Council will interview applicants for the Youth Council 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

- Safe Schools Week Proclamation – Week of October 21, 2018
- Fire Prevention Week Proclamation – Week of October 7, 2018
- Presentation on Shadow Lake Bog – Isabella Fernaudo

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: August 28, 2018 Special & Regular Meetings and September 11, 2018 Special & Regular Meetings (Scott)

C-2. Vouchers (Hendrickson)

C-3. Authorize the City Manager to Execute Amendment #1 to the Agreement for Services with McDonough & Sons, Inc. for Joint Covington/Maple Valley Street Sweeping (Vondran)

REPORTS OF COMMISSIONS

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

NEW BUSINESS
2. Consider Appointment to Covington Economic Development Council (Council)
3. Consider Appointments to Youth Council (Council)
4. Consider Ordinance Amending Business License Threshold (Thompson)

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: AUGUST 28, 2018 CITY COUNCIL SPECIAL & REGULAR MEETING MINUTES AND SEPTEMBER 11, 2018 CITY COUNCIL SPECIAL & REGULAR MEETING MINUTES

RECOMMENDED BY: Sharon G. Scott, City Clerk

ATTACHMENT(S): Proposed Minutes

PREPARED BY: Joan Michaud, Senior Deputy City Clerk

EXPLANATION:

ALTERNATIVES:

FISCAL IMPACT:

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

Councilmember ______ moves, Councilmember ______ seconds, to approve the August 28, 2018 City Council Special & Regular Meeting Minutes and September 11, 2018 City Council Special & Regular Meeting Minutes.
City of Covington
Special & Regular City Council Meeting Minutes
Tuesday, August 28, 2018

INTERVIEWS:  The Council conducted interviews for the Covington Economic Development Council from 5:40 to 6:20 p.m. Applicants interviewed:  Taylor Rose and Mathew Kordell. The applicants scheduled to interview for the Youth Council at 6:20 and 6:40 p.m. were not present at their interviews.

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, August 28, 2018, at 7:02 p.m., with Mayor Wagner presiding.

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

STAFF PRESENT:
Regan Bolli, City Manager; Andrew McCurdy, Covington Police Chief; Ethan Newton, Parks & Recreation Director; Bob Lindskov, City Engineer; Richard Hart, Community Development Director; Rob Hendrickson, Finance Director; Noreen Beaufriere, Personnel Manager; Julie Johnston, Personnel & Human Services Planner; Leslie Hamada, Human Services Commission Chair; and Sharon Scott, City Clerk/Executive Assistant.

Mayor Wagner invited Josiah with Boy Scout Troop 316 to open the meeting with the Pledge of Allegiance.

APPROVAL OF AGENDA:
Council Action:  Councilmember Mhoon moved and Councilmember Hollums seconded to approve the Amended Agenda to remove Item 1, Consider Appointments to the Youth Council. Vote:  7-0. Motion carried.

PUBLIC COMMUNICATION:
- Kathleen Murphy, King County Behavioral Health Recovery Specialist, accepted the National Recovery Month Proclamation.
- JK Morris was presented with the Chief for a Day Proclamation.
- Tama Tochihara, BPA Historian, gave a presentation on the Bonneville Power Administration’s Covington Substation Historical Designation. (Due to technical difficulties with the projector, this item was moved to directly after the Human Services Commission report to allow the City Clerk to print out the PowerPoint presentation for Council.)

PUBLIC COMMENT:
Mayor Wagner called for public comments.
Mary Pritchard, Covington resident, again requested Council to consider a ban on plastic straws. Mrs. Pritchard mentioned her enjoyment of the recent Covington Community Park Phase 2 ribbon cutting and dedication of the Margaret Harto Pavilion. Mrs. Pritchard requested councilmembers to attend all Covington events and dedications and be seen in the community as often as possible.

George Pearson, Covington resident, spoke against fireworks and requested Council to ban fireworks in Covington.

Ed White, Covington resident, also spoke against fireworks and requested Council to ban fireworks in Covington.

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

APPROVE CONSENT AGENDA:
C-1. Minutes: July 10, 2018 City Council Regular Meeting Minutes and July 24, 2018 City Council Special & Regular Meeting Minutes.

C-2. Vouchers: Vouchers #37742 - #37807, including ACH payments in the amount of $548,663.96, dated July 20, 2018; Vouchers #37808 - #37878, including ACH payments in the amount of $392,016.04, dated August 3, 2018; Paylocity Payroll Vouchers #1008952143 - #1008952159 inclusive, plus employee direct deposits and wire transfers, in the amount of $235,706.34, dated July 27, 2018; and Paylocity Payroll Vouchers #1009020847 - #1009020861 inclusive, plus employee direct deposits and wire transfers, in the amount of $233,560.69, dated August 10, 2018.

C-3. Authorize City Manager to Execute Amendment to Agreement with Parametrix for Environmental Consulting Services.

C-4. Pass Ordinance Rescinding Biennial Budget Ordinance.

ORDINANCE NO. 05-2018

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON REPEALING ORDINANCE 15-2016 WHICH ADOPTED A BIENNIAL BUDGET AND REVERTING BACK TO A CALENDAR YEAR BUDGET.

RESOLUTION NO. 2018-10

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, TO AMEND THE HEARING EXAMINER RULES OF PROCEDURE.

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

REPORTS OF COMMISSIONS:
Economic Development Council – No report.
Youth Council – No report.
Human Services Commission – Chair Leslie Hamada gave the report.
Arts Commission – Chair Ed White gave the report.
Parks & Recreation Commission – No report.
Planning Commission – No report.

NEW BUSINESS:
1. Consider Appointments to Youth Council (removed).

2. Consider Appointment to Human Services Commission.

Council Action: Councilmember Harto moved and Councilmember Mhoon seconded to appoint Lydia Faitalia to fill adult Position No. 7 on the Human Services Commission with a term expiring March 31, 2019. Vote: 7-0. Motion carried.


Personnel & Human Services Planner Julie Johnston and Human Services Commission Chair Leslie Hamada gave the report on this item.

Councilmembers provided comments and asked questions, and Ms. Johnston and Ms. Hamada provided responses. Councilmembers also provided suggested changes to the plan.


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

FUTURE AGENDA ITEMS:
Councilmembers reviewed future agenda items.

COUNCIL/STAFF COMMENTS:
Councilmembers and staff made comments.
PUBLIC COMMENT:
Mayor Wagner called for public comments.

Mary Pritchard, Covington resident, gave thanks to the firefighters battling the recent wildfire near Highway 18.

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

ADJOURNMENT:
There being no further business, the meeting was adjourned at 9:12 p.m.

Prepared by:    Submitted by:
______________________________    ______________________________
Joan Michaud      Sharon Scott
Senior Deputy City Clerk    City Clerk
City of Covington
Special & Regular City Council Meeting Minutes
Tuesday, September 11, 2018

INTERVIEW: The Council conducted an interview for the Covington Economic Development Council from 6:40 to 7:00 p.m. Applicant interviewed: Kalen Privatsky.

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, September 11, 2018, at 7:02 p.m., with Mayor Wagner presiding.

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

STAFF PRESENT:
Regan Bolli, City Manager; Andrew McCurdy, Covington Police Chief; Ethan Newton, Parks & Recreation Director; Don Vondran, Public Works Director; Salina Lyons, Principal Planner; Rob Hendrickson, Finance Director; Kathy Hardy, City Attorney; and Joan Michaud, Sr. Deputy City Clerk.

Mayor Wagner opened the meeting with the Pledge of Allegiance.

Mayor Wagner asked for a moment of silence in memory of the people killed in the September 11 attacks of 2001.

APPROVAL OF AGENDA:
Council Action: Councilmember Hollums moved and Councilmember Cimaomo seconded to approve the agenda as amended to include a Childhood Cancer Awareness Month Proclamation. Vote: 7-0. Motion carried.

PUBLIC COMMUNICATION:
- Dan Lancaster, Maple Valley Food Bank, accepted the Mayor’s Day of Concern for the Hungry Proclamation.
- Personnel & Human Services Planner Julie Johnston accepted the Domestic Violence Awareness Month Proclamation.
- Briana Nettleton, Co-Founder/Vice President for Footprints of Fight, accepted the Childhood Cancer Awareness Month Proclamation.
- Representatives Mark Hargrove and Pat Sullivan and Senator Joe Fain were recognized and presented with Lego building block sets in Covington city colors.

Council recessed from 7:16 to 7:31 p.m. for a reception for the 47th District Legislators.
PUBLIC COMMENT:
Mayor Wagner called for public comments.

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

APPROVE CONSENT AGENDA:
C-1. Vouchers: Vouchers #37879 - #37956, including ACH payments in the amount of $1,440,363.50, dated August 17, 2018; and Paylocity Payroll Vouchers #1009089596 - #1009089610 inclusive, plus employee direct deposits and wire transfers, in the amount of $237,927.60, dated August 24, 2018.


C-3. Authorize City Manager to Sign Youth and Amateur Sports Grant for Covington Community Park Phase 2 Project.

C-4. Authorize City Manager to Sign Agreement with Puget Sound Energy for Master Lighting Services.

Council Action: Mayor Pro Tem Smith moved and Councilmember Harto seconded to approve the Consent Agenda. Vote: 7-0. Motion carried.

NEW BUSINESS:
1. Consider Appointments to the Covington Economic Development Council.

Council Action: Councilmember Hollums moved and Council Mayor Pro Tem Smith seconded to appoint Kalen Privatsky to fill a position on the Covington Economic Development Council with a term expiring July 31, 2020. Vote: 7-0. Motion carried.

Council Action: There was Council consensus to bring this item back to Council on the September 25 agenda.

2. Discussion on Regional Involvement.

City Manager Regan Bolli gave the staff report on this item. Mr. Bolli asked councilmembers to let staff know of any interest and then staff would provide any application materials needed.

3. Overview of ClearGov.

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

Councilmember provided comments and asked questions, and Mr. Hendrickson provided responses.
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 8:26 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 #37957 - #38017, including ACH payments in the amount of $318,396.77, dated August 31, 2018; Vouchers #38018 - #38076, including ACH payments in the amount of $605,462.41, dated September 14, 2018; and Paylocity Payroll Vouchers #1009161905 - #1009161913 inclusive, plus employee direct deposits and wire transfers, in the amount of $210,133.56, dated September 7, 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 #37957 - #38017, including ACH payments in the amount of $318,396.77, dated August 31, 2018; Vouchers #38018 - #38076, including ACH payments in the amount of $605,462.41, dated September 14, 2018; and Paylocity Payroll Vouchers #1009161905 - #1009161913 inclusive, plus employee direct deposits and wire transfers, in the amount of $210,133.56, dated September 7, 2018.
SUBJECT: AUTHORIZE THE CITY MANAGER TO EXECUTE AMENDMENT #1 TO THE AGREEMENT FOR SERVICES WITH MCDONOUGH & SONS, INC. FOR JOINT COVINGTON/MAPLE VALLEY STREET SWEEPING.

RECOMMENDED BY: Don Vondran, Public Works Director

ATTACHMENT(S):
2. Amendment #1 to Agreement for Services with McDonough & Sons, Inc.

PREPARED BY: Shellie Bates, Programs Supervisor

EXPLANATION:
In September 2017 the city council awarded the contract for street sweeping services to McDonough & Sons, Inc., in an amount not to exceed $121,450, to perform street sweeping services in Covington and Maple Valley as outlined in the agreement (Contract No. 101-2017, Attachment No. 1).

Section 3 of the current agreement between the City of Covington and McDonough & Sons, Inc. states, “This contract may be renewed each September for the succeeding two (2) years (2018/2019 and 2019/2020) upon performance audit and approval by the City. The unit price of the contract will be adjusted each year using the Seattle-Tacoma Consumer Price Index – Urban (CPI-W) rate starting with June of 2017 as the initial benchmark and the rate in June in subsequent years to be applied in October of that year.”

Pursuant to Section 3 of the current agreement, McDonough & Sons, Inc. has fulfilled their obligation under the terms of the agreement. City staff has reviewed their performance over the past year and recommends renewal of the contract for another twelve months. The Consumer Price Index for Urban Wage Earners and Clerical Works (CPI-W) for Seattle-Tacoma-Bremerton, WA for June 2018 is 3.6495 percent. Accordingly, upon execution of the proposed Amendment #1 (Attachment No. 32, the unit price of the contract will increase by 3.6495 percent for the next twelve-month renewal term.

ALTERNATIVES:
Do not amend the existing street sweeping agreement and advertise the project for competitive bids. This alternative would impact the city with an interruption in the street sweeping service, as the current agreement would expire on September 30, 2018.

FISCAL IMPACT:
The 2018 budgeted amount for this service is $121,450 (Surface Water Management Fund). The 2019 budgeted amount for this service is $124,000 (Surface Water Management Fund).
The City of Covington’s portion of the contract is $62,821.61 and the City of Maple Valley’s portion is $48,627.37. The remainder of the contract ($12,551.02) is for emergency response and storm clean up sweeping services.

With the above changes, Amendment #1 will include an amount not to exceed $124,000.

CITY COUNCIL ACTION: _____ Ordinance _____ Resolutions  ____ X ____ Motion _____ Other

___________ moves, Councilmember _________________ seconds, to authorize the City Manager to execute Amendment #1 to Contract No. 101-2017 with McDonough & Sons, Inc. for joint Covington/Maple Valley street sweeping.

REVIEWED BY: City Manager, City Attorney, Finance Director
CITY OF COVINGTON
AGREEMENT FOR SERVICES

Between: City of Covington and McDonough & Sons Inc.
Project: Street Sweeping
Commencing: October 1, 2017
Terminating: September 30, 2018
Amount: Not to Exceed $121,450

THIS AGREEMENT FOR SERVICES ("Agreement") is entered into this 26th day of September, 2017, by and between the City of Covington ("City"), a Washington municipal corporation, and McDonough & Sons Inc. ("Contractor"), a corporation.

RECITALS:

A. The City, in partnership with the City of Maple Valley ("Maple Valley"), seeks the temporary services of a skilled independent contractor capable of working without direct supervision to perform street sweeping services on behalf of the citizens of Covington and Maple Valley; and

B. The City has taken the lead administrative role of requesting bids for said services and has selected the Contractor to perform said services; and

C. The Contractor has the requisite skill and experience necessary to provide said services; and

D. The purpose of this Agreement is to establish the terms and conditions under which the Contractor will perform said services.

NOW, THEREFORE, in consideration of the mutual promises and agreements set forth herein, the City and the Contractor do hereby agree as follows:

1. Engagement. The City, acting pursuant to its vested authority, does hereby engage the Contractor and the Contractor does hereby agree to perform on behalf of the City the services more particularly described herein.

2. Scope of Services. Upon written authorization from the City to proceed, the Contractor shall perform the services described on both Exhibit "A" and Exhibit "B", attached hereto and incorporated herein by this reference ("Services"), in a manner consistent with the accepted practices for similar services, performed to the City's satisfaction, within the time period prescribed by the City and pursuant to the direction of the City Manager or his or her designee. In performing the Services, the Contractor shall comply with all federal, state and local laws and regulations, including, without limitation, all City codes, ordinances, resolutions, standards and policies, as now existing or hereafter adopted or amended, that may be applicable to its performance. To the extent required by law, the Contractor and all subcontractors shall pay no less than the prevailing wage rate to employees performing work under this Agreement and shall submit a

3. **Term of Agreement.**

3.1 This Agreement shall be in full force and effect for a period commencing upon execution and ending upon the completion of the Services, but in any event no later than September 30, 2018, unless earlier terminated under the provisions of this Agreement. Time is of the essence in each and every term of this Agreement.

3.2. This Agreement may be renewed each September for the succeeding two (2) years (2018/2019 and 2019/2020) upon performance audit and approval by the City. The unit price of the Agreement shall be adjusted each year using the Seattle-Tacoma Consumer Price Index – Urban (CPI-W) rate starting with June of 2017 as the initial benchmark and the rate in June in subsequent years to be applied in October of that year.

4. **Compensation and Method of Payment.**

4.1 **Compensation.** In consideration of the Contractor performing the Services, the City agrees to pay the Contractor an amount not to exceed $121,450.

4.2. **Method of Payment.** Payment for Services shall be made after the Services have been satisfactorily performed, a voucher or invoice is submitted in a form acceptable to the City within thirty (30) days of performance of the Services, and the same is approved by the appropriate City representative. Services for Covington and Maple Valley shall be invoiced separately to the City. Payment shall be made no later than ten (10) days after the City’s Council approval of the invoiced amount.

4.3 **First Invoice.** Prior to or along with the first invoice submitted, the Contractor shall return to the City a completed "Request for Taxpayer Identification Number and Certification", also known as IRS Form W-9.

4.4 **Contractor Responsible for Taxes.** The Contractor shall be solely responsible for the payment of any taxes imposed by any lawful jurisdiction as a result of the performance and payment of this Agreement.

5. **Warranty.** The Contractor warrants that it has the requisite training, skill and experience necessary to provide the Services and is appropriately accredited and licensed by all applicable agencies and governmental entities, including but not limited to being registered to do business in the City of Covington by obtaining a City of Covington business license. The City of Maple Valley requires a Washington State business license. The Contractor shall be responsible for the professional quality, technical adequacy and accuracy, timely completion and coordination of all plans, designs, drawings, specifications, reports and other services prepared or performed pursuant to this Agreement. The Contractor shall perform its work in accordance with the requirements of this Agreement and pursuant to the standards of professional care, skill, diligence and competence as are normally exercised by other members and/or firms of the profession in good standing working under the same or similar conditions and circumstances and in similar communities as the services provided by the Contractor under this Agreement. The Contractor shall be responsible for the professional standards, performance and actions of all persons and firms performing work pursuant to this Agreement on behalf of
the Contractor. The City shall also have the right to deduct from payments to the Contractor any costs or damages incurred by the City, or which may be incurred by the City, as a result of the Contractor’s failure to comply with the requirements of the Agreement or failure to meet the professional standard of care and skill, or both. The City’s approval of plans, drawings, designs, specifications, reports and other products of the professional services rendered hereunder shall not in any way relieve the Contractor of responsibility for the technical adequacy or accuracy thereof. Neither the City’s review, approval, acceptance of, and/or payment for any services shall be construed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement.

6. **Ownership and Use of Documents.** Any and all original and copies of records, reports, designs, files, documents, drawings, specifications, data or information, regardless of form or format, and all other materials prepared or produced by the Contractor in connection with the Services shall be the property of the City whether the project for which they were created is executed or not. At the termination or cancellation of this Agreement, any and all such records or information remaining in the possession of the Contractor shall be delivered to the City.

7. **Independent Contractor.** It is the intention and understanding of the City and the Contractor that the Contractor shall be an independent contractor and that the City shall be neither liable nor obligated to pay the Contractor sick leave, vacation pay or any other benefit of employment. The Contractor shall pay all income and other taxes due. Industrial or any other insurance that is purchased for the benefit of the City, regardless of whether such may provide a secondary or incidental benefit to the Contractor, shall not be deemed to convert this Agreement to an employment contract. The Contractor will be solely responsible for its acts and for the acts of its agents, employees, sub contractors or representatives during the performance of this Agreement. Nothing in this Agreement shall be considered to create the relation of employer and employee or principal and agent between the parties hereto. The Contractor shall have the sole judgment of the means, mode or manner of the actual performance of this Agreement. The Contractor, as an independent Contractor, assumes the entire responsibility for carrying out and accomplishing this Agreement.

