>Each goal has its own page on the spreadsheet.</em></td>
</tr>
<tr>
<td>Taxes</td>
<td>Provide 2015 information about the comparison of taxes in neighboring</td>
<td></td>
</tr>
<tr>
<td></td>
<td>cities</td>
<td></td>
</tr>
<tr>
<td>Youth Council/Commissions</td>
<td>Assist Councilmembers Harto and Smith in scheduling times to visit</td>
<td>• Councilmember Harto visited two leadership classes at Kentwood High School on April 20.</td>
</tr>
<tr>
<td></td>
<td>local schools to recruit for CYC &amp; Commissions</td>
<td>• Scheduling opportunities with resume this fall.</td>
</tr>
<tr>
<td></td>
<td><strong>Town Center</strong></td>
<td><em>Worked with KSD through the spring and in May they submitted to boundary line adjustment to the City for review.</em></td>
</tr>
<tr>
<td></td>
<td>• Finalize short plat with KSD</td>
<td><em>The short plat review process by the city is completed and approved. We have returned the plat to the District for recording. They</em></td>
</tr>
<tr>
<td></td>
<td>• Purchase property from KSD</td>
<td><em>should give us a copy of the recorded documents shortly. Once that is completed we can proceed with purchasing the identified parcel.</em></td>
</tr>
<tr>
<td>Covington Elementary School</td>
<td>Hire a consultant following the purchase of the property to assess</td>
<td><em>This item is on hold until we actually purchase the property and have title. At this point we are not optimistic that the new school will</em></td>
</tr>
<tr>
<td></td>
<td>repurposing the school and to identify the costs associated with</td>
<td><em>be finished by the last week of August, so the District may need to have classes in the old building for another month before moving. But</em></td>
</tr>
<tr>
<td></td>
<td>repurposing and maintaining the school and school grounds.</td>
<td><em>that is obviously their call and any decision may not be made until mid-August. Consultant was hired and condition assessment is</em></td>
</tr>
<tr>
<td></td>
<td></td>
<td><em>scheduled for council review at their 7/24/18 meeting.</em></td>
</tr>
<tr>
<td>Aquatics Center</td>
<td>Hire a consultant to conduct a condition assessment of the Aquatics</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Center</td>
<td></td>
</tr>
<tr>
<td>Tri-Cities Meeting</td>
<td>Try placing on the agenda:</td>
<td><em>We successfully placed each of these items on the 2018 Tri-Cities meeting agenda that was held on May 23, 2018.</em></td>
</tr>
<tr>
<td></td>
<td>• Regional community/aquatic center.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Transportation (SEAL-TC).</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Emergency Management Coordination.</td>
<td></td>
</tr>
<tr>
<td>Regional Involvement</td>
<td>Provide timely information to councilmembers regarding regional boards. Specifically, PSRC Executive Board, GMPC, PSRC’s Transportation Policy Board (TBP); and the King County Growth Management Planning Council (GMPC)</td>
<td>Staff will bring report to Council this fall.</td>
</tr>
<tr>
<td>----------------------</td>
<td>---------------------------------------------------------------------------------</td>
<td>---------------------------------------------</td>
</tr>
<tr>
<td>TBD</td>
<td>• Explore the proper timing for placing this proposal on the ballot.</td>
<td>• In May presented the timeline to council and received consensus approval to move forward.</td>
</tr>
<tr>
<td></td>
<td>• Submit to the voters a proposition that calls for the car tab fee to be replaced by the sales tax of two-tenths-of-one-percent</td>
<td>• A resolution approving a ballot measure is scheduled for council approval on 7/24/18.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Pro/Con committee applicants are scheduled for Council appointment on 7/24/18.</td>
</tr>
<tr>
<td>Public Safety</td>
<td>Post crime prevention tips on website and/or social media.</td>
<td>Have been doing this periodically</td>
</tr>
<tr>
<td>Council Policies &amp; Procedures</td>
<td>• Multiple changes/edits will be made to better reflect current law and the council’s intent.</td>
<td>Complete. Council discussed proposed edits to the Council Policies and Procedures at the 2018 Council Summit meeting. We completed the edits and the amended procedures were adopted at the March 13, 2018 Council Meeting.</td>
</tr>
<tr>
<td></td>
<td>• Once the Emergency Management Coordinator is on board, hold a Council discussion about whether or not the Mayor should be able to act unilaterally in extreme circumstances during emergencies. Related to 4.2.5.</td>
<td></td>
</tr>
<tr>
<td>Issues on the Horizon (things to work on as time allows)</td>
<td>• Garbage rates, every-other-week service, mini garbage cans (10 gallons), senior discounts, and the ability to opt out of service.</td>
<td>• On 3/13 there was council consensus for staff to work with Republic Services on every other week service/mini cans. Staff has meet with Republic to discuss, mini cans, every other week service and senior discounts. Republic would be seeking a different CPI inflator than what is currently in the contract in order to provide Mini Can and senior discounts. They also informed us that they are having an issue with getting 10-gallon carts. They may be able to get a 13-gallon cart. Scheduled presentation to council on the impacts of China Sword. After which we will work to amend the contract.</td>
</tr>
<tr>
<td></td>
<td>• The future of Camp McCullough, the eighteen-acre site on Pipe Lake.</td>
<td>• Contacted Camp McCullough and they were not interested in talking about the possibility of a right of first offer or something similar that might allow the city to purchase the property should they ever sell it.</td>
</tr>
<tr>
<td></td>
<td>• The lack of office space in Covington, including the lack of space for medical offices.</td>
<td>• Love of Covington event was held on April 5, 2018. $500 project was selected and staff is working with winning citizen to implement. Event posters have been framed and are hanging in the lobby.</td>
</tr>
<tr>
<td></td>
<td>• The housing stock: its age, condition, and diversity.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• A lecture by and discussion with Peter Kageyama, the author of “For the Love of Cities.”</td>
<td></td>
</tr>
</tbody>
</table>
SUBJECT: CONSIDER RESOLUTION CALLING FOR THE INCLUSION OF A PROPOSITION ON THE NOVEMBER 6, 2018, GENERAL ELECTION BALLOT TO AUTHORIZE A SALES AND USE TAX TO FUND CITY OF COVINGTON TRANSPORTATION NEEDS AND CONSIDERATION OF THE VOTER PAMPHLET EXPLANATORY STATEMENT.

