



CITY OF COVINGTON
CITY COUNCIL SPECIAL MEETING AGENDA – 5:20 P.M.
CITY COUNCIL REGULAR MEETING AGENDA – APPROXIMATELY 7:00 P.M.
www.covingtonwa.gov

Tuesday, January 9, 2018

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

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

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

OATH OF OFFICE TO NEWLY ELECTED COUNCILMEMBERS

ROLL CALL/PLEDGE OF ALLEGIANCE

SELECTION OF MAYOR

SELECTION OF MAYOR PRO TEM

RECEPTION

APPROVAL OF AGENDA

PUBLIC COMMUNICATION

- Children’s Dental Health Month Proclamation – February (Wendy Dore, Outreach Manager for University of Washington Center for Pediatric Dentistry)

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

APPROVE CONSENT AGENDA

- C-1. Minutes: November 14, 2017 Regular Meeting (Scott)
- C-2. Vouchers (Hendrickson)
- C-3. Council Appointments to Audit Committee (Council)
- C-4. Accept Transportation Improvement Board Arterial Preservation Funds (Vondran)

NEW BUSINESS

- 1. Consider Appointments to Parks & Recreation Commission (Council)
- 2. Council Appointments to Regional Boards and Committees (Council)

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).

Consent Agenda Item C-1

Covington City Council Meeting

Date: January 9, 2018

SUBJECT: APPROVAL OF MINUTES: NOVEMBER 14, 2017 CITY COUNCIL
REGULAR MEETINGS MINUTES

RECOMMENDED BY: Sharon G. Scott, City Clerk

ATTACHMENT(S): Proposed Minutes

PREPARED BY: Joan Michaud, Senior Deputy City Clerk

EXPLANATION:

ALTERNATIVES:

FISCAL IMPACT:

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

**Councilmember _____ moves, Councilmember _____
seconds, to approve the November 14, 2017 City Council Regular
Meetings Minutes.**

City of Covington
Regular City Council Meeting Minutes
Tuesday, November 14, 2017

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, November 14, 2017, at 7:12 p.m., with Mayor Pro Tem Smith presiding.

COUNCILMEMBERS PRESENT:

Joe Cimaomo, Margaret Harto, Fran Hollums, Mark Lanza, and Sean Smith.

COUNCILMEMBERS ABSENT:

Jeff Wagner and Marlla Mhoon.

Council Action: Councilmember Harto moved and Councilmember Hollums seconded to excuse Mayor Wagner and Councilmember Mhoon. Vote: 5-0. Motion carried.

STAFF PRESENT:

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

Mayor Pro Tem Smith opened the meeting with the Pledge of Allegiance.

APPROVAL OF AGENDA:

Council Action: Councilmember Cimaomo moved and Councilmember Hollums seconded to approve the Agenda. Vote: 5-0. Motion carried.

PUBLIC COMMENT:

Mayor Pro Tem Smith called for public comments.

Leroy Stevenson, Covington resident, commented on a traffic accident at 164th/268th the previous night and noted that he felt the striping in that area is not clear. Mr. Stevenson also spoke on the utility tax and asked council to rebate the tax to citizens.

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

APPROVE CONSENT AGENDA:

C-1. Minutes: August 22, 2017 City Council Special & Regular Meeting Minutes and September 12, 2017 City Council Special & Regular Meeting Minutes.

C-2. Vouchers: Vouchers #36531 - #36584, including ACH payments in the amount of \$701,661.20, dated October 27, 2017; Paylocity Payroll Vouchers #1007578922 - #1007578940 inclusive, plus employee direct deposits and wire transfers, in the amount of

\$200,701.27, dated October 20, 2017; and Paylocity Payroll Vouchers #1007649655 - #1007649669 inclusive, plus employee direct deposits and wire transfers, in the amount of \$195,172.54, dated November 3, 2017.

- C-3. Consider Continuing the Interlocal Agreement between the Cities of Covington and Maple Valley relating to Building Code Administration, Building Plan Review, and Building Inspection Services.
- C-4. Accept Clements/SE 263rd Place Drainage Improvement Project.

