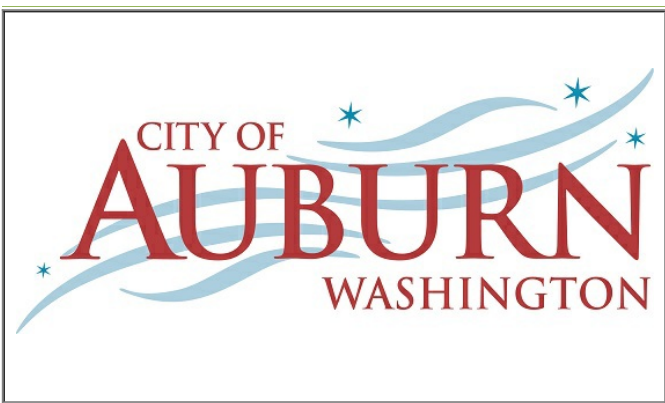


	City Council Study Session Muni Services SFA November 28, 2022 - 5:30 PM City Hall Council Chambers AGENDA Watch the meeting LIVE! Watch the meeting video Meeting videos are not available until 72 hours after the meeting has concluded.
---	---

I. CALL TO ORDER

II. PUBLIC PARTICIPATION

A. Public Participation

The Auburn City Council Study Session Meeting scheduled for Monday, November 28, 2022 at 5:30 p.m. will be held in person and virtually.

Virtual Participation Link:

To view the meeting virtually please click the below link, or call into the meeting at the phone number listed below. The link to the Virtual Meeting is:

<https://www.youtube.com/user/watchauburn/live/?nomobile=1>

To listen to the meeting by phone or Zoom, please call the below number or click the link:

Telephone: 253 215 8782

Toll Free: 888 475 4499

Zoom: <https://us06web.zoom.us/j/84057537318>

B. Roll Call

III. AGENDA MODIFICATIONS

IV. ANNOUNCEMENTS, REPORTS, AND PRESENTATIONS

A. Auburn Symphony Orchestra - 2021-2022 Annual Report (Parks) (20 Minutes)

B. City of Auburn 2022 Event Recap (Mayor, Goodson-Moore, Tate, Faber, Gaub) (30 Minutes)

V. AGENDA ITEMS FOR COUNCIL DISCUSSION

A. 2023 Special Focus Area Chair and Vice Chair Selections (Council) (10 Minutes)

B. Modification of the 2023-2028 Transportation Improvement Program (Gaub) (15 Minutes)

C. Ordinance No. 6893 (Gaub) (10 Minutes)

An Ordinance amending Ordinance No. 6839 and extending the deadline to complete conditions associated with vacating Right-of-Way of a portion of West Main Street, east of Lund Road SW

D. Ordinance No. 6896 - Budget Amendment No. 7 (Thomas) (20 Minutes)

An Ordinance amending Ordinance No. 6794, the 2021-2022 Biennial Operating Budget Ordinance, and Ordinance No. 6796, the 2021-2022 Biennial Capital Budget Ordinance, as amended by Ordinance No. 6815, Ordinance No. 6827, Ordinance No. 6836, Ordinance No. 6850, and Ordinance No. 6878, authorizing amendment to the City of Auburn 2021-2022 Budget as set forth in Schedule "A" and Schedule "B"

VI. MUNICIPAL SERVICES DISCUSSION ITEMS

A. Ordinance No. 6889 (Martinson) (10 Minutes)

An Ordinance amending Section 2.03.020 of the Auburn City Code (ACC) related to the salary and employment benefits for the City Mayor position

B. Ordinance No. 6890 (Martinson) (10 Minutes)

An Ordinance amending and repealing certain Sections within Articles II and III of Auburn City Code (ACC) Chapter 2.63 related to vacation, leave and insurance coverage for City employees, and adding new Sections to ACC Chapter 2.63 related to employee leave

C. Ordinance No. 6891 (Martinson) (10 Minutes)

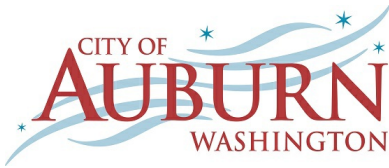
An Ordinance repealing Chapter 2.60 of the Auburn City Code (ACC) related to City office hours and employee lunch hours

D. Ordinance No. 6892 (Comeau) (10 Minutes)

An Ordinance adding a new Chapter 16.15 to the Auburn City Code relating to the use of compost in City projects

VII. ADJOURNMENT

Agendas and minutes are available to the public at the City Clerk's Office, on the City website (<http://www.auburnwa.gov>), and via e-mail. Complete agenda packets are available for review at the City Clerk's Office.



AGENDA BILL APPROVAL FORM

Agenda Subject:

Auburn Symphony Orchestra - 2021-2022 Annual Report
(Parks) (20 Minutes)

Date:

November 14, 2022

Department:

Parks/Art and Recreation

Attachments:

[Auburn Symphony Presentation](#)

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

For discussion only.

Background for Motion:**Background Summary:**

The City of Auburn has a contract with the Auburn Symphony Orchestra to assist in promoting and marketing Auburn as a destination for arts and events that in turn contribute to the economy. Performing art programs serve as an economic driver and the activities of the Auburn Symphony Orchestra assists in attracting visitors to Auburn. Representatives from the Auburn Symphony Orchestra will present their report on 2022 services and their plans for 2023.