RECOMMENDED BY: Regan Bolli, City Manager

ATTACHMENT(S):
1. Proposed Resolution Calling for the Inclusion of a Proposition on the November 6, 2018, General Election Ballot Authorizing an Additional Sales and Use Tax Within the City

PREPARED BY: Kathy Hardy, City Attorney; Rob Hendrickson, Finance Director

EXPLANATION:

A. Resolution

On April 9, 2013, the City Council adopted Ordinance No. 02-13, creating the Covington Transportation Benefit District (“District” or “TBD”). The purpose for creating the District was to provide a mechanism to provide additional funding for the Street Fund, which is underfunded even for minimum services. To help with the funding gap, the General Fund subsidizes the Street Fund.

The TBD Board subsequently instructed staff to pursue a ballot proposition for the November 2013 election for voters to adopt a 0.2% sales and use tax increase to fund certain transportation improvements; this was presented as Proposition 1 on the November 2013 General Election ballot. Proposition 1 failed to pass by a margin of only 39 votes (1.1% of the total votes cast).

A second attempt to pass an identical sales and use tax increase at the April 28, 2015 special election also failed to pass.

Considering these ballot measure failures, and still needing additional funding for the Street Fund, the City Council on November 10, 2015, through councilmanic action authorized staff to implement a $20 vehicle license fee. Collections for this fee began in mid-2016. While this fee has brought in more funds than originally forecast, it puts the burden solely on Covington’s residents even though Covington streets are used daily by many out-of-town shoppers and commuters. In addition, the General Fund still subsidizes the Street Fund.

With this in mind, the City Council directed staff to move forward with a sales and use tax ballot measure for the November 6, 2018, General Election. The attached proposed resolution is the
legal instrument to be used to indicate the City Council’s desire to fund and implement certain transportation improvements through the imposition of a 0.2% sales and use tax in accordance with RCW 82.14.0455, consistent with Chapter 36.73 RCW, and upon voter approval thereof, and to call for the Director of Elections in King County to include a proposition on the November 6, 2018, General Election ballot for Covington voters to approve or reject the proposition.