RESOLUTION NO. 2017-13

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, DECLARING ONE VEHICLE AS SURPLUS PROPERTY AND AUTHORIZING THE PURCHASE OF A REPLACEMENT VEHICLE.

- C-5. Consider Resolution Declaring One Vehicle as Surplus Property and Authorizing Funds to be used to Purchase a Replacement Vehicle.
- C-6. Authorize the City Manager to execute Supplemental Agreement No. 5 with Tetra Tech and Local Agency Agreement Supplement No. 5 with Washington State Department of Transportation for the SR 516: Jenkins Creek to 185th Project.

Council Action: Councilmember Harto moved and Councilmember Lanza seconded to approve the Consent Agenda. Vote: 5-0. Motion carried.

PUBLIC HEARINGS:

1. Receive Public Testimony and Consider Ordinance Adopting Kent School District's Six Year Capital Facilities Plan and School Impact Fees and Amending the Capital Facilities and Utilities Element, Appendix, and Existing Conditions Report of the Comprehensive Plan.

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

Mayor Pro Tem Smith called for public comments for the public hearing.

Leroy Stevenson, Covington resident, commented that he felt impact fees work against affordable housing.

There being no further comments, Mayor Pro Tem Smith closed the public comment period for the public hearing.

ORDINANCE NO. 18-2017

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 2017-18 TO 2022-23 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.

Council Action: Councilmember Cimaomo moved and Councilmember Lanza seconded to pass Ordinance No. 18-2017, in substantial form as that provided in the agenda packet, adopting the updated Kent School District Six-Year Capital Facilities Plan for 2018-2023, including the 2018 School Impact Fee Schedule, and amending the Capital Facilities and Utilities Element, Appendix, and Existing Conditions Report of the City’s Comprehensive Plan to include the same. Vote: 5-0. Motion carried.

2. Receive Public Testimony Regarding Proposed Fiscal Year 2018 Budget.

Finance Director Rob Hendrickson noted that additional decision cards would be reviewed following the public comment period.

Mayor Pro Tem Smith called for public comments for the public hearing.

Elizabeth Porter, Covington resident, commented that she felt grant money dedicated to SoCo Park would be better spent on human services or police.

There being no further comments, Mayor Pro Tem Smith closed the public comment period for the public hearing.

Mr. Hendrickson continued with the staff report.

NEW BUSINESS;

3. Jenkins Creek Park Master Plan Update – Second of Three Updates.

The Watershed Company gave the presentation on this item.

Councilmembers provided comments and asked questions, and The Watershed Company provided responses.

4. Consider Resolution Regarding Surface Water Management Rates.

Public Works Director Don Vondran gave the staff report on this item.

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

RESOLUTION NO. 2017-14

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, ADOPTING A NEW SURFACE WATER MANAGEMENT FEE SCHEDULE; AND REPEALING RESOLUTION NO. 14-18

Council Action: Councilmember Harto moved and Councilmember Cimaomo seconded to pass Resolution No. 2017-14 adopting an annual Surface Water Management rate increase of nine percent to begin in 2018 with the final increase going into effect in 2023. Vote: 3-2 (voting yes: Cimaomo, Harto, and Hollums; voting: Lanza and Smith). Motion carried.

5. Consider 2018 Legislative Agenda.

City Manager Regan Bolli and Lobbyist Chelsea Hagar gave the staff report on this item.

Council Action: Councilmember Harto moved and Councilmember Cimaomo seconded to adopt the 2018 Legislative Agenda. Vote: 5-0. Motion carried.

6. 2017 Third Quarter Financial Report.

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

FUTURE AGENDA ITEMS:

Councilmembers reviewed future meeting agendas.

COUNCIL/STAFF COMMENTS:

Councilmembers and staff made comments.

There was Council consensus to appoint Councilmember Hollums as voting delegate to the upcoming Sound Cities Association dinner.