Reviewed by Council Committees:

Councilmember: Stearns

Staff:

Faber

Meeting Date: November 28, 2022

Item Number:

Auburn Symphony Orchestra

2021-22 Annual Report

Marketing

Marketing and advertising examples attached

Press Coverage

Date	Publication	Notes
6/1/21	Auburn Reporter	Auburn Symphony Announces New Concert Season
7/6/21	Auburn Reporter	Auburn Symphony Orchestra presents Family Concert in the Garden
9/6/21	KNKX Public Radio	Auburn Symphony Orchestra: A Triumphant Return
9/7/21	Auburn Examiner	Auburn Symphony Announces Health and Safety Procedures for New Season
9/10/21	Auburn Examiner	Your Art Could Be the Next Auburn Symphony Orchestra T-shirt Design
9/17/21	Auburn Reporter	Live Entertainment Returns to Auburn This Fall
10/6/21	Auburn Examiner	Get Your COVID-19 Vaccine to Support the Arts in South King County
11/8/21	Auburn Examiner	What's on the Agenda? Auburn City Council Study Session, November 8 2021
11/16/21	South Sound Talk	Auburn Symphony Orchestra's Holiday Spectacular
12/1/21	Art Beat	The Arts Are Open: Holiday Gift Guide
2/18/22	South Sound Magazine	Feel Good Friday: History, Education, and Classical Music

3/1/22	South Sound Magazine	Hollywood Takes Flight in Federal Way
4/7/22	Auburn Examiner	Auburn Symphony Orchestra Announces 26th Season
4/8/22	Auburn Reporter	Auburn Symphony Orchestra announces schedule
4/29/22	Auburn Examiner	Symphony Fantastique: A Story of Obsession

Advertising

Date	Publication	Notes
Monthly	Lake Tapps Living	Digital content promotion
Per concert/quarterly	Auburn Magazine	Digital content promotion
Year-round	Window of Office on Main Street	Digital content promotion with seasonal display
Per program	Press releases to various regional outlets	Sent via email
Per concert	KNKX	Radio ads in Puget Sound region
Per concert	KING FM	Radio ads in Puget Sound region
Per concert/quarterly	Banner on Auburn Way	Concert promo-Visual over Auburn Way near Hwy. 18

Digital Advertising

Date	Publication	Notes
September 2021	Facebook - Concert 1 Advertising	Reach: 2,247 Clicks: 67
September 2021	Facebook - Concert 1 Advertising	Reach: 1,344 Clicks: 24
November 2021	Facebook - Concert 2 Advertising	Reach: 1,976 Clicks: 64
December 2021	Facebook - Concert 2 Advertising	Reach: 2,442 Clicks: 83
January 2022	Facebook - Concert 3 Advertising	Reach: 5,894 Clicks: 134
January 2022	Facebook - Concert 3 Advertising	Reach: 9,497 Clicks: 187
February 2022	Facebook - Concert 4 Advertising	Reach: 9,304 Clicks: 187

March 2022	Facebook - Concert 5 Advertising	Reach: 2,371 Clicks: 93
May 2022	Facebook - Concert 6 Advertising	Reach: 3,504 Clicks: 117

Print Collateral

Date	Description	Notes
June 2021	2021-22 Season Brochures	Sent to internal list of 2,300
December 2021	Annual fund letter	Sent to 400 patrons
September, November 2021, January, March and April 2022	Newsletters	Sent to list of 2,500
Per Concert	Programs	Distributed to every patron

Electronic Promotions

Date	Description	Notes
Per Program	Live Music Project, Seattle Times, Explore Auburn, The Stranger, SoCoCulture	Online calendars Emails to their constituents
Per Program	Facebook	978 followers
Per Program	Twitter	218 followers
Per Program	Instagram	656 followers
Per Program	YouTube	184 subscribers, 3,900 views, 75 hours of watch time
Per Program	SoundCloud	437 plays
Per Program	MailChimp	Emails to list of 2,600

2021-22 Programs

Title	Date	Musicians	Attendance	Location
Chamber Series Programs				
Family Concert in the Garden	8/29/21	4	200	Soos Creek Botanical Garden
Symphony Series Programs				

A Triumphant Return	10/3/21	38	355	Federal Way Performing Arts and Event Center
Holiday Spectacular	12/13/21	65	550	FWPAEC
Tchaikovsky's Pathetique	1/30/22	56	373	FWPAEC
Hollywood Takes Flight	3/5/22	69	488	FWPAEC
Copland's Appalachian Spring	4/3/22	30	424	FWPAEC
Finale Fantastique	5/15/22	71	375	FWPAEC
Education & Community Engagement Programs				
String Quartet Performance at YMCA Day Camp	7/19/21	4	50	Auburn YMCA
Wind Quintet Performance at YMCA Day Camp	8/26/21	5	50	Auburn YMCA
String Quartet Performance at Auburn Downtown Cooperative Fundraiser	9/2/21	4	20	B Street Plaza
Pre-Concert Talk	10/3/21	2	~100	FWPAEC
Open Rehearsal	1/29/22	56	10	FWPAEC
Pre-Concert Talk	1/30/21	1	~100	FWPAEC
Ticket Giveaway partnership with Auburn Library	January 2022	N/A	20 tickets	Auburn Public Library
Maple Valley Youth Symphony Lobby Performance at Concert	1/30/22	4	373	FWPAEC
Art Inspires Art	2/16/22	1	100	Ilalko Elementary
Pre-Concert Talk	4/3/22	2	100	FWPAEC
Art Inspires Art	5/12/22	4	15	Kent Youth and Family Services
Pre-Concert Talk	5/15/22	1	100	FWPAEC

Auburn Symphony Returns to Concert Hall for 2021-22 Season

Auburn Symphony Orchestra announces programming for 2021-2022, the Symphony's 25th season. The symphony will return to in-person concerts beginning in October. The upcoming season will have more live concerts than ever before. Six symphony performances will include four classical programs, the annual holiday concert, and a new pops concert. Details are available at auburnsymphony.org.