8. **Indemnification.** To the maximum extent permitted by law, Contractor shall defend, indemnify and hold harmless the Cities of Covington and Maple Valley and all of its officials, employees, principals and agents from all claims, demands, suits, actions, and liability of any kind, including injuries to persons or damages to property, which arise out of, are connected with, or are due to any errors, omissions or negligent acts of Contractor, its employees, agents, volunteers or representatives in performance of this Agreement; provided, however, that if (and only if) the provisions of RCW 4.24.115 apply to the work and services under this Agreement and any such damages and injuries to persons or property are caused by or result from the concurrent negligence of Contractor, its employees, agents, volunteers or representatives and the City or its employees, agents, or representatives, the indemnification applies only to the extent of the negligence of Contractor, its employees, volunteers, agents, or representatives. In the event of any such claims, demands, suits, actions, and lawsuits, Contractor shall assume all costs of defense thereof, including administrative and legal fees incurred by the City, and of all resulting judgments that may be obtained against the City or any of its officers, principals, agents, or employees. If resulting there from, any lien is placed upon property of the City or any of its officers, principals, agents, or employees, Contractor shall at once cause the
same to be dissolved and discharged by giving bond or otherwise. Contractor specifically assumes potential liability for actions brought by Contractor's own employees against the City and for that purpose Contractor specifically waives, as respects the City only, any immunity under the Worker's Compensation Act, RCW Title 51; and Contractor recognizes that this waiver was the subject of mutual negotiation and specifically entered into pursuant to the provision of RCW 4.24.115, if applicable. In the event either party incurs attorney's fees, costs or other legal expenses to enforce the provisions of this section against the other party, all such fees, costs and expenses shall be recoverable by the prevailing party.

The provisions of this Section shall survive any expiration or termination of this Agreement.

9. **Insurance.** The Contractor shall procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of work hereunder by the Contractor, its agents, representatives or employees. Contractor's maintenance of insurance as required by the agreement shall not be construed to limit the liability of the Contractor to the coverage provided by such insurance, or otherwise limit the Cities of Covington's and Maple Valley's recourse to any remedy available at law or in equity. The Contractor shall at a minimum obtain and carry the following insurance in such forms and with such carriers who have a rating satisfactory to the City:

9.1 Workers' compensation and employer's liability insurance in amounts sufficient pursuant to the laws of the State of Washington;

9.2 Commercial general liability insurance covering liability arising from premises, operations, independent contractors, personal injury and advertising injury and written on ISO occurrence form CG 00 01 with combined single limits of liability not less than $1,000,000 each occurrence, $2,000,000 general aggregate for bodily injury, including personal injury or death, products liability and property damage.

9.3 Automobile liability insurance covering all owned, non-owned, hired and leased vehicles and written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage with combined single limits of liability not less than $1,000,000 per accident for bodily injury, including personal injury or death and property damage. If necessary, the policy shall be endorsed to provide contractual liability coverage.

The Cities of Covington and Maple Valley shall be named as additional insured on all such insurance policies, with the exception of workers' compensation coverage(s) if the Contractor participates in a state-run workers' comp program. The Contractor shall provide original certificates of insurance and a copy of the amendatory endorsement, concurrent with the execution of this Agreement, evidencing such coverage and, at City's request, furnish the City with copies of all insurance policies and with evidence of payment of premiums or fees of such policies. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII. All insurance policies shall contain a clause of endorsement providing that they may not be terminated or materially amended during the Term of this Agreement, except after thirty (30) days prior written notice to the City. If the Contractor's insurance policies are "claims made," the Contractor shall be required to maintain tail coverage for a minimum period of three (3) years from the date this
Agreement is actually terminated or upon project completion and acceptance by the City. The Contractor's failure to maintain such insurance policies shall be grounds for the City's immediate termination of this Agreement.

The provisions of this Section shall survive the expiration or termination of this Agreement with respect to any event occurring prior to such expiration or termination.

10. **Books and Records.** The Contractor agrees to maintain books, records, and documents which sufficiently and properly reflect all direct and indirect costs related to the performance of the Services and maintain such accounting procedures and practices as may be deemed necessary by the City to assure proper accounting of all funds paid pursuant to this Agreement. These records shall be subject, at all reasonable times, to inspection, review or audit by the City, its authorized representative, the State Auditor, or other governmental officials authorized by law to monitor this Agreement.

11. **Termination.**

11.1 Prior to the expiration of the Term, this Agreement may be terminated immediately, with or without cause, by the City. The Contractor may terminate this Agreement upon sixty (60) days notice to the City. In the event of termination or suspension, all finished or unfinished documents, data, studies, worksheets, models, reports or other materials prepared by the Contractor pursuant to this Agreement shall be submitted to the City within five (5) days of the date of termination.

11.2 In the event this Agreement is terminated or suspended, the Contractor shall be entitled to payment for all services satisfactorily performed and reimbursable expenses incurred to the date of termination.

11.3 This provision shall not prevent the City from seeking any legal remedies it may otherwise have for the violation, default, or nonperformance of any provision of this Agreement. The remedies provided in this paragraph shall be in addition to any other remedy the City may have at law or in equity.

12. **Discrimination.** In all Contractor services, programs or activities, and all Contractor hiring and employment made possible by or resulting from this Agreement, there shall be no discrimination by the Contractor or by the Contractor's employees, agents, subcontractors or representatives against any person because of sex, age (except minimum age and retirement provisions), race, color, creed, national origin, marital status or the presence of any disability, including sensory, mental or physical handicaps, unless based upon a bona fide occupational qualification in relationship to hiring and employment. This requirement shall apply, but not be limited to the following: employment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. The Contractor shall not violate any of the terms of Chapter 49.60 RCW, Title VII of the Civil Rights Act of 1964, the Americans With Disabilities Act, Section 504 of the Rehabilitation Act of 1973 or any other applicable federal, state or local law or regulation regarding non-discrimination. Any material violation of this provision shall be grounds for termination of this Agreement by the City and, in the case of the Contractor's breach, may result in ineligibility for further City agreements.
13. **Assignment and Subcontract.** The Contractor shall not assign or transfer any interest in this Agreement or subcontract any portion of the services contemplated hereunder without the prior written consent of the City.

14. **Conflict of Interest.** The Contractor represents to the City that it has no conflict of interest in performing any of the services described herein. It is recognized that the Contractor may or will be performing services during the Term for other parties; provided, however, that such performance of other services shall not conflict with or interfere with the Contractor's ability to perform the Services. In the event that the Contractor is asked to perform services for a project with which it may have a conflict, the Contractor shall immediately disclose such potential conflict to the City. The Contractor agrees to resolve any actual conflicts of interest in favor of the City.

15. **Non-appropriation of Funds.** If sufficient funds are not appropriated or allocated for payment under this Agreement for any future fiscal period, the City will so notify the Contractor and shall not be obligated to make payments for services or amounts incurred after the end of the City's current fiscal period. This Agreement shall terminate upon the completion of all remaining services for which funds are allocated. No penalty or expense shall accrue to the City in the event that the terms of this provision are effectuated.

16. **Entire Agreement.** This Agreement, including the exhibits attached hereto, constitutes the entire agreement between the parties with respect to the subject matter of this Agreement. There are no promises, terms, conditions or obligations other than those contained herein, and this Agreement shall supersede all previous communications, negotiations, representations or agreements, either verbal or written, between the parties hereto concerning the subject matter of this Agreement.

17. **Amendment.** This Agreement may not be modified or amended except by writing signed by all parties hereto.

18. **No Waiver.** Failure or delay of the City to declare any breach or default immediately upon occurrence shall not waive such breach or default. Failure of the City to declare one breach or default does not act as a waiver of the City's right to declare another breach or default.

19. **Successors.** Subject to the provisions of paragraph 13 above, this Agreement shall inure to the benefit of and be binding upon the parties, their respective heirs, executors, administrators, personal representatives, successors and assigns.

20. **Severability.** Each and every provision of this Agreement shall be deemed to be severable. The invalidity or unenforceability of any particular provision of this Agreement shall not affect the other provisions hereof, and the Agreement shall be construed in all respects as if such invalid or unenforceable provision were not a part of this Agreement.

21. **Notices.** All notices, payments and other communications hereunder shall be in writing and shall be deemed to have been duly given if personally delivered or mailed, by first class or certified mail, with postage prepaid.
If to the Contractor, to:

McDonough & Sons Inc.
P.O. Box 461
Ravensdale, WA 98051

or to such other person or place as the Contractor shall furnish to the City in writing; and

if to the City, to:

City of Covington
Attn: Operations & Maintenance Manager
16720 SE 271st Street, Suite100
Covington, WA 98042

or to such other person or place as the City shall furnish to the Contractor in writing.

Notices and payments shall be deemed given upon personal delivery or, if mailed, upon the earlier of actual receipt or three (3) business days after the date of mailing.

22. **Governing Law; Venue.** This Agreement shall be interpreted in accordance with the laws of the State of Washington. The venue for any cause of action arising out of this Agreement shall be King County, Washington.

23. **Attorney’s Fees.** In the event of any default under this Agreement, the substantially defaulting party agrees to pay the substantially non-defaulting party’s reasonable expenses which the latter incurs by reason thereof, including but not limited to reasonable attorney’s fees, whether with respect to the investigation of such default or the determination of the application or the pursuit of remedies with respect thereto, or in legal proceedings, or otherwise. The term “legal proceedings” as used in this paragraph shall include all litigation, arbitration, administrative, bankruptcy and judicial proceedings, including appeals therefrom.

24. **Survival of Representations.** The representations and warranties of the City and the Contractor contained hereto shall survive indefinitely.

25. **Independent Counsel.** The Contractor acknowledges that the drafter of this Agreement is the City’s legal representative to whom the Contractor does not look to for any legal counseling or legal advice with regard to this transaction. The Contractor further acknowledges that it has been advised to consult with independent legal counsel and has had an opportunity to do so. By signing this Agreement, the Contractor acknowledges that it has consulted with independent legal counsel of its choice or has knowingly waived the right to do so. There shall be no presumption of draftsmanship in favor of or implied against any party hereto.

26. **Authority.** Each individual executing this Agreement on behalf of the City and the Contractor represents and warrants that such individuals are duly authorized to execute and deliver this Agreement on behalf of the Contractor or the City.
IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year written above.

CITY OF COVINGTON

By:  Regan Bolli
Its:  City Manager

Attest:

Sharon Scott, City Clerk

Approved as to form:

Kathy Hardy, City Attorney

MCDONOUGH & SONS INC.

By:

Its:
City of Covington
Small Public Works Roster
Street Sweeping

SCOPE OF SERVICES

The Contractor agrees to provide street sweeping services, curb to curb (or to edge of pavement), during this contract as follows (see Exhibit A1 for locations):

1. Downtown Streets
   - January – December (52) Once every week (nights)
   - Prior to Community Events (3) July, October, and December

2. Arterial Streets
   - January – April Once every other week
   - May – August Once per month
   - September – October Once every other week
   - November – December Weekly

3. Residential Streets
   - Sweep all 4 maintenance zones November, February, April, July (Quarterly)

4. Emergency Response
   - Storm cleanup which includes sweeping sand after snow and ice events and wind storm cleanup (must be cleaned within 30 days of end of event).
   - Callout response which includes accidents and/or spill cleanup (must be within 1 hour).
   - Response to specific requests as transmitted by the City.

5. Contractor will provide monthly verification of proper disposal of spoils with each invoice submitted

6. Contractor will notify the City of Covington Maintenance Supervisor in advance of work schedules.

7. Contractor will provide a weekly log to the City of Covington Maintenance Supervisor via email or fax indicating completed work.

Note: The contractor is responsible for proper disposals of all sweepings. No storage on City of Covington or City of Maple Valley property is available.
EXHIBIT B

City of Maple Valley
Small Public Works Roster
Street Sweeping

SCOPE OF SERVICES

The Contractor agrees to provide street sweeping services, curb to curb (or to edge of pavement), during this contract as follows (see Exhibit B1 and B2 for locations):

1. Primary Streets
   - Once per month
   - Prior to Community Events (1) June, MV Days (see Exhibit B2)

2. Local Streets
   - Quarterly

3. Emergency Response
   - Storm cleanup which includes sweeping sand after snow and ice events and wind storm cleanup (must be cleaned within 30 days of end of event).
   - Callout response which includes accidents and/or spill cleanup (must be within 1 hour).
   - Response to specific requests as transmitted by the City.

5. Contractor will provide monthly verification of proper disposal of spoils with each invoice submitted.

6. Contractor will notify the City of Covington Maintenance Supervisor in advance of work schedules.

7. Contractor will provide a weekly log to the City of Covington Maintenance Supervisor via email or fax indicating completed work.

Note: The contractor is responsible for proper disposals of all sweepings. No storage on City of Covington or City of Maple Valley property is available.
City of Covington  
Small Public Works Roster  
Street Sweeping  
BID PROPOSAL

After carefully examining of Exhibit A, Scope of Services, as well as the various locations of the project and conditions affecting the work, the undersigned agrees to furnish all the labor, materials, equipment, superintendents, insurance and other accessories and services necessary to perform and complete all of the work required by and in strict accordance with the Agreement documents and the implied intent thereof, for the following schedule of unit prices.

**SCHEDULE A (City of Covington): See Exhibits A and A1 (Sweep Route Map)**

<table>
<thead>
<tr>
<th>Item No.</th>
<th>ITEMS OF WORK</th>
<th>Bid Quantity</th>
<th>Units</th>
<th>Unit Prices</th>
<th>Total Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1</td>
<td>Downtown Streets (Covington)</td>
<td>52</td>
<td>Each Sweep</td>
<td>455.00</td>
<td>$23,660.00</td>
</tr>
<tr>
<td>A2</td>
<td>Arterial Streets (Covington)</td>
<td>25</td>
<td>Each Sweep</td>
<td>790.00</td>
<td>$19,750.00</td>
</tr>
<tr>
<td>A3</td>
<td>Residential Streets (Covington)</td>
<td>4</td>
<td>Each Sweep</td>
<td>3100.00</td>
<td>$12,400.00</td>
</tr>
<tr>
<td>A4</td>
<td>Emergency Response Call Outs (Covington)</td>
<td>1</td>
<td>HR</td>
<td>65.</td>
<td>N/A</td>
</tr>
<tr>
<td>A5</td>
<td>Special Event Sweeps (Covington)</td>
<td>1</td>
<td>HR</td>
<td>65.</td>
<td>N/A</td>
</tr>
<tr>
<td>A6</td>
<td>Storm Clean-Up (Covington)</td>
<td>1</td>
<td>CY</td>
<td>40.</td>
<td>N/A</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td></td>
<td><strong>$55,810.00</strong></td>
</tr>
</tbody>
</table>

**SCHEDULE B (City of Maple Valley): See Exhibits B, B1 and B2 (Sweep Route Maps)**

<table>
<thead>
<tr>
<th>Item No.</th>
<th>ITEMS OF WORK</th>
<th>Bid Quantity</th>
<th>Units</th>
<th>Unit Prices</th>
<th>Total Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>B1</td>
<td>Primary Streets (Maple Valley: MV)</td>
<td>12</td>
<td>Each Sweep</td>
<td>2100.</td>
<td>$25,200.00</td>
</tr>
<tr>
<td>B2</td>
<td>Local streets (MV)</td>
<td>4</td>
<td>Each Sweep</td>
<td>4500.</td>
<td>$18,000.00</td>
</tr>
<tr>
<td>B3</td>
<td>Emergency Response Call Outs (MV)</td>
<td>1</td>
<td>HR</td>
<td>65.</td>
<td>N/A</td>
</tr>
<tr>
<td>B4</td>
<td>Special Event Sweeps (MV)</td>
<td>1</td>
<td>HR</td>
<td>65.</td>
<td>N/A</td>
</tr>
<tr>
<td>B5</td>
<td>Storm Clean-Up (MV)</td>
<td>1</td>
<td>CY</td>
<td>40.</td>
<td>N/A</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td></td>
<td><strong>$43,200.00</strong></td>
</tr>
</tbody>
</table>
## City of Covington
Small Public Works Roster
Street Sweeping
BID PROPOSAL

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>SCHEDULE A (City of Covington) Total (from Page 11)</td>
<td>$55,810.00</td>
</tr>
<tr>
<td>Washington State Sales Tax (8.6%)</td>
<td>$4,799.66</td>
</tr>
<tr>
<td><strong>SCHEDULE A (Covington) GRAND TOTAL</strong></td>
<td>$60,609.66</td>
</tr>
<tr>
<td>SCHEDULE B (City of Maple Valley) Total (from Page 11)</td>
<td>$43,200.00</td>
</tr>
<tr>
<td>Washington State Sales Tax (8.6%)</td>
<td>$3,715.20</td>
</tr>
<tr>
<td><strong>SCHEDULE B (Maple Valley) GRAND TOTAL</strong></td>
<td>$46,915.20</td>
</tr>
<tr>
<td><strong>TOTAL BID, INCLUDING SALES TAX (Schedule A + Schedule B)</strong></td>
<td>$107,524.86</td>
</tr>
</tbody>
</table>
CITY OF COVINGTON
AGREEMENT FOR SERVICES

Amendment #1

Between the City of Covington and McDonough & Sons, Inc.

That portion of Contract No. 101-2017 between the City of Covington and McDonough & Sons, Inc. entered into by the parties on the 26th day of September, 2017, is amended pursuant to Section 17 of said Agreement, as follows:

1. **Term of Agreement.** Section 3 of the Agreement shall be amended to extend the term of the Agreement until September 30, 2019.

2. **Compensation.** Section 4.1 of the Agreement shall be amended to include the Seattle-Tacoma Consumer Price Index – Urban (CPI-W) rate for June 2018 of 3.6495 percent for an amount not to exceed $121,450 in 2018 and $124,000 in 2019.

All other provisions of the Agreement shall remain in full force and effect.

Dated this 25th day of September, 2018.

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year written above.

CITY OF COVINGTON

____________________________________
By: Regan Bolli
Its: City Manager

Attest:                              Approved as to form:

____________________________________
Sharon Scott, City Clerk

MCDONOUGH & SONS, INC.

____________________________________
By: _______________________________
Its: _______________________________
SUBJECT: PUBLIC HEARING TO RECEIVE TESTIMONY REGARDING THE COVINGTON CITY COUNCIL’S PROPOSED ORDINANCE ADOPTING THE KENT SCHOOL DISTRICT SIX-YEAR CAPITAL FACILITIES PLAN FOR 2018-19 TO 2023-24 AND 2019 KENT SCHOOL DISTRICT IMPACT FEE SCHEDULE.


RECOMMENDED BY: Richard Hart, Community Development Director

ATTACHMENT(S):
   • Exhibit A: Kent School District Six-Year Capital Facilities Plan for 2019-2024
   • Exhibit B: 2019 Kent School Impact Fee Schedule

PREPARED BY: Richard Hart, Community Development Director

EXPLANATION:
The Kent School District (“District”), serving the citizens of Covington, has a Six-Year Capital Facilities Plan (“CFP”) that is incorporated by reference as a sub-element of the City of Covington’s Comprehensive Plan. The state Growth Management Act (GMA) and Covington Municipal Code (CMC) 19.40.030-040 requires local governments planning under GMA to annually adopt their school district’s CFP and incorporate that document into their local Comprehensive Plan.

RCW 82.02 authorizes cities to voluntarily collect impact fees on behalf of school districts to provide public school facilities that serve new development, provided a school district has an adopted capital facilities plan as part of a local government comprehensive plan. CMC 19.40.030 grants authority to the city to assess and collect school impact fees based upon a school district’s capital facilities plan. The District, serving the citizens of Covington, has a CFP that is incorporated by reference as a sub-element of the City of Covington’s Comprehensive Plan.

The District has adopted an update to their CFP for 2019-2024. (See Exhibit A of Attachment 1). Based upon enrollment forecasts, current inventory and capacity, current standard of service, relocatable capacity, and costs for facilities and improvements, the District anticipates having sufficient capacity to house students over the next six years. Accordingly, to continue to meet these projected enrollments and facility needs, the school impact fees for 2019 are proposed to increase
from 2018 by 3.1%. The 2019 fees will be $5,397 for single-family dwellings and $2,279 for multi-
family dwellings. (See page 34 of the CFP in Exhibit A to Attachment 1, and Exhibit B).

