



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

Tuesday, March 14, 2017
7:00 p.m.

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

CALL CITY COUNCIL REGULAR MEETING TO ORDER

ROLL CALL/PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

PUBLIC COMMUNICATION - NONE

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: February 14, 2017 Special Meeting-Joint Study Session with Planning Commission; February 14, 2017 Regular Meeting; and February 28, 2017 Special & Regular Meeting (Scott)
- C-2. Vouchers (Hendrickson)
- C-3. Adopt Resolution for Covington Community Park Phase 2 Development Quit Claim Deed for Dedication of Right-of-Way (Newton)

NEW BUSINESS

- 1. Review 2017 Summit Action Items List (Bolli)
- 2. Authorize Binding Statement of Intent through an Interlocal Agreement with Regional Animal Services of King County for Continued Animal Services Beginning January 1, 2018 (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

Consent Agenda Item C-1

Covington City Council Meeting

Date: March 14, 2017

SUBJECT: APPROVAL OF MINUTES: FEBRUARY 14, 2017 CITY COUNCIL SPECIAL MEETING-JOINT STUDY SESSION WITH PLANNING COMMISSION MINUTES; FEBRUARY 14, 2017 CITY COUNCIL REGULAR MEETING MINUTES; AND FEBRUARY 28, 2017 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 X Motion _____ Other

Councilmember _____ moves, Councilmember _____ seconds, to approve the February 14, 2017 City Council Special Meeting-Joint Study Session with Planning Commission Minutes; February 14, 2017 City Council Regular Meeting Minutes; and February 28, 2017 City Council Special & Regular Meeting Minutes.

**City of Covington
City Council Special Meeting
Joint Study Session with Planning Commission Minutes
Tuesday, February 14, 2017**

The Special Meeting Joint Study Session with the Planning Commission was called to order in the City Council Chambers, 16720 SE 271st Street, Suite 100, Covington, Washington, Tuesday, February 14, 2017, at 6:07 p.m., with Mayor Wagner presiding.

COUNCILMEMBERS PRESENT:

Jeff Wagner, Joe Cimaomo, Margaret Harto, Fran Hollums, Mark Lanza, and Sean Smith (arrived @ 6:17 p.m.).

COUNCILMEMBERS ABSENT:

Marlla Mhoon.

PLANNING COMMISSIONERS PRESENT:

Bill Judd, Chele Dimmett, Jennifer Gilbert-Smith, Jonathan Ingram, and Alex White.

PLANNING COMMISSIONERS ABSENT:

Jim Langehough and Paul Max.

STAFF PRESENT:

Regan Bolli, City Manager; Richard Hart, Community Development Director; Salina Lyons, Principal Planner; and Sharon Scott, City Clerk/Executive Assistant.

Mayor Wagner called the special meeting joint study session to order.

APPROVAL OF AGENDA:

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

ITEMS FOR DISCUSSION:

1. Proposed 2017 Planning Commission and Community Development Work Plan.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 6:40 p.m.

Prepared by:

Submitted by:

Joan Michaud
Senior Deputy City Clerk

Sharon Scott
City Clerk

**City of Covington
Regular City Council Meeting Minutes
Tuesday, February 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, February 14, 2017, at 7:00 p.m. with Mayor Jeff Wagner presiding.

COUNCILMEMBERS PRESENT:

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

COUNCILMEMBERS ABSENT:

Marlla Mhoon.

Council Action: Councilmembers Hollums moved and Councilmember Lanza seconded to excuse Councilmember Mhoon. Vote: 6-0. 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; and Sharon Scott, City Clerk/Executive Assistant.

Mayor Wagner opened the meeting with the Pledge of Allegiance.

APPROVAL OF AGENDA:

Council Action: Councilmember Harto moved and Councilmember Cimaomo seconded to approve the Agenda. Vote: 6-0. Motion carried.

PUBLIC COMMENT:

Mayor Wagner called for public comments.

Sheryl Ward, Covington resident, thanked Council for allowing the public to attend the financial summit held on Saturday, January 28.

Beth Porter, Covington resident, thanked staff, particularly Ben Parrish, for the great job done keeping roads cleared during the recent snow storm.

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

APPROVE CONSENT AGENDA:

C-1. Minutes: January 24, 2017 City Council Special & Regular Meeting Minutes, and January 28, 2017 City Council Annual Summit Minutes.

- C-2. Vouchers: Electronic fund transfer in the amount of \$17,944.00, dated January 20, 2017; Vouchers #35206-35272, including ACH payments and electronic fund transfers, in the amount of \$249,459.41, dated January 20, 2017; Vouchers #35273-35330, including ACH payments, in the amount of \$333,045.68, dated February 3, 2017; and Paylocity Payroll Checks #1006397708-1006397727 inclusive, plus employee direct deposits, in the amount of \$226,204.64, dated January 27, 2017.
- C-3. Approve Resolution Establishing an Official Americans with Disabilities Act (ADA) Policy and Grievance Procedure and Designating an ADA Coordinator.

RESOLUTION NO. 2017-02

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINGTON, WASHINGTON, ADOPTING AN OFFICIAL AMERICANS WITH DISABILITIES ACT (ADA) POLICY AND GRIEVANCE PROCEDURE AND DESIGNATING AN ADA COORDINATOR.

- C-4. Approve Environmental Consulting Services Agreement with Parametrix, Inc.

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

CONTINUED BUSINESS:

1. Discuss Strategic Plan Objectives.

City Manager Regan Bolli gave the staff report on this item.

Council made changes and additions as follows:

- Municipal Services Objectives added: Foster regional relationships that support us meeting this goal.

Staff will bring this item back to Council with action items for each objective at a future meeting.

NEW BUSINESS:

2. Consider 2017 Planning Commission Work Plan and Community Development Work Plan.

Council Action: Councilmember Lanza moved and Councilmember Cimaomo seconded to approve the 2017 Planning Commission Work Plan, in substantial form as that provided in the agenda packet. Vote: 6-0. Motion carried.

FUTURE AGENDA ITEMS:

Councilmembers reviewed future meeting agendas.

COUNCIL/STAFF COMMENTS:

Councilmembers and staff made comments.

PUBLIC COMMENTS:

Mayor Wagner called for public comments.

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

ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:35 p.m.

Prepared by:

Submitted by:

Joan Michaud
Senior Deputy City Clerk

Sharon Scott
City Clerk

**City of Covington
Special & Regular City Council Meeting Minutes
Tuesday, February 28, 2017**

INTERVIEWS– 5:20-7:00 P.M.:

The Council conducted interviews for Youth Council Leaders. Applicants interviewed included Gregory McClain, Brian Ball, Sgt. Jason Im, Priscilla Bey, and Chele Dimmett.

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, February 28, 2017, at 7:04 p.m., with Mayor Wagner presiding.

COUNCILMEMBERS PRESENT:

Jeff Wagner, Joe Cimaomo, Margaret Harto, Fran Hollums, Marlla Mhoon, and Sean Smith.

COUNCILMEMBERS ABSENT:

Mark Lanza.

Council Action: Councilmember Mhoon moved and Councilmember Hollums seconded to excuse Councilmember Lanza who had previously given notice that he would not be in attendance. Vote: 6-0. Motion carried.

STAFF PRESENT:

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

Mayor Wagner opened the meeting with the Pledge of Allegiance.

APPROVAL OF AGENDA:

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

PUBLIC COMMUNICATION:

- Arts Commission Chair Lesli Cohan accepted the Youth Art Month Proclamation.

- Marie Zervantain, District Leader of the Humane Society of the United States, accepted the February 28, 2017 World Spay Day Proclamation.

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 #35331-35391, including ACH payments and electronic fund transfers, in the amount of \$303,319.19, dated February 17, 2017; Paylocity Payroll Checks #1006456152-1006456170 inclusive, plus employee direct deposits and wire transfers, in the amount of \$184,639.24, dated February 10, 2017; and Paylocity Payroll Checks #1006522030-1006522050 and Paylocity Payroll Checks #1006522053-1006522053 inclusive, plus employee direct deposits and wire transfers, in the amount of \$218,108.80, dated February 24, 2017.
- C-2. Approve Gray & Osborne Task No. 014 for the Final Design and Construction Management of Timberlane Drainage Project Sites 2, 3 and 4.
- C-3. Pass Ordinance No. 01-2017 to Amend the 2017 Salary Range Schedule in the 2017 Budget.

ORDINANCE NO. 01-2017

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY
OF COVINGTON, WASHINGTON, AMENDING THE 2017
BUDGET BY AMENDING SECTION 5 OF ORDINANCE
NO. 21-2016

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

REPORTS OF COMMISSIONS:

Human Services Commission – Chair Leslie Hamada reported on the February 9 meeting.