ASO's first pops concert, entitled *Hollywood Takes Flight*, will feature music from some family favorite Hollywood film scores including *Star Wars*, *Harry Potter*, *Back to the Future*, *How to Train Your Dragon*, *E.T. The Extraterrestrial*, and more! The season will also bring several guest performers including Anton Nel, pianist, Bella Hristova, violinist, John Carrington, harpist, and The Guild Dance Company.

Auburn Symphony will perform concerts at the Federal Way Performing Arts and Event Center (FWPAEC) in the 2021-22 season. At the time of planning the new season, Auburn Performing Arts Center at Auburn High School was not available due to existing health and safety restrictions from the school district. ASO does plan to return to their home in Auburn the following season when conditions allow.

Subscriptions go on sale starting June 6. A limited number of subscriptions will be available until capacity limits are raised. Single tickets go on sale August 1. Subscriptions offer the best seats at the best price - 6 concerts for the price of 5 with a full season package.

Check auburnsymphony.org regularly for updates including performances and links to learning and listening resources. The 2020-21 Season Finale is available for free streaming through June 27. More information is always available at auburnsymphony.org or by calling the Auburn Symphony office at 253-887-7777.

###

Auburn Symphony Orchestra changes lives and our South Puget Sound community through the shared experience of live orchestral music performances and by nurturing the relationship between our audience and our artists. Learn more at auburnsymphony.org and social media pages [Facebook](#), [Twitter](#), [Instagram](#), [YouTube](#).



You are the power behind the music!



This year Auburn Symphony performed Carnegie Hall's reputable Link Up program for **Auburn fourth graders**. Students learned in their classrooms to sing and play with the orchestra using a curriculum which responds to current social justice movements and social emotional learning. These lessons culminated in a live, **interactive concert at Auburn Performing Arts Center** with ASO where students participated enthusiastically by singing, dancing, and using body percussion with the symphony from their seats.

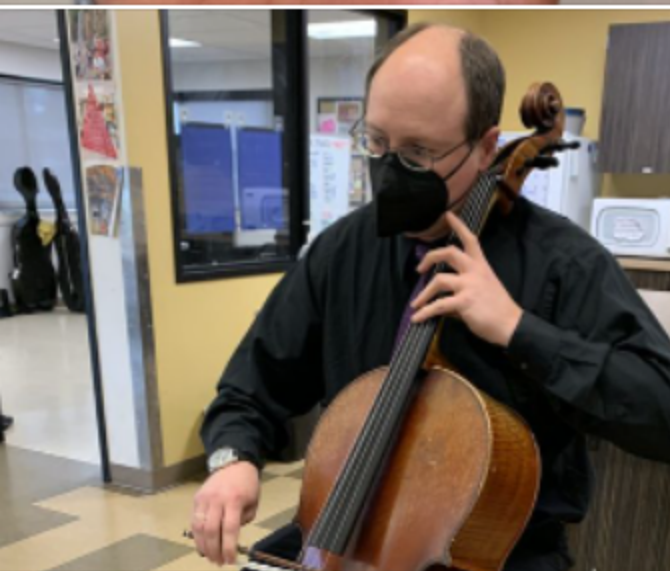


Auburn Symphony Orchestra

Published by Christy Caravaglio · May 17 at 8:00 PM ·



We had a fun time working with kids in an after school club in Kent! [Brian Wharton](#) played music from movies including How to Train Your Dragon, and the kids made their own Dragon Eyes with guidance from [Interurban Center For The Arts](#). This project was made possible by the City of [Kent Arts Commission](#).



na9ien5ljcpKGsezeLSCjuNU5oqHQzUHueFrqEW_uprOXuortDR0KRtgyJXUbtXEP3vuf1fP2ndj2YCi1vhzNuE

25 years
Auburn
Symphony
Orchestra
Wesley Schulz, Music Director

Auburn Symphony Orchestra's

Holiday Spectacular

**Monday, December 13
7:30 PM**

**Federal Way Performing
Arts and Event Center**



Holiday Spectacular
Monday, December 13, 7:30 PM
Tchaikovsky's Pathétique
Sunday, January 30, 2:30 PM
Bella Hristova, Violin
Hollywood Takes Flight
Saturday, March 5, 7:30 PM
Copland's Appalachian Spring
Sunday, April 3, 2:30 PM
The Guild Dance Company
Oxana Ejokina and Cristina Valdes, pianos
Finale Fantastique
Sunday, May 15, 2:30 PM
John Carrington, Harp

Reignite the
Spark
2021-2022

Page 11 of 106

25 years
Auburn
Symphony
Orchestra
Auburn Symphony Association
PO Box 2186, Auburn, WA 98071
info@auburnsymphony.org

Return Service Requested

Non Profit Org.
U.S. Postage
PAID
Seattle, WA
Permit No. 1628



Holiday Spectacular



Quick Take



Family Friendly



Music you know



Heartwarming

Highlights

Celebrate the holidays with Auburn Symphony Orchestra! Bring the entire family for an evening of holiday cheer and musical delight. You'll hear music you've never heard us play before as well as some old favorites including ***How the Grinch Stole Christmas, Mannheim Steamroller, A Christmas Carol, Sleigh Ride***, and so much more!

Let the music delight you!

Do you know someone who has never attended a symphony concert? This show is the perfect introduction! The music is familiar and festive. The atmosphere is comfortable for the whole family. Come a little early to enjoy cider and cocoa in the lobby and take your photo with Nutcracker characters from Evergreen City Ballet.