Council Action: Councilmember Cimaomo moved and Councilmember Harto seconded to cancel the December 26, 2017 City Council Regular Meeting. Vote: 5-0. Motion carried.

PUBLIC COMMENTS:

Mayor Pro Tem Smith called for public comments.

Elizabeth Porter, Covington resident, promoted the Covington Community Action group.

Leroy Stevenson, Covington resident, spoke against an increase in the surface water management rate.

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

ADJOURNMENT:

There being no further business, the meeting was adjourned at 9:15 p.m.

Prepared by:

Submitted by:

Joan Michaud
Senior Deputy City Clerk

Sharon Scott
City Clerk

Consent Agenda Item C-2

Covington City Council Meeting

Date: January 9, 2018

SUBJECT: APPROVAL OF VOUCHERS

RECOMMENDED BY: Rob Hendrickson, Finance Director

ATTACHMENT(S): Vouchers: Vouchers #36722 - #36770, including ACH payments in the amount of \$482,167.77, dated December 8, 2017; and Paylocity Payroll Vouchers #1007857314 - #1007857330 inclusive, plus employee direct deposits and wire transfers, in the amount of \$198,926.75, dated December 15, 2017.

PREPARED BY: Casey Parker, Senior Accountant

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

Councilmember _____ moves, Councilmember _____ seconds, to approve for payment Vouchers: Vouchers #36722 - #36770, including ACH payments in the amount of \$482,167.77, dated December 8, 2017; and Paylocity Payroll Vouchers #1007857314 - #1007857330 inclusive, plus employee direct deposits and wire transfers, in the amount of \$198,926.75, dated December 15, 2017.

Consent Agenda Item C-3

Covington City Council Meeting

Date: January 9, 2018

SUBJECT: A MOTION APPOINTING THE AUDIT COMMITTEE

RECOMMENDED BY: Rob Hendrickson, Finance Director

ATTACHMENT(S): None

PREPARED BY: Rob Hendrickson, Finance Director

EXPLANATION:

As part of the council process, audit committee members are appointed at the first meeting in January following an election year. At the January 10, 2012 Council meeting, Ordinance 02-12 was adopted which simplified how council members are appointed to the audit committee by enabling appointments through a motion of the council rather than by resolution.

A vacancy was created with the council retirement of Mark Lanza. Councilmember Harto has indicated her desire to serve on this committee, and Councilmember Mhoon and Mayor Wagner have asked to continue as members of this committee.

ALTERNATIVES:

The BARS (Budgeting Accounting and Reporting System) Manual issued by the State Auditor states in part:

“The certification by the auditing officer in no manner relieves members of the governing body from the responsibility and liability for each voucher approved. It is the governing body’s responsibility to ensure that the system of auditing and certifying vouchers is operating in a manner to provide the greatest possible protection for the governing body members and the municipality.”

The council could appoint random council members to review accounts payable and payroll vouchers, however utilization of an audit committee makes the process work efficiently.

FISCAL IMPACT:

Audit committee members receive no additional compensation for their participation.

CITY COUNCIL ACTION: Ordinance Resolution Motion Other

Council member _____ moves, Council member _____ seconds, to appoint Councilmembers Margaret Harto, Marlla Mhoon, and Jeff Wagner, to the Council’s Audit Committee.

REVIEWED BY: City Manager; City Attorney.

Consent Agenda Item C-4

Covington City Council Meeting

Date: January 9, 2018

SUBJECT: AUTHORIZE THE CITY MANAGER TO EXECUTE A GRANT AGREEMENT WITH THE WASHINGTON STATE TRANSPORTATION IMPROVEMENT BOARD (TIB) FOR ARTERIAL PRESERVATION FUNDS IN THE AMOUNT OF \$685,338.