B. Explanatory Statement

Proposition 1 represents an effort by the City of Covington to fund transportation maintenance and improvement projects identified in the City’s six-year Transportation Improvement Program. Among other unmet transportation needs, the sales tax revenue will be used to pay costs related to the reinstatement of street resurfacing within the City, patching and sealing cracks in asphalt, and sustaining existing maintenance programs for the City’s streets and pedestrian walkways. A vote to approve Proposition 1 will authorize an additional retail sales and use tax of 0.2% of the selling price, which translates into an additional $0.20 for every $100.00 spent on taxable items in the City. Revenue generated from the sales and use tax is restricted, meaning it can only be used to finance costs related to maintaining and improving the City’s transportation system and implementing the City’s transportation improvement program under chapter 36.73 RCW. These costs are currently paid for, in part, by an existing $20 vehicle license tab fee imposed on City residents, which the City Council has agreed to rescind if this Proposition 1 passes. If approved by the voters, the 0.2% sales tax authorized in Proposition 1 will be imposed for a period of 10 years.

ALTERNATIVES:
Not approve the resolution as presented.

FISCAL IMPACT:
Placing a proposition on a General Election ballot costs approximately $23,000 to $26,000.

BOARD ACTION:

City Council member __________ moves and City Council member __________ seconds to approve the resolution calling for the inclusion of a proposition on the November 6, 2018, General Election ballot to authorize a 0.2% sales and use tax within the City, in substantial form as attached hereto.

City Council member __________ moves and City Council member __________ seconds to approve the Explanatory Statement, in substantial form as included herein, as the Explanatory Statement for the sales and use tax proposition to be included in the voters’ pamphlet for the November 6, 2018, General Election.

REVIEWED BY: City Manager, City Attorney, Finance Director, Public Works Director
CITY OF COVINGTON

RESOLUTION NO. 2018-09

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINGTON, WASHINGTON, PROVIDING FOR A BALLOT PROPOSITION TO BE SUBMITTED TO THE QUALIFIED VOTERS OF THE CITY AT AN ELECTION TO BE HELD ON NOVEMBER 6, 2018, AUTHORIZING A SALES AND USE TAX WITHIN THE CITY AT THE RATE OF TWO-TENTHS OF ONE PERCENT (0.2%), COMMENCING APRIL 1, 2019, FOR A PERIOD NOT TO EXCEED TEN YEARS, FOR THE PURPOSE OF PAYING FOR OR FINANCING THE COST OF TRANSPORTATION IMPROVEMENTS; SETTING FORTH THE TEXT OF THE BALLOT PROPOSITION; DIRECTING PROPER CITY OFFICIALS TO TAKE NECESSARY ACTIONS; AND PROVIDING FOR OTHER PROPERLY RELATED MATTERS.

WHEREAS, chapter 36.73 of the Revised Code of Washington ("RCW") enables cities and counties to create transportation benefit districts to finance and carry out transportation improvements necessitated by economic development and to improve the performance of transportation systems; and

WHEREAS, under RCW 36.73.015, transportation improvements include, among other things, projects contained in the transportation plan of the state, a regional transportation planning organization, a county, a city, or eligible jurisdiction, including operation, preservation, and maintenance of transportation facilities, and may include investment in transportation projects and programs of regional and statewide significance; and

WHEREAS, following a public hearing in accordance with RCW 36.73.050, the City of Covington (the "City") passed Ordinance No. 02-13 on April 9, 2013, establishing the Covington Transportation Benefit District (the "District") pursuant to chapter 36.73 RCW for funding transportation maintenance and improvement projects that are consistent with existing state, regional, and local transportation plans; and

WHEREAS, the District was originally organized as a legally separate municipal entity and taxing authority from the City; and

WHEREAS, on October 13, 2015, the City Council passed Ordinance No. 07-15, pursuant to which the City assumed the rights, powers, immunities, functions and obligations of the District, as allowed by Second Engrossed Substitute Senate Bill 5987, Section 302 (July 15, 2015), and as a result, the District was absorbed into the City and is no longer considered a legally separate entity; and

WHEREAS, with voter approval, RCW 36.73.040(3)(a) gives transportation benefit districts the authority to impose a sales and use tax in accordance with RCW 82.14.0455 in the
amount of two-tenths of one percent (0.2%) upon the occurrence of any taxable event within the boundaries of the City to fund transportation maintenance and improvements; and