Monday, December 13, 7:30 PM

Tickets and more information at auburnsymphony.org

Save the Date Silver Celebration Saturday, April 2, 2022

A fundraiser benefiting the artistic and educational programming of Auburn Symphony Orchestra

at Muckleshoot Event Center, Auburn, Washington



Looking out for your health and safety

In alignment with current King County regulations, we will **require proof of vaccination OR a negative COVID-19 test for entry, as well as masks at all times except when actively eating or drinking.** In addition to these safety protocols, Federal Way Performing Arts and Event Center follows strict cleaning regimens, provides hand sanitizing stations throughout the facility, and is equipped with upgraded MERV 13 air filters. These requirements help to protect our community while creating a safe and healthy environment to enjoy live performances. For more details visit auburnsymphony.org.

Be prepared for easy entry.

Bring your

Ticket

Proof of vaccination or negative COVID test

Picture ID

Face mask





AGENDA BILL APPROVAL FORM

Agenda Subject:

City of Auburn 2022 Event Recap (Mayor, Goodson-Moore, Tate, Faber, Gaub) (30 Minutes)

Date:

November 22, 2022

Department:

Parks/Art and Recreation

Attachments:

[Full Event Overview Presentation](#)

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:**Background for Motion:****Background Summary:**

The City of Auburn produces a variety of major special events. This recap will cover major City-wide events such as Petpalooza, KidsDay, Juneteenth, Airport Day, Auburn Farmers Market, National Night Out, Veterans Parade and others.

Reviewed by Council Committees:

Councilmember: Stearns

Staff:

Mayor, Goodson-Moore,
Tate, Faber, Gaub

Meeting Date: November 28, 2022

Item Number:



Clean Sweep

Saturday, April 23, 2022

- 14 different projects around Auburn
- 400 volunteers participated
- Contract with Kiwanis to provide a kick-off breakfast for volunteers at the Community Center

The collage includes several photographs: a 'CLEAN SWEEP VOLUNTEER CHECK-IN' sign, a 'KIWANIS AT WORK' sign, a group of volunteers at a breakfast table, and various scenes of volunteers working on landscaping and park maintenance projects.

3



Petpalooza & 3K/5K Dog Trot Fun Run

Saturday, May 21, 2022 | Game Farm Park | 10am-5pm

- o **Petpalooza:** FREE event includes pet-related vendors; animal entertainment, children's activities, a pet contest, agility demos, adoptions, art zones, food concessions, a beer garden, and live entertainment.
- o **Dog Trot:** A chip-timed 3K/5K fun run along the White River Trail, held at 9:30am, just prior to the festival.

2022 Highlights

- Estimated Attendance: approx. 10,000
- 546 Dog Trot participants
- 125 vendors
- Festival revenue = \$38,153

The collage features multiple photos of the event, including a man holding a large alligator, a woman with a dog, a dog agility competition, a dog show, and a large crowd of people and dogs at the festival.

4

Auburn Farmers Market

Sunday | June 5-September 25 | Les Gove Park | 10am-3pm

- Voted #1 in Washington State through American Farmland Trust – 437 votes
- Total Customer in 2022 – 24,356 (average 1,500 per week)
- Total 2022 Vendor Sales:
 - \$402,872 – average \$25,180 per week
- Vendors:
 - 58 unique vendors | 592 vendor opportunities for season
- Food bank donations – 2,256 pounds
 - + Chili Cook Off (\$1,421 raised for the Food Bank – the highest year of donations since inception)
- Volunteers – 10 volunteers donated 195 hours

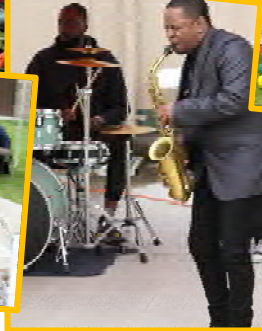


5

Juneteenth

Saturday, June 18 | Les Gove Park | 12-5pm

- A family reunion-style celebration featuring entertainment, food, vendors, inflatables, music, a storyteller, and crafts
- Approximate attendance: 300
- Food vendors: 8 | General vendors: 19
- Gansago music & dance



6

KidsDay

Friday, June 24, 2022 | Les Gove Park | 11am-4pm

- o FREE, fun-filled, one-day event includes inflatable rides, live entertainment, arts and craft opportunities, mini golf, loads of vendors, a touch-a-truck display, food concessions and so much more!
- o Recognized 24 students from the Auburn School District as 'Salute Award' recipients
- o Showcased the new Rec N' Roll van and its summer schedule

2022 Highlights

- Estimated Attendance: approx. 14,000
- 72 vendors, 13 food vendors, 8 sponsors
- Festival revenue = \$20,435



7

4th of July Festival

Monday, July 4, 2022 | Les Gove Park | 11am-4pm

- o A fun-filled daytime event featuring two entertainment stages, inflatable rides, bungee trampolines, a rock wall, a car show, mini golf, train rides, artisan vendors, food concessions and much more.
- o Wristband sales = 2,052

2022 Highlights

- Estimated Attendance: approx. 10,000
- 69 vendors, 12 food vendors, 1 sponsor
- Festival revenue = \$33,604



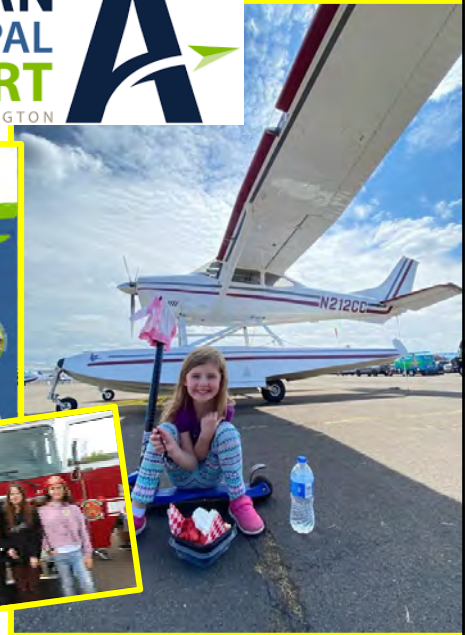
8

Auburn Airport Day

Saturday, July 9 | Auburn Airport | 10am-4pm

- Over 1,000 in attendance
- 196 Young Eagles (140 more on the wait list for flights)
- 35 Classic Helicopters flights, serving 80 passengers
- 14 Spanaflight rides
- Over 1,000 gallons of AVGAS sold
- Hundreds of smiling faces in the bouncy house

**AUBURN
MUNICIPAL
AIRPORT**
AUBURN, WASHINGTON



9

Summer Sounds & Kids SummerStage

Kids Summerstage

Every Wednesday, July 13-August 17 | 12 noon | Les Gove Park

- o 6-week series featuring entertainment geared for kids
- o Different groups each week including an educational reptile performance; magic and super cool tunes for kids!