Arts Commission – Chair Lesli Cohan reported on the February 9 meeting.

Planning Commission – Vice Chair Chele Dimmett reported on the January 19 meeting.

Economic Development Council – Co-Chair Krista Bates reported on the January 26 and February 23 meetings.

Parks & Recreation Commission – No report. The February 15 meeting was canceled.

NEW BUSINESS:

- 1. Consider Appointing Adult Leaders to Covington Youth Council.

Council Action: Councilmember Harto moved and Councilmember Mhoon seconded to appoint Brian Ball to an initial two-year term as an adult leader on the Covington Youth Council expiring February 28, 2019. Vote: 6-0. Motion carried.

Council Action: Councilmember Hollums moved and Councilmember Harto seconded to appoint Chele Dimmett to an initial two-year term as an adult leader on the Covington Youth Council expiring February 28, 2019. Vote: 6-0. Motion carried.

2. Discuss and Consider Revised Compensation Philosophy and Comparable Cities.

Personnel Manager Noreen Beaufrere gave the staff report on this item.

Council Action: Councilmember Cimaomo moved and Councilmember Harto seconded to approve the recommended revisions to Section (1) *Compensation Philosophy and Section (2)(B) Salary Surveys, subsection 1. Comparable Market*, of the Employee Compensation Procedure, in substantial form as that provided in the agenda packet. Vote: 6-0. Motion carried.

3. Approve City Manager Merit Goals for 2017.

Council reviewed the goals and selected three.

Council Action: Councilmember Hollums moved and Councilmember Cimaomo seconded to approve the 2017 Merit Goals for the City Manager as follows:

- Develop strategic plan action items.
- Research and hire a financial consultant to identify and assess options for funding capital improvements, including but not limited to, a parking garage; plaza and City Hall in Town Center; and streets, bridges, sidewalks and trails to support the development of Town Center and growth and development throughout Covington.
- Continue working with Kent School District to promote the short plat of the current Covington Elementary School property.

Vote: 6-0. Motion carried.

FUTURE AGENDA ITEMS:

Councilmembers reviewed future agenda items.

COUNCIL/STAFF COMMENTS:

Councilmembers and staff made comments.

Council recognized City Attorney Sara Springer and thanked her for seven years of service to Covington.

PUBLIC COMMENT:

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 8:36 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: March 14, 2017

SUBJECT: APPROVAL OF VOUCHERS

RECOMMENDED BY: Rob Hendrickson, Finance Director

ATTACHMENT(S): Vouchers: Vouchers #35392-35448, including ACH payments, in the amount of \$311,708.69, dated March 3, 2017.

PREPARED BY: Joan Michaud, Senior Deputy City Clerk

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

Councilmember _____ moves, Councilmember _____ seconds, to approve for payment Vouchers: Vouchers #35392-35448, including ACH payments, in the amount of \$311,708.69, dated March 3, 2017.

March 3, 2017

City of Covington

City of Covington

City of Covington
Voucher/Check Register

Check #35392 through Check #35448, including ACH payments

In the Amount of \$311,708.69

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

Cassandra Parker
Senior Accountant

Mark Lanza
City Councilmember

Jeff Wagner
Mayor

Marlla Mhoon
City Councilmember

Council Meeting Date Approved _____

Accounts Payable

Checks by Date - Detail by Check Date

User: scles
 Printed: 3/2/2017 1:36 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	0706	Covington Retail Associates	03/03/2017	
	4988	1st floor; operating expenses, March		9,895.60
	4988	1st floor; building lease, March		27,694.42
	4989	2nd floor; building lease, March		3,533.08
	4989	2nd floor; operating expenses, March		1,361.95
Total for this ACH Check for Vendor 0706:				42,485.05
ACH	0771	David Evans & Associates, Inc.	03/03/2017	
	393148	On-call concurrency; Costco Car Wash re-applc.		2,437.50
Total for this ACH Check for Vendor 0771:				2,437.50
ACH	0819	Don Vondran	03/03/2017	
	17-02	Vondran; 2017 flexible spending		2,000.00
Total for this ACH Check for Vendor 0819:				2,000.00
ACH	0925	Jeff Wagner	03/03/2017	
	0925-3	Mayor Wagner; AWC City Action Days, mileage		58.53
Total for this ACH Check for Vendor 0925:				58.53
ACH	1408	Washington Workwear Stores Inc.	03/03/2017	
	2646	Terwillegar; safety glasses		4.30
	2646	Terwillegar; safety glasses		6.44
	2647	Goranson; steel toe boot		73.30
	2647	Goranson; steel toe boot		48.86
	2666	K. Parker; steel toe boot, hard hat, survey vest		205.22
	2666	K. Parker; coat, work shirts		211.76
Total for this ACH Check for Vendor 1408:				549.88
ACH	1876	John Gaudette	03/03/2017	
	1876-3	Gaudette; Pesticide Recertification, lunch		13.32
	1876-3	Gaudette; Pesticide Recertification, lunch		8.88
Total for this ACH Check for Vendor 1876:				22.20
ACH	1901	Modern Building Systems, Inc.	03/03/2017	
	0079790	Maint shop; building lease, 3/1-4/1/17		426.80
	0079790	Maint shop; building lease, 3/1-4/1/17		426.80
	0079790	Maint shop; building lease, 3/1-4/1/17		569.06
Total for this ACH Check for Vendor 1901:				1,422.66
ACH	2529	Bill Fealy	03/03/2017	
	2529-3	Fealy; Pesticide recertification; lunch		13.32
	2529-3	Fealy; Pesticide recertification; lunch		8.88
	2529-3-1	Fealy; PNW Resource Management School, milk		64.20
	2529-3-1	Fealy; PNW Resource Management School, milk		42.80

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for this ACH Check for Vendor 2529:	129.20
ACH	2555	NuCO2 LLC	03/03/2017	
	51375905	Aquatics; CO2 for pH control		225.43
	51425461	Aquatics; CO2 lease		85.54
			Total for this ACH Check for Vendor 2555:	310.97
ACH	2796	NW Envirotech, LLC	03/03/2017	
	14180	Asphalt cold mix		3,451.31
			Total for this ACH Check for Vendor 2796:	3,451.31
ACH	2855	Regan Bolli	03/03/2017	
	17-01	Bolli; 2017 flexible spending		120.00
			Total for this ACH Check for Vendor 2855:	120.00
35392	3043	ACCESS Fire Protection Services Inc.	03/03/2017	
	29505	City hall; extinguisher service		184.52
			Total for Check Number 35392:	184.52
35393	0254	American Public Works Assoc	03/03/2017	
	692932	Junkin; DCS PW Manager dues, 4/1/17-3/31/18		15.00
	692932	Junkin; DCS PW Manager dues, 4/1/17-3/31/18		15.00
	692932	Junkin; DCS PW Manager dues, 4/1/17-3/31/18		20.00
			Total for Check Number 35393:	50.00
35394	3155	Animal Encounters	03/03/2017	
	3155-3	Covington Days; entertainment deposit		1,464.75
	3155-3-1	KidsFest; entertainment deposit		543.37
			Total for Check Number 35394:	2,008.12
35395	2033	Aquatic Specialty Services	03/03/2017	
	12600	Batteries, transmitters		905.45
	12605	Pool chemicals		1,037.94
			Total for Check Number 35395:	1,943.39
35396	3311	ARC	03/03/2017	
	1623260	Plotter/scanner; usage, January		103.06
			Total for Check Number 35396:	103.06
35397	0077	Association of WA Cities	03/03/2017	
	47741	AWC Workers Comp Retro Program; 1/1-12/31/		3,713.82
	48070	AWC Workers Comp Retro Program; 2015 asses		10,389.00
			Total for Check Number 35397:	14,102.82
35398	1674	Auburn Mechanical	03/03/2017	
	24951	Aquatics; pump motor investigation		364.90
			Total for Check Number 35398:	364.90
35399	0019	AWC Employee Benefits Trust	03/03/2017	
	100315L032017-2	Medical Insurance Premiums, March		2,882.59
	100315L032017-2	Medical Insurance Premiums, March		2,415.47
	100315L032017-2	Medical Insurance Premiums, March		3,068.77