WHEREAS, the City now desires to fund and implement transportation maintenance and capital projects through the imposition of a two-tenths of one percent (0.2%) sales and use tax in accordance with RCW 82.14.0455, consistent with chapter 36.73 RCW, upon a favorable vote of the qualified voters within the City for financing certain transportation improvements; and

WHEREAS, on November 10, 2015, the City Council passed Ordinance No. 12-15 imposing a $20 vehicle license fee (through its assumed authority of the District) and began collecting that fee April 1, 2016, but has determined that a sales and use tax imposed in accordance with RCW 82.14.0455 is a more equitable and reasonable funding source; and

WHEREAS, the City’s Street Fund relies on the General Fund to subsidize the Street Fund’s ongoing operations even after adding revenues from the vehicle license tab fee; and

WHEREAS, if approved by the voters, a sales and use tax will be used for the purpose of acquiring, investing in, constructing, improving, providing, operating, preserving, maintaining and/or funding transportation improvements within the City; and

WHEREAS, if approved by the voters, a sales and use tax will apply not only to City residents, but will also apply to all persons who shop and thereby use streets and roadways within the City; and

WHEREAS, if approved by the voters, revenues from a sales and use tax will be used entirely for transportation maintenance and improvements in the City; and

WHEREAS, if a sales and use tax is approved by the voters, the existing $20 vehicle license fee will be rescinded; and

WHEREAS, the City Council of the City of Covington has considered this matter during a duly called public meeting of said City Council, has given this matter careful review and consideration, and finds that good government and the best interests of the City will be served by the adoption of this resolution,

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF COVINGTON, WASHINGTON, AS FOLLOWS:

Section 1. Description of Transportation Projects. The specific transportation projects to be paid for or financed in whole or in part with proceeds of the sales and use tax described in this resolution consist of the transportation maintenance and capital projects identified within the attached Exhibit A. The cost of all necessary design, engineering, financial, legal and other consulting services, inspection and testing, administrative and relocation expenses, and other costs incurred in connection with the described transportation maintenance and capital projects shall be deemed a part of the cost of the transportation projects.
The Council shall determine the application of moneys available for the transportation maintenance and capital improvement projects so as to accomplish, as nearly as may be, all of the transportation projects. If the proceeds of sales and use taxes authorized by this resolution plus other legally available funds are insufficient to accomplish all the transportation projects, the Council shall use the available funds for paying the cost of those portions of the transportation projects deemed by the Council most necessary and in the best interest of the City.

The Council shall determine the exact locations and specifications for the elements of the transportation projects as well as the timing, order, and manner of implementing or completing the transportation projects. The Council may alter, make substitutions to, and amend the transportation project descriptions as it determines is in the best interests of the City.

If the Council shall determine that it has become impractical to acquire, construct, or implement all or any portion of the transportation projects because of changed conditions, incompatible development, costs substantially more than the amount of sales and use tax proceeds estimated to be available, lack of matching funds, or acquisition by a superior governmental authority, the Council shall not be required to acquire, construct, or implement such portions. If all the transportation projects have been acquired, constructed, implemented, or duly provided for, or found to be impractical, the Council may apply the sales and use tax proceeds, plus any other legally available City money (including earnings), or any portion thereof, to other transportation improvements then identified in the City’s then-current Six-Year Transportation Improvement Program in accordance with the material change policy described in chapter 36.73 RCW, as amended.

Section 2. Calling of Election. The Council finds and declares that the best interests of the City require the submission to the qualified voters of the City a proposition of whether the City shall impose a sales and use tax within the limitations established in RCW 82.14.0455 for their approval or rejection. The Council requests that the Director of Elections of King County, as ex officio Supervisor of Elections in King County (“Director of Elections”), call and conduct an election in the City, in the manner provided by law, to be held on November 6, 2018, for the purpose of submitting to the voters of the City, for their approval or rejection, a proposition whether the City shall impose a sales and use tax at the rate of two-tenths of one percent (0.2%) of the selling price in the case of a sales tax, or value of the article used in the case of the use tax. If approved, this sales and use tax shall be collected for a period not exceeding ten years. The tax is in addition to any other taxes authorized by law and shall be collected from those persons who are taxable under the state chapters 82.08 and 82.12 RCW upon the occurrence of any taxable event within the boundaries of the City.