RECOMMENDED BY: Don Vondran, Public Works Director

ATTACHMENT(S):

1. TIB Arterial Preservation Award Letter
2. TIB Arterial Preservation Project Fuel Tax Agreement
3. TIB Project Funding Status Form

PREPARED BY: Robert Lindskov, City Engineer

EXPLANATION:

On August 11, 2016, the Public Works Department submitted an application to the Washington State Transportation Improvement Board for a grant to preserve arterials in three locations:

- 1) 192nd Ave. SE between SE 272nd Street and SE 267th Street
- 2) Timberlane Way SE between SE 267th Street to 191st Place SE
- 3) SE 267th Street/194th Ave. SE between 192nd Ave. SE to SE 264th Street

The City was awarded segment #2 above and work was completed in the summer of 2017. On August 16, 2017, the City applied for the two remaining preservation segments within the Timberlane neighborhood.

On November 17, 2017, we were informed that we received a grant for the 192nd Ave. SE segment between SE 272nd Street and SE 267th Street and the SE 267th Street/194th Avenue SE segment between 192nd Ave. SE to SE 264th Street. In an effort to minimize costs, the city plans to again participate in King County's overlay program in 2018. This has been very successful in the past and we would like to continue using that process for this project. Once the grant agreement (Attachment 2) is approved we will move forward with the process. This will include entering King County's Arterial Preservation Contract which oversees design and construction administration.

ALTERNATIVES:

Decline the Arterial Preservation funds and find other funds to overlay the subject project or choose to not overlay the roadway at this time.

FISCAL IMPACT:

The total grant amount is \$685,338 for the two segments. There is a required match of ~15% of the total project cost of \$806,282 which equates to \$120,994 (city portion). Staff submitted a

decision card as part of the 2018 Budget process to cover the match requirement. The decision card was approved as part of the budget process. This funding covers King County design, construction administration, and construction.

CITY COUNCIL ACTION: ___Ordinance ___Resolution __X__Motion ___Other

Council member _____ moves, Council member _____ seconds, to authorize the City Manager to execute a grant agreement with the Washington State Transportation Improvement Board(TIB) for Arterial Preservation Funds in the amount of \$685,338, in substantial form as attached.

REVIEWED BY: City Manager, City Attorney, Finance Director



Washington State Transportation Improvement Board

November 17, 2017

TIB Members

Chair
Commissioner Richard Stevens
Grant County

Vice Chair
Mayor Patty Lent
City of Bremerton

Amy Asher
RiverCities Transit

Aaron Butters, P.E.
HW Lochner Inc.

Jeff Carpenter, P.E.
WSDOT

Barbara Chamberlain
WSDOT

Elizabeth Chamberlain
City of Walla Walla

Commissioner Terri Drexler
Mason County

Gary Ekstedt, P.E.
Yakima County

Mayor Glenn Johnson
City of Pullman

John Klekotka, P.E.
Port of Everett

Commissioner Robert Koch
Franklin County

John Koster
County Road Administration Board

Colleen Kuhn
Human Services Council

Mayor Ron Lucas
Town of Steilacoom

Mick Matheson, P.E.
City of Mukilteo

E. Susan Meyer
Spokane Transit Authority

Laura Philpot, P.E.
City of Maple Valley

David Ramsay
Feet First

Martin Snell
Clark County

Ashley Probart
Executive Director

P.O. Box 40901
Olympia, WA 98504-0901
Phone: 360-586-1140
Fax: 360-586-1165
www.tib.wa.gov

Mr. Don Vondran, P.E.
Public Works Director
City of Covington
16720 SE 271st Suite 100
Covington, WA 98042

Dear Mr. Vondran:

Congratulations! We are pleased to announce the selection of your project, FY 2019 Rehabilitation Project, Multiple Locations, TIB project number 3-P-204(006)-1.

Total TIB funds for this project are \$685,338. Arterial Preservation Program (APP) funding is appropriated by the Legislature for the biennium. APP Projects proceeding to construction after June 30, 2019 may lose funding.

Before any work is allowed on this project, you must:

- Verify the information on the Project Funding Status Form, revise if necessary, and sign;
- Sign both copies of the Fuel Tax Grant Distribution Agreement; and
- Return the above items to TIB;

You may only incur reimbursable expenses after you receive approval from TIB.