Pursuant to CMC 19.40.030-040, the city must adopt the District’s updated CFP for 2019-2024 by
reference as part of the city’s Capital Facilities and Utilities Element of our Comprehensive Plan to
establish the fee program from which the 2019 Kent School District Impact Fee Schedule is
adopted.

Attachment 1 is the proposed ordinance to adopt both the Six-Year CFP and Impact Fees, including
Kent School District Impact Fee Schedule. The city will continue to collect an administrative fee
from developers for managing the school impact fee process. The city’s administrative fee will be
set in the annual City Fee Resolution for 2019 to be considered and adopted before the end of 2018.

OPTIONS: 1) Adopt the District’s CFP and associated school impact fee schedule as presented
and requested by the District.
2) Do not adopt the CFP and request further information from the District.

STAFF RECOMMENDATION: Staff recommends that council adopt the District’s CFP for 2019-
2024 and associated 2019 school impact fee schedule as presented.

FISCAL IMPACT: None

CITY COUNCIL ACTION: X Ordinance _____Resolution _____Motion _____Other

Council member _____________ moves, Council member ________________
seconds, to pass an Ordinance, in substantial form as that attached hereto,
adopting the updated Kent School District Six-Year Capital Facilities Plan for
2019-2024, including the 2019 School Impact Fee Schedule, and amending the
Capital Facilities & Utilities Element, Appendix, and Existing Conditions
Report of the City’s Comprehensive Plan to include the same.

REVIEWED BY: City Manager
City Attorney
Finance Director
ORDINANCE NO. 06-2018

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, ADOPTING THE KENT SCHOOL DISTRICT SIX-YEAR CAPITAL FACILITIES PLAN FOR 2018-19 TO 2023-24 AMENDING THE CAPITAL FACILITIES AND UTILITIES ELEMENT, APPENDIX, AND EXISTING CONDITIONS REPORT OF THE COVINGTON COMPREHENSIVE PLAN TO INCLUDE THE SAME; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Kent School District ("District") has prepared a capital facilities plan in compliance with the Growth Management Act that has previously been adopted by the City of Covington ("City") within the Capital Facilities and Utilities Element of the City’s Comprehensive Plan; and

WHEREAS, Chapter 19.40 of the Covington Municipal Code ("CMC") authorizes the City to adopt a district’s capital facilities plan by reference as part of the Capital Facilities and Utilities Element of the City’s Comprehensive Plan; and

WHEREAS, the District has adopted an updated Six-Year Capital Facilities Plan for 2018-19 to 2023-24 (the “Plan”) and submitted their updated Plan to the City; and

WHEREAS, the Plan contains the elements required by Chapter 19.40 CMC; and

WHEREAS, RCW 36.70A.130 (2)(a)(iv) allows amendment of the capital facilities and utilities element of a comprehensive plan, if done concurrently with the adoption or amendment of a city’s budget; and

WHEREAS, upon providing appropriate public notice, the Covington City Council conducted a public hearing on September 25, 2018, to receive testimony regarding the proposed amendment to the Capital Facilities and Utilities Element of the City’s Comprehensive Plan, and the proposed City 2019 budget; and

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

Section 1. Adoption. The City hereby adopts the Kent School District Six-Year Capital Facilities Plan for 2018-19 to 2023-24, as set forth in Exhibit A to Attachment 1, attached and incorporated herein by this reference.

Section 2. Amendment. The City hereby amends the Capital Facilities and Utilities Element, Appendix, and Existing Conditions Report of the City’s Comprehensive Plan to include the

Section 3. Severability. If any provision of this ordinance, or ordinance modified by it, is determined to be invalid or unenforceable for any reason, the remaining provisions of this ordinance and ordinances and/or resolutions modified by it shall remain in force and effect.

Section 4. Corrections. Upon approval of the city attorney, the city clerk and/or code reviser are authorized to make necessary corrections to this ordinance, including the correction of clerical errors; references to other local, state, or federal laws, codes, rules, or regulations; or ordinance numbering and section/subsection numbering.

Section 5. Effective Date. This ordinance shall be in full force and effect on December 31, 2018. A summary of this ordinance may be published in lieu of publishing the ordinance in its entirety.

PASSED by the City Council of the City of Covington on the 25th day of September 2018.

_______________________
Mayor Jeff Wagner

ATTESTED: PUBLISHED: 09-28-18
EFFECTIVE: 12-31-18

_________________________
Sharon Scott, City Clerk

APPROVED AS TO FORM:

_________________________
Kathy Hardy, City Attorney
Kent School District
Capital Facilities Plan
2018-2019 - 2023-2024

April 2018
SIX - YEAR CAPITAL FACILITIES PLAN

2018-2019 ~ 2023-2024

May 2018

Kent School District No. 415
12033 SE 256th Street
Kent, Washington 98030-6643
(253) 373-7295

BOARD of DIRECTORS

Ms. Maya Vengadasalam, President
Ms. Deborah Straus, Vice President
Mr. Ross Hardy, Legislative Representative
Ms. Karen DeBruler, Director
Ms. Denise Daniels, Director

ADMINISTRATION

Dr. Calvin J. Watts
Superintendent of Schools

Mr. Benjamin Rarick, Executive Director of Fiscal Services
Mr. Fred Long, Executive Director of Facilities Services
## Six-Year Capital Facilities Plan

### Table of Contents

<table>
<thead>
<tr>
<th>Section</th>
<th>Title</th>
<th>Page Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>I</td>
<td>Executive Summary</td>
<td>2</td>
</tr>
<tr>
<td>II</td>
<td>Six-Year Enrollment Projection &amp; History</td>
<td>4</td>
</tr>
<tr>
<td>III</td>
<td>District Standard of Service</td>
<td>9</td>
</tr>
<tr>
<td>IV</td>
<td>Inventory, Capacity &amp; Maps of Existing Schools</td>
<td>12</td>
</tr>
<tr>
<td>V</td>
<td>Six-Year Planning &amp; Construction Plan – Site Map</td>
<td>17</td>
</tr>
<tr>
<td>VI</td>
<td>Portable Classrooms</td>
<td>20</td>
</tr>
<tr>
<td>VII</td>
<td>Projected Classroom Capacity</td>
<td>21</td>
</tr>
<tr>
<td>VIII</td>
<td>Finance Plan, Cost Basis and Impact Fee Schedules</td>
<td>26</td>
</tr>
<tr>
<td>IX</td>
<td>Summary of Changes to Previous Plan</td>
<td>33</td>
</tr>
<tr>
<td>X</td>
<td>Appendixes</td>
<td>35</td>
</tr>
</tbody>
</table>
I. Executive Summary

This Six-Year Capital Facilities Plan (the "Plan") has been prepared by the Kent School District (the "District") as the organization's capital facilities planning document, in compliance with the requirements of Washington's Growth Management Act, King County Code K.C.C. 21A.43 and Cities of Kent, Covington, Renton, Auburn, Black Diamond, Maple Valley, and SeaTac. This annual Plan update was prepared using data available in the spring of 2018 for the 2018-2019 school year.

This Plan is consistent with prior long-term capital facilities plans adopted by the Kent School District. This Plan is not intended to be the sole planning document for all of the District's needs. The District may prepare interim and periodic Long Range Capital Facilities Plans consistent with Board Policies, taking into account a longer or shorter time period, other factors and trends in the use of facilities, and other needs of the District as may be required.

Prior Capital Facilities Plans of the Kent School District have been adopted by Metropolitan King County Council and Cities of Kent, Covington, Auburn and Renton and included in the Capital Facilities Plan element of the Comprehensive Plans of each jurisdiction. This Plan has also been submitted to cities of Black Diamond, Maple Valley, and SeaTac for their information and inclusion in their Comprehensive Plans.

In order for impact fees to be collected in the unincorporated areas of Kent School District, the Metropolitan King County Council must adopt this Plan and a fee- implementing ordinance for the District. For impact fees to be collected in the incorporated portions of the District, the cities of Kent, Covington, Renton and Auburn must also adopt this Plan and their own school impact fee ordinances.

This Capital Facilities Plan establishes a standard of service in order to ascertain current and future capacity. While the State Superintendent of Public Instruction establishes square footage guidelines for capacity, those guidelines do not account for local program needs in the District. The Growth Management Act, King County and City codes and ordinances authorize the District to make adjustments to the standard of service based on specific needs for students of the District.

This Plan includes the standard of service as established by Kent School District. Program capacity is based on an average capacity and updated to reflect changes to special programs served in each building. Portables in the capacity calculation use the same standard of service as the permanent facilities.
The capacity of each school in the District is calculated based on the District’s standard of service and the existing inventory of permanent facilities. The District’s program capacity of permanent facilities reflects program changes and the state’s mandated reduction of class size to meet the standard of service for Kent School District. Portables provide additional transitional capacity.

Kent School District is the fifth largest (fte basis) district in the state. Enrollment is electronically reported monthly to the Office of the Superintendent of Public Instruction ("OSPI") on Form P-223. Although funding apportionment is based on Annual Average Full Time Equivalent (AAFTE), enrollment on October 1 is a widely recognized "snapshot in time" that is used to report the District’s enrollment for the year as reported to OSPI.

The District received authorization from the Office of Superintendent of Public Instruction to temporarily re-open the former Kent Elementary School at 317 Fourth Ave South in Kent. This facility will be used to house the kindergarten and early child education classes for both Kent and Neely-O’Brien Elementary Schools to alleviate overcrowding at those schools. This building re-opened in fall 2014 as the Kent Valley Early Learning Center.

The District’s standard of service, enrollment history and projections, and use of transitional facilities are reviewed in detail in various sections of this Plan. The District plans to continue to satisfy concurrency requirements through the transitional use of portables.

A financing plan is included in Section VIII which demonstrates the District’s ability to implement this Plan. Pursuant to the requirements of the Growth Management Act, this Plan will be updated annually with changes in the impact fee schedules adjusted accordingly.
II Six-Year Enrollment Projection

For capital facilities planning, enrollment growth projections are based on cohort survival and student yield from documented residential construction projected over the next six years. (See Table 2, page 8 and map page 37). The student generation factor is the basis for the growth projections from new developments. (See Page 5)

King County live births and the District’s relational percentage average were used to determine the number of kindergartners entering the system. (See Table 1, page 7) 8.19% of 25,032 King County live births in 2012 is projected for 2,050 students expected in Kindergarten for October 1, 2017. This is an increase of 402 live births in King County over the previous year. (See Table 2, page 8)

Early Childhood Education students (also identified as “ECE”), “Early Childhood Special Education (“ECSE”) students are forecast and reported to OSPI separately on Form P-223H for Special Education Enrollment. Capacity is reserved to serve students in the ECE programs at elementary schools.

The first grade population of Kent School District is traditionally 1-3% larger than the kindergarten population due to growth and transfers to the District. Cohort survival method uses historical enrollment data to forecast the number of students projected for the following year. Projections for October 1, 2017-2022 are from OSPI Report 1049 – Determination of Projected Enrollments.

Within practical limits, the District has kept abreast of proposed developments. The District will continue to track new development activity to determine impact to schools. Information on new residential developments and the completion of these proposed developments in all jurisdictions will be considered in the District’s future analysis of growth projections. (see map page 37)

The Kent School District serves eight permitting jurisdictions: unincorporated King County, the cities of Kent, Covington, Renton, and Auburn and smaller portions of the cities of SeaTac, Black Diamond, and Maple Valley.
STUDENT GENERATION FACTOR

"Student Factor" is defined by King County code as "the number derived by a school district to describe how many students of each grade span are expected to be generated by a dwelling unit" based on district records of average actual student generated rates for developments completed within the last ten years.

Following these guidelines, the student generation rate for Kent School District is as follows:

<table>
<thead>
<tr>
<th>Type</th>
<th>Elementary</th>
<th>Middle School</th>
<th>Senior High</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single Family</td>
<td>.398</td>
<td>.096</td>
<td>.185</td>
<td>.679</td>
</tr>
<tr>
<td>Multi-Family</td>
<td>.117</td>
<td>.028</td>
<td>.029</td>
<td>.174</td>
</tr>
</tbody>
</table>

The student generation factor is based on a survey of 2,757 single-family dwelling units and 1,831 multi-family dwelling units with no adjustment for occupancy rates. Please refer to Appendix D on Page 37 of the Capital Facilities Plan for details of the Student Generation Factor survey.

In preparing the 2017-2018 to 2022-2023 Capital Facilities Plan the District contracted with Davis Demographics and Planning (DDP) of Riverside California, a noted expert in demographic studies for school districts, to analyze and prepare the student generation factor. DDP used a larger sample of single family residences than the district did in previous plans and included both "garden" and "urban style" apartments in the calculation for multi-family residences.

Urban style apartments typically have four stories, a central lobby and entrance, elevator access to all floors and have a central corridor with apartments on each side. These apartments have little or no surface street parking, with parking located beneath the building; retail may or may not be included with the building. If there is retail it will generally be located on the first floor. These apartments seldom have swimming pools and do not have playgrounds for children.
Garden style apartments will have very little studio apartments and will have more three bedroom apartments then the urban style and in theory generate more students enrolled in school. These apartments will also have lawns, club houses, swimming pools and places for children to play.

The District felt that it is important to include both styles of apartments for the student generation factor. Though it is anticipated that few students will come from the urban style, they are now part of the mix in Kent and thus should be included in mix of multi-family housing units.

Within the district’s boarders there are several low-income and multi-family housing projects coming on-line during 2017-2018. Once developed and occupancy occurring the District does recognize that the student generation for multi-family housing will likely increase for future Capital Facilities Plan updates.
## Table 1

### KENT SCHOOL DISTRICT No. 415

**OCTOBER REPORT 1251H (HEADCOUNT) ENROLLMENT HISTORY**

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>King County Live Births&lt;sup&gt;1&lt;/sup&gt;</td>
<td>22,431</td>
<td>22,874</td>
<td>22,680</td>
<td>24,244</td>
<td>24,899</td>
<td>25,222</td>
<td>25,057</td>
<td>24,514</td>
<td>24,630</td>
<td>25,032</td>
</tr>
<tr>
<td>Increase / Decrease</td>
<td>219</td>
<td>443</td>
<td>-194</td>
<td>1,564</td>
<td>655</td>
<td>323</td>
<td>-165</td>
<td>-543</td>
<td>116</td>
<td>402</td>
</tr>
<tr>
<td>Kindergarten / Birth %&lt;sup&gt;1&lt;/sup&gt;</td>
<td>8.47%</td>
<td>8.33%</td>
<td>8.13%</td>
<td>8.18%</td>
<td>8.57%</td>
<td>8.40%</td>
<td>8.34%</td>
<td>8.34%</td>
<td>8.17%</td>
<td>8.14%</td>
</tr>
<tr>
<td>Kindergarten</td>
<td>1901</td>
<td>1905</td>
<td>1845</td>
<td>1983</td>
<td>2134</td>
<td>2119</td>
<td>2090</td>
<td>2045</td>
<td>2,013</td>
<td>2,037</td>
</tr>
<tr>
<td>Grade 1</td>
<td>1923</td>
<td>1961</td>
<td>1966</td>
<td>1888</td>
<td>2017</td>
<td>2186</td>
<td>2127</td>
<td>2131</td>
<td>2,067</td>
<td>2,056</td>
</tr>
<tr>
<td>Grade 2</td>
<td>1918</td>
<td>1966</td>
<td>1942</td>
<td>2016</td>
<td>1905</td>
<td>2055</td>
<td>2190</td>
<td>2163</td>
<td>2,163</td>
<td>2,077</td>
</tr>
<tr>
<td>Grade 3</td>
<td>2087</td>
<td>1977</td>
<td>2002</td>
<td>1983</td>
<td>2082</td>
<td>1922</td>
<td>2070</td>
<td>2176</td>
<td>2,195</td>
<td>2,143</td>
</tr>
<tr>
<td>Grade 4</td>
<td>2066</td>
<td>2052</td>
<td>1956</td>
<td>2024</td>
<td>2000</td>
<td>2067</td>
<td>1956</td>
<td>2089</td>
<td>2,195</td>
<td>2,218</td>
</tr>
<tr>
<td>Grade 5</td>
<td>2050</td>
<td>2091</td>
<td>2086</td>
<td>1974</td>
<td>2044</td>
<td>2008</td>
<td>2116</td>
<td>1958</td>
<td>2,103</td>
<td>2,189</td>
</tr>
<tr>
<td>Grade 6</td>
<td>2082</td>
<td>2075</td>
<td>2135</td>
<td>2135</td>
<td>2026</td>
<td>2079</td>
<td>2023</td>
<td>2058</td>
<td>1,952</td>
<td>2,119</td>
</tr>
<tr>
<td>Grade 7 (Middle School)</td>
<td>2122</td>
<td>2117</td>
<td>2095</td>
<td>2105</td>
<td>2139</td>
<td>2046</td>
<td>2104</td>
<td>1974</td>
<td>2,021</td>
<td>1,922</td>
</tr>
<tr>
<td>Grade 8</td>
<td>2148</td>
<td>2173</td>
<td>2153</td>
<td>2111</td>
<td>2139</td>
<td>2121</td>
<td>2091</td>
<td>2100</td>
<td>2,021</td>
<td>2,043</td>
</tr>
<tr>
<td>Grade 9 (Senior High)</td>
<td>2579</td>
<td>2472</td>
<td>2440</td>
<td>2471</td>
<td>2455</td>
<td>2483</td>
<td>2428</td>
<td>2093</td>
<td>2,105</td>
<td>2,006</td>
</tr>
<tr>
<td>Grade 10</td>
<td>2248</td>
<td>2217</td>
<td>2238</td>
<td>2272</td>
<td>2092</td>
<td>2046</td>
<td>2151</td>
<td>2165</td>
<td>2,099</td>
<td>2,080</td>
</tr>
<tr>
<td>Grade 11</td>
<td>2058</td>
<td>2046</td>
<td>2048</td>
<td>1995</td>
<td>1933</td>
<td>1873</td>
<td>1802</td>
<td>1818</td>
<td>1,865</td>
<td>1,823</td>
</tr>
<tr>
<td>Grade 12</td>
<td>1648</td>
<td>1712</td>
<td>1694</td>
<td>1658</td>
<td>1646</td>
<td>1539</td>
<td>1576</td>
<td>1742</td>
<td>1,730</td>
<td>1,810</td>
</tr>
<tr>
<td>Total Enrollment&lt;sup&gt;2&lt;/sup&gt;</td>
<td>25,831</td>
<td>25,764</td>
<td>26,630</td>
<td>26,615</td>
<td>26,612</td>
<td>26,564</td>
<td>26,724</td>
<td>26,512</td>
<td>25,529</td>
<td>25,523</td>
</tr>
</tbody>
</table>

### Yearly Headcount Increase / Decrease

| Increase / Decrease | 0 | -67 | -134 | -15 | -3 | -48 | 160 | -212 | 17 | -6 |

### Cumulative Increase

| Cumulative Increase | 0 | -67 | -201 | -216 | -219 | -287 | -107 | -319 | -302 | -308 |

---

<sup>1</sup> This number indicates actual births in King County 5 years prior to enrollment year as updated by Washington State Department of Health, Center for Health Statistics. Kent School District percentage based on actual Kindergarten enrollment 5 years later.