Summers Sounds

Every Thursday, July 14-August 25 | 6:30 pm | Les Gove Park

- o 7-week series featuring entertainment for all ages
- o Different groups each week including the Auburn Symphony Orchestra (pops playlist); Mariachi Music; Flamenco Music; a hypnotist; original country music; and a few tribute bands



10

Friday Night Flicks

Fridays, July 29-August 12 | dusk

3-week traveling movie series in various parks

- **Lea Hill Park | Friday, July 29 | Sing 2 (PG)**
Attendance = 450
- **Sunset Park | Friday, August 5 | Encanto (PG)**
Attendance = 1,000
- **Les Gove Park | Friday, August 12**
Live Concert: Diamond Star Halo
Almost 5K Poker Fun Run (nearly 200 participants)
Movie: Remember the Titans
Attendance = 700



11

LUSIO Lights Festival

August 19 & 20 | Mary Olson Farm | 7-11pm

- Dozens of light art installations
- Live DJ and sound installations
- Interactive pieces for children and adults
- The most insta-grammable event in Auburn!
- Free and family friendly



2022 Highlights

- Estimated Attendance: approx. 2,500
- 14 artists
- Sponsored by Explore Auburn, City of Auburn, and the White River Valley Museum



12

Hops & Crops – Music & Beer Festival

Saturday, September 17 | Mary Olson Farm | 12-6pm

- 21+ event with taster and DD admission options
- Four live performances by local indie bands
- Breweries and food trucks
- Lawn games, house tours, and exhibits



2022 Highlights

- Attendance: 830
- 10 breweries and cideries
- 4 food trucks
- Farm Artist in Residence exhibit
- Raised \$20,000 in revenue for the White River Valley Historic Society



13

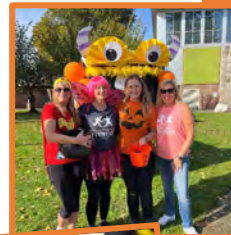
Halloween Harvest Festival & Les Gove Park Trunk-or-Treat

Saturday, October 29 | Les Gove Park | 1-5 pm

- Fun-filled fall afternoon that included games, crafts, face painting, scary cookies, cauldrons of punch.
- White River Valley Museum hosted Boo-Seum and a Monster Laboratory
- Trunk-or-Treat around the trail at Les Gove Park
- Free admission; encouraged canned food drive to support the Auburn Food Bank

2022 Highlights

- Estimated Attendance: approx. 4,000-5,000
- 32 trunk vendors
- 4 food vendors
- Festival revenue = \$5,265

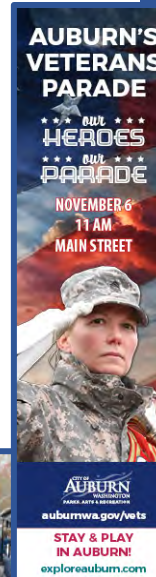
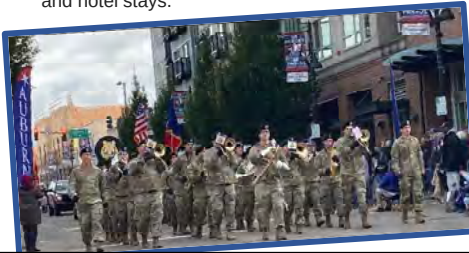


14

Veterans Parade & Observance

Saturday, November 5 | Main Street in downtown Auburn | 11am

- Parade along Main Street from E Street SE to A Street NW
- Special features include fly-over, marching bands, honor guards, military marching units and vehicles, veterans units, drill teams, community and scouting groups, floats, antique cars and more.
- Morning breakfast co-hosted by the American Legion
- Remembrance Ceremony at Veterans Memorial Park hosted by the American Legion
- Veterans Luncheon recognizing Washington State Dept. of Veterans Affairs award winners, co-sponsored by the Auburn Noon Lions
- State's largest Marching Band and Field Competition (marching bands participate in Parade as part of competition).
- Tourism Grant in the amount of \$8,000 allows for extra media promotion extending beyond a 50+ mile radius of Auburn to promote travel to Auburn and hotel stays.