If such proposition is approved by the requisite number of voters, the City shall be authorized to use the proceeds of such sales and use tax for paying for or financing all or part of the costs of the transportation projects in accordance with the requirements of chapter 36.73 RCW.

Section 3. Ballot Proposition. The City Clerk is authorized and directed to certify, no later than August 7, 2018, to the Director of Elections, a copy of this resolution and the following proposition to be submitted to the qualified voters at that election, in substantially the following form:
CITY OF
COVINGTON, WASHINGTON
PROPOSITION 1
SALES AND USE TAX FOR
TRANSPORTATION IMPROVEMENTS

The City Council of the City of Covington, Washington, adopted Resolution No. xx-18 concerning a sales and use tax to fund transportation improvements. This proposition would authorize a sales and use tax at a rate of two-tenths of one percent (0.2%) to be collected from all taxable retail sales within the City, in accordance with RCW 82.14.0455, for a period not exceeding ten years, for paying for or financing the costs of transportation maintenance and improvement projects identified in Resolution No. ________. Should this proposition be approved?

YES ............................................................ □

NO ............................................................ □

For purposes of receiving notice of the exact language of the ballot proposition required by RCW 29A.36.080, the Council hereby designates the City Clerk as the individual to whom such notice should be provided. The City Clerk, in consultation with the City Attorney, is authorized to approve changes to the ballot title, if any, deemed necessary by the Director of Elections.

The City Clerk is authorized to make necessary clerical corrections to this resolution including, but not limited to, the correction of scrivener’s or clerical errors, references, resolution numbering, section/subsection numbers, and any reference thereto.

The proper City officials are authorized to perform such duties as are necessary or required by law to submit the question of whether the sales and use tax shall be imposed, as provided in this resolution, to the voters of the City at the November 6, 2018 election.

Section 4. Voters’ Pamphlet. The Council finds and declares it to be in the best interests of the City to have information regarding the aforesaid proposition included in local voters’ pamphlets, and authorizes the appropriate costs thereof to be charged to and paid by the City, and further authorizes and directs the City Attorney and City Clerk to provide such information to the Director of Elections and to take such other actions as may be necessary or appropriate to that end.

Section 5. Vehicle License Fee. Upon favorable passage and certification of the ballot proposition by the King County Department of Elections, the City Council will rescind the existing $20 vehicle license fee that was adopted pursuant to Ordinance No. 12-15 per Department of Licensing guidelines.

Section 6. Severability. If any provision of this resolution shall be declared by any court of competent jurisdiction to be invalid, then such provision shall be null and void and shall be
separable from the remaining provisions and shall in no way affect the validity of the other provisions, or of the imposition or collection of the tax authorized in this resolution.

**Section 7. Effective Date.** This resolution shall be effective immediately after its adoption in the manner provided by law.

**Section 8. Ratification of Prior Acts.** Any action taken consistent with the authority and prior to the effective date of this resolution is hereby ratified, approved, and confirmed.

**PASSED** in open and regular session of the City of Covington on this 24th day of July 2018.

____________________________
Jeff Wagner, Mayor

ATTESTED:

____________________________
Sharon Scott, City Clerk

APPROVED AS TO FORM:

____________________________
Kathy Hardy, City Attorney
Exhibit A

Identification of Transportation Projects

The specific City improvements to be paid for and/or financed with proceeds of the sales and use tax described in this resolution consist of the following transportation maintenance projects as well as improvement projects described in detail within the City’s six-year Transportation Improvement Program, abbreviated descriptions of which are incorporated as follows in no specific order of priority, and as may be amended from time to time.

Transportation Maintenance:

- Pavement Management Program (asphalt overlays, sealcoats, chip seals, crack seals, etc)
- Small capital improvements such as ADA accessible routes and pedestrian facilities.
- Asphalt patching and sidewalk repairs.
- Add an additional staff member to the engineering team to provide oversight of transportation programs including overlay, asphalt pavement condition, small CIP for transportation and pedestrian programs, and managing grants.