<sup>2</sup> Enrollment reported to OSPI on Form P-233 generates basic education funding and excludes Early Childhood Special Education ("ECSE" & "B2" or Birth to 2 Preschool Inclusive Education) and excludes College-only Running Start students.
## KENT SCHOOL DISTRICT No. 415
### SIX-YEAR ENROLLMENT PROJECTION

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>October</td>
<td>ACTUAL</td>
<td>P R O J E C T I O N</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kindergarten / Birth %</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>King County Live Births</td>
<td>25,032</td>
<td>24,910</td>
<td>25,348</td>
<td>25,487</td>
<td><strong>26,011</strong></td>
<td>26,011</td>
<td>26,011</td>
</tr>
<tr>
<td>Increase / Decrease</td>
<td>402</td>
<td>-122</td>
<td>438</td>
<td>139</td>
<td>524</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Kindergarten / Birth %</td>
<td>8.14%</td>
<td>8.17%</td>
<td>8.07%</td>
<td>8.01%</td>
<td>7.84%</td>
<td>7.82%</td>
<td>7.80%</td>
</tr>
<tr>
<td>FD Kindergarten @ 1.0</td>
<td>2037</td>
<td>2,036</td>
<td>2,046</td>
<td>2,042</td>
<td>2,038</td>
<td>2,034</td>
<td>2,030</td>
</tr>
<tr>
<td>Grade 1</td>
<td>2056</td>
<td>2,065</td>
<td>2,081</td>
<td>2,077</td>
<td>2,073</td>
<td>2,069</td>
<td>2,065</td>
</tr>
<tr>
<td>Grade 2</td>
<td>2077</td>
<td>2,084</td>
<td>2,086</td>
<td>2,107</td>
<td>2,103</td>
<td>2,098</td>
<td>2,094</td>
</tr>
<tr>
<td>Grade 3</td>
<td>2143</td>
<td>2,093</td>
<td>2,116</td>
<td>2,092</td>
<td>2,131</td>
<td>2,127</td>
<td>2,122</td>
</tr>
<tr>
<td>Grade 4</td>
<td>2218</td>
<td>2,173</td>
<td>2,208</td>
<td>2,135</td>
<td>2,111</td>
<td>2,150</td>
<td>2,146</td>
</tr>
<tr>
<td>Grade 5</td>
<td>2189</td>
<td>2,228</td>
<td>2,230</td>
<td>2,223</td>
<td>2,150</td>
<td>2,126</td>
<td>2,165</td>
</tr>
<tr>
<td>Grade 6</td>
<td>2119</td>
<td>2,191</td>
<td>2,219</td>
<td>2,239</td>
<td>2,232</td>
<td>2,159</td>
<td>2,135</td>
</tr>
<tr>
<td>Grade 7</td>
<td>1922</td>
<td>2,120</td>
<td>2,104</td>
<td>2,210</td>
<td>2,230</td>
<td>2,223</td>
<td>2,151</td>
</tr>
<tr>
<td>Grade 8</td>
<td>2043</td>
<td>1,945</td>
<td>1,964</td>
<td>2,125</td>
<td>2,233</td>
<td>2,253</td>
<td>2,151</td>
</tr>
<tr>
<td>Grade 9</td>
<td>2066</td>
<td>2,134</td>
<td>2,236</td>
<td>2,150</td>
<td>2,326</td>
<td>2,445</td>
<td>2,467</td>
</tr>
<tr>
<td>Grade 10</td>
<td>2080</td>
<td>2,097</td>
<td>1,996</td>
<td>1,985</td>
<td>1,909</td>
<td>2,065</td>
<td>2,171</td>
</tr>
<tr>
<td>Grade 11</td>
<td>1823</td>
<td>1,829</td>
<td>1,620</td>
<td>1,704</td>
<td>1,720</td>
<td>1,655</td>
<td>1,790</td>
</tr>
<tr>
<td>Grade 12</td>
<td>1810</td>
<td>1,870</td>
<td>1,594</td>
<td>1,420</td>
<td>1,493</td>
<td>1,507</td>
<td>1,450</td>
</tr>
</tbody>
</table>

**Total Enrollment Projection** | 26,523 | 26,965 | 26,452 | 26,509 | 26,749 | 26,911 | 27,032 |

**Yearly Increase/Decrease** | -6 | 442 | -513 | 57 | 240 | 162 | 121 |

**Yearly Increase/Decrease %** | 1.67% | -1.90% | 0.22% | 0.51% | 0.61% | 0.45% |

---

1. Kindergarten enrollment projection for 2018 is based on Kent SD percentage of live births in King County five years previous. Live births for King County are estimates for years 2022-2023.

2. Kindergarten projection is calculated by using the District's previous year percentage of King County births five years earlier compared to actual kindergarten enrollment in the previous year. (Excludes ECSE - Early Childhood Special Education preschoolers


4. Oct. 2017 P223 Headcount is 26,523 & FTE 26,113.47. Full Headcount with ECE Preschool & Running Start students = 28,192

---

**GROWTH PROJECTIONS - Adjustments for current economic factors**

For facilities planning purposes, this six-year enrollment projection anticipates conservative enrollment growth from new development currently in some phase of planning or construction in the district.

---

Kent School District Six-Year Capital Facilities Plan

Table 2

April 2019

41 of 95
III Current Kent School District “Standard of Service”

In order to determine the capacity of facilities in a school district, King County Code 21A.06 references a "standard of service" that each school district must establish in order to ascertain its overall capacity. The standard of service identifies the program year, the class size, the number of classrooms, students and programs of special need, and other factors determined by the district which would best serve the student population.

This Plan includes the standard of service as established by Kent School District. The District has identified schools with significant special needs programs as "impact" schools and the standard of service targets a lower class size at those facilities. Portables included in the capacity calculation use the same standard of service as the permanent facilities. (See Appendix A, B & C)

The standard of service defined herein will continue to evolve in the future. Kent School District is continuing a long-term strategic planning process combined with review of changes to capacity and standard of service. This process will affect various aspects of the District’s standard of service and future changes will be reflected in future capital facilities plans.

Current Standards of Service for Elementary Students

Class size for Kindergarten is planned for an average of 23 or fewer students. Class size for grades 1 - 3 is planned for an average of 23 or fewer students. Class size for grades 4 - 6 is planned for an average of 27 or fewer students.

Class size for Kindergarten and grades 1, 2 and 3 for schools that qualify for high poverty funding (14 elementary schools for 2017-18) is planned for an average of 17 or fewer students. The state legislature has provided a one year delay in compliance with the requirement to have class sizes of 17 or smaller for grades K-3.

Some special programs require specialized classroom space and the program capacity of some of the buildings housing these programs is reduced. Some students, for example, leave their regular classroom for a short period of time to receive instruction in special programs and space must be allocated to serve these programs.

Some students have scheduled time in a computer lab. Students may also be provided music instruction and physical education in a separate classroom or facility.

Some identified students will also be provided educational opportunities in classrooms for special programs such as those designated as follows:
English Language Learners (ELL)
Education for Disadvantaged Students (Title I) – Federal Program
Learning Assisted Programs (LAP) – State Program
Highly Capable Students-State Program
Reading, Math or Science Labs
Dual Language Programs in 4 elementary schools

Inclusive Education Service for Elementary and Secondary students with disabilities may be provided in a separate or self-contained classroom sometimes with a capacity of 10-15 depending on the program:

Early Childhood Special Education (ECSE) -3-4 yr. old students with disabilities
Tiered Intervention in Inclusive Education Support Center Programs
Integrated Programs & Resource Rooms (for special remedial assistance)
Self-contained Inclusive Education Support Center Programs (SC)
School Adjustment Programs for students with behavioral disorders (SA)
Adaptive Support Center for Mild, Moderate & Severe Disabilities (ASCDD)
Speech & Language Therapy & Programs for Hearing Impaired students
Occupational & Physical Therapy Programs (OT/PT)
The Outreach Program (TOP) for 18-21 year old secondary students

Some newer buildings have been constructed to accommodate most of these programs; some older buildings have been modified, and in some circumstances, these modifications reduce the classroom capacity of the buildings. When programs change, program capacity is updated to reflect the change in program and capacity.

Current Standards of Service for Secondary Students

The standards of service outlined below reflect only those programs and educational opportunities provided to secondary students which directly affect the capacity of the school buildings.

Class size for grades 7 – 8 is planned for an average of 28.6 or fewer students. Class size for grades 9 – 12 is planned for an average of 30.6 or fewer students.

Similar to Inclusive Education Programs listed above, many other secondary programs require specialized classroom space which can reduce the program capacity of the permanent school buildings.

Identified secondary students will also be provided other educational opportunities in classrooms for programs designated as follows:

Computer, Multi-Media & Technology Labs & Programs
Technology Academy at Kent-Meridian High School & Mill Creek Middle School
Science Programs & Labs – Biology, Chemistry, Physics, Oceanography, Astronomy, Meteorology, Marine Biology, General Science, etc.

English Language Learners (E L L)
Music Programs – Band, Orchestra, Chorus, Jazz Band, etc.
Art Programs – Painting, Design, Drawing, Ceramics, Pottery, Photography, etc.
Theater Arts – Drama, Stage Tech, etc.
Journalism and Yearbook Classes
Highly Capable (Honors or Gifted) and Advanced Placement Programs
International Baccalaureate ("IB") Program
JROTC - Junior Reserve Officers Training Corps

Career & Technical Education Programs (CTE - Vocational Education)
  Family & Consumer Science – Culinary Arts, Sewing, Careers w/Children/Educ., etc.
  Child Development Preschool and Daycare Programs
  Health & Human Services – Sports Medicine, Sign Language, Cosmetology, etc.


Technical & Industry – Woodworking, Cabinet Making, Building Trades, Metals, Automotive & Manufacturing Technology, Welding, Drafting, Drawing, CAD (Computer-aided Design), Electronics, Engineering & Design, Aviation, ASL, etc.

Graphic & Commercial Arts, Media, Photography, Theater & Stage, Ag & Horticulture.

Kent Phoenix Academy- Performance Learning Center, Gateway, Virtual High School and Kent Success programs

Space or Classroom Utilization

As a result of scheduling conflicts for student programs, the need for specialized rooms for certain programs, and the need for teachers to have a work space during their planning periods, it is not possible to achieve 100% utilization of regular teaching stations at secondary schools. Based on the analysis of actual utilization of classrooms, the District has determined that the standard utilization rate is 85% for secondary schools. Program capacity at elementary schools reflects 100% utilization at the elementary level.
Inventory and Capacity of Existing Schools

Currently, the District has permanent program capacity to house 27,103 students and transitional (portable) capacity to house 2,085. This capacity is based on the District's Standard of Service as set forth in Section III. Included in this Plan is an inventory of the District's schools by type, address and current capacity. (See Table 3 on Page 13). The ratio between permanent capacity and portable capacity is 94.9%–5.1%.

The program capacity is periodically updated for changes in programs, additional classrooms and new schools. Program capacity has been updated in this Plan to reflect program changes implemented in the Fall of 2015.

For the 2015-2016 school year and beyond the state has a mandated lower class size in 14 elementary schools that are classified as high poverty. The new class size in grades K-1, 2 and 3 will be 17 students for every teacher. Compliance with this new state class size requirement has been delayed to the 2019-20 school year.

Calculation of Elementary, Middle School and Senior High School capacities are set forth in Appendices A, B and C. Maps of existing schools are included on Pages 14-16.

For clarification, the following is a brief description of some of the non-traditional programs for students in Kent School District:

Kent Mountain View Academy serves Grades 3 – 12 with transition, choice and home school assistance programs. It is located in the former Grandview School in the western part of the district in Des Moines. This school was originally designed as an elementary school and is included in the elementary capacity for this Plan.

Kent Phoenix Academy is a non-traditional high school opened in fall 2007 in the renovated site and building that formerly served Sequoia Middle School. Kent Phoenix Academy has four special programs including the Performance Learning Center, Gateway, Virtual High School and Kent Success.

iGrad - In partnership with Green River College, Kent School District has pioneered the Individualized Graduation and Degree Program or "iGrad". iGrad offers a second chance to students age 16-21 who have dropped out of high school and want to earn a high school diploma. iGrad is not included in this Capital Facilities Plan because it is served in leased space at the Kent Hill Plaza Shopping Center. Over the past three years, enrollment in the iGrad program has averaged over 300 students.
<table>
<thead>
<tr>
<th>SCHOOL</th>
<th>Year Opened</th>
<th>ABR</th>
<th>ADDRESS</th>
<th>Program Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carriage Crest Elementary</td>
<td>1990</td>
<td>CC</td>
<td>18235 - 140th Avenue SE, Renton 98058</td>
<td>428</td>
</tr>
<tr>
<td>Cedar Valley Elementary</td>
<td>1971</td>
<td>CV</td>
<td>26500 Timberlane Way SE, Covington 98042</td>
<td>360</td>
</tr>
<tr>
<td>Covington Elementary</td>
<td>1961</td>
<td>CO</td>
<td>17070 SE Wax Road, Covington 98042</td>
<td>478</td>
</tr>
<tr>
<td>Crestwood Elementary</td>
<td>1980</td>
<td>CW</td>
<td>25225 - 180th Avenue SE, Covington 98042</td>
<td>408</td>
</tr>
<tr>
<td>East Hill Elementary</td>
<td>1953</td>
<td>EH</td>
<td>9825 S 240th Street, Kent 98031</td>
<td>464</td>
</tr>
<tr>
<td>Emerald Park</td>
<td>1999</td>
<td>EP</td>
<td>11800 SE 216th Street, Kent 98031</td>
<td>477</td>
</tr>
<tr>
<td>Fairwood Elementary</td>
<td>1969</td>
<td>FW</td>
<td>16000 - 146th Avenue SE, Renton 98058</td>
<td>396</td>
</tr>
<tr>
<td>George T. Daniel Elementary</td>
<td>1992</td>
<td>DE</td>
<td>11310 SE 248th Street, Kent 98033</td>
<td>432</td>
</tr>
<tr>
<td>Glonridge Elementary</td>
<td>1996</td>
<td>GR</td>
<td>19405 - 120th Avenue SE, Renton 98058</td>
<td>431</td>
</tr>
<tr>
<td>Grass Lake Elementary</td>
<td>1971</td>
<td>GL</td>
<td>28700 - 191st Place SE, Kent 98042</td>
<td>428</td>
</tr>
<tr>
<td>Horizon Elementary</td>
<td>1990</td>
<td>HE</td>
<td>27641 - 144th Avenue SE, Kent 98042</td>
<td>477</td>
</tr>
<tr>
<td>Jenkins Creek Elementary</td>
<td>1987</td>
<td>JC</td>
<td>26915 - 186th Avenue SE, Covington 98042</td>
<td>384</td>
</tr>
<tr>
<td>Kent Elementary</td>
<td>1999</td>
<td>KE</td>
<td>24700 - 64th Avenue South, Kent 98032</td>
<td>454</td>
</tr>
<tr>
<td>Kent Valley Early Learning Center</td>
<td>2014</td>
<td>KV</td>
<td>317 - 4th Ave S, Kent, WA 98032</td>
<td>318</td>
</tr>
<tr>
<td>Lake Youngs Elementary</td>
<td>1965</td>
<td>LY</td>
<td>19650 - 142nd Avenue SE, Kent 98042</td>
<td>497</td>
</tr>
<tr>
<td>Martin Sortun Elementary</td>
<td>1987</td>
<td>MS</td>
<td>12711 SE 248th Street, Kent 98030</td>
<td>455</td>
</tr>
<tr>
<td>Meadow Ridge Elementary</td>
<td>1994</td>
<td>MR</td>
<td>27710 - 108th Avenue SE, Kent 98030</td>
<td>454</td>
</tr>
<tr>
<td>Meridian Elementary</td>
<td>1939</td>
<td>ME</td>
<td>25621 - 140th Avenue SE, Kent 98042</td>
<td>497</td>
</tr>
<tr>
<td>Millennium Elementary</td>
<td>2000</td>
<td>ML</td>
<td>11919 SE 270th Street, Kent 98033</td>
<td>476</td>
</tr>
<tr>
<td>Neely-O'Brien Elementary</td>
<td>1990</td>
<td>NO</td>
<td>6300 South 238th Street, Kent 98032</td>
<td>454</td>
</tr>
<tr>
<td>Panther Lake Elementary</td>
<td>2009</td>
<td>PL</td>
<td>20831 - 108th Avenue SE, Kent 98031</td>
<td>497</td>
</tr>
<tr>
<td>Park Orchard Elementary</td>
<td>1963</td>
<td>PO</td>
<td>11010 SE 232nd Street, Kent 98031</td>
<td>463</td>
</tr>
<tr>
<td>Pine Tree Elementary</td>
<td>1967</td>
<td>PT</td>
<td>27825 - 118th Avenue SE, Kent 98030</td>
<td>437</td>
</tr>
<tr>
<td>Ridgewood Elementary</td>
<td>1987</td>
<td>RW</td>
<td>18030 - 162nd Place SE, Renton 98058</td>
<td>477</td>
</tr>
<tr>
<td>Sawyer Woods Elementary</td>
<td>1994</td>
<td>SW</td>
<td>31135 - 228th Ave SE, Black Diamond 98010</td>
<td>477</td>
</tr>
<tr>
<td>Scenic Hill Elementary</td>
<td>1960</td>
<td>SH</td>
<td>26025 Woodland Way South, Kent 98030</td>
<td>454</td>
</tr>
<tr>
<td>Soos Creek Elementary</td>
<td>1971</td>
<td>SC</td>
<td>12651 SE 218th Place, Kent 98031</td>
<td>360</td>
</tr>
<tr>
<td>Springbrook Elementary</td>
<td>1969</td>
<td>SB</td>
<td>20035 - 100th Avenue SE, Kent 98031</td>
<td>396</td>
</tr>
<tr>
<td>Sunrise Elementary</td>
<td>1992</td>
<td>SR</td>
<td>22300 - 132nd Avenue SE, Kent 98042</td>
<td>477</td>
</tr>
</tbody>
</table>

Elementary TOTAL  

Cedar Heights Middle School      | 1993        | CH  | 19640 SE 272 Street, Covington 98042  | 895              |
| Mattson Middle School           | 1981        | MA  | 16430 SE 251st Street, Covington 98042 | 787              |
| Meeker Middle School            | 1970        | MK  | 12800 SE 192nd Street, Renton 98058   | 832              |
| Meridian Middle School          | 1958        | MM  | 23480 - 120th Avenue SE, Kent 98031   | 792              |
| Mill Creek Middle School        | 2005        | MC  | 620 North Central Avenue, Kent 98032  | 916              |
| Northwood Middle School         | 1996        | NW  | 17007 SE 184th Street, Renton 98058   | 926              |

Middle School TOTAL             5,148

Kent-Meridian High School       | 1951        | KM  | 10020 SE 256th Street, Kent 98030     | 1,904             |
| Kentlake Senior High School    | 1997        | KL  | 21401 SE 300th Street, Kent 98042     | 1,957             |
| Kentridge Senior High School   | 1988        | KR  | 12430 SE 208th Street, Kent 98031     | 2,277             |
| Kentwood Senior High School    | 1981        | KW  | 25800 - 164th Avenue SE, Covington 98042 | 2,159             |

Senior High TOTAL              8,297

Kent Mountain View Academy      | 1997        | MV/IC | 22420 Military Road, Des Moines 58198 | 396              |
| Kent Phoenix Academy           | 2007        | PH  | 11000 SE 264th Street, Kent 98030     | 414              |

DISTRICT TOTAL                  27,103
V  Six-Year Planning and Construction Plan

In November 2017, the voters of the Kent School District approved a bond measure for $252 million. This new bonding authority will provide for a replacement for Covington Elementary school (with increased capacity due to growth), a new elementary school in the Kent Valley (site to be determined), twenty additional classrooms throughout the district as well as other infrastructure projects.

At the time of preparation of this Plan in spring of 2017, the following projects to increase capacity either are in the planning phase or will start in spring 2017.

- Planning is complete for a replacement school for Covington Elementary School in first quarter of 2019. The project will start in spring of 2017 with planned completion in fall 2018. The project is funded with a combination of bond funds (bonds issued in February 2017), state assistance and impact fees.

- Planning is in progress for an additional elementary school in the Kent Valley in 2020 or beyond. The project will be funded with bonds funds and impact fees.

- Planning is in progress to add an additional 20 classrooms to elementary schools. The locations will be determined by need. The project will be funded with bonds funds and impact fees.

- Enrollment projections reflect future need for additional capacity at the elementary school level. Future facility and site needs are reflected in this Plan.

- Some funding for lease or purchase of additional portables may be provided by impact fees as needed. Sites are based on need for additional capacity.