In accordance with RCW 47.26.084, you must certify full funding by November 17, 2018 or the grant may be terminated. Grants may also be rescinded due to unreasonable project delay as described in WAC 479-05-211.

If you have questions, please contact Greg Armstrong, TIB Project Engineer, at (360) 586-1142 or e-mail GregA@TIB.wa.gov.

Sincerely,


Ashley Probart
Executive Director

Enclosures



City of Covington
3-P-204(006)-1
FY 2019 Rehabilitation Project
Multiple Locations

STATE OF WASHINGTON
TRANSPORTATION IMPROVEMENT BOARD
AND
City of Covington
AGREEMENT

THIS GRANT AGREEMENT (hereinafter "Agreement") for the FY 2019 Rehabilitation Project, Multiple Locations (hereinafter "Project") is entered into by the WASHINGTON STATE TRANSPORTATION IMPROVEMENT BOARD (hereinafter "TIB") and City of Covington, a political subdivision of the State of Washington (hereinafter "RECIPIENT").

1.0 PURPOSE

TIB hereby grants funds in the amount of \$685,338 for the project specified above, pursuant to terms contained in the RECIPIENT'S Grant Application, supporting documentation, chapter 47.26 RCW, title 479 WAC, and the terms and conditions listed below.

2.0 SCOPE AND BUDGET

The Project Scope and Budget are initially described in RECIPIENT'S Grant Application and incorporated by reference into this Agreement. Scope and Budget will be further developed and refined, but not substantially altered during the Design, Bid Authorization and Construction Phases. Any material alterations to the original Project Scope or Budget as initially described in the Grant Application must be authorized by TIB in advance by written amendment.

3.0 PROJECT DOCUMENTATION

TIB requires RECIPIENT to make reasonable progress and submit timely Project documentation as applicable throughout the Project. Upon RECIPIENT'S submission of each Project document to TIB, the terms contained in the document will be incorporated by reference into the Agreement. Required documents include, but are not limited to the following:

- a) Project Funding Status Form
- b) Bid Authorization Form with plans and engineers estimate
- c) Award Updated Cost Estimate
- d) Bid Tabulations
- e) Contract Completion Updated Cost Estimate with final summary of quantities
- f) Project Accounting History

4.0 BILLING AND PAYMENT

The local agency shall submit progress billings as project costs are incurred to enable TIB to maintain accurate budgeting and fund management. Payment requests may be submitted as often as the RECIPIENT deems necessary, but shall be submitted at least quarterly if billable



- a) RECIPIENT is not making reasonable progress toward correction and compliance.
- b) TIB denies the RECIPIENT's request to amend the Project.
- c) After investigation TIB confirms RECIPIENT'S non-compliance.

TIB reserves the right to order RECIPIENT to immediately stop work on the Project and TIB may stop Project payments until the requested corrections have been made or the Agreement has been terminated.

9.3 TERMINATION

- a) In the event of default by the RECIPIENT as determined pursuant to Section 9.2, TIB shall serve RECIPIENT with a written notice of termination of this Agreement, which shall be served in person, by email or by certified letter. Upon service of notice of termination, the RECIPIENT shall immediately stop work and/or take such action as may be directed by TIB.
- b) In the event of default and/or termination by either PARTY, the RECIPIENT may be liable for damages as authorized by law including, but not limited to, repayment of grant funds.
- c) The rights and remedies of TIB provided in the AGREEMENT are not exclusive and are in addition to any other rights and remedies provided by law.

9.4 TERMINATION FOR NECESSITY

TIB may, with ten (10) days written notice, terminate this Agreement, in whole or in part, because funds are no longer available for the purpose of meeting TIB's obligations. If this Agreement is so terminated, TIB shall be liable only for payment required under this Agreement for performance rendered or costs incurred prior to the effective date of termination.