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	100315L032017-2	Medical Insurance Premiums, March		8,599.46
	100315L032017-2	Medical Insurance Premiums, March		7,639.04
	100315L032017-2	Medical Insurance Premiums, March		473.10
	100315L032017-2	Medical Insurance Premiums, March		4,699.42
	100315L032017-2	Medical Insurance Premiums, March		9,575.34
	100315L032017-2	Medical Insurance Premiums, March		7,186.60
	100315L032017-2	Medical Insurance Premiums, March		2,358.03
	100315L032017-2	Medical Insurance Premiums, March		2,429.36
	100315L032017-2	Medical Insurance Premiums, March		1,665.09
	100315L032017-2	Medical Insurance Premiums, March		10,636.32
			Total for Check Number 35399:	63,628.59
35400	0176 0176-3	Noreen Beaufrere Reimbursement; State of City meeting	03/03/2017	10.00
			Total for Check Number 35400:	10.00
35401	3148 5121336571	BrightView Landscape Services Landscaping maintenance, February	03/03/2017	5,522.19
			Total for Check Number 35401:	5,522.19
35402	1997 76718430161 76718430161 76718430161 76718430161	Capital One Commercial Maint shop; coffee, cocoa, creamer Maint shop; coffee, cocoa, creamer Maint shop; coffee, cocoa, creamer City hall; tea, creamer, paper products, batteries	03/03/2017	12.80 12.80 17.07 352.82
			Total for Check Number 35402:	395.49
35403	2270 6317966698B-3	CenturyLink City hall; telephone, 2/13-3/13/17	03/03/2017	110.89
			Total for Check Number 35403:	110.89
35404	2366 1400377605	CenturyLink Business Services Aquatic; internet/loop, January	03/03/2017	360.00
			Total for Check Number 35404:	360.00
35405	1960 1960-3	Gregg Christenson Employee recognition award; "2016 Best Role N	03/03/2017	50.00
			Total for Check Number 35405:	50.00
35406	0722 31640	City of Bellevue eCityGov membership; 2017 NWProperties	03/03/2017	2,500.00
			Total for Check Number 35406:	2,500.00
35407	0219 INV03093	City of Maple Valley Building inspector services; January	03/03/2017	3,262.50
			Total for Check Number 35407:	3,262.50
35408	3247 4726543-0213921	Colonial Life Insurance premiums; February	03/03/2017	228.50
			Total for Check Number 35408:	228.50
35409	1126	Comcast	03/03/2017	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	8498340120650710-3	Maint shop; internet, 3/1-3/29/17		37.84
	8498340120650710-3	Maint shop; internet, 3/1-3/29/17		37.84
	8498340120650710-3	Maint shop; internet, 3/1-3/29/17		50.46
			Total for Check Number 35409:	126.14
35410	0537	Covington Water District	03/03/2017	
	104587-3	Crystal view; water, 1/21-2/17/17		33.15
	105731-3	SR 516; water, 1/21-2/17/17		63.40
	132670-3	CCP; water, 1/21-2/17/17		113.75
			Total for Check Number 35410:	210.30
35411	0699	Department of Licensing	03/03/2017	
	0699-3	Driver abstracts; annual review		455.00
			Total for Check Number 35411:	455.00
35412	3145	Electric Lightwave	03/03/2017	
	14455901	Maint shop; telephone, 2/8-3/7/17		140.74
	14455901	Maint shop; telephone, 2/8-3/7/17		187.64
	14455901	Maint shop; telephone, 2/8-3/7/17		140.74
	14455901	City hall; telephone, 2/8-3/7/17		705.15
			Total for Check Number 35412:	1,174.27
35413	1996	Facility Maintenance Contractors	03/03/2017	
	01465 170215	Maint shop; janitorial service		122.10
	01465 170215	Maint shop; janitorial service		91.58
	01465 170215	Maint shop; janitorial service		91.57
			Total for Check Number 35413:	305.25
35414	0886	John E. Galt	03/03/2017	
	2979	2016 annual report		41.25
			Total for Check Number 35414:	41.25
35415	0302	Gray & Osborne	03/03/2017	
	15563.00-16	CIP 1086; engineering, 1/18-2/4/17		1,237.72
			Total for Check Number 35415:	1,237.72
35416	3233	Groves Tools	03/03/2017	
	18981	Maint shop; extractoe		3.62
	18981	Maint shop; extractoe		3.62
	18981	Maint shop; extractoe		4.81
			Total for Check Number 35416:	12.05
35417	2648	Hart's Gymnastics	03/03/2017	
	2648-3	Instructor payment; Gymnastics, February		588.80
			Total for Check Number 35417:	588.80
35418	3038	IBS, Inc.	03/03/2017	
	637695-1	Maint shop; saw blades		17.94
	637695-1	Maint shop; saw blades		17.94
	637695-1	Maint shop; saw blades		23.92
			Total for Check Number 35418:	59.80

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
35419	0143	King County Finance	03/03/2017	
	2082444	2016 Voters registration		39,873.53
	2083098	2017 On-call dispatch service		1,800.00
	2083098	2017 On-call dispatch service		1,800.00
	75903	WRIA9 services; 3rd trimester 2016		2,750.66
	82327-82330	Street services; January		1,802.83
	82352-82352	CIP 1028; engineering services, January		4,816.59
Total for Check Number 35419:				52,843.61
35420	0204	King County Pet Licensing	03/03/2017	
	0204-3	Pet license remittance; February		275.00
Total for Check Number 35420:				275.00
35421	1405	Lakeside Industries	03/03/2017	
	12047263MB	Asphalt		165.55
	12047325MB	Asphalt		203.63
	12047355MB	Asphalt		254.78
Total for Check Number 35421:				623.96
35422	1878	MacLeod Reckord	03/03/2017	
	7574	CCP; Phase 2, engineering, 1/1-1/31/17		24,839.92
Total for Check Number 35422:				24,839.92
35423	3312	Emily Mallory	03/03/2017	
	3312-3	Art purchase; "Mt. Rainier"		150.00
Total for Check Number 35423:				150.00
35424	3023	McGann Electric LLC	03/03/2017	
	0824c	Aquatics; Natatorium lighting upgrades		15,805.00
Total for Check Number 35424:				15,805.00
35425	3313	Nelson Truck	03/03/2017	
	636734	#3582; canopy		2,952.67
Total for Check Number 35425:				2,952.67
35426	2483	NovotX, LLC	03/03/2017	
	1344	Elements XS annual maintenance; through 4/1/17		1,500.00
	1344	Elements XS annual maintenance; through 4/1/17		1,500.00
Total for Check Number 35426:				3,000.00
35427	1249	Orca Pacific Inc.	03/03/2017	
	25719	Pool chemicals		338.83
Total for Check Number 35427:				338.83
35428	3314	Ornamental Stone	03/03/2017	
	18893	Jenkins Creek Park; concrete picnic table		1,504.11
Total for Check Number 35428:				1,504.11
35429	2771	Pacific Office Automation	03/03/2017	
	589415	Copier usage; 11/12/16-2/12/17		85.80
Total for Check Number 35429:				85.80