2022 Highlights

- 3,873 parade participants
- 20,000 estimated spectators
- 3 food vendors; 1 sponsor & 4 media partners
- Festival revenue = \$20,055 (including sponsorship, vendor fees, and grant funds)



15

UPCOMING EVENTS



DECEMBER 4 | 2PM
RED, WHITE & BLUE
HOLIDAY CONCERT



DECEMBER 10 7:30PM
MEMPHIS BELLES
WINTER WONDERLAND



DECEMBER 8 | 7PM
AN INSPIRATIONAL
CHRISTMAS
WITH ELVIS



BREAKFAST WITH SANTA
DECEMBER 10



SATURDAY, DECEMBER 3 | 4:30PM
SANTA PARADE & TREE LIGHTING

GINGERBREAD HOUSES ON DISPLAY
DECEMBER 1-17

16



17

COMMUNITY SERVICES DIVISION

NEIGHBORHOOD PROGRAMS NATIONAL NIGHT OUT 2022 RECAP

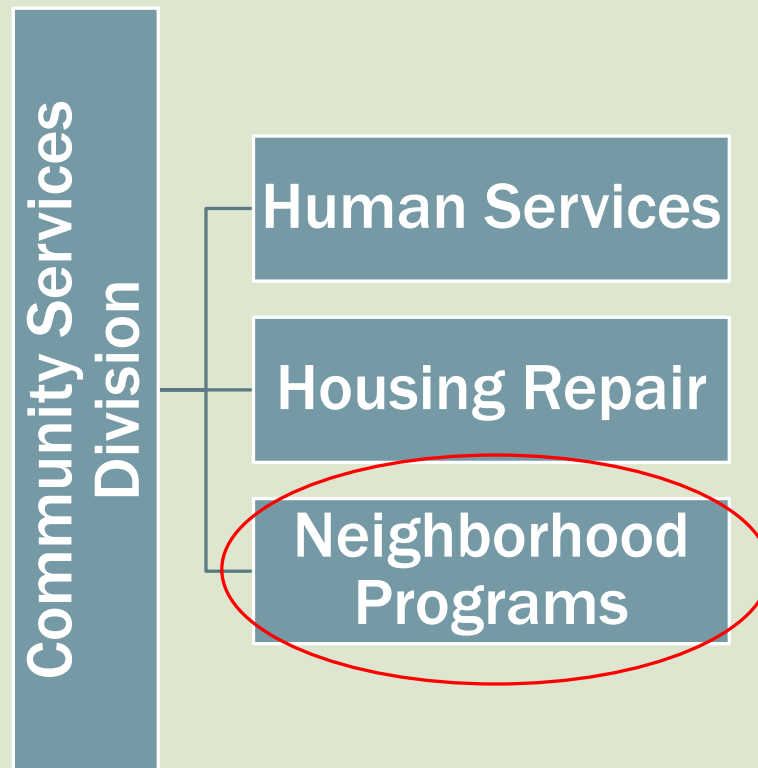
Department of Community Development

Planning • Building • Development Engineering • Permit Center • Economic Development • Community Services • Code Enforcement

AUBURN
VALUES

S E R V I C E
E N V I R O N M E N T
E C O N O M Y
C H A R A C T E R
S U S T A I N A B I L I T Y
W E L L N E S S
C E L E B R A T I O N

COMMUNITY SERVICES DIVISION



WHAT DOES NEIGHBORHOOD PROGRAMS (NP) DO?

- Vision: Auburn is a healthy, inclusive and engaged community where all residents have a love of place, a sense of belonging, and an ability to influence the future of the community.
- Mission: NP will build community by providing investments and programming that promote inclusive engagement, increase accessibility of local government, and enhance community wellness.
- 3-pronged approach focused on connecting:
 - Community <-> Community
 - Community <-> City
 - City <-> Community

NEIGHBORHOOD PROGRAMS

Neighborhood Programs is about connecting residents with the City and providing investments in community.

- **National Night Out**
- Civics Academy
- Community Matching Grants
- Community Fund
- Community Outreach



2022 RECAP



- 40 Events in 2022 with 71 Auburn staff and elected officials present
- Reported Attendees: ~2700
- Events by area of Auburn
 - 7 in Lakeland Hills
 - 11 in Lea Hill
 - 8 in North Auburn
 - 12 in South Auburn
 - 1 in West Hill
 - 1 Downtown event
- Apartment Complexes, Condos, Mobile Home Parks, Single-Family Homes, Retirement Homes, GRC, and 2 Churches

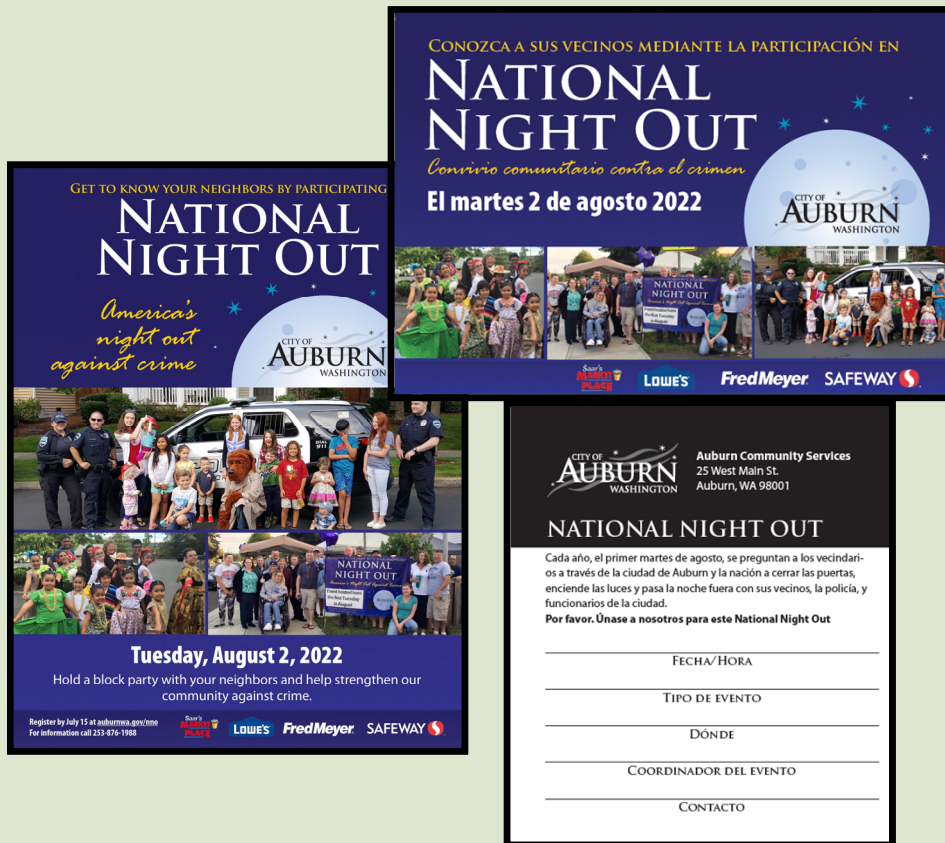
2022 RECAP + VISITORS

■ Agency Partners

- Valley Regional Fire Authority (VRFA)
- Puget Sound Energy (PSE)
- King County Metro
- Sound Transit
- Waste Management (WM)