10.0 USE OF TIB GRANT FUNDS

TIB grant funds come from Motor Vehicle Fuel Tax revenue. Any use of these funds for anything other than highway or roadway system improvements is prohibited and shall subject the RECIPIENT to the terms, conditions and remedies set forth in Section 9. If Right of Way is purchased using TIB funds, and some or all of the Right of Way is subsequently sold, proceeds from the sale must be deposited into the RECIPIENT's motor vehicle fund and used for a motor vehicle purpose.

11.0 INCREASE OR DECREASE IN TIB GRANT FUNDS

At Bid Award and Contract Completion, RECIPIENT may request an increase in the TIB funds for the specific project. Requests must be made in writing and will be considered by TIB and awarded at the sole discretion of TIB. All increase requests must be made pursuant to WAC 479-05-202 and/or WAC 479-01-060. If an increase is denied, the recipient shall be liable for costs incurred in excess of the grant amount. In the event that final costs related to the specific project are less than the initial grant award, TIB funds will be decreased and/or refunded to TIB in a manner that maintains the original ratio between TIB funds and total project costs.



15.0 ENTIRE AGREEMENT

This Agreement, together with the RECIPIENT'S Grant Application, the provisions of chapter 47.26 Revised Code of Washington, the provisions of title 479 Washington Administrative Code, and TIB Policies, constitutes the entire agreement between the PARTIES and supersedes all previous written or oral agreements between the PARTIES.

16.0 RECORDS MAINTENANCE

The RECIPIENT shall maintain books, records, documents, data and other evidence relating to this Agreement and performance of the services described herein, including but not limited to accounting procedures and practices which sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this Agreement. RECIPIENT shall retain such records for a period of six years following the date of final payment. At no additional cost, these records, including materials generated under the Agreement shall be subject at all reasonable times to inspection, review or audit by TIB personnel duly authorized by TIB, the Office of the State Auditor, and federal and state officials so authorized by law, regulation or agreement.

If any litigation, claim or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

Approved as to Form
Attorney General

By:

Signature on file

Guy Bowman
Assistant Attorney General

Lead Agency

Transportation Improvement Board

Chief Executive Officer Date

Executive Director Date

Print Name

Print Name



Transportation Improvement Board
Project Funding Status Form

Agency: **COVINGTON**
Project Name: **FY 2019 Rehabilitation Project
Multiple Locations**

TIB Project Number: **3-P-204(006)-1**

Verify the information below and revise if necessary.

Return to:
Transportation Improvement Board
PO Box 40901
Olympia, WA 98504-0901

PROJECT SCHEDULE

	Target Dates
Construction Approval Date	
Contract Bid Award	
Contract Completion	

PROJECT FUNDING PARTNERS

List additional funding partners and amount.

Funding Partners	Amount	Revised Funding
COVINGTON	120,944	
WSDOT	0	
Federal Funds	0	
TOTAL LOCAL FUNDS	120,944	

Signatures are required from two different agency officials. Return the originally signed form to the TIB office.

Mayor or Public Works Director

Signature

Date

Printed or Typed Name

Title

Financial Officer

Signature

Date

Printed or Typed Name

Title

Agenda Item 1

Covington City Council Meeting

Date: January 9, 2018

SUBJECT: APPOINTMENTS TO OPENINGS ON THE PARKS & RECREATION COMMISSION

RECOMMENDED BY: Ethan Newton, Parks & Recreation Director

ATTACHMENTS: See Interview Schedule and applications provided separately

PREPARED BY: Joan Michaud, Senior Deputy City Clerk

EXPLANATION:

The City received five applications for consideration of three openings on the Parks & Recreation Commission. All applicants are adults eligible to serve the three-year term. All applicants reside inside the Covington city limits. The Council interviewed all applicants on January 9, 2018.

Name of Applicant	Resides	Attendance Last 12 Months
Ruby Shrestha	Inside city limits	N/A
Jonathan Ingram (current member of Planning Commission)	inside city limits	92%
Bryan Higgins (current secretary on Parks & Recreation Commission - term will expire 01-31-2018)	Inside city limits	100%
Aaron Drake	Inside city limits	N/A
Adam Dague	Inside city limits	N/A

The Parks and Recreation Commission shall consist of seven members appointed by the City Council, two of which may be youth members who must be between the ages of 14 and 18 years at the start of their term. Up to two of the members may reside outside the city, but those outside must reside within a three-mile radius of the city limits. The remaining five members must reside or work within the city limits.