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
35430	1407	Parametrix, Inc.	03/03/2017	
	04-21123	Plan review, 1/1-1/31/17		656.47
	04-21124	Code updates, 1/1-1/31/17		427.73
	04-21159	CAS/Maintenance Program, site inspections, 1/1		7,856.91
Total for Check Number 35430:				8,941.11
35431	3075	Pinky's Plumbing LLC	03/03/2017	
	11503	Minor housing repair; #STOCKLA-01-16		402.67
Total for Check Number 35431:				402.67
35432	0841	PNWSTMA	03/03/2017	
	6731348	Junkin; Field maintenance clinic, registration		50.00
	6731349	Dalton; Field maintenance clinic, registration		50.00
Total for Check Number 35432:				100.00
35433	0161	Puget Sound Energy	03/03/2017	
	200003987282-3	Streets; electricity, 1/5-2/2/17		61.19
	200003987464-3	Streets; electricity, 1/5-2/2/17		11.66
	200004045866-3	Streets; electricity, 1/5-2/2/17		70.43
	200022909689-3	Skate park; electricity, 1/5-2/2/17		10.84
	300000001770-3	City tree; electricity, 1/4-2/1/17		10.84
	300000001770-3	Streets; electricity, 1/4-2/1/17		10.84
	300000001788-3	Streets; electricity, 12/31/16-1/31/17		90.63
	300000001788-3	Streets; electricity, 12/31/16-1/31/17		8,690.26
	300000001804-3	Streets; electricity, 12/30/16-1/30/17		64.59
	300000001804-3	Streets; electricity, 12/30/16-1/30/17		43.75
	300000007744-3	Aquatics; electricity, 12/30/16-1/30/17		2,261.13
	300000007744-3	Aquatics; natural gas, 12/30/16-1/30/17		3,138.98
	300000007934-3	City hall; natural gas, 1/4-2/1/17		280.62
	300000007934-3	City hall; electricity, 1/4-2/1/17		1,803.87
	300000011266-3	SR 516; electricity, 1/4-2/1/17		183.96
	300000011266-3	Crystal view; electricity, 12/30/16-1/30/17		10.84
Total for Check Number 35433:				16,744.43
35434	2122	Schneider Electric Buildings America, Inc.	03/03/2017	
	660459	Aquatics; PASS fee, 1/1/17-12/31/17		4,348.76
Total for Check Number 35434:				4,348.76
35435	2474	SCORE	03/03/2017	
	2331	Jails costs; January		17,513.58
Total for Check Number 35435:				17,513.58
35436	1905	Sharp Electronics Corporation	03/03/2017	
	C872397-701	Aquatics copiers; usage, 1/6-2/2/17		68.69
	C873162-701	Reception copier; usage, 1/11-2/16/17		23.38
	C873163-701	Police copier; usage, 1/13-2/17/17		36.40
Total for Check Number 35436:				128.47
35437	1903	Sound Publishing, Inc.	03/03/2017	
	7742233	Monthly full page ad		377.25
	7742233	Weekly bulletins; 1/13, 1/20, 1/27		842.20
Total for Check Number 35437:				1,219.45
35438	3315	South Elite Cheer	03/03/2017	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	44	Instructor payment; Ninja class		208.00
Total for Check Number 35438:				208.00
35439	0281	Standard Insurance Company	03/03/2017	
	006355510001-3	Life Insurance Premiums, March		102.47
	006355510001-3	Life Insurance Premiums, March		46.18
	006355510001-3	Life Insurance Premiums, March		301.30
	006355510001-3	Life Insurance Premiums, March		192.06
	006355510001-3	Life Insurance Premiums, March		119.04
	006355510001-3	Life Insurance Premiums, March		296.09
	006355510001-3	Life Insurance Premiums, March		182.23
	006355510001-3	Life Insurance Premiums, March		508.90
	006355510001-3	Life Insurance Premiums, March		380.68
	006355510001-3	Life Insurance Premiums, March		432.31
	006355510001-3	Life Insurance Premiums, March		355.62
	006355510001-3	Life Insurance Premiums, March		7.91
	006355510001-3	Life Insurance Premiums, March		597.35
	006355510001-3	Life Insurance Premiums, March		368.31
Total for Check Number 35439:				3,890.45
35440	2014	Jean Szybnski	03/03/2017	
	2014-2016	Utility tax rebate; electricity		6.05
	2014-2016	Utility tax rebate; natural gas		8.48
	2014-2016	Utility tax rebate; solid waste		21.44
	2014-2016	Utility tax rebate; cable		22.99
Total for Check Number 35440:				58.96
35441	3316	Jeremy Terwillegar	03/03/2017	
	3316-3	Terwillegar; Pesticide recertification, per diem		13.32
	3316-3	Terwillegar; Pesticide recertification, per diem		8.88
Total for Check Number 35441:				22.20
35442	2023	Mae Trepanier	03/03/2017	
	2023-2016	Utility tax rebate; electricity		60.35
	2023-2016	Utility tax rebate; natural gas		95.65
	2023-2016	Utility tax rebate; solid waste		14.28
	2023-2016	Utility tax rebate; cable		117.99
Total for Check Number 35442:				288.27
35443	2556	United Site Services	03/03/2017	
	114-4954720	Gardner property; fence rental, 1/21-2/17/17		355.77
	114-5010971	Gardner property; fence rental, 2/18-3/17/17		355.77
Total for Check Number 35443:				711.54
35444	2103	US Bancorp Equip Finance Inc.	03/03/2017	
	324266626	Workroom copier; lease, March		639.10
	324784982	Police copier; lease, March		93.40
	324788827	Reception copier; lease, March		93.40
Total for Check Number 35444:				825.90
35445	2955	Walker Macy	03/03/2017	
	P3169.02-2	Design review; 4/26/16-1/25/17		593.17
Total for Check Number 35445:				593.17

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
35446	2652	Wells Fargo Financial Leasing	03/03/2017	
	5003747346	Plotter/scanner; lease, 3/10-4/9/17		227.09
	5003747347	Smartboard; usage; 2/15-3/14/17		197.89
Total for Check Number 35446:				424.98
35447	2127	WFEA	03/03/2017	
	00161	Slate; WFEA Convention; registration		402.50
	00161	Patterson; WFEA Convention; registration		402.50
Total for Check Number 35447:				805.00
35448	2873	WPTA	03/03/2017	
	64245855	Hendrickson; 2017WPTA membership dues		40.00
Total for Check Number 35448:				40.00
Total for 3/3/2017:				311,708.69
Report Total (68 checks):				311,708.69

Consent Agenda Item C-3

Covington City Council Meeting

Date: March 14, 2017

SUBJECT: AUTHORIZE THE CITY MANAGER TO SIGN A QUIT CLAIM DEED FOR THE DEDICATION OF REAL PROPERTY, IN THE FORM OF PUBLIC RIGHT-OF-WAY IN ASSOCIATION WITH THE DEVELOPMENT OF THE COVINGTON COMMUNITY PARK SITE DEVELOPMENT—PHASE 2: PERMIT LU16-0022.

RECOMMENDED BY: Ethan Newton, Parks and Recreation Director

ATTACHMENT(S):

1. Quit Claim Deed for dedication of right-of-way
2. Resolution
3. Typical Street Section Collector Arterial

PREPARED BY: Mary Gardocki, Parks Project Manager

EXPLANATION:

The City of Covington Parks and Recreation Department is required to dedicate and construct right-of-way with the development of Phase 2 of Covington Community Park, as identified in Attachment 1, Exhibit B. The widening of 180th Ave SE to 80'-0" is needed for future plans for a turning lane at SE 240 St, space for sidewalk and complies with City of Covington standards for a typical street section of a collector arterial.

Upon execution of the attached Quit Claim Deed, the dedication areas will be transferred to the city as public right-of-way (Attachment 1).

ALTERNATIVES: None. This is a legally recorded document.

FISCAL IMPACT: Authorization of the easement agreement will not have a direct fiscal impact.

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

Council member _____ moves, Council member _____ seconds, to authorize the city manager to sign a Quit Claim Deed, in substantial form as that attached hereto, for the dedication of right-of-way to the city associated with the development of Covington Community Park Site Development—Phase 2: Permit LU16-0022

REVIEWED BY: Parks and Recreation Director, Finance Director, City Attorney, City Manager

WHEN RECORDED RETURN TO:

City of Covington
16720 SE 271st St. Ste 100
Covington, WA 98042
Attn: Permit Services

Grantor: City of Covington

Grantee: City of Covington

Abbreviated Legal Description: A portion of the east half of the northeast quarter of Section 24, Township 22, Range 5 East, W.M. in Covington, King County, WA.

Assessor’s Tax Parcel ID Nos. 242205-9001, 242205-9085, and 242205-9182

QUITCLAIM DEED FOR RIGHT-OF-WAY

The Grantor, CITY OF COVINGTON, a Washington municipal corporation, for and in consideration of mutual benefits in the dedication of roadway, conveys and quitclaims to the CITY OF COVINGTON, a Washington municipal corporation (Grantee), the following described real property, and any after-acquired interest therein, situated in King County, Washington:

Full legal description and attached conditions See Exhibits A and B attached hereto and incorporated herein by this reference.

Together with the right to make all necessary slopes for cuts and fills upon the abutting property in conformity with standard plans and specifications for street purposes.

DATED THIS _____ day of _____, 2017.

By: _____
Regan Bolli, City Manager

Exhibit A

ROW Deed Description

The west 10 feet of the east 40 feet of that portion of the northeast quarter of the northeast quarter of Section 24, Township 22 North, Range 5 East, W.M. lying south of the north 30 feet of said northeast quarter and north of the south line of Parcel A of a Lot Line Adjustment recorded under recording number 8911160006.