As a critical component of capital facilities planning, county and city planners and decision-makers are encouraged to consider safe walking conditions for all students when reviewing applications and design plans for new roads and developments. This should include sidewalks for pedestrian safety to and from school and bus stops as well as bus pull-outs and turn-arounds for school buses.

Included in this Plan is an inventory of potential projects and sites identified by the District which are potentially acceptable site alternatives in the future. (See Table 4 on Page 18 & Site map on Page 19).

Voter approved bond issues have included funding for the purchase of sites for some of these and future schools, and the sites acquired to date are included in
# KENT SCHOOL DISTRICT No. 415
Site Acquisitions and Projects Planned to Provide Additional Capacity

<table>
<thead>
<tr>
<th># on Map</th>
<th>SCHOOL / FACILITY / SITE</th>
<th>LOCATION</th>
<th>Type</th>
<th>Status</th>
<th>Projected Completion Date</th>
<th>Projected Program Capacity</th>
<th>% for new Growth</th>
</tr>
</thead>
<tbody>
<tr>
<td>6</td>
<td>Replacement for Covington Elementary</td>
<td>SE 256th Street &amp; 154th Ave SE</td>
<td>Replacement</td>
<td>Construction in progress</td>
<td>Fall 2018</td>
<td>630</td>
<td>24%</td>
</tr>
<tr>
<td></td>
<td>Covington Elem - Capacity to be replaced 9/18</td>
<td>17070 SE Wax Road, Covington</td>
<td>Elementary</td>
<td>Utilized</td>
<td>-478</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>New Elementary School</td>
<td>Kent Valley</td>
<td>Elementary</td>
<td>Addition</td>
<td>Planning 2020-2021</td>
<td>600</td>
<td>100%</td>
</tr>
<tr>
<td></td>
<td>20 Additional Permanent Classrooms</td>
<td>Various schools where needed</td>
<td>Elementary</td>
<td>Addition</td>
<td>Planning 2019-2022</td>
<td>480</td>
<td>100%</td>
</tr>
</tbody>
</table>

## MIDDLE SCHOOL & SENIOR HIGH

No new projects required for Secondary Schools at this time & Secondary Schools are excluded from Impact Fee formula.

## TEMPORARY FACILITIES

Portables\(^1\) TBD - For placement as needed New Planning 2018+ 24.31 each 100%

## OTHER SITES ACQUIRED

<table>
<thead>
<tr>
<th># on Map</th>
<th>SCHOOL / FACILITY / SITE</th>
<th>LOCATION</th>
<th>Type</th>
<th>Land Use Designation</th>
<th>Land Use Jurisdiction</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>Covington area North (Near Mattson MS)</td>
<td>SE 251 &amp; 164 SE, Covington 98042</td>
<td>Urban</td>
<td>Elementary</td>
<td>City of Covington</td>
</tr>
<tr>
<td>5</td>
<td>Covington area West (Halleston-Wikstrom)</td>
<td>SE 256 &amp; 154 SE, Covington 98042</td>
<td>Urban</td>
<td>Elementary</td>
<td>City of Covington</td>
</tr>
<tr>
<td>3</td>
<td>Ham Lake area (Pollard)</td>
<td>16820 SE 240, Kent 98042</td>
<td>Rural</td>
<td>Elementary</td>
<td>King County</td>
</tr>
<tr>
<td>8</td>
<td>SE of Lake Morton area (West property)</td>
<td>SE 332 &amp; 204 SE, Kent 98042</td>
<td>Rural</td>
<td>Secondary</td>
<td>King County</td>
</tr>
<tr>
<td>2</td>
<td>Shady Lk area (Sowers, Blaine, Drahota, Paroline)</td>
<td>17426 SE 192 Street, Renton 98058</td>
<td>Urban</td>
<td>Elementary</td>
<td>King County</td>
</tr>
<tr>
<td>12</td>
<td>South Central site (Yeh-Wms)</td>
<td>SE 288th St &amp; 124th Ave SE, Auburn 98092</td>
<td>Urban</td>
<td>TBD</td>
<td>King County</td>
</tr>
</tbody>
</table>

Notes:

1 TBD - To be determined - Some sites are identified but placement, timing and/or configuration of portables has not been determined.

2 Numbers correspond to sites on Site Bank Map on Page 19. Other Map site locations are parcels identified in Table 7 on Page 29.
this Plan. Some funding is secured for purchase of additional sites but some may be funded with impact fees as needed. Not all undeveloped properties meet current school construction requirements and some property may be traded or sold to meet future facility needs. The Board of Directors has started the process to sell surplus property in the spring of 2015.

The Board will continue annual review of standard of service and those decisions will be reflected in the each update of the Capital Facilities Plan.

V I Portable Classrooms

The Plan references use of portable as interim or transitional capacity and facilities.

Currently, the District utilizes portables to house students in excess of permanent capacity and for program purposes at some school locations. (Please see Appendices A, B, C)

Based on enrollment projections, implementation of full day kindergarten programs, lower state mandated class size, program capacity and the need for additional permanent capacity, the District anticipates the need to purchase or lease additional portables during the next six-year period.

During the time period covered by this Plan, the District does not anticipate that all of the District’s portables will be replaced by permanent facilities. During the useful life of some of the portables, the school-age population may decline in some communities and increase in others, and these portables provide the flexibility to accommodate the immediate needs of the community.

Portables may be used as interim or transitional facilities:

1. To prevent overbuilding or overcrowding of permanent school facilities.

2. To cover the gap between the times of demand for increased capacity and completion of permanent school facilities to meet that demand.

3. To meet unique program requirements.

Portables currently in the District’s inventory are continually evaluated resulting in some being improved and some replaced.

The Plan projects that the District will use portables to accommodate interim housing needs for the next six years and beyond. The use of portables, their impacts on permanent facilities, life cycle and operational costs, and the
interrelationship between portables, emerging technologies and educational restructuring will continue to be examined.

VII Projected Six-Year Classroom Capacity

As stated in Section IV, the program capacity study is periodically updated for changes in special programs and reflects class size requirements, class size fluctuations etc. As shown in the Inventory and Capacity chart in Table 3 on Page 13, the program capacity is also reflected in the capacity and enrollment comparison charts. (See Tables 5 & 5 A-B-C on pages 22-25).

Enrollment is electronically reported to OSPI on Form P-223 on a monthly basis and funding apportionment is based on Annual Average FTE (AAFTE). The first school day of October is widely recognized as the enrollment "snapshot in time" to report enrollment for the year.

Kent School District continues to be the fifth largest district (both FTE and headcount basis) in the state of Washington. Kent School District continues to be the fifth largest district (both fte and headcount basis) in the state of Washington. P-223 Headcount for October 2017 was 26,523 with kindergarten students counted at 1.0 and excluding ECSE and college-only Running Start students. A full headcount of all students enrolled in October 2017 totals 28,192, which include ECSE and college-only Running Start students.

In October 2017, there were 1,118 students in 11th and 12th grade participating in the Running Start program at different colleges and receiving credits toward both high school and college graduation. Five hundred ninety-three of these students attended classes only at the college ("college-only") and are excluded from FTE and headcount for capacity and enrollment comparisons. Kent School District has one of the highest Running Start program participation rates in the state.

Based on the enrollment forecasts, permanent facility inventory and capacity, current standard of service, portable capacity, and future additional classroom space, the District plans to continue to satisfy concurrency requirements through the transitional use of portables. (See Table 5 and Tables 5 A-B-C on Pages 22-25).

This does not mean that some schools will not experience overcrowding. There may be a need for additional portables and/or new schools to accommodate growth within the District. New schools may be designed to accommodate placement of future portables. School attendance area changes, limited and costly movement of portables, zoning changes, market conditions, and educational restructuring will all play a major role in addressing overcrowding and underutilization of facilities in different parts of the District.
## TOTAL DISTRICT

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Actual</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PERMANENT PROGRAM CAPACITY</td>
<td>27,103</td>
<td>27,103</td>
<td>27,103</td>
<td>27,103</td>
<td>27,323</td>
<td>27,443</td>
</tr>
<tr>
<td>CHANGES TO PERMANENT CAPACITY</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Capacity Increase (F)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Replacement school with projected increase in capacity:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Covington Elementary Replacement (U)</td>
<td>630</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>To Replace current Covington Elementary capacity</td>
<td>-478</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>New Elementary School in Kent Valley</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>600</td>
</tr>
<tr>
<td>ADDITIONAL PERMANENT CLASSROOMS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>120</td>
</tr>
<tr>
<td>Subtotal</td>
<td>27,103</td>
<td>27,103</td>
<td>27,375</td>
<td>27,223</td>
<td>28,043</td>
<td>27,563</td>
</tr>
<tr>
<td>INTERIM PORTABLE CAPACITY</td>
<td>1,656</td>
<td>1,728</td>
<td>1,440</td>
<td>1,248</td>
<td>456</td>
<td>336</td>
</tr>
<tr>
<td>Elementary Portable Capacity Required</td>
<td>1,656</td>
<td>1,728</td>
<td>1,440</td>
<td>1,248</td>
<td>456</td>
<td>336</td>
</tr>
<tr>
<td>Middle School Portable Capacity Required</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Senior High School Portable Capacity Required</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Subtotal</td>
<td>1,656</td>
<td>1,728</td>
<td>1,440</td>
<td>1,248</td>
<td>456</td>
<td>336</td>
</tr>
<tr>
<td>TOTAL CAPACITY</td>
<td>28,759</td>
<td>28,831</td>
<td>28,815</td>
<td>28,471</td>
<td>28,499</td>
<td>27,899</td>
</tr>
<tr>
<td>TOTAL ENROLLMENT/PROJECTION</td>
<td>26,523</td>
<td>26,965</td>
<td>26,452</td>
<td>26,509</td>
<td>26,749</td>
<td>28,911</td>
</tr>
<tr>
<td>DISTRICT AVAILABLE CAPACITY</td>
<td>2,236</td>
<td>1,866</td>
<td>2,363</td>
<td>1,962</td>
<td>1,750</td>
<td>988</td>
</tr>
</tbody>
</table>

1 Capacity is based on standard of service for programs provided and is updated periodically to reflect program changes.
2 Replacement school for Covington Elementary will increase capacity and will be built on a different existing urban site.
3 New Elementary School on site in Kent Valley to be determined.
4 2016-17 total classroom portable capacity is 1440. Some additional relocatable used for program purposes.
5 Actual October Headcount Enrollment with Projections from OSPI Report 1049 - Determination of Projected Enrollments.
6 School capacity meets concurrency requirements and no impact fees are proposed for secondary schools.
## KENT SCHOOL DISTRICT No. 415
### PROJECTED ENROLLMENT and CAPACITY

# ELEMENTARY - Grades K - 6

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Actual</td>
<td>P</td>
<td>R</td>
<td>O</td>
<td>J</td>
<td>E</td>
<td>C</td>
<td>T</td>
</tr>
<tr>
<td>Elementary Permanent Capacity</td>
<td>13,244</td>
<td>13,244</td>
<td>13,244</td>
<td>13,516</td>
<td>13,636</td>
<td>14,356</td>
<td>14,476</td>
</tr>
<tr>
<td>Changes to Elementary Capacity</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Covington Elementary Replacement</td>
<td>(U) 3</td>
<td>630</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Will replace current Covington Elementary capacity</td>
<td></td>
<td>-478</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>New Elementary School in Kent Valley</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>600</td>
</tr>
<tr>
<td>Additional Permanent Classrooms</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>120</td>
</tr>
<tr>
<td>Subtotal</td>
<td>13,244</td>
<td>13,244</td>
<td>13,516</td>
<td>13,636</td>
<td>14,356</td>
<td>14,476</td>
<td>14,596</td>
</tr>
<tr>
<td>Portable Capacity Required</td>
<td>1656</td>
<td>1728</td>
<td>1440</td>
<td>1248</td>
<td>456</td>
<td>336</td>
<td>336</td>
</tr>
<tr>
<td>TOTAL CAPACITY ¹/²</td>
<td>14,900</td>
<td>14,972</td>
<td>14,956</td>
<td>14,884</td>
<td>14,812</td>
<td>14,812</td>
<td>14,932</td>
</tr>
<tr>
<td>Adjusted for FULL Day Kindergarten Headcount</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENROLLMENT / PROJECTION ⁵</td>
<td>14,910</td>
<td>14,968</td>
<td>14,915</td>
<td>14,838</td>
<td>14,763</td>
<td>14,757</td>
<td>14,757</td>
</tr>
<tr>
<td>SURPLUS (DEFICIT) CAPACITY</td>
<td>-10</td>
<td>4</td>
<td>41</td>
<td>46</td>
<td>49</td>
<td>55</td>
<td>175</td>
</tr>
<tr>
<td>Number of Portables Required</td>
<td>69</td>
<td>72</td>
<td>60</td>
<td>52</td>
<td>19</td>
<td>14</td>
<td>14</td>
</tr>
</tbody>
</table>

¹ Capacity is based on standard of service for programs provided and is updated periodically to reflect program changes.

² Kent Mountain View Academy is a special program serving students in Grades 3 - 12. The school building (formerly Kent Learning Center & Grandview Elem.) was designed as an elementary school.

³ Replacement school for Covington Elementary will increase capacity and is planned for a different existing urban site.

⁴ Additional classrooms will be placed at schools with the greatest need for allele overcrowding.

⁵ Actual October Headcount Enrollment with Projections from OSPI Report 1049 - Determination of Projected Enrollments.

Enrollment & Projections reflect FULL Day Kindergarten at ALL Elementary schools @ 1.0 & exclude ECSE Preschoolers.
# MIDDLE SCHOOL - Grades 7 - 8

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Actual</td>
<td>PROJECT</td>
<td>E</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Middle School Permanent Capacity</td>
<td>5,148</td>
<td>5,148</td>
<td>5,148</td>
<td>5,148</td>
<td>5,148</td>
<td>5,148</td>
</tr>
<tr>
<td>No Changes to Middle School Capacity</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| Subtotal     | 5,148 | 5,148 | 5,148 | 5,148 | 5,148 | 5,148 |

| Portable Capacity Required | 0 | 0 | 0 | 0 | 0 | 0 |

| TOTAL CAPACITY | 5,148 | 5,148 | 5,148 | 5,148 | 5,148 | 5,148 |

| ENROLLMENT / PROJECTION | 3,986 | 4,068 | 4,335 | 4,463 | 4,476 | 4,397 |

| SURPLUS (DEFICIT) CAPACITY | 1,162 | 1,080 | 813 | 686 | 672 | 751 |

| Number of Portables Required | 0 | 0 | 0 | 0 | 0 | 0 |

No Classroom Portables required at middle schools at this time. Some Portables used for classroom and program purposes.

1 Capacity is based on standard of service for programs provided and is updated periodically to reflect program changes.

2 Actual October Headcount Enrollment with Projections from OSPI Report 1049 - Determination of Projected Enrollment.

3 Surplus capacity due to grade level reconfiguration - All 9th grade students moved to the high schools in F

---

Table 5 B

57 of 95
## KENT SCHOOL DISTRICT No. 415
### PROJECTED ENROLLMENT and CAPACITY

## SENIOR HIGH - Grades 9 - 12

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Actual</td>
<td>8,711</td>
<td>8,711</td>
<td>8,711</td>
<td>8,711</td>
<td>8,711</td>
<td>8,711</td>
</tr>
<tr>
<td>P</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>R</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>O</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>J</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>E</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>C</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>T</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>E</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Senior High Permanent Capacity

Includes Kent Phoenix Academy

No Changes to High School Capacity

### Subtotal

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Portables Capacity Required</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

### TOTAL CAPACITY

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>8,711</td>
<td>8,711</td>
<td>8,711</td>
<td>8,711</td>
<td>8,711</td>
<td>8,711</td>
<td>8,711</td>
</tr>
</tbody>
</table>

### ENROLLMENT / PROJECTION

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>7,536</td>
<td>7,416</td>
<td>7,259</td>
<td>7,448</td>
<td>7,672</td>
<td>7,878</td>
<td></td>
</tr>
</tbody>
</table>

### SURPLUS (DEFICIT) CAPACITY

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1,175</td>
<td>1,295</td>
<td>1,452</td>
<td>1,263</td>
<td>1,039</td>
<td>833</td>
<td></td>
</tr>
</tbody>
</table>

### Number of Portables Required

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

No Classroom Portables required at this time. Some Portables used for classroom and program purposes.

---

1. Capacity is based on standard of service for programs provided and is updated periodically to reflect program changes.
2. Kent Phoenix Academy opened in Fall 2007 serving grades 9 - 12 with four special programs.

---

Table 5 C

58 of 95
VIII Finance Plan

The finance plan shown on Table 6 demonstrates how the Kent School District plans to finance improvements for the years 2017-2018 through 2022-2023. The financing components include secured and unsecured funding and impact fees. The plan is based on future bond issues, state school construction assistance, collection of impact fees under the State Growth Management Act and voluntary mitigation fees paid pursuant to State Environmental Policy Act.

The plan calls for the replacement of Covington Elementary in 2018-19 which will increase the capacity of the current school by approximately 20%. Some impact fees will be utilized as part of the finance plan.

The plan also includes an additional elementary school in the Kent Valley and the siting will be determined at a later date. The district does have two sites where the school could be placed and a decision has not been made. This new school will increase the capacity at the elementary level by 600 students. Some impact fees are scheduled to be part of the overall finance plan.

To address overcrowding at our elementary schools, the plan also includes twenty additional permanent classrooms at the schools of the greatest need. A decision as to the placing of these classrooms has not been made. These classrooms will be at the schools with the most overcrowding. Some impact fees are scheduled to be part of the overall finance plan.

In November 2016, the District held a special election to approve the authorization of $252,000,000 in bonding authority. The projects described above are part of this authorization. The first series of bonds ($80 million) were issued in February 2017, which will fund the replacement of Covington Elementary as well as other infrastructure projects.

The Finance Plan includes new portables to be purchased or leased to provide additional capacity and some may be funded from impact fees.

Enrollment projections reflect future need for additional capacity at the elementary level and unfunded facility needs will be reviewed in the future and reported in annual updates of the Capital Facilities Plan. No impact fees are requested for secondary schools in this Plan.

For the Six-Year Finance Plan, costs of future schools are based on estimates from Kent School District Facilities Department. Please see pages 27-28 for a summary of the cost basis.
VIII Finance Plan - Cost Basis Summary

For impact fee calculations, construction costs are based on cost of the last elementary school, adjusted for inflation, and projected cost of the future elementary schools and additional classrooms.

<table>
<thead>
<tr>
<th>Elementary School</th>
<th>Cost</th>
<th>Projected Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cost of Panther Lake Elementary Replacement (Opened in Fall 2009)</td>
<td>$26,700,000</td>
<td></td>
</tr>
<tr>
<td>Projected cost - Covington Elementary Replacement (Projected to open in 2018)</td>
<td></td>
<td>$46,077,470</td>
</tr>
<tr>
<td>Projected cost of New Elementary School Kent Valley (Projected to open in 2020)</td>
<td></td>
<td>$46,000,000</td>
</tr>
<tr>
<td>20 Additional permanent Classrooms</td>
<td></td>
<td>$16,829,000</td>
</tr>
</tbody>
</table>

Site Acquisition Cost

The site acquisition cost is based on an average cost of sites purchased or built on within the last ten years. Please see Table 7 on page 29 for a list of site acquisition costs and averages.