Each position shall have a term of office for three years; provided, however, any member designated as a youth member shall serve only for one year. If a youth member is appointed, the Council shall fill the position for the remaining years, if any, at the end of the youth term. Terms shall commence on February 1st and expire on January 31st of the respective years. When a vacancy occurs, the replacement shall be for the remainder of the unexpired term.

ALTERNATIVES:

Not appoint at this time and direct staff to continue to advertise for additional applicants to be considered for the open positions.

CITY COUNCIL ACTION: ____ Ordinance ____ Resolution X Motions ____ Other

Councilmember _____ moves, Councilmember _____ seconds, to appoint _____ to fill Position No. 3 on the Parks & Recreation Commission with a term expiring January 31, 2021.

Councilmember _____ moves, Councilmember _____ seconds, to appoint _____ to fill Position No. 4 on the Parks & Recreation Commission with a term expiring January 31, 2021.

Councilmember _____ moves, Councilmember _____ seconds, to appoint _____ to fill Position No. 6 on the Parks & Recreation Commission with a term expiring January 31, 2021.

REVIEWED BY: City Manager, Parks & Recreation Director, City Clerk

Agenda Item 2
Covington City Council Meeting
Date: January 9, 2018

SUBJECT: 2018 APPOINTMENTS TO REGIONAL FORUMS:

- South County Area Transportation Board (SCATBd)
- Sound Cities Association's Public Issues Committee (PIC)
- Metropolitan Solid Waste Management Advisory Committee (MSWMAC)
- Water Resource Inventory Area 9 Forum (WRIA 9)
- Puget Sound Regional Fire Authority (PSRFA)

RECOMMENDED BY: City Council

ATTACHMENT(S):

1. Table of Regional Forums Requiring Council Appointment

PREPARED BY: Sharon Scott, City Clerk/Executive Assistant

EXPLANATION:

Each year, the City Council appoints primary and alternate representatives to represent the City of Covington at the above regional forums.

Council may select members to serve on one or more regional forums.

ALTERNATIVES:

1. Discontinue participation in some of the forums.
2. Select different primary representatives and alternates than those proposed in the attached table.

FISCAL IMPACT: None.

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

Councilmember _____ moves, Councilmember _____ seconds, to appoint Councilmember _____ to serve as the primary representative and Councilmember _____ to serve as the alternate to MSWMAC.

Councilmember _____ moves, Councilmember _____ seconds, to appoint Councilmember _____ to serve as the primary representative and Councilmember _____ to serve as the alternate to SCATBd.

Councilmember _____ moves, Councilmember _____ seconds, to appoint Councilmember _____ to serve as the primary representative and Councilmember _____ to serve as the alternate to SCA-PIC.

Councilmember _____ moves, Councilmember _____ seconds, to appoint Councilmember _____ to serve as the primary representative and Councilmember _____ to serve as the alternate to WRIA 9.

Councilmember _____ moves, Councilmember _____ seconds, to appoint Councilmember _____ to serve as a non-voting representative to PSRFA.