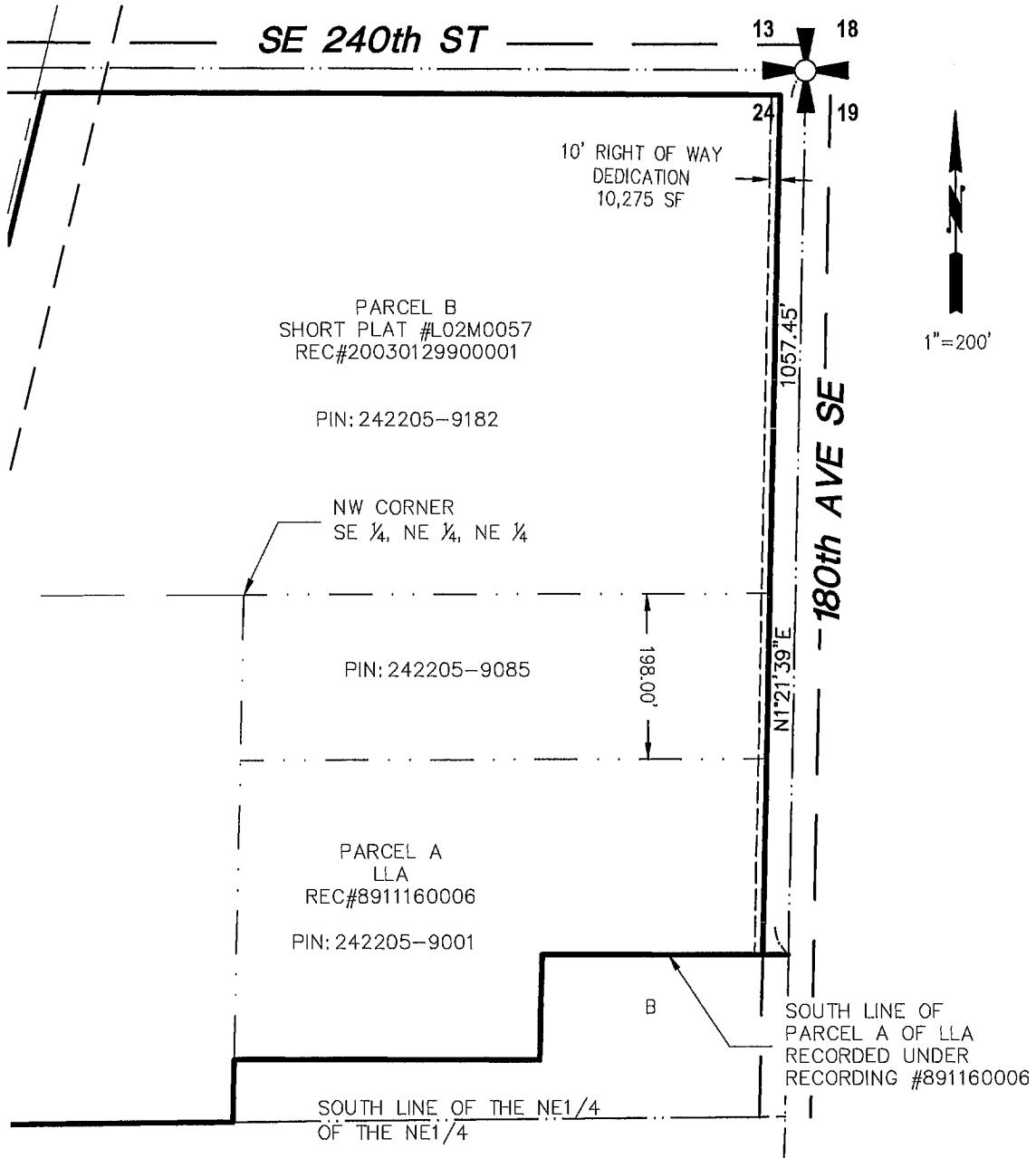
Containing 10,275 square feet or 0.235 acres of land.

A portion of tax parcel numbers:
242205-9001, 242205-9085, 242205-9182



EXHIBIT "B"

ROW DEDICATION



An Engineering Services Company

11255 Kirkland Way, Suite 300
Kirkland, WA 98033
p. 425.827.2014 | f. 425.827.5043

Civil | Structural | Planning | Survey
paceengrs.com

SCALE: 1" = 200' FILE: \9386-BDRY.DWG DATE: 01/10/2017 PROJ. NO.: 09386

ATTACHMENT 2

RESOLUTION NO. XX-17

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, CONVERTING AND DEDICATING PORTIONS OF KING COUNTY TAX PARCEL NUMBERS 242205-9001, 242205-9085, AND 242205-9182 TO PUBLIC RIGHT-OF-WAY FOR PHASE 2 OF THE COVINGTON COMMUNITY PARK PROJECT.

WHEREAS, Phase 2 of construction of the Covington Community Park (CCP) includes, among other improvements, frontage improvements to 180th Ave SE along CCP to include a new turn lane, planter strips, and sidewalks; and

WHEREAS, construction of CCP Phase 2 improvements is anticipated to begin in the summer of 2017; and

WHEREAS, to construct the 180th Ave SE frontage improvements along CCP, portions of city-owned property abutting 180th Ave SE, totaling 10,275 sq. ft. or 0.235 acres, must be designated and dedicated as public right-of-way; and

WHEREAS, the City Council desires to convert and dedicate those portions of King County Tax Parcel ID Nos. 242205-9001, 242205-9085, and 242205-9182 needed for the 180th Ave SE frontage improvements for CCP Phase 2 as public right-of-way through a quit claim deed;

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

Section 1. Dedication of ROW. Those portions of King County Tax Parcel ID Nos. 242205-9001, 242205-9085, and 242205-9182 identified in the attached document entitled “Quit Claim Deed for Right-of-Way” and Exhibit A and B thereto are hereby dedicated through said quit claim deed as public right-of-way.

ADOPTED by the City Council of the City of Covington, Washington, in open and regular session this 14th day of March, 2017, and signed in authentication of its adoption.

CITY OF COVINGTON

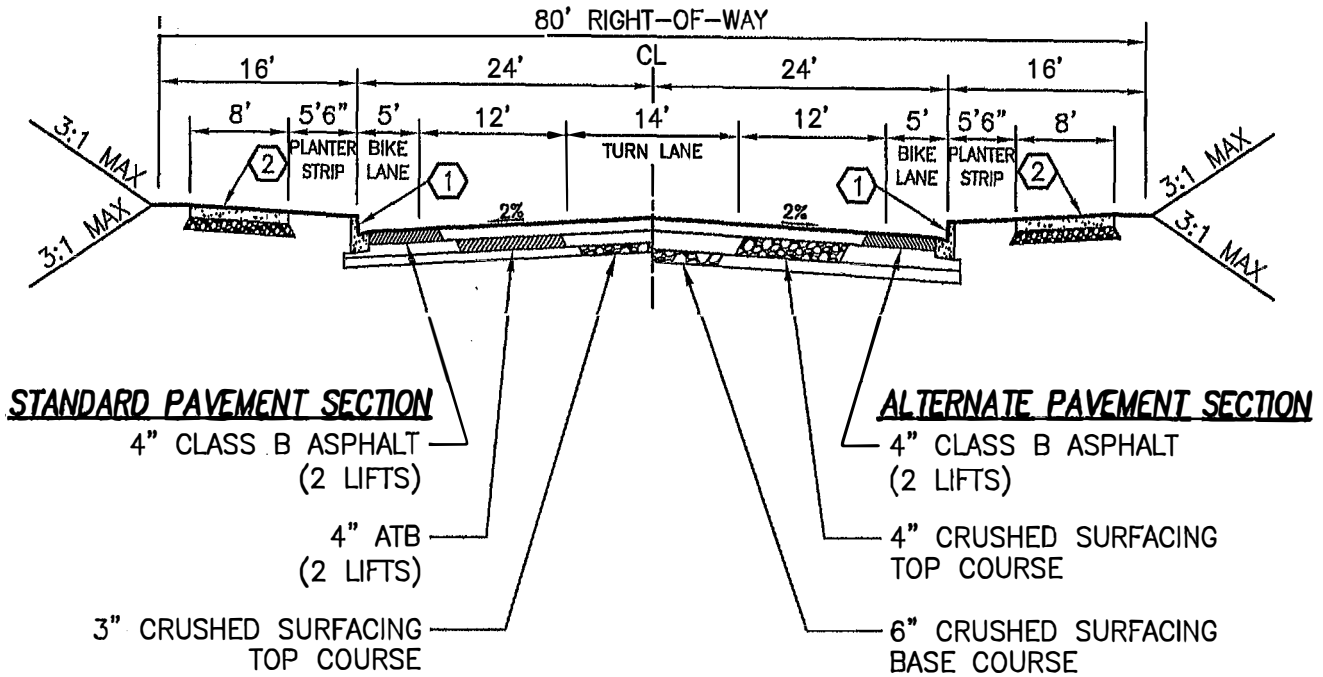
Mayor, Jeff Wagner

ATTESTED:

Sharon Scott, City Clerk

APPROVED AS TO FORM ONLY:

City Attorney





CONSTRUCTION NOTES:

1. PAVEMENT SECTIONS SHALL BE PLACED OVER 12" MINIMUM COMPACTED SUBGRADE (95% MDD).
2. PAVEMENT SECTION DEPTHS NOTED REFER TO COMPACTED DEPTH.
3. PRE-PAVING ADJUSTMENT OF ALL UTILITY COVERS SHALL FOLLOW SECTION 8.04A.
4. SLOPE EASEMENTS MAY BE REQUIRED FOR GRADING OUTSIDE DEDICATED RIGHT-OF-WAY.
5. PLANTER STRIP SHALL DRAIN TOWARD STREET AT 0 TO 10% CROSS-SLOPE.
6. NO PARKING ON ARTERIALS.