Transportation Improvements:

- SE 272nd Street (SR 516), Jenkins Creek to 185th Place SE: Widen to five lanes & reconstruct; sidewalks; new stream crossing.
- Covington Connector 204th Avenue SE – SE 272nd Street to SE 256th Street: Widen to full City Standard, sidewalks, bike lanes, planted medians.
- SE 272nd Street (SR 516), 185th Place SE to 192nd Avenue SE: Widen to five lanes & reconstruct; sidewalks; new signal.
- 164th Ave SE, SE 264th Street to SE 269th Street: Pedestrian Improvements, 5’ sidewalk, drainage
- SE 256th Street, 168th Avenue SE to 173rd Avenue SE: Widen & reconstruct, sidewalks, new stream crossing.
- 185th Place SE Extension, Wax Road/180th Avenue SE Roundabout to SE 272nd Street: New route; new alignment; access management.
- SE 272nd Street (State Route 516), 160th Avenue SE to 164th Avenue SE Const.: Signal modifications; add turn lanes; stream crossing.
- Town Center 1 Project, SE 276th Street - 168th Place SE to SE Wax Road: New route, new alignment, Type II Roadway
- Town Center 2 Project, 172nd Ave SE – SE 275th Street to SE 276th Street: New route, new alignment, Type I Roadway
- SE 256th Street and 180th Avenue SE, Safety improvements, Sidewalks Const.: Signal modifications; add right turn lane.
CERTIFICATION

I, the undersigned, City Clerk of the City of Covington, hereby certify as follows:

1. The foregoing Resolution No.____ (“Resolution”) is a full, true, and correct copy of the Resolution passed at a regular meeting of the City Council on July 24, 2018; and

2. A quorum of the members of the City Council was present throughout the meeting and enough members of the City Council present voted in the proper manner for the adoption of the Resolution.

IN WITNESS WHEREOF, I have hereunto set my hand this 24th day of July 2018.

CITY OF COVINGTON

__________________________________
Sharon Scott, City Clerk
SUBJECT: CONSIDER APPOINTMENTS TO PRO AND CON COMMITTEES FOR 2018 BALLOT MEASURE

RECOMMENDED BY: Regan Bolli, City Manager

ATTACHMENT(S): None

PREPARED BY: Sharon Scott, City Clerk

EXPLANATION:
At this evening’s meeting the City Council will consider a resolution calling for a ballot measure to ask voters to consider a 0.2% sales and use tax to fund and implement certain transportation maintenance and capital improvements. The City Council must appoint individuals to pro and con committees to write voters’ pamphlet statements in support of and against the ballot proposition. The City Council may appoint up to three individuals to each committee.

Staff sent out a media release and posted a notice on the City’s Facebook page to advertise for applicants for the pro and con committees. Below are the names of people who have expressed interest in serving on one of the committees.

<table>
<thead>
<tr>
<th>Pro Committee</th>
<th>Con Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cynthia “Sam” Calhoun</td>
<td>Leroy Stevenson</td>
</tr>
<tr>
<td>Elizabeth Porter</td>
<td>Phillip Jones</td>
</tr>
<tr>
<td>Chele Dimmit</td>
<td>Jack Champlain</td>
</tr>
</tbody>
</table>

Appointments to the pro and con committees must be received by King County Elections no later than August 10, 2018. If appointments are not made by the City Council by that deadline, the county may attempt to appoint members to each committee as needed.

ALTERNATIVES: Choose to not appoint members and accept the county appointments.

FISCAL IMPACT: None

COUNCIL ACTION: _____ Resolution  X  Motion  _____ Other

Councilmember __________ moves, and Councilmember _________________ seconds to appoint ________, ________ and ________ to the Pro Committee.

Councilmember __________ moves, and Councilmember _________________ seconds to appoint ________, ________ and ________ to the Con Committee.

REVIEWED BY: City Manager, Finance Director, City Attorney.
DISCUSSION OF
FUTURE AGENDA TOPICS:

7:00 Tuesday, August 14, 2018 Regular Meeting

(Draft Agenda Attached)
CALL CITY COUNCIL REGULAR MEETING TO ORDER

ROLL CALL/PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

PUBLIC COMMUNICATION

- Presentation of Bonneville Power Administration Historical Designation (Tama Tochihara, BPA Historian)

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 24, 2018 Regular & Special Meeting (Scott)
C-2. Vouchers (Hendrickson)
C-3. Final Plat of Hay-Lee-Glen Subdivision (Lyons)
C-4. Approve Parametrix Contract (Lyons)

NEW BUSINESS - NONE

FUTURE AGENDA ITEMS

COUNCIL/STAFF COMMENTS

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

EXECUTIVE SESSION – if needed

ADJOURN