REVIEWED BY: City Manager

REGIONAL FORUMS REQUIRING COUNCIL APPOINTMENT – 2018

Group	Notes and Contact	Meeting Information	Number of Positions	2017 Alternate	2017 Member	2018 Alternate	2018 Member
Metropolitan Solid Waste Management Advisory Committee (MSWMAC)	Diane Yates 206-296-4406, diane.yates@kingcounty.gov . MSWMAC advises the Executive, the Regional Policy Committee, acting as the solid waste interlocal forum, and the King County Council in all matters relating to solid waste management. The committee participates in the development of the Comprehensive Solid Waste Management Plan. Parking & lunch included.	2 nd Friday, 11:15 am – 1:15 pm @ Seattle King Street Center. Parking & lunch provided.	1 primary & 1 alternate	Shellie Bates	Don Vondran		
South County Area Transportation Board (SCATBd)	Susan Oxholm 206-477-3629 susan.oxholm@kingcounty.gov The mission of SCATBd is to serve as a South King County forum for information sharing, consensus building, and coordinating to resolve transportation issues and promote transportation programs that benefit the South King County area.	3 rd Tuesday, 9:00 am @ SeaTac City Hall Council Chambers	1 primary & 1 alternate	Bob Lindskov	Joe Cimaomo		
Sound Cities Association Public Issues Committee (PIC)	Kristy Cole 206-433-7168 kristy@soundcities.org PIC shall review and evaluate policy positions and recommend to the SCA Board what, if any, action should be taken on such policy positions. The PIC is SCA’s vehicle for bringing policies to member cities, and for member cities to bring policies to SCA	2 nd Wednesday, 7:00 pm @ Renton City Hall; see website to confirm	1 primary & 1 alternate	a) Joe Cimaomo b) Mark Lanza	Fran Hollums		
WRIA 9 Forum	http://www.govlink.org/watersheds/9/reports/watershed-intro.aspx	Varies – See Website for information	1 primary & 1 alternate	Don Vondran	Marlla Mhoon		
Puget Sound Regional Fire Authority (PSRFA)	Governance board consists of 3 Kent councilmembers, 3 Kent fire district commissioners and one non-voting Covington councilmember.	1 st and 3 rd Wednesday of each month	1 primary	NA	Sean Smith	NA	

**DISCUSSION OF
FUTURE AGENDA ITEMS:**

**6:00 p.m., Tuesday, January 23, 2018 – Special Meeting
Joint Study Session with Planning Commission**

7:00 p.m., Tuesday, January 23, 2018 – Regular Meeting

(Draft Agenda Attached)



**CITY OF COVINGTON
SPECIAL MEETING AGENDA
CITY COUNCIL JOINT STUDY SESSION WITH PLANNING COMMISSION**

**Council Chambers – 16720 SE 271st Street, Suite 100, Covington
www.covingtonwa.gov**

Tuesday, January 23, 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

APPROVAL OF AGENDA

ITEM(S) FOR DISCUSSION

1. Proposed 2018 Planning Commission and Community Development Work Plan (Hart)

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.***



CITY OF COVINGTON
CITY COUNCIL REGULAR MEETING AGENDA
www.covingtonwa.gov

Tuesday, January 23, 2018
7:00 p.m.

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

Note: A Joint Study Session with the Planning Commission is scheduled from 6:00 to 7:00 p.m.

CALL CITY COUNCIL REGULAR MEETING TO ORDER

ROLL CALL/PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

PUBLIC COMMUNICATION

- Community Survey Report (Cedar Heights Middle School 7th Grade Students)

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

APPROVE CONSENT AGENDA

- C-1. Minutes: November 28, 2017 Regular Meeting, December 12, 2017 Special & Regular Meetings, and January 9, 2017 Special & Regular Meetings (Scott)
- C-2. Vouchers (Hendrickson)

REPORTS OF COMMISSIONS

- Youth Council Member: December 12 and January 9 special meetings
- Human Services Chair Leslie Hamada: January 11 meeting; December meeting canceled
- Arts Chair Ed White: December 14 and January 11 meetings
- Parks & Recreation Chair Laura Morrissey: January 17 meeting; December meeting canceled
- Planning Chair Chele Dimmett: December 21 and January 18 meetings; December 7 and January 4 meetings canceled
- Economic Development Council: Next meeting January 25; December meeting lack of quorum

NEW BUSINESS

1. Presentation on Feasibility of Offering New Athletics Tournament (Conway)
2. Consider Planning Commission 2018 Work Plan (Hart)
3. Review the 2017 Summit Action Items List (Bolli)

FUTURE AGENDA ITEMS

COUNCIL/STAFF COMMENTS

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

EXECUTIVE SESSION – if needed

ADJOURN

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