District Adjustment

The impact fee calculations on pages 31 and 32 include a "District Adjustment" which is equal to the amount of increase that the impact fee formulas total for this year and adjusted for the increase in the Consumer Price Index (2.6%) for the Seattle metropolitan area.
## KENT SCHOOL DISTRICT No. 415
### SIX-YEAR FINANCE PLAN

<table>
<thead>
<tr>
<th>SCHOOL FACILITIES</th>
<th>2018</th>
<th>2019</th>
<th>2020</th>
<th>2021</th>
<th>2022</th>
<th>TOTAL</th>
<th>Secured</th>
<th>Unsecured</th>
<th>Impact</th>
</tr>
</thead>
<tbody>
<tr>
<td>PERMANENT FACILITIES</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Local &amp; State</td>
<td>State or Local</td>
<td>Fees</td>
</tr>
<tr>
<td>Covington Elementary Replacement</td>
<td>F</td>
<td>$46,077,470</td>
<td>$46,000,000</td>
<td></td>
<td>$46,077,470</td>
<td>$46,077,470</td>
<td>$37,777,470</td>
<td>$8,300,000</td>
<td></td>
</tr>
<tr>
<td>New Elementary School-Kent Valley</td>
<td>F</td>
<td></td>
<td>$46,000,000</td>
<td>$46,000,000</td>
<td>$46,000,000</td>
<td>$46,000,000</td>
<td>$46,000,000</td>
<td>$1,840,000</td>
<td></td>
</tr>
<tr>
<td>Elementary Site Acquisition (10 acres)</td>
<td></td>
<td></td>
<td></td>
<td>$1,100,000</td>
<td></td>
<td>$1,100,000</td>
<td>$1,056,000</td>
<td>$44,000</td>
<td></td>
</tr>
<tr>
<td>20 Additional Permanent Classrooms</td>
<td>F</td>
<td>$4,207,250</td>
<td>$4,207,250</td>
<td>$4,207,250</td>
<td>$4,207,250</td>
<td>$4,207,250</td>
<td>$16,829,000</td>
<td>$15,146,100</td>
<td>$605,000</td>
</tr>
<tr>
<td>NO Secondary School Projects at this time.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TEMPORARY FACILITIES</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Additional portables 3-4</td>
<td>U</td>
<td>$1,125,000</td>
<td>$363,750</td>
<td>$1,516,750</td>
<td>$1,516,750</td>
<td>$1,516,750</td>
<td></td>
<td>$1,516,750</td>
<td></td>
</tr>
<tr>
<td>OTHER</td>
<td></td>
<td>9 portables</td>
<td>3 portables</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>N/A</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Totals</td>
<td></td>
<td>$51,409,720</td>
<td>$5,701,000</td>
<td>$50,207,250</td>
<td>$4,207,250</td>
<td>$0</td>
<td>$111,525,220</td>
<td>$53,979,570</td>
<td>$46,000,000</td>
</tr>
</tbody>
</table>

* F = Funded  U = Unfunded

**NOTES:**

1. Based on estimates of actual or future construction costs from Facilities Department. (See Page 26 for Cost Basis Summary)
2. The District anticipates receiving some State Funding Construction Assistance for some projects.
3. Facility needs are pending review. Some of these projects may be funded with impact fees.
4. Cost of portables based on current cost and adjusted for inflation for future years.
5. Fees in this column are based on amount of fees collected to date and estimated fees on future units.

Kent School District Six-Year Capital Facilities Plan

Table 6

April 2018
<table>
<thead>
<tr>
<th>Type &amp; # on Map</th>
<th>School / Site</th>
<th>Purchased Sold</th>
<th>Location</th>
<th>Acreage</th>
<th>Cost/Price</th>
<th>Avg cost-price/acre</th>
<th>Total Average Cost / Acre</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elementary</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12 / Urban</td>
<td>Property Sale-29.7 acres of Piemons-Yeh site</td>
<td>2016</td>
<td>SSE 124th Ave and 284th ST SE</td>
<td>29.70</td>
<td>$947,536</td>
<td>$31,904</td>
<td></td>
</tr>
<tr>
<td>5 / Urban</td>
<td>Elementary Site (Halleston &amp; Wikstrom)</td>
<td>2004</td>
<td>15435 SE 256 St, Covington 98042</td>
<td>10.00</td>
<td>$1,093,910</td>
<td>$109,391</td>
<td></td>
</tr>
<tr>
<td>7 / Rural</td>
<td>Property Sale - Scarsella site</td>
<td>2015</td>
<td>2600 Kent Black Diamond RD SE</td>
<td>13.25</td>
<td>$330,000</td>
<td>$24,906</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Elementary Site Subtotal</td>
<td></td>
<td></td>
<td>62.35</td>
<td></td>
<td></td>
<td>$109,967</td>
</tr>
<tr>
<td></td>
<td>Elam site average</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Middle School</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$686,883</td>
</tr>
<tr>
<td>10 / Urban</td>
<td>Mill Creek MS (Kent JH) / McMillan St. assemblage</td>
<td>2002</td>
<td>411-432 McMillan St., Kent 98032</td>
<td>1.23</td>
<td>$844,866</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Middle School Site Subtotal</td>
<td></td>
<td></td>
<td>1.23</td>
<td></td>
<td></td>
<td>$686,883</td>
</tr>
<tr>
<td></td>
<td>Middle Schl Site Avg.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Senior High</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$524,564</td>
</tr>
<tr>
<td>11 / Urban</td>
<td>K-M High School Addition (Kent 5 &amp; Britt Smith)</td>
<td>2002 &amp; 2003</td>
<td>10002 SE 25th Street</td>
<td>6.31</td>
<td>$3,310,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Senior High Site Subtotal</td>
<td></td>
<td></td>
<td>6.31</td>
<td></td>
<td></td>
<td>$524,564</td>
</tr>
<tr>
<td></td>
<td>Sr Hi Site Average</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Note: All rural sites were purchased prior to adoption of Urban Growth Area.
Numbers correspond to locations on Site Bank & Acquisitions Map on Page 17.

Properties purchased prior to 2000

<table>
<thead>
<tr>
<th>Type &amp; # on Map</th>
<th>School / Site</th>
<th>Purchased Sold</th>
<th>Location</th>
<th>Acreage</th>
<th>Cost/Price</th>
<th>Avg cost-price/acre</th>
<th>Total Average Cost / Acre</th>
</tr>
</thead>
<tbody>
<tr>
<td>4 / Urban</td>
<td>Site - Covington area North (So of Mattson MS)</td>
<td>1984</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3 / Rural</td>
<td>Site - Ham Lake east (Pollard)</td>
<td>1992</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8 / Rural</td>
<td>Site - SE of Lake Morton area (West property)</td>
<td>1993</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2 / Urban</td>
<td>Site - Shady Lake (Sowers-Blaine-Drahota-Paroline)</td>
<td>1995</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12 / Urban</td>
<td>Site - Yeh-Williams (W of 132 Ave SE at SE 288)</td>
<td>1999</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Kent School District Six-Year Capital Facilities Plan

Table 7

April 2016
## KENT SCHOOL DISTRICT
### FACTORS FOR ESTIMATED IMPACT FEE CALCULATIONS

<table>
<thead>
<tr>
<th>Student Generation Factors - Single Family</th>
<th>Student Generation Factors - Multi-Family</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elementary (Grades K - 6)</td>
<td>Elementary</td>
</tr>
<tr>
<td>0.398</td>
<td>0.117</td>
</tr>
<tr>
<td>Middle School (Grades 7 - 8)</td>
<td>Middle School</td>
</tr>
<tr>
<td>0.096</td>
<td>0.028</td>
</tr>
<tr>
<td>Senior High (Grades 9 - 12)</td>
<td>Senior High</td>
</tr>
<tr>
<td>0.185</td>
<td>0.029</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>Total</strong></td>
</tr>
<tr>
<td><strong>0.679</strong></td>
<td><strong>0.174</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Projected Increased Student Capacity</th>
<th>OSPI - Square Footage per Student</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elementary</td>
<td>Elementary</td>
</tr>
<tr>
<td>2,516</td>
<td>90</td>
</tr>
<tr>
<td>Middle School</td>
<td>Middle School</td>
</tr>
<tr>
<td>0</td>
<td>117</td>
</tr>
<tr>
<td>Senior High Addition</td>
<td>Senior High</td>
</tr>
<tr>
<td>0</td>
<td>130</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Required Site Acreage per Facility</th>
<th>Special Education</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elementary (required)</td>
<td>11</td>
</tr>
<tr>
<td>Middle School (required)</td>
<td>21</td>
</tr>
<tr>
<td>Senior High (required)</td>
<td>32</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>New Facility Construction Cost</th>
<th>Average Site Cost / Acre</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elementary *</td>
<td>Elementary</td>
</tr>
<tr>
<td>$46,077,470</td>
<td>$109,967</td>
</tr>
<tr>
<td>Middle School</td>
<td>Middle School</td>
</tr>
<tr>
<td>0</td>
<td>$686,883</td>
</tr>
<tr>
<td>Senior High *</td>
<td>Senior High</td>
</tr>
<tr>
<td>0</td>
<td>$524,564</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Temporary Facility Capacity &amp; Cost</th>
<th>Temporary Facility Capacity &amp; Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elementary @ 24</td>
<td>Elementary @ 26</td>
</tr>
<tr>
<td>$125,000</td>
<td>$300</td>
</tr>
<tr>
<td>Middle School @ 26</td>
<td>$300</td>
</tr>
<tr>
<td>Senior High @ 31</td>
<td>$300</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>State Funding Assistance Credit</th>
<th>Construction Cost Allocation</th>
</tr>
</thead>
<tbody>
<tr>
<td>District Funding Assistance %</td>
<td>CCA - Cost/Sq. Ft. (Effective July 2016)</td>
</tr>
<tr>
<td>56.96%</td>
<td>$213.23</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Permanent Facility Square Footage</th>
<th>District Average Assessed Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elementary (Includes KMSA)</td>
<td>Single Family Residence</td>
</tr>
<tr>
<td>1,470,543</td>
<td>$328,047</td>
</tr>
<tr>
<td>Middle School</td>
<td>Multi-Family Residence</td>
</tr>
<tr>
<td>660,904</td>
<td>$143,332</td>
</tr>
<tr>
<td>Senior High</td>
<td>Bond Levy Tax Rate/$1,000</td>
</tr>
<tr>
<td>1,110,415</td>
<td>Current / $1,000 Tax Rate</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$1.03</strong></td>
</tr>
<tr>
<td>3,241,862</td>
<td><strong>General Obligation Bond Interest Rate</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Total Facilities Square Footage</th>
<th>Current Bond Interest Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elementary</td>
<td>94.9%</td>
</tr>
<tr>
<td>1,613,523</td>
<td>3.95%</td>
</tr>
<tr>
<td>Middle School</td>
<td></td>
</tr>
<tr>
<td>671,840</td>
<td></td>
</tr>
<tr>
<td>Senior High</td>
<td></td>
</tr>
<tr>
<td>1,132,607</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>3,417,770</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Developer Provided Sites / Facilities</th>
<th>CPI Inflation Factor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Value</td>
<td>0</td>
</tr>
<tr>
<td>Dwelling Units</td>
<td>0</td>
</tr>
</tbody>
</table>

Kent School District Six-Year Capital Facilities Plan

April 2018

63 of 95
KENT SCHOOL DISTRICT
IMPACT FEE CALCULATION for SINGLE FAMILY RESIDENCE

Site Acquisition Cost per Single Family Residence
Formula: \([(\text{Acres} \times \text{Cost per Acre}) / \text{Facility Capacity}] \times \text{Student Generation Factor}\)

<table>
<thead>
<tr>
<th>Required Site Acreage</th>
<th>Average Site Cost/Acre</th>
<th>Facility Capacity</th>
<th>Student Factor</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>A 1 (Elementary)</td>
<td>11</td>
<td>$109,967</td>
<td>630</td>
<td>0.398</td>
</tr>
<tr>
<td>A 2 (Middle School)</td>
<td>21</td>
<td>$0</td>
<td>1,065</td>
<td>0.070</td>
</tr>
<tr>
<td>A 3 (Senior High)</td>
<td>32</td>
<td>$0</td>
<td>1,000</td>
<td>0.138</td>
</tr>
</tbody>
</table>

Permanent Facility Construction Cost per Single Family Residence
Formula: \([(\text{Facility Cost} / \text{Facility Capacity}) \times \text{Student Factor}] \times (\text{Permanent/Total Square Footage Ratio})\)

<table>
<thead>
<tr>
<th>Construction Cost</th>
<th>Facility Capacity</th>
<th>Student Factor</th>
<th>Footage Ratio</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>B 1 (Elementary)</td>
<td>$46,077,470</td>
<td>630</td>
<td>0.398</td>
<td>0.903</td>
</tr>
<tr>
<td>B 2 (Middle School)</td>
<td>$0</td>
<td>900</td>
<td>0.096</td>
<td>0.984</td>
</tr>
<tr>
<td>B 3 (Senior High)</td>
<td>$0</td>
<td>1,600</td>
<td>0.165</td>
<td>0.996</td>
</tr>
</tbody>
</table>

Temporary Facility Cost per Single Family Residence
Formula: \([(\text{Facility Cost} / \text{Facility Capacity}) \times \text{Student Factor}] \times (\text{Temporary / Total Square Footage Ratio})\)

<table>
<thead>
<tr>
<th>Facility Cost</th>
<th>Facility Capacity</th>
<th>Student Factor</th>
<th>Footage Ratio</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>C 1 (Elementary)</td>
<td>$125,000</td>
<td>24</td>
<td>0.398</td>
<td>0.097</td>
</tr>
<tr>
<td>C 2 (Middle School)</td>
<td>$0</td>
<td>29</td>
<td>0.070</td>
<td>0.016</td>
</tr>
<tr>
<td>C 3 (Senior High)</td>
<td>$0</td>
<td>31</td>
<td>0.138</td>
<td>0.02</td>
</tr>
</tbody>
</table>

State Funding Assistance Credit per Single Family Residence
(formerly "State Match")
Formula: \([(\text{Area Cost Allowance} \times \text{SPI Square Feet per student}) \times \text{Funding Assistance %}] \times \text{Student Factor}\)

<table>
<thead>
<tr>
<th>Construction Cost Allocation</th>
<th>SPI Sq. Ft./Student</th>
<th>Assistance %</th>
<th>Student Factor</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>D 1 (Elementary)</td>
<td>$225.97</td>
<td>90</td>
<td>0.5696</td>
<td>0.386</td>
</tr>
<tr>
<td>D 2 (Middle School)</td>
<td>$225.97</td>
<td>117</td>
<td>0</td>
<td>0.090</td>
</tr>
<tr>
<td>D 3 (Senior High)</td>
<td>$225.97</td>
<td>130</td>
<td>0</td>
<td>0.185</td>
</tr>
</tbody>
</table>

Tax Credit per Single Family Residence

Average SF Residential Assessed Value: $366,437
Current Debt Service Rate / $1,000: $1.03
Current Bond Interest Rate: 3.95%
Years Amortized (10 Years): 10

TC: $2,220.95

Developer Provided Facility Credit

<table>
<thead>
<tr>
<th>Facility / Site Value</th>
<th>Dwelling Units</th>
<th>FC</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>0</td>
<td>FC</td>
<td>0</td>
</tr>
</tbody>
</table>

Fee Recap

A = Site Acquisition per SF Residence: $764.19
B = Permanent Facility Cost per Residence: $26,285.66
C = Temporary Facility Cost per Residence: $201.07

Subtotal: $27,250.92

D = State Match Credit per Residence: $4,610.48

TC = Tax Credit per Residence: $2,220.95

Subtotal: $6,831.44

Total Unfunded Need: $20,419.48
50% Developer Fee Obligation: $10,210

FC = Facility Credit (if applicable): 0

District Adjustment (see page 28 for explanation): (4,913)

Net Fee Obligation per Residence - Single Family: $5,397
KENT SCHOOL DISTRICT
IMPACT FEE CALCULATION for MULTI-FAMILY RESIDENCE

Site Acquisition Cost per Multi-Family Residence Unit
Formula: \[ \frac{(\text{Acres} \times \text{Cost per Acre})}{\text{Facility Capacity}} \times \text{Student Generation Factor} \]

<table>
<thead>
<tr>
<th>Required Site Acreage</th>
<th>Average Site Cost/Acre</th>
<th>Facility Capacity</th>
<th>Student Factor</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>A 1 (Elementary)</td>
<td>11</td>
<td>$109,987</td>
<td>630</td>
<td>0.117</td>
</tr>
<tr>
<td>A 2 (Middle School)</td>
<td>21</td>
<td>$0</td>
<td>1,065</td>
<td>0.028</td>
</tr>
<tr>
<td>A 3 (Senior High)</td>
<td>32</td>
<td>$0</td>
<td>1,000</td>
<td>0.029</td>
</tr>
</tbody>
</table>

Permanent Facility Construction Cost per Multi-Family Residence Unit
Formula: \[ \frac{(\text{Facility Cost} \times \text{Student Factor})}{\text{Facility Capacity}} \times \text{Footage Ratio} \]

<table>
<thead>
<tr>
<th>Construction Cost</th>
<th>Facility Capacity</th>
<th>Student Factor</th>
<th>Footage Ratio</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>B 1 (Elementary)</td>
<td>$46,077,470</td>
<td>630</td>
<td>0.117</td>
<td>0.903</td>
</tr>
<tr>
<td>B 2 (Middle School)</td>
<td>$0</td>
<td>1,065</td>
<td>0.028</td>
<td>0.984</td>
</tr>
<tr>
<td>B 3 (Senior High)</td>
<td>$0</td>
<td>1,600</td>
<td>0.029</td>
<td>0.998</td>
</tr>
</tbody>
</table>

Temporary Facility Cost per Multi-Family Residence Unit
Formula: \[ \frac{(\text{Facility Cost} \times \text{Student Factor})}{\text{Facility Capacity}} \times \text{Footage Ratio} \]

<table>
<thead>
<tr>
<th>Facility Cost</th>
<th>Facility Capacity</th>
<th>Student Factor</th>
<th>Footage Ratio</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>C 1 (Elementary)</td>
<td>$125,000</td>
<td>24</td>
<td>0.117</td>
<td>0.097</td>
</tr>
<tr>
<td>C 2 (Middle School)</td>
<td>$0</td>
<td>29</td>
<td>0.028</td>
<td>0.016</td>
</tr>
<tr>
<td>C 3 (Senior High)</td>
<td>$0</td>
<td>31</td>
<td>0.029</td>
<td>0.02</td>
</tr>
</tbody>
</table>

State Funding Assistance Credit per Multi-Family Residence (formerly "State Match")
Formula: \[ \text{Area Cost Allowance} \times \text{SPI Sq. Ft. per Student} \times \text{Funding Assistance} \times \text{Student Factor} \]

<table>
<thead>
<tr>
<th>Area Cost Allowance</th>
<th>SPI Sq. Ft. / Student</th>
<th>Funding Assistance %</th>
<th>Student Factor</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>D 1 (Elementary)</td>
<td>$225.97</td>
<td>50</td>
<td>0.5956</td>
<td>0.117</td>
</tr>
<tr>
<td>D 2 (Middle School)</td>
<td>$225.97</td>
<td>117</td>
<td>0</td>
<td>0.022</td>
</tr>
<tr>
<td>D 3 (Senior High)</td>
<td>$225.97</td>
<td>130</td>
<td>0</td>
<td>0.039</td>
</tr>
</tbody>
</table>

Tax Credit per Multi-Family Residence Unit
Average MF Residential Assessed Value: $143,332
Current Debt Service Rate / $1,000: $1.03
Current Bond Interest Rate: 3.96%
Years Amortized (10 Years): 10

| TC = Tax Credit per MF Unit | $1,156.85 |

Developer Provided Facility Credit
Facility / Site Value: 0
Dwelling Units: 0
FC = Facility Credit (if applicable): 0

Fee Recap
A = Site Acquisition per Multi-Family Unit: $224.65
B = Permanent Facility Cost per MF Unit: $7,727.19
C = Temporary Facility Cost per MF Unit: $56.11

Subtotal: $8,010.95
D = State Match Credit per MF Unit: $1,355.34
TC = Tax Credit per MF Unit: $1,156.85

Subtotal: $2,512.19

Total Unfunded Need: $5,498.76
50% Developer Fee Obligation: $2,749
FC = Facility Credit (if applicable): 0
District Adjustment (see page 28 for explanation): ($412)
Net Fee Obligation per Residential Unit - Multi-family: $2,279
IX Summary of Changes to June 2018 Capital Facilities Plan

The Capital Facilities Plan (the "Plan") is updated annually based on previous Plans in effect since 1993. The primary changes from the May 2018 Plan are summarized here.