① CONCRETE CURB AND GUTTER PER STANDARD DETAIL 323.
 FLOWLINE ELEV = CL - 0.54' & TOP OF CURB ELEV = CL - 0.04'

② CONCRETE SIDEWALK PER STANDARD DETAIL 306.
 BACK OF WALK ELEV = CL + 0.22' (TYP)

 <p>city of covington Public Works / Community Development</p>		<p>TYPICAL STREET SECTION COLLECTOR ARTERIAL</p>	<p>204</p>
This document has been signed electronically in accordance with WAC 196-23-070 and Chapter 19.34 RCW. Unauthorized alteration of any of the information on this document will invalidate the document, my certification and signature.			<p>Revision Date January 2017</p>

Agenda Item 1
Covington City Council Meeting
Date: March 14, 2017

SUBJECT: REVIEW THE 2017 SUMMIT ACTION ITEMS LIST

RECOMMENDED BY: Regan Bolli, City Manager

ATTACHMENT(S):

1. 2017 Summit Action Items List

PREPARED BY: Regan Bolli, City Manager

EXPLANATION:

On January 28, 2017 the Covington City Council and Leadership Team held their annual summit to discuss ongoing and new projects and policies for the coming year. After the summit was held a summary was drafted by facilitator Jim Reid and adopted by Council. From that summary this action item list was created to track the work completed on each action item from the summit.

ALTERNATIVES:

FISCAL IMPACT:

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

This item is for discussion purposes only.

REVIEWED BY: City Manager

2017 Summit Action Items

ATTACHMENT 1

Item	Task	Status
Strategic Plan	<ul style="list-style-type: none"> • Present objectives to council • Create action items • Approval of action items from council • Share strategic plan with commissions • Present to council for final adoption 	
Organization Charts	<ul style="list-style-type: none"> • Photo org chart of staff • Photo list of commissioners • Photo of City Council 	
Community Survey	<ul style="list-style-type: none"> • Develop a plan to publicize results of the community wide survey. 	
Public Safety	<ul style="list-style-type: none"> • Explore the possibility of placing a levy before the voters at a future date for four or five new officers. 	
Polaris	<ul style="list-style-type: none"> • Although no action item was decided by the council there was discussion on finding a way to include the Polaris community and reach out to them. 	
Fireworks	<ul style="list-style-type: none"> • Track what happens in Kent and Maple Valley after their firework ban and assess what we can learn from them. 	
Funding	<ul style="list-style-type: none"> • Hire a financial consultant to identify and assess options for funding future 	

	<p>capital projects. This item had overlap in Town Center, transportation and Parks & Recreation.</p> <ul style="list-style-type: none"> • Hold a study session with council to discuss financial consultant’s findings. 	
Town Center	<ul style="list-style-type: none"> • Work to purchase property from KSD • Work with KSD to short plat the Covington Elementary site. 	
Aquatics Center	<ul style="list-style-type: none"> • Provide the council with the annual cost of operating and maintaining the Aquatics Center. 	
Fun	<ul style="list-style-type: none"> • Involve CYC, Art Commission, and Parks and Recreation Commission in creating fun ideas for our city. • Leadership Team will continue to integrate this way of thinking into what we do. 	
Volunteer Appreciation	<ul style="list-style-type: none"> • Survey commissions for their volunteer appreciation preference from four selections determined by the council. 	
Council Packet	<ul style="list-style-type: none"> • Work to get the packet online and printed a day or two earlier than has traditionally been done. 	

Agenda Item 2

Covington City Council Meeting

Date: March 14, 2017

SUBJECT: AUTHORIZE THE CITY MANAGER TO ENTER INTO A BINDING STATEMENT OF INTENT WITH RESPECT TO ENTERING INTO AN INTERLOCAL AGREEMENT WITH KING COUNTY REGIONAL ANIMAL SERVICES TO CONTINUE TO PROVIDE ANIMAL SERVICES TO UNINCORPORATED KING COUNTY AND 24 CONTRACT CITIES, BEGINNING JANUARY 1, 2018. THE EXECUTION OF THE CONTRACT IS CONTINGENT ON THE COSTS AND THE CONTRACT REMAINING THE SAME WITHOUT MATERIAL CHANGES.

ATTACHMENT(S):

- 1) Benefits of a Regional Animal Services System
- 2) Summary of key provisions and changes from the current ILA
- 3) Estimated cost allocation
- 4) Interlocal Agreement (available on request and on-line)
- 5) Statement of Intent

RECOMMENDED BY: Rob Hendrickson, Finance Director

EXPLANATION:

At the December 13, 2016 city council meeting, the city council authorized the city manager to enter into a non-binding statement of intent with Regional Animal Services of King County ("RASKC"). The current ILA expires at the end of 2017. The county and contracting cities began work on a successor agreement early this year.

Since that time, Kirkland has announced they are leaving the system. The cost impact to Covington has been negligible. At this juncture, cities are now asked to confirm their intent to enter into an interlocal agreement with RASKC.

Staff recommends the city continue contracting with King County as there are currently no other options for animal sheltering or field work at this time. King County does their best to keep costs low while continuing to provide a valuable service which meets the needs of the community.

ALTERNATIVES: None.

FISCAL IMPACT:

Entering into the agreement will commit the city to five years of service. Costs for 2018 have been estimated at about \$47,000 depending on the amount of licensing revenue that can be raised. These costs will fluctuate year to year as population and calls for service change. In addition, other costs such as sheltering will continue to increase as service costs increase over time.

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

Councilmember _____ moves and Councilmember _____ seconds to authorize the city manager to sign a binding statement of intent with respect to entering into an Interlocal Agreement with Regional Animal Services of King County.

Regional Animal Services of King County – 2018-2002 ILA Attachment D - Benefits of a Regional Animal Services System

Effective and Efficient Service

- Provide **equity of service**, consistent level of service, common regulatory approach, and support humane animal care across the region.
- **Centralization efficiency and effectiveness** in:
 - Serving as a **single access point for residents** for animal related issues
 - Providing a **centralized database** of historical and current information, regarding residents, location and animal data related to pet licensing and animal control activities
 - An economy of scale to provide a full range of services and the ability to respond to large scale issues, efficiency in operations, database administration, staff training, etc.
- **Reducing demands on individual jurisdictions:**
 - **Communications** from the media, advocacy groups and other interested parties on animal issues (e.g. public disclosure requests)
 - **Local police agencies to focus on traditional law enforcement** instead of civil animal nuisances and offenses
 - **Local court systems do not deal with animal related civil appeal processes**
 - **Local jurisdictions are not involved in court proceedings** for Superior Court appeals of actions or lawsuit response
- Builds **economies of scale** to provide a full range of services, making it less expensive to develop operations, training, licensing and care programs than it would be for cities to duplicate similar levels of services at the local level.
- Supports **low-cost spay and neuter programs** which are key to reducing the population of homeless animals and thus reducing the costs of the system over time.
- Use of **volunteers and partnerships** with private animal welfare groups increases humane animal treatment with minimal public cost. In 2015, volunteers contributed over 90,000 hours of support to the County animal services system as foster parents or providing direct adoptable animal care, equivalent to 45 FTEs.

Customer Service

- Provides a **single access point for residents** seeking animal control help.
- A regional, **uniform pet licensing program** that is easier for the public to access and understand, with a broad range of accompanying services to encourage licensing; marketing, partnering with third parties to encourage license sales, and database management.
- **Online licensing sales increase the ease of compliance** for pet owners.
- **Pet Adoption Center is open and provides lost pet and adoption services 7 days a week.**

**Regional Animal Services of King County – 2018-2002 ILA
Attachment D - Benefits of a Regional Animal Services System**

Public Health and Safety

- Provides the ability to identify and **respond to public health issues related to animals**, such as rabies, on a regional basis and **coordinate activities with Seattle King County Public Health**
- **Reduces animal health and public health threats** through routine vaccination of animals before release (e.g. Rabies).
- **Scale provides capacity to handle unusual and multi-jurisdictional events** involving animals that often require specialized staff, such as: cruelty investigations, animal hoarding, loose livestock, dog-fighting, animal necropsies and quarantine, holding of animals seized in criminal cases and retrieval of deceased animals from the communities.
- **Provides consistent and knowledgeable field services to over 5,300 callers per year.** Calls are dispatched on a prioritized basis. Emergency response field services are available 24 hours per day.