ADVERTISING



- **Publicity for NNO:**
 - Banners in multiple parks, hanging over train tracks, and hanging over Main St.
 - Mayor's Weekly Update, Parks emails, and GovDelivery Mailing Lists
 - Presentations to community orgs, and residents
 - Library "office" hours
 - NextDoor
 - Auburn Farmer's Market

EVENT BAGS

■ Event coordinators received:

- Clorox wipes
- Event T-Shirt
- Hand sanitizer
- Kids Toys and Chalk
- Name tags
- Paper Towels
- Reusable Bags
- Sharpies
- Water



JOIN US FOR NEXT YEAR!



Tuesday, August 1st 2023

THANK YOU & QUESTIONS

Chris Lovings

Neighborhood Programs Coordinator

auburnwa.gov/neighborhoods

clovings@auburnwa.gov

253-876-1988

Joy Scott

Community Services Manager

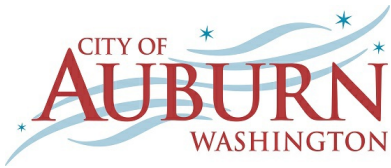
jfscott@auburnwa.gov

253-876-1965

Community Services Line: 253-288-3168

Language interpretation available





AGENDA BILL APPROVAL FORM

Agenda Subject:

Modification of the 2023-2028 Transportation Improvement Program (Gaub) (15 Minutes)

Date:

November 21, 2022

Department:

Public Works

Attachments:

[Presentation Slides](#)

[Revised 2023-2028 Draft TIP Project Sheets](#)

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

For discussion only.

Background for Motion:**Background Summary:**

Staff will present and discuss the proposed changes to the adopted 2023-2028 Transportation Improvement Program (TIP). The changes are needed to reflect recent grant awards for projects, additions, and changes to currently programmed projects.

Reviewed by Council Committees:

Councilmember: Stearns

Staff:

Gaub

Meeting Date: November 28, 2022

Item Number:

ENGINEERING SERVICES

**2023-2028
TRANSPORTATION
IMPROVEMENT PROGRAM -
MODIFICATION**

**JAMES WEBB, SENIOR TRAFFIC ENGINEER
NOVEMBER 28, 2022**

Public Works Department

Engineering Services • Airport Services • Maintenance & Operations Services

AUBURN
VALUES

S E R V I C E
E N V I R O N M E N T
E C O N O M Y
C H A R A C T E R
S U S T A I N A B I L I T Y
W E L L N E S S
C E L E B R A T I O N

TIP OVERVIEW

- **RCW 35.77.010 requires the City to create a TIP**
- **Six-year plan for transportation facilities**
- **Financially Constrained**
 - Reflects reasonably anticipated revenues
- **Used to**
 - identify priorities
 - program funds including anticipated Transportation Benefit District funding
 - required for grant applications
 - set traffic impact fees for the following year
 - coordinate with utility and development projects
 - develop the capital facilities plan and budget

SERVICE • ENVIRONMENT • ECONOMY • CHARACTER • SUSTAINABILITY • WELLNESS • CELEBRATION

TIP MODIFICATION

- May be modified throughout the year with public hearing, council action
 - Adds new projects (grant applications, emerging needs/funding)
 - Modifications to project descriptions
 - Changes to anticipated funding/costs
 - Modification to project costs
 - Modification to project timing

I-10: R STREET SE/21ST STREET SE RAB

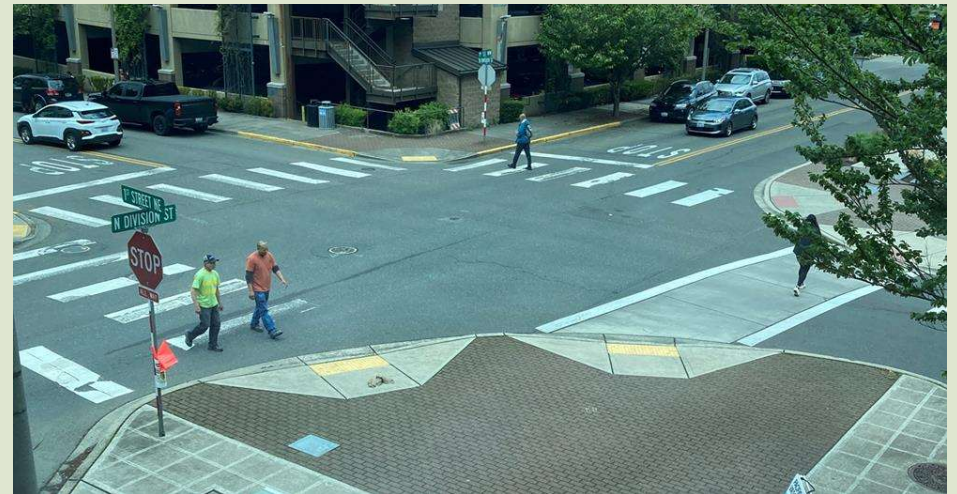
- Construct a new roundabout
- Identified in the R Street Corridor Study (2/2020)
- Improve safety, improve traffic operations, benefit non-motorized users
- 100% grant award from WSDOT (\$1.667M)
- Design programmed for 2023, construction in 2025