Changes to capacity continue to reflect fluctuations in class size as well as program changes. Changes in portables or transitional capacity reflect use, lease or purchase, sale, surplus and/or movement between facilities.

The student headcount enrollment forecast is updated annually. All Elementary schools now have Full Day Kindergarten so six-year Kindergarten projections were previously modified to meet the requirements for Full Day Kindergarten programs at all elementary schools.

The district expects to receive some State Funding Assistance (formerly called "state matching funds") for projects in this Plan and tax credit factors are updated annually. Unfunded site and facility needs will be reviewed in the future.

The impact fees for 2018 will increase by the percentage increase of the consumer price index for the Seattle metropolitan area in. For 2017, the increase was 3.1%. For single-family residences, the fee will increase by $162 to $5,397. The impact fee for multi-family units will increase by $69 to $2,279.
Changes to Impact Fee Calculation Factors include:

<table>
<thead>
<tr>
<th>ITEM</th>
<th>Grade/Type</th>
<th>FROM</th>
<th>TO</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Generation Factor</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Single Family (SF)</td>
<td>Elem</td>
<td>0.257</td>
<td>0.398</td>
<td></td>
</tr>
<tr>
<td></td>
<td>MS</td>
<td>0.070</td>
<td>0.095</td>
<td></td>
</tr>
<tr>
<td></td>
<td>SH</td>
<td>0.138</td>
<td>0.185</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>0.465</td>
<td>0.673</td>
<td>0.214 Increase</td>
</tr>
<tr>
<td>Student Generation Factor</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Multi-Family (MF)</td>
<td>Elem</td>
<td>0.111</td>
<td>0.117</td>
<td></td>
</tr>
<tr>
<td></td>
<td>MS</td>
<td>0.022</td>
<td>0.028</td>
<td></td>
</tr>
<tr>
<td></td>
<td>SH</td>
<td>0.039</td>
<td>0.023</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>0.172</td>
<td>0.174</td>
<td>0.002 Increase</td>
</tr>
<tr>
<td>State Funding Assistance Ratios (&quot;State Match&quot;)</td>
<td></td>
<td>56.96%</td>
<td>56.96%</td>
<td>Per OSPI Website</td>
</tr>
<tr>
<td>Area Cost Allowance</td>
<td></td>
<td>$213.23</td>
<td>$225.97</td>
<td>Per OSPI Website</td>
</tr>
<tr>
<td>Average Assessed Valuation (AV)</td>
<td>SF</td>
<td>$307,784</td>
<td>$366,437</td>
<td>Puget Sound ESD</td>
</tr>
<tr>
<td>AV - Average of Condominiums &amp; Apts.</td>
<td>MF</td>
<td>$123,109</td>
<td>$143,332</td>
<td>Puget Sound ESD</td>
</tr>
<tr>
<td>Debt Service Capital Levy Rate / $1000</td>
<td></td>
<td>$1.398</td>
<td>$1.0259</td>
<td>Per King Co. Assessor Report</td>
</tr>
<tr>
<td>General Obligation Bond Interest Rate</td>
<td></td>
<td>3.27%</td>
<td>3.95%</td>
<td>Bond Buyers 20 year GO Index</td>
</tr>
<tr>
<td>Impact Fee - Single Family</td>
<td>SF</td>
<td>$5,235</td>
<td>$5,397</td>
<td>Increase of $162 or 3.1%</td>
</tr>
<tr>
<td>Impact Fee - Multi-Family</td>
<td>MF</td>
<td>$2,210</td>
<td>$2,279</td>
<td>Increase of $69 or 3.1%</td>
</tr>
<tr>
<td>School Name</td>
<td>ABR</td>
<td>Number of Sid/High Cap Classrooms</td>
<td>Sid/High Cap Capacity at 22.69% average</td>
<td>2 SRF</td>
</tr>
<tr>
<td>-----------------------------</td>
<td>-----</td>
<td>-----------------------------------</td>
<td>----------------------------------------</td>
<td>------</td>
</tr>
<tr>
<td>Carriage Crest</td>
<td>CC</td>
<td>18</td>
<td>409</td>
<td>5</td>
</tr>
<tr>
<td>Cedar Valley</td>
<td>CV</td>
<td>15</td>
<td>340</td>
<td>6</td>
</tr>
<tr>
<td>Covington</td>
<td>CO</td>
<td>20</td>
<td>454</td>
<td>5</td>
</tr>
<tr>
<td>Crestwood</td>
<td>CW</td>
<td>18</td>
<td>409</td>
<td>4</td>
</tr>
<tr>
<td>East Hill</td>
<td>EH</td>
<td>20</td>
<td>454</td>
<td>5</td>
</tr>
<tr>
<td>Emerald Park</td>
<td>EP</td>
<td>21</td>
<td>477</td>
<td>2</td>
</tr>
<tr>
<td>Fairwood</td>
<td>PW</td>
<td>17</td>
<td>388</td>
<td>3</td>
</tr>
<tr>
<td>George T. Daniel Elem</td>
<td>DE</td>
<td>18</td>
<td>409</td>
<td>6</td>
</tr>
<tr>
<td>Glenridge</td>
<td>GR</td>
<td>19</td>
<td>431</td>
<td>4</td>
</tr>
<tr>
<td>Grass Lake</td>
<td>GL</td>
<td>18</td>
<td>409</td>
<td>4</td>
</tr>
<tr>
<td>Horizon</td>
<td>HE</td>
<td>21</td>
<td>477</td>
<td>2</td>
</tr>
<tr>
<td>Jenkins Creek</td>
<td>JC</td>
<td>15</td>
<td>340</td>
<td>7</td>
</tr>
<tr>
<td>Kent Elementary</td>
<td>KE</td>
<td>20</td>
<td>454</td>
<td>3</td>
</tr>
<tr>
<td>Kent Valley Early Lear. CTR</td>
<td>KV</td>
<td>14</td>
<td>318</td>
<td>0</td>
</tr>
<tr>
<td>Lake Youngs</td>
<td>LY</td>
<td>21</td>
<td>477</td>
<td>7</td>
</tr>
<tr>
<td>Martin Sortun</td>
<td>MS</td>
<td>19</td>
<td>431</td>
<td>3</td>
</tr>
<tr>
<td>Meadow Ridge</td>
<td>MR</td>
<td>17</td>
<td>385</td>
<td>6</td>
</tr>
<tr>
<td>Meridian Elementary</td>
<td>ME</td>
<td>21</td>
<td>477</td>
<td>3</td>
</tr>
<tr>
<td>Millennium Elementary</td>
<td>ML</td>
<td>20</td>
<td>454</td>
<td>3</td>
</tr>
<tr>
<td>Neely-O'Brien</td>
<td>NO</td>
<td>20</td>
<td>454</td>
<td>5</td>
</tr>
<tr>
<td>Panther Lake</td>
<td>PL</td>
<td>21</td>
<td>477</td>
<td>5</td>
</tr>
<tr>
<td>Park Orchard</td>
<td>PO</td>
<td>18</td>
<td>409</td>
<td>7</td>
</tr>
<tr>
<td>Pine Tree</td>
<td>PT</td>
<td>21</td>
<td>477</td>
<td>4</td>
</tr>
<tr>
<td>Ridgewood</td>
<td>RW</td>
<td>21</td>
<td>477</td>
<td>1</td>
</tr>
<tr>
<td>Sawyer Woods</td>
<td>SW</td>
<td>21</td>
<td>477</td>
<td>2</td>
</tr>
<tr>
<td>Scenic Hill</td>
<td>SH</td>
<td>17</td>
<td>388</td>
<td>6</td>
</tr>
<tr>
<td>Scoos Creek</td>
<td>SC</td>
<td>15</td>
<td>340</td>
<td>4</td>
</tr>
<tr>
<td>Springbrook</td>
<td>SB</td>
<td>17</td>
<td>385</td>
<td>4</td>
</tr>
<tr>
<td>Sunrise</td>
<td>SR</td>
<td>21</td>
<td>477</td>
<td>2</td>
</tr>
<tr>
<td>Kent Mtn. View Academy</td>
<td>MV</td>
<td>14</td>
<td>335</td>
<td>3</td>
</tr>
</tbody>
</table>

**Elementary TOTAL:**

|          | 858 | 12,684 | 120 | 560 | 12,244 | 70 | 60 | 1,440 | 14,675.66 | 14,688 |

1. Elementary classroom capacity is based on average of 22.69% in Grades K-3 and 25% in Grades 4-6. Includes adjustments for class size reduction or special program changes.

2. Kent School District Standard of Service reserves some rooms for pull-out programs, e.g., 20 Total = 18 Standard + 1 Computer Lab + 1 Music + 1 Integrated Program classroom.

3. All elementary schools have Full Day Kindergarten.

4. Elementary schools have 100% space utilization rate with no adjustments for part-time use of classrooms. Counts exclude ECSE Preschoolers & space is reserved for ECE classrooms.

5. Elementary Schools in bold type are classified as High Poverty and class size in Grades K-3 is 17:1.

APPENDIX A
# KENT SCHOOL DISTRICT No. 415

**STANDARD of SERVICE - PROGRAM CAPACITY - INVENTORY of PORTABLES - FTE and HEADCOUNT ENROLLMENT**

<table>
<thead>
<tr>
<th>KSD MIDDLE SCHOOL</th>
<th># of Std Cisrns at 25-29</th>
<th>Standard Capacity 1</th>
<th>SE / P Ell Capacity</th>
<th>Special Ed Cisrns at 25-29</th>
<th>Special Prgm Capacity</th>
<th>Spec 1 Program Capacity</th>
<th>2016-17 Program Capacity</th>
<th>Program Use Portables</th>
<th>Classroom Use Portables</th>
<th>Relocatable Capacity 1</th>
<th>10/1/2016 P223 FTE</th>
<th>10/1/2016 Headcount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cedar Heights Middle School</td>
<td>CH</td>
<td>30</td>
<td>740</td>
<td>8</td>
<td>84</td>
<td>3</td>
<td>71</td>
<td>895</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>662.60</td>
</tr>
<tr>
<td>Mattson Middle School</td>
<td>MA</td>
<td>24</td>
<td>592</td>
<td>6</td>
<td>76</td>
<td>5</td>
<td>119</td>
<td>737</td>
<td>4</td>
<td>0</td>
<td>0</td>
<td>632.42</td>
</tr>
<tr>
<td>Meeker Middle School</td>
<td>MK</td>
<td>29</td>
<td>715</td>
<td>8</td>
<td>93</td>
<td>1</td>
<td>24</td>
<td>632</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>609.00</td>
</tr>
<tr>
<td>Meridian Middle School</td>
<td>MJ</td>
<td>26</td>
<td>541</td>
<td>5</td>
<td>56</td>
<td>4</td>
<td>95</td>
<td>762</td>
<td>4</td>
<td>1</td>
<td>29</td>
<td>597.00</td>
</tr>
<tr>
<td>Mill Creek Middle School</td>
<td>MC</td>
<td>33</td>
<td>813</td>
<td>5</td>
<td>56</td>
<td>2</td>
<td>48</td>
<td>916</td>
<td>0</td>
<td>2</td>
<td>68</td>
<td>625.40</td>
</tr>
<tr>
<td>Northwood Middle School</td>
<td>NW</td>
<td>33</td>
<td>813</td>
<td>2</td>
<td>16</td>
<td>4</td>
<td>95</td>
<td>926</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>548.80</td>
</tr>
<tr>
<td>Kent Mountain View Academy (Grades 3 - 12) Middle School Grade 7 - 8 Enrollment</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>65.00</td>
</tr>
<tr>
<td><strong>Middle School TOTAL</strong></td>
<td></td>
<td>175</td>
<td>4,314</td>
<td>34</td>
<td>382</td>
<td>19</td>
<td>452</td>
<td>5,148</td>
<td>10</td>
<td>3</td>
<td>67</td>
<td>4,040.22</td>
</tr>
</tbody>
</table>

### APPENDIX B

<table>
<thead>
<tr>
<th>KSD SENIOR HIGH SCHOOL</th>
<th># of Std Cisrns at 25-31</th>
<th>Standard Capacity 1</th>
<th>SE / P Ell Capacity</th>
<th>Special Ed Cisrns at 25-31</th>
<th>Special Prgm Capacity</th>
<th>Spec 1 Program Capacity</th>
<th>2016-17 Program Capacity</th>
<th>Program Use Portables</th>
<th>Classroom Use Portables</th>
<th>Relocatable Capacity 1</th>
<th>10/1/2015 P223 FTE</th>
<th>10/1/2015 Headcount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kent-Maridian Senior High</td>
<td>KM</td>
<td>56</td>
<td>1,476</td>
<td>12</td>
<td>157</td>
<td>12</td>
<td>271</td>
<td>1,904</td>
<td>1</td>
<td>10</td>
<td>310</td>
<td>1,907.60</td>
</tr>
<tr>
<td>Kentlake Senior High</td>
<td>KL</td>
<td>58</td>
<td>1,423</td>
<td>13</td>
<td>153</td>
<td>16</td>
<td>361</td>
<td>1,957</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1,343.45</td>
</tr>
<tr>
<td>Kentridge Senior High</td>
<td>KR</td>
<td>65</td>
<td>1,713</td>
<td>13</td>
<td>136</td>
<td>18</td>
<td>428</td>
<td>2,277</td>
<td>1</td>
<td>2</td>
<td>62</td>
<td>2,006.00</td>
</tr>
<tr>
<td>Kentwood Senior High</td>
<td>KW</td>
<td>60</td>
<td>1,561</td>
<td>9</td>
<td>102</td>
<td>20</td>
<td>476</td>
<td>2,159</td>
<td>2</td>
<td>6</td>
<td>186</td>
<td>1,852.61</td>
</tr>
<tr>
<td>Kent Mountain View Academy (Grades 3 - 12) Senior High Grade 9 - 12 Enrollment</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>85.86</td>
</tr>
<tr>
<td>Kent Phoenix Academy</td>
<td>PH</td>
<td>414</td>
<td>414</td>
<td>414</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>264.40</td>
</tr>
<tr>
<td>Regional Justice Center 4</td>
<td>RJ</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>0.00</td>
</tr>
<tr>
<td><strong>Senior High TOTAL</strong></td>
<td></td>
<td>239</td>
<td>6,807</td>
<td>47</td>
<td>548</td>
<td>66</td>
<td>1,556</td>
<td>8,711</td>
<td>4</td>
<td>18</td>
<td>556</td>
<td>7,470.92</td>
</tr>
</tbody>
</table>

### APPENDIX C

| DISTRICT TOTAL | 972 | 23,605 | 201 | 1,490 | 85 | 2,006 | 27,103 | 84 | 81 | 2,085 | 26,167.10 | 26,529.00 |

1. Special Program capacity includes classrooms requiring specialized use such as Special Education, Career & Technical Education Programs, Computer Labs, etc.
2. Secondary school capacity is adjusted for 85% utilization rate. Facility Use Study was updated for program changes in 2015-16.
3. Enrollment is reported on FTE & Headcount basis. P223 Headcount excludes ECSE & College-only Running Start students. Full headcount including EC & RS = 28,090. Some totals may be slightly different due to rounding.
4. 12 Juveniles served at King County Regional Justice Center are reported separately for institutional Funding on Form E-672.

Total of Appendices A B & C

April 2016
2019 KENT SCHOOL DISTRICT IMPACT FEE SCHEDULE

Single-family, per dwelling unit    $5,397.00
Multi-family, per dwelling unit    $2,279.00
SUBJECT: CONSIDER APPOINTMENT TO OPENING ON THE COVINGTON ECONOMIC DEVELOPMENT COUNCIL (CEDC).

RECOMMENDED BY: Regan Bolli, City Manager

ATTACHMENT(S): None

PREPARED BY: Joan Michaud, Senior Deputy City Clerk

EXPLANATION:
One position on the Covington Economic Development Council that is to be appointed by the Covington City Council is currently vacant as that term expired on July 31, 2018. Council interviewed applicants on August 28 and September 11. Council appointed one applicant on September 11. Council then requested that item be brought back on the September 25 agenda. CEDC appointments are two-year terms.

<table>
<thead>
<tr>
<th>Name of Applicant</th>
<th>Resides/Works</th>
</tr>
</thead>
<tbody>
<tr>
<td>Taylor Rose</td>
<td>Works in Covington</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.

REVIEWED BY: City Manager
SUBJECT: CONSIDER APPOINTMENTS 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. Applications 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 six youth members.

Positions 2, 3, 4, and 5 are currently vacant. Positions 6, 7, and 8 expire on September 30, 2018. Council interviewed one new applicant and two applicants for re-appointment on September 25, 2018. Resolution No. 2016-19 states youth shall serve one-year terms.

<table>
<thead>
<tr>
<th>Name of Applicant</th>
<th>School</th>
<th>Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Taye Ansah</td>
<td>Kentlake</td>
<td>3 unexcused absences</td>
</tr>
<tr>
<td>Anna McLaughlin (current Position No. 8)</td>
<td>Kentwood &amp; Home Schooled</td>
<td>1 excused absence</td>
</tr>
<tr>
<td>Ruby Kollasch</td>
<td>Kentwood</td>
<td>N/A</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 ____ Motion ____ Other

Councilmember ______________ moves, Councilmember ______________ seconds, to appoint __________________ to fill a position on the Youth Council with a term expiring September 30, 2019.

Councilmember ______________ moves, Councilmember ______________ seconds, to appoint __________________ to fill a position on the Youth Council with a term expiring September 30, 2019.
Councilmember ____________ moves, Councilmember ____________ seconds, to appoint _______________ to fill a position on the Youth Council with a term expiring September 30, 2019.

REVIEWED BY: Recreation Specialist, 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.

JEFF WAGNER, MAYOR

ATTESTED:

Sharon Scott, City Clerk

APPROVED AS TO FORM:

Sara Springer, City Attorney
ATTACHMENT 2

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 ORDINANCE TO REPEAL AND REPLACE COVINGTON MUNICIPAL CODE (CMC) CHAPTER 5.10 REGARDING BUSINESS LICENSE ACQUISITION

RECOMMENDED BY: Richard Hart, Community Development Director

ATTACHMENT(S):
1. Proposed ordinance to repeal and replace Covington Municipal Code Chapter 5.10 Business License Acquisition.
   Exhibit A – New Chapter CMC 5.10

PREPARED BY: Kelly Thompson, Permit Center Coordinator

EXPLANATION:

Background
In the 2017 session, Engrossed House Bill (EHB) 2005 (RCW 35.90) passed requiring cities with business licenses to establish a workgroup to create a model business license that includes a licensing threshold by July 2018. All cities must adopt the model ordinance before January 1, 2019.

EHB 2005 requires cities with business licenses to administer their business licenses through the state’s Business Licensing Service (BLS) by 2022 or File Local by 2020. The city of Covington is currently processing business licenses through BLS; therefore, must adopt the model ordinance by October 17, 2018, because there is a required 75-day notice of any changes.

EHB 2005 also establishes a task force on local B & O tax services apportionment under RCW 35.102.130 to report to the Legislature by October 2018. The city of Covington does not currently collect B & O tax.

Model Ordinance Overview
The purpose of the EHB 2005 was to improve the business license climate by simplifying the administration of municipal general business licenses. Section 8 of EHB 2005 required cities to work with the Association of Washington Cities (AWC) to develop the model ordinance.

AWC convened a task force of city business license officials to begin drafting a model license threshold in August 2017. The group met monthly to research city business license systems and existing options for establishing a model threshold and to review feedback on the proposed model from cities and the business community. AWC sent a survey to cities in the fall of 2017 on preferences for approaching the model threshold and sent a draft for review to cities in March 2018. In April-June 2018, AWC sent drafts of the model to the business community for comment, and the task force met in person with business community representatives.