Animal Welfare

- Animals find new homes and are not euthanized for capacity. **Euthanasia** rates have been reduced down to **12% in 2015**, an amazing accomplishment for a public shelter.
- Engages hundreds of animal loving residents through **the foster home program and other volunteer programs** (on-site and adoption events).
- **Provides regional response to animal cruelty cases** working closely with jurisdictional law enforcement.
- Provides **regional preparedness planning** and coordination with the King County Office of Emergency Management for emergency and disaster response.
- **Provides regional capacity for seasonal events** (annual new born kitten season).
- The RASKC Benefit donation fund allows county employees and **private donors to contribute to the extraordinary care** of animals—these services, such as veterinary specialists or orthopedic surgery, are typically not publicly funded and are not usually available in publicly funded animal service programs.

ATTACHMENT 2

**Regional Animal Services of King County – 2018-2002 ILA
Summary of Key Provisions and changes from current ILA
Attachment A**

Contract section	Key Changes from 2016-2017 ILA
1. Definitions	<ul style="list-style-type: none"> Updated
2. Services Description	<ul style="list-style-type: none"> Updated - service start date to January 1, 2018
Exhibit A = Description of Services	<ul style="list-style-type: none"> Edited to include other animal care providers beyond PAWS; Removed reference to licensing support
Exhibit B = Control Districts & map	<ul style="list-style-type: none"> Updated to reflect 24 contracting cities (altered the title to reflect boundaries are for “operational” usage; costing to be done on single district)
Exhibit E – (Optional) Enhanced Services)	<ul style="list-style-type: none"> Minor edits
3. City Obligations (code adoption Authorization, Cooperation/Licensing Support)	<ul style="list-style-type: none"> Updated to clarify responsibilities of (4) cities who do not adopt County code by reference Update includes reference to appeals and Hearing Examiner
4. Term	<ul style="list-style-type: none"> 5 year term Additional five year automatic extension For automatic extension and termination - Clarified notification process and added 14 day timeline for County notification Opt out of automatic extension by providing notice by June 30, 2021 Contingent extension, if any city or cities opts out of the second term, and the resulting cost impact to any remaining party is not estimated to exceed 10%, the Agreement shall automatically extend for a second five year term, to December 31, 2027
5. Latecomers	<ul style="list-style-type: none"> Latecomers, allowed prior to the termination or expiration of Agreement, but only if the additional party will not cause an increase in any City’s net costs payable to the County or decrease in services provided under this Agreement
6. Compensation	<ul style="list-style-type: none"> 3 year rolling averages for calculating usage Use a single district for purposes of allocating costs Eliminate preliminary estimating One payment/year Retain shelter credits and Transition credits (No Licensing support credits)
Exhibit C – Calculation of Estimated Payments	<ul style="list-style-type: none"> Updated to reflect changes noted above
Exhibit C-1 2018 Estimated Payment Calculation	<ul style="list-style-type: none"> Updated to reflect changes noted above
Exhibit C-2 Population, Calls for Service and Licensing Data for Jurisdictions – Used to Derive 2018 Payment Calculation	<ul style="list-style-type: none"> Updated to reflect changes noted above

**Regional Animal Services of King County – 2018-2002 ILA
Summary of Key Provisions and changes from current ILA
Attachment A**

Contract section	Key Changes from 2016-2017 ILA
Exhibit C-3 Calculation of Budgeted Allocable Costs, Budgeted Total Non-Licensing Revenue and Budgeted Net Allocable Costs	<ul style="list-style-type: none"> Updated to reflect changes noted above
Exhibit C-4 Calculation and Allocation of Transition Funding Credit and Shelter Credit	<ul style="list-style-type: none"> Updated to reflect changes noted above Removed references to Transition Funding Credits (removed) Removed references to New Regional Revenue
Exhibit C-5 Licensing Revenue Support	<ul style="list-style-type: none"> Deleted
Exhibit C-6 Summary of calculation Periods for Use and Population Components	<ul style="list-style-type: none"> Updated to reflect changes noted above
Exhibit C-7 Payment and Calculation Schedule	<ul style="list-style-type: none"> Updated to reflect changes noted above
7. Reconciliation	<ul style="list-style-type: none"> Jurisdiction revenue in excess of jurisdictions costs –used to reduce County GF expenses – regional model support expenses – not charged to model For cities receiving credits, if more revenue is collected than anticipated in revenue estimate, excess shall first be used to reduce credits, unless otherwise determined by the County
Exhibit D Reconciliation	<ul style="list-style-type: none"> Updated to reflect changes noted above
8. Regional Revenue Generation and Licensing Revenue Support	<ul style="list-style-type: none"> Remove references to New Regional Revenue Remove Licensing Credits (& Licensing Support Cities references) Removed first come (request) basis. Include County option to implement licensing support services for cities receiving shelter or transition credits Gives County discretion to implement enhanced licensing for cities receiving credits
Exhibit C-5 Licensing Revenue Support	<ul style="list-style-type: none"> To be Deleted
Exhibit F – (optional) Licensing Support	<ul style="list-style-type: none"> Combined Attachment A to Exhibit F into one document. Update to reflect changes noted above, including removing reference to Exhibit C-5
9. Mutual Covenants/Independent Contractor	<ul style="list-style-type: none"> No changes
10. Indemnification and Hold Harmless	<ul style="list-style-type: none"> No changes
11. Dispute Resolution	<ul style="list-style-type: none"> No changes
12. Joint City County Committee and Collaborative Initiatives	<ul style="list-style-type: none"> Update to focus committee on revenues and costs and program service lines (removed specific initiatives topics list “a-q”)
13. Reporting	<ul style="list-style-type: none"> No changes

**Regional Animal Services of King County – 2018-2002 ILA
 Summary of Key Provisions and changes from current ILA
 Attachment A**

Contract section	Key Changes from 2016-2017 ILA
14. Amendments	<ul style="list-style-type: none"> • Edited – removed “legislative bodies” reference. <p>Note: The intent of this language is to not be overly prescriptive - in requiring legislative approval. Each jurisdiction can determine for itself what level of authority it has or needs in order to approve an amendment the contracting parties (66% majority) agree on. This language is written so contracting parties would not be “required” to seek their council’s approval, if their individual process allows for it, when a ministerial change or edit that does not have significant or substantive impact is agreed upon by a (66%) majority of the contracting parties.</p>
15. General Provisions	<ul style="list-style-type: none"> • No changes
15. Terms to Implement Agreement	<ul style="list-style-type: none"> • Deleted from ILA – not applicable for this ILA
16. Administration	<ul style="list-style-type: none"> • No changes (section numbering revised)

Regional Animal Services of King County (RASKC)
Joint City-County Collaboration Committee
2018-2022 Inter-local Agreement

The Joint City-County Collaboration Committee has reached agreement on a five-year Inter-local Agreement (2018-2022), for King County to provide Animal Services to city partners. This Inter-local Agreement will be a successor agreement to the current two year extension (2016-2017) of a three-year contract which began in 2013, and was effective through 2015.

Key Elements and Changes:

- Services, service levels and service districts to remain the same
- Cost allocation methodology for Control Services will be changed to reflect a single cost pool (rather than one cost pool per district) and will align with the existing methodology for both Shelter and Licensing Services (80% based on service usage, 20% based on jurisdiction population; Note: usage is to be based on a 3 year rolling average)
- 5 year term (effective January 1, 2018 – through December 31, 2022)
- Additional five year automatic extension; Opt out of automatic extension by providing notice by June 30, 2021
- Limited Re-Opener upon Notice of Termination, if any city or cities opts out of the second term, and the resulting cost impact to any remaining party is not estimated to exceed 10%, the Agreement shall automatically extend for a second five year term, to December 31, 2027 subject to agreement adjusting the ILA as necessary based on parties departing the system.
- Latecomers, allowed prior to the termination or expiration of Agreement, but only if the additional party will not cause an increase to any City's net costs payable to the County or decrease in service levels provided under this Agreement.
- Retain Shelter Credits (reallocate annually based on 3-year average of intakes), retain Transition Credits, - Eliminated Licensing support credits. For cities receiving credits, any refunds resulting from an increase in revenue shall be used to first offset the Shelter Credit and/or Transition Credit. The County retains the right to conduct additional marketing efforts, including pet license canvassing, in jurisdictions receiving credits.
- Jurisdiction revenue in excess of jurisdictions costs – will be used to reduce regional model support expenses that are now County General Fund expenses that are not charged to model.

Note: Kirkland has informed the County of their intent to depart the regional model at the end of the current term (2017). King County is proposing to eliminate approximately 50% (\$140k) of the overall cost impact (of Kirkland departing the model) by making program cost reductions that will not impact service levels. The remaining cost impact will be shared among all parties. Additional reductions would result in service impacts, which was not desirable to either city or county participants in the discussions.

Process/Timeline:

January 2017	Cities and County meet; finalize cost allocation and contract changes based on cities providing non-binding intent to contract
By March 30, 2017	Cities provide notice to County of final intent to contract
By June 1, 2017	City Councils approve contract

- Attachment A: Summary of key provisions & changes from current ILA
- Attachment B: District map and city list
- Attachment C: Draft 2018 Estimated Payment Calculation
- Attachment D: Benefits of Regional System
- Attachment E: Draft RASKC PowerPoint – Briefing
- Attachment F: Appendix – Proposed RASKC 2018-2022 ILA – Tracked Changes version
- Attachment G: Appendix – Proposed RASKC 2018-2022 ILA – Accepted Changes version

2018 Estimated Payment Calculation (Draft)

Jurisdiction	Cost Allocation				Pet Licensing Revenue*	Estimated Net Cost	Credits	Enhanced Licensing Net Revenue (est'd)	Net Final Cost
	Field Cost	Shelter Cost	Licensing Cost	Total Cost					
	(a)	(b)	(c)	a+b+c = (d)	(e)	e - d = (f)	(g)	(h)	f + g + h = (i)
Beaux Arts	\$ 447	\$ 188	\$ 281	\$ 917	\$1,271	\$ 354	\$ -		\$ 354
Bellevue	\$ 165,398	\$ 186,770	\$ 95,183	\$ 447,350	\$373,682	\$ (73,668)	\$ -		\$ (73,668)
Black Diamond	\$ 9,188	\$ 18,017	\$ 4,031	\$ 31,236	\$15,765	\$ (15,471)	\$ 5,816		\$ (9,655)
Carnation	\$ 4,628	\$ 4,837	\$ 1,743	\$ 11,207	\$7,999	\$ (3,208)	\$ 552		\$ (2,656)
Clyde Hill	\$ 3,210	\$ 2,534	\$ 1,996	\$ 7,741	\$7,448	\$ (293)	\$ -		\$ (293)
Covington	\$ 61,463	\$ 109,168	\$ 17,754	\$ 188,385	\$88,655	\$ (99,730)	\$ 52,621		\$ (47,109)
Duvall	\$ 13,708	\$ 11,401	\$ 6,125	\$ 31,233	\$25,031	\$ (6,202)	\$ -		\$ (6,202)
Enumclaw	\$ 41,052	\$ 51,268	\$ 10,293	\$ 102,614	\$45,077	\$ (57,537)	\$ 26,546		\$ (30,991)
Issaquah	\$ 63,302	\$ 40,710	\$ 19,444	\$ 123,455	\$72,357	\$ (51,098)	\$ -		\$ (51,098)
Kenmore	\$ 47,880	\$ 14,016	\$ 19,017	\$ 80,913	\$90,879	\$ 9,966	\$ -		\$ 9,966
Kent	\$ 328,893	\$ 860,393	\$ 77,478	\$ 1,266,764	\$356,270	\$ (910,494)	\$ 547,583		\$ (362,911)
Lake Forest Park	\$ 24,688	\$ 8,126	\$ 11,372	\$ 44,185	\$44,144	\$ (41)	\$ -		\$ (41)
Maple Valley	\$ 61,112	\$ 71,308	\$ 21,307	\$ 153,727	\$94,772	\$ (58,955)	\$ 6,027		\$ (52,928)
Mercer Island	\$ 21,488	\$ 22,208	\$ 14,911	\$ 58,607	\$56,155	\$ (2,452)	\$ -		\$ (2,452)
Newcastle	\$ 20,060	\$ 14,315	\$ 7,770	\$ 42,144	\$34,419	\$ (7,725)	\$ -		\$ (7,725)
North Bend	\$ 13,348	\$ 15,151	\$ 6,363	\$ 34,863	\$24,262	\$ (10,601)	\$ 1,376		\$ (9,225)
Redmond	\$ 67,148	\$ 70,494	\$ 34,638	\$ 172,280	\$128,550	\$ (43,730)	\$ -		\$ (43,730)
Sammamish	\$ 64,870	\$ 59,289	\$ 40,364	\$ 164,524	\$156,757	\$ (7,767)	\$ -		\$ (7,767)
SeaTac	\$ 91,581	\$ 237,977	\$ 13,430	\$ 342,989	\$43,288	\$ (299,701)	\$ 146,076		\$ (153,625)
Shoreline	\$ 111,659	\$ 34,532	\$ 38,389	\$ 184,580	\$143,418	\$ (41,162)	\$ -		\$ (41,162)
Snoqualmie	\$ 18,983	\$ 20,483	\$ 8,319	\$ 47,786	\$32,462	\$ (15,324)	\$ -		\$ (15,324)
Tukwila	\$ 68,213	\$ 177,656	\$ 9,487	\$ 255,356	\$32,550	\$ (222,806)	\$ 112,017		\$ (110,789)
Woodinville	\$ 18,015	\$ 7,266	\$ 8,119	\$ 33,400	\$32,487	\$ (913)	\$ -		\$ (913)
Yarrow Pt	\$ 1,079	\$ 653	\$ 734	\$ 2,465	\$2,719	\$ 254	\$ -		\$ 254
Unincorp. King County	\$ 658,097	\$ 921,327	\$ 217,965	\$ 1,797,389	\$ 860,267	\$ (937,122)	\$ -		\$ (937,122)
Total	\$ 1,979,509	\$ 2,960,088	\$ 686,512	\$ 5,626,109	\$ 2,770,684	\$ (2,855,425)	\$ 898,614	\$ -	\$ (1,956,811)

Summary	Field Cost	Shelter Cost	Licensing Cost	Total Cost
Budgeted Total Allocable Cost	\$ 2,121,959	\$ 3,088,288	\$ 763,512	\$ 5,973,759
Budgeted Non-Licensing Reve	\$ 142,450	\$ 128,200	\$ 77,000	\$ 347,650
Budgeted New Regional Reve	\$ -	\$ -	\$ -	\$ -
Budgeted Net Allocable Cost	\$ 1,979,509	\$ 2,960,088	\$ 686,512	\$ 5,626,109

*Pet License assumption based on 2016 Actual (Preliminary)



City of Covington
16720 SE 271st St. Suite 100
Covington, WA 98042
City Hall – 253.480.2400
www.covingtonwa.gov

ATTACHMENT 5

March 14, 2017

City of Covington Binding Statement of Intent with Respect to entering into an Interlocal Agreement with Regional Animal Services of King County, to provide animal services to unincorporated King County and 24 contract cities (including Covington), beginning January 1, 2018. The execution of the contract is contingent on the costs and the contract remaining the same without material changes.

Name/Title:

[Redacted]

Date: March 14, 2017

Regan Bolli, City Manager

**DISCUSSION OF
FUTURE AGENDA TOPICS:**

7:00 p.m. Tuesday, March 28, 2017 Regular Meeting

(Draft Agenda Attached)



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

**Tuesday, March 28, 2017
7:00 p.m.**

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

CALL CITY COUNCIL REGULAR MEETING TO ORDER

ROLL CALL/PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

PUBLIC COMMUNICATION

- Sexual Assault Awareness Month Proclamation – Mary Ellen Stone, King County Sexual Assault Resource Center (KCSARC)
- International Student Exchange Day (Kentlake & Kentwood High Schools)

RECEPTION TO WELCOME EXCHANGE STUDENTS AND TEACHERS

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: March 14, 2017 Regular Meeting (Scott)
- C-2. Vouchers (Hendrickson)
- C-3. Authorize Deed of Right of Use for SoCo Park Property (Newton)

REPORTS OF COMMISSIONS

- Human Services Chair Leslie Hamada: March 9 meeting
- Arts Chair Lesli Cohan: March 9 meeting
- Planning Chair Bill Judd: March 2 and March 16 meetings
- Parks & Recreation Chair Laura Morrissey: March 15 meeting
- Economic Development Council Co-Chair/Member: March 23 meeting

NEW BUSINESS

- 1. Discuss and Consider Approval of Proposed Resolution Seeking Full Certification from Puget Sound Regional Council (PSRC) of the Covington 2015-2035 Comprehensive Plan (Hart)
- 2. Presentation of 2016 Year End Financials (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).