In late June 2018, the committee finalized the model language. The model business license language requires cities to:
Apply a minimum threshold of $2,000 per year in the city for businesses that do not have a location in the city (Cities can opt to adopt a threshold higher than $2,000 but cannot adopt a lower threshold);

Require a license for businesses with a location in the city without regard to the threshold;

Allow cities the option to require registration with no fee for businesses under the threshold; and

Only apply to general business licenses, not regulatory licenses or local taxes.

Include the mandatory definition of “engaging in business” which includes examples of what constitutes business activities that would subject a business to license requirements, as well as those activities that would not.

Proposed Amendments to CMC 5.10

Attachment 1 is the proposed business license ordinance which replaces the existing chapter to meet EHB 2005 and the AWC model ordinance requirements. In addition to the model ordinance language, staff is including the following housekeeping changes:

- Removed out-of-date references to the Department of Licensing.
- CMC 5.10.040(1)(c) Exemptions. Persons whose sole activity is the rental of real property conflicts with the new mandatory definition of engaging in business found in CMC 5.10.020(3)(a)(1) and (2) and has been removed from the exemptions.
- CMC 5.10.150 (1) Enforcement. The language was updated to remove references to a violation of this code being a misdemeanor and rather will be treated as a civil infraction in accordance with Chapter 1.30 CMC.

ALTERNATIVES:
Staff recommends adoption of the proposed ordinance as the BLS may not enforce its general business licensing requirements on any person until the date that the mandatory provisions of the model ordinance take effect within the city.

FISCAL IMPACT:
The full financial impact is unknown. Staff estimates that 10% to 25% of business licenses based outside of the city could be impacted by the $2,000 threshold requirement which will reduce business license revenue. The AWC committee will review the threshold in four years. Staff time processing licenses will remain consistent although the registration only requirement will not generate a business license fee.

CITY COUNCIL ACTION:  X Ordinance  ___Resolution  ____Motion  ____Other

Councilmember _________________ moves, and councilmember _________________ seconds, to pass an ordinance, in substantial form as that presented, to repeal and replace CMC 5.10 Business License Acquisition.

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

82 of 95
ORDINANCE NO. 07-2018

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON TO REPEAL AND REPLACE COVINGTON MUNICIPAL CODE CHAPTER 5.10 BUSINESS LICENSE ACQUISITION.

WHEREAS, the Washington State Legislature passed Engrossed House Bill (EHB) 2005 (RCW 35.90) in July 2017 requiring cities to establish a workgroup to create a model business license ordinance that includes a licensing threshold by July 2018 for adoption by all business license cities by January 1, 2019; and

WHEREAS, the Association of Washington Cities (AWC) held the first meeting of the city work group in August 2017; and

WHEREAS, AWC requested comments on the proposed model business license ordinance with a licensing threshold from cities and the business community; and

WHEREAS, the model business license ordinance includes the mandatory definition of “engaging in business” and a $2,000 per year licensing threshold for businesses that do not have a location in the city; and

WHEREAS, the model business license ordinance requires a license for businesses with a location in the city without regard to the threshold; and

WHEREAS, the model business license ordinance allows cities the option to require registration with no fee for businesses under the threshold; and

WHEREAS, the deadline of July 1, 2018 for the city work group to develop the model ordinance with a minimum threshold was met; and

WHEREAS, the current deadline for current Business Licensing Service partner cities to adopt the model business license ordinance with the minimum threshold and notify the Department of Revenue of changes to business licensing is October 17, 2018, to take effect January 1, 2019;

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

Section 1. Findings of Fact. The “Whereas” provisions above shall constitute Findings of Fact and are incorporated by reference as if fully set forth herein.

Section 2. Chapter 5.10 CMC, Repealed and Replaced. Chapter 5.10 CMC, “Business License Acquisition,” as adopted by Ordinance No. 14-07 and all amendments thereafter, is hereby repealed in its entirety and replaced with new Chapter 5.10 CMC as set forth in Exhibit A of this ordinance.

Section 3. Savings. The enactment of this ordinance shall not affect any application, case, proceeding, appeal, or other matter currently pending administratively or judicially in any court or in any way
modify any right or liability, civil or criminal, which may be in existence on the effective date of this ordinance.

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

Section 5. Corrections. Upon approval of the city attorney, the city clerk and/or code codifier is authorized to make necessary corrections to this ordinance, including, but not limited to, the correction of clerical errors; references to other local, state, or federal laws, codes, rules, or regulations; or section/subsection numbering.

Section 6. Effective Date. This ordinance shall be in full force and effect five (5) days after publication in the city’s newspaper of record. A summary of this ordinance may be published in lieu of publishing the ordinance in its entirety.

PASSED BY THE CITY COUNCIL OF THE CITY OF COVINGTON, WASHINGTON, at a regular meeting thereof on the 25th day of September 2018 and signed in authentication of its passage.

Mayor Jeff Wagner

PUBLISHED: 09-28-2018

EFFECTIVE: 10-03-2018

ATTESTED:

Sharon Scott, City Clerk

APPROVED AS TO FORM:

Kathy Hardy, City Attorney
Chapter 5.10
BUSINESS LICENSE ACQUISITION

Sections:

5.10.010 Purpose.
5.10.020 Definitions.
5.10.030 Business license required.
5.10.040 Exemptions.
5.10.050 Issuance of licenses – Procedure and fees.
5.10.060 Posting of license.
5.10.070 Change of place of business.
5.10.080 Ownership change – License not transferable.
5.10.090 Fraudulent use of business license.
5.10.100 Revocation of business license.
5.10.110 License renewal.
5.10.120 Compliance with codes required.
5.10.130 Notice of noncompliance – Revocation – Final action.
5.10.140 Appeal to Hearing Examiner.
5.10.150 Enforcement.

5.10.010 Purpose.
The purpose of this chapter is to provide for a means for obtaining public information and compiling statistical information on existing and new businesses in the city, to regulate and ensure the legal conduct of business, and to assist in the effective administration of health, fire, building, zoning, and other codes of the city.

5.10.020 Definitions.
For the purposes of this chapter, the following terms, phrases, words and their derivations shall have the meanings given in this section:

(1) “Business” includes all activities, occupations, pursuits or professions located and/or engaged in within the city, with the object of gain, benefit or advantage to the person engaging in the same, or to any other person or class, directly or indirectly. It also includes general contractors, home occupations, and businesses temporarily conducted within the city including but not limited to traveling salespersons and fruit vendors. It does not include, however, persons conducting garage sales upon their residential real property or wholesale distributors selling products to businesses within the city unless the distributor has an office, warehouse, or other business establishment located within the city.
(2) “City” means the city of Covington.

(3) "Engaging in business"

(a) The term "engaging in business" means commencing, conducting, or continuing in business, and also the exercise of corporate or franchise powers, as well as liquidating a business when the liquidators thereof hold themselves out to the public as conducting such business.

(b) This section sets forth examples of activities that constitute engaging in business in the city and establishes safe harbors for certain of those activities so that a person who meets the criteria may engage in de minimus business activities in the city without having to pay a business license fee. The activities listed in this section are illustrative only and are not intended to narrow the definition of "engaging in business" in this subsection. If an activity is not listed, the determination of whether it constitutes engaging in business in the city shall be determined by considering all the facts and circumstances and applicable law.

(c) Without being all-inclusive, any one of the following activities conducted within the city by a person, or its employee, agent, representative, independent contractor, broker, or another acting on its behalf constitutes engaging in business and requires a person to register and obtain a business license.

(1) Owning, renting, leasing, maintaining, having the right to use, or using, tangible personal property, intangible personal property, or real property permanently or temporarily located in the city.

(2) Owning, renting, leasing, using, or maintaining an office, place of business, or other establishment in the city.

(3) Soliciting sales.

(4) Making repairs or providing maintenance or service to real or tangible personal property, including warranty work and property maintenance.

(5) Providing technical assistance or service, including quality control, product inspections, warranty work, or similar services on or in connection with tangible personal property sold by the person or on its behalf.

(6) Installing, constructing, or supervising installation or construction of real or tangible personal property.
(7) Soliciting, negotiating, or approving franchise, license, or other similar agreements.

(8) Collecting current or delinquent accounts.

(9) Picking up and transporting tangible personal property, solid waste, construction debris, or excavated materials.

(10) Providing disinfecting and pest control services, employment and labor pool services, home nursing care, janitorial services, appraising, landscape architectural services, security system services, surveying, and real estate services including the listing of homes and managing real property.

(11) Rendering professional services such as those provided by accountants, architects, attorneys, auctioneers, consultants, engineers, professional athletes, barbers, baseball clubs and other sports organizations, chemists, consultants, psychologists, court reporters, dentists, doctors, detectives, laboratory operators, teachers, veterinarians.

(12) Meeting with customers or potential customers, even when no sales or orders are solicited at the meetings.

(13) Training or recruiting agents, representatives, independent contractors, brokers or others, domiciled or operating on a job in the city, acting on its behalf, or for customers or potential customers.

(14) Investigating, resolving, or otherwise assisting in resolving customer complaints.

(15) In-store stocking or manipulating products or goods, sold to and owned by a customer, regardless of where sale and delivery of the goods took place.

(16) Delivering goods in vehicles owned, rented, leased, used, or maintained by the person or another acting on its behalf.

(d) If a person, or its employee, agent, representative, independent contractor, broker or another acting on the person’s behalf, engages in no other activities in or with the city but the following, it need not register and obtain a business license.

(1) Meeting with suppliers of goods and services as a customer.

(2) Meeting with government representatives in their official capacity, other than those performing contracting or purchasing functions.
(3) Attending meetings, such as board meetings, retreats, seminars, and conferences, or other meetings wherein the person does not provide training in connection with tangible personal property sold by the person or on its behalf. This provision does not apply to any member or attendee of a board of directors engaging in business such as a member of a board of directors who attends a board meeting.

(4) Renting tangible or intangible property as a customer when the property is not used in the city.

(5) Attending, but not participating in a "trade show" or "multiple vendor events." Persons participating at a trade show shall review the city's trade show or multiple vendor event ordinances.

(6) Conducting advertising through the mail.

(7) Soliciting sales by phone from a location outside the city.

(e) A seller located outside the city merely delivering goods into the city by means of common carrier is not required to register and obtain a business license, provided that it engages in no other business activities in the city. Such activities do not include those in subsection (d). The city expressly intends that engaging in business include any activity sufficient to establish nexus for purposes of applying the license fee under the law and the constitutions of the United States and the State of Washington. Nexus is presumed to continue as long as the taxpayer benefits from the activity that constituted the original nexus generating contact or subsequent contacts.

(4) "License" or "licensee," as used generally in this chapter, means and includes respectively the words "permit" or "permittee" or the holder for any use for a period of time of any similar privilege, whether relevant to any provision of this chapter or other law or ordinance.

(5) "Person" includes the singular and the plural and also means and includes any person, firm, corporation, association, club, partnership, limited liability company, individual receiver, assignee, trustee in bankruptcy, trust, estate, joint venture, company, society or any group of individuals acting as a unit, whether mutual, cooperative, fraternal, nonprofit, or otherwise, and includes the United States or any instrumentality thereof.

(6) "Premises" means and includes all lands, structures and places, and also any personal property which is either affixed to, or is otherwise used in connection with, any business conducted on the premises.

(7) "City Manager" means the Covington city Manager or his or her appointed designee.
5.10.030 Business license required.
Unless exempted in this chapter, no person shall engage in any business within the city without first having obtained from the city a valid and current business license to carry on that business. This license shall be in addition to any other licenses or permits required by any other section of this code or by State or Federal laws. Business licenses are not transferrable and a separate business license shall be obtained for each location at which a business operates. Licenses shall be displayed at each business location so as to be viewable by the public.

5.10.040 Exemptions
(1) The provisions of this chapter shall not apply to minors doing business or operating a business concern where no other person is employed by the minor;

(2) The United States or any instrumentality thereof and the State of Washington or any municipal subdivision thereof;

(3) Fee-free License/Registration-only Requirement:

(a) Fraternal benefit associations or societies as defined in RCW 48.36A.010;

(b) Nonprofit religious organizations;

(c) Nonprofit associations, clubs, or corporations maintained for the purpose of organized sports, charity, public school-related activities or municipal corporation-related activities, including police and fire department reserve organizations;

(d) Farmers, for the sale of agricultural, horticultural, or farm products they have actually grown, harvested or produced; and

(e) Non-farmer vendors of a farmers’ or public market; provided, that sales do not occur more than two days per week.

(f) Any person or business whose annual value of products, gross proceeds of sales, or gross income of the business in the city is equal to or less than $2,000 and who does not maintain a place of business within the city. The threshold does not apply to regulatory license requirements or activities that require a specialized permit.
(3) Special Event Business Licenses

The organizers of a permitted special event may apply for a special event business license that will eliminate the need for individual business licenses for all vendors operating at the special event under the authority of the special event license. A list of the participating vendors shall be supplied with a special event business license application. The vendor list should contain the name of the vendor, address, UBI number, and phone number. The administrative cost for a special event business license shall be as set forth in the current fee resolution. Special event business licenses shall be valid only on the days authorized for the special event and shall not be valid for a period in excess of three days; provided, however, no business subject to the city's admissions tax pursuant to Chapter 3.50 CMC may use the special event license and shall obtain a city of Covington business license endorsement from the Department of Revenue, Business Licensing Service.

5.10.050 Issuance of licenses – Procedure and fees.

(1) Every person required to procure a license under the provisions of this chapter shall make application for a business license prior to commencing business in the city. Application for a business license shall be accomplished by submitting a Business License Application for a city of Covington endorsement to the Washington State Department of Revenue, Business Licensing Service in coordination with the city of Covington Community Development Department (“Permit Services”). The applicant shall be required to provide all information requested on said form and failure to do so shall be grounds for refusing to issue the business license. It is the business license holder’s responsibility to inform the Business Licensing Service of any update of business information that was given on the original license application. Failure to supply said update as requested shall be sufficient grounds for revocation of the business license.

(2) Persons applying for a business license must pay an application fee as established by the city Council as set forth in the current fee resolution unless exempted by Chapter 5.10.040(2) CMC. The Business Licensing Service processing fee is determined by the Department of Revenue.

5.10.060 Posting of license.

Each person required to obtain a business license under this chapter shall post the business license at all times in the place of business for which it is issued.

5.10.070 Change of place of business.

When the place of business is changed, the person shall inform the Department of Revenue, Business Licensing Service of the change, in coordination with Permit Services. A change of place of business may require the filing of a new Business License Application and city License. Upon approval by the city of the new place of business, a new license shall be issued for the person’s new place of business.
5.10.080 Ownership change – License not transferable.
When a licensed business changes ownership, the license of the previous owner may not be transferred to the new owner. The new owner shall apply for a business license for that place of business by filing a business license application and city license with the Business Licensing Service, in coordination with Permit Services.

5.10.090 Fraudulent use of business license.
No person holding a city business license shall suffer or allow any other person for whom a separate license is required to operate under or display such person’s license, and no person may maintain a business license obtained through a false or fraudulent application or return of any false statement or representation in or in connection with any such application or return for such business license.

5.10.100 Revocation of business license.
Permit Services may revoke the license issued to any person required to obtain a business license who is in default in any payment of any license fee or who shall fail to comply with any of the provisions of this chapter. Notice of such revocation shall be mailed to the person by Permit Services, and on and after the date thereof any such person who continues to engage in business shall be deemed to be operating without a license and shall be subject to any or all penalties provided for in this chapter.

5.10.110 License renewal.
Persons continuing to engage in business within the city shall renew their business license(s) each year. Unless exempt, businesses must pay the annual renewal fee, as well as the Business Licensing Service processing fee. The annual business license renewal fee shall be as set forth in the current fee resolution. The annual fee may be prorated in order to conform the license expiration date with the expiration date established by the Business Licensing Service. Persons not renewing their business license by the expiration date may be subject to a late renewal penalty charged by the Business Licensing Service.

5.10.120 Compliance with codes required.
Notwithstanding any contrary provision thereof, a business license issued under this chapter may not be issued to any person using or occupying any real property in violation of the provisions of the city zoning, building and fire codes and all amendments thereto.

5.10.130 Notice of noncompliance – Revocation – Final action.
A pending application for renewal under this chapter shall be deemed in compliance with this chapter unless the applicant is notified by Permit Services in writing that said application may not be granted because of noncompliance with the provisions of this chapter. In the event such notice is given, the applicant shall have 90 days from the date of such notice to comply with any section violated under this
chapter prior to final action upon said application for renewal unless an extension for compliance is
granted by the council.

5.10.140 Appeal to Hearing Examiner.
Any person aggrieved under the provisions of this chapter may appeal to the hearing examiner pursuant
to the procedures outlined in Chapter 14.45 CMC.

5.10.150 Enforcement.
(1) It is unlawful for any person either directly or indirectly to conduct any business for which a license or
permit is required by any regulation or ordinance of the city without a license or permit being first procured
and kept in effect at all times as required by this chapter or other regulation or ordinance of the city. Any
violation of this chapter shall be subject to enforcement under Chapter 1.30 CMC.

(a) Violation – Penalty.

(i) Each day any person allows a violation of this chapter to continue shall be considered a
separate violation.

(ii) Whenever the City has determined that a violation of this chapter has occurred or is
occurring, the City shall remedy the violation by issuing a civil infraction, punishable by a
monetary penalty in accordance with Chapter 1.30 CMC.

(2) The city may revoke the license issued to any licensee who fails to comply with any ordinance or
regulation of the city. Notice of such revocation shall be mailed to the licensee by the city Manager and on
and after the date any such licensee who continues to engage in business shall be deemed to be
operating without a license and shall be subject to any and all penalties herein provided.

(3) The city shall revoke the business license issued to any licensee who shall fail to comply with any of
the provisions of the municipal code requiring such licensee to procure and maintain any other regulatory
or revenue license, and to pay taxes to the city, whether sales tax, use tax, gambling tax or other tax
imposed by the city or the State upon such licensee.
DISCUSSION OF
FUTURE AGENDA ITEMS:

6:00 p.m., Tuesday, October 9, 2018
Special Meeting - Study Session

7:00 p.m., Tuesday, October 9, 2018 – Regular Meeting

(Draft Agendas Attached)
CITY OF COVINGTON
SPECIAL MEETING AGENDA - STUDY SESSION
Council Chambers – 16720 SE 271st Street, Suite 100, Covington
www.covingtonwa.gov

Tuesday, October 9, 2018 – 6:00 p.m.

GENERAL INFORMATION:
The study session is an informal meeting involving discussion between and among the City Council, Commissioners, and city staff regarding policy issues. Study sessions may involve presentations, feedback, brainstorming, etc., regarding further work to be done by the staff on key policy matters.

CALL CITY COUNCIL JOINT STUDY SESSION TO ORDER

ITEMS FOR DISCUSSION
1. Aquatic Center Condition Assessment (Newton)

ADJOURN

Americans with Disabilities Act – reasonable accommodations provided upon request a minimum of 24 hours in advance (253-480-2400).

*Note* A Regular Council meeting will follow at approximately 7:00 p.m.
CALL CITY COUNCIL REGULAR MEETING TO ORDER

ROLL CALL/PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

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: September 25, 2018 Special & Regular Meeting (Scott)
C-2. Vouchers (Hendrickson)
C-3. Approve Final Plat of Maple Hills Division 3a Subdivision (Lyons)
C-4. Lakepointe Docket Supplemental Environmental Statement (Mueller)

NEW BUSINESS
1. City Manager Presents 2019 Budget Message (Bolli)
2. Present ECONorthwest Financial Strategic Plan (Hendrickson)
3. Discuss 2019 Legislative Agenda (Bolli)
4. 2018 Third Quarter Financial Report (Hendrickson)

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).