SERVICE • ENVIRONMENT • ECONOMY • CHARACTER • SUSTAINABILITY • WELLNESS • CELEBRATION

N-5: 1ST STREET NE/NW AND DIVISION STREET PEDESTRIAN IMPROVEMENTS

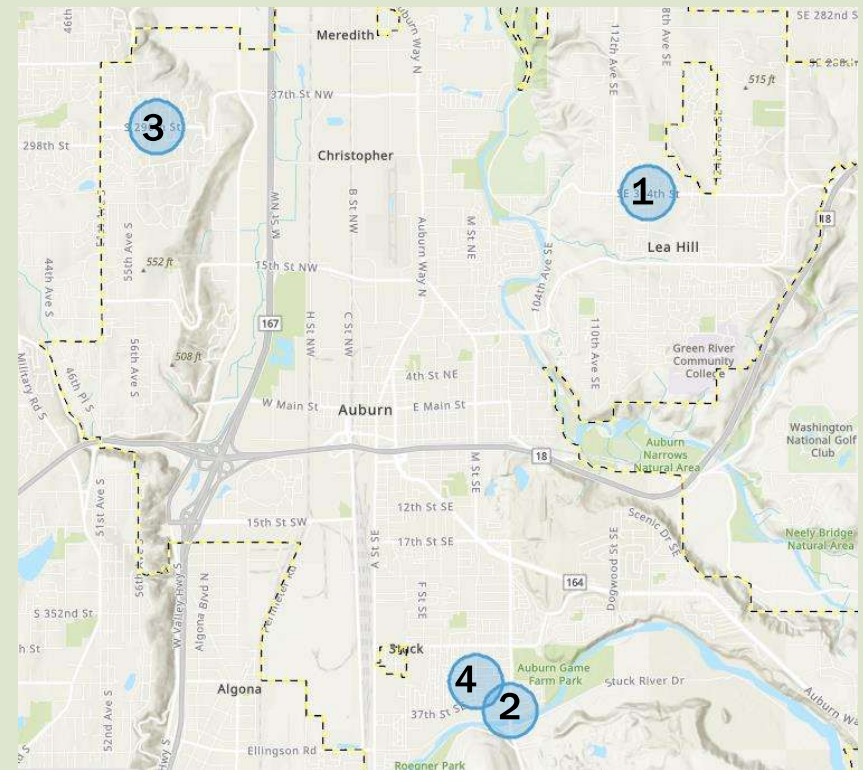
- Raised intersection
- Complete the missing curb bulbs
- Improve illumination
- \$0.5M federal grant award through PSRC
- Design programmed for 2025, construction in 2026



SERVICE • ENVIRONMENT • ECONOMY • CHARACTER • SUSTAINABILITY • WELLNESS • CELEBRATION

N-10: 2023 CITY SAFETY PEDESTRIAN CROSSING ENHANCEMENTS

- Install RRFBs at four locations around the City
 1. SE 304th Street/116th Avenue SE
 2. R Street SE north of 37th Street SE
 3. S 296th Street/57th Place S
 4. M Street SE/33rd Street SE
- Improve safety, improve traffic operations, benefit non-motorized users
- 100% grant award from WSDOT (\$0.6M)
- Design programmed for 2023, construction in 2025



SERVICE • ENVIRONMENT • ECONOMY • CHARACTER • SUSTAINABILITY • WELLNESS • CELEBRATION

P-7: C STREET SW PRESERVATION (GSA SIGNAL TO ELLINGSON ROAD)

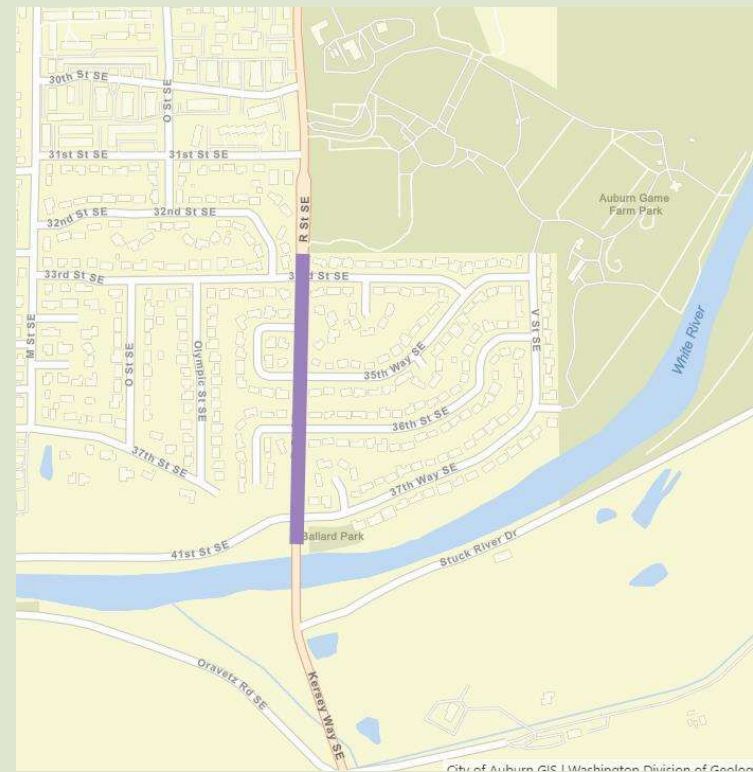
- Grind and overlay the southern approximately 2,000 ft of C Street SW
- 50% construction grant award through PSRC (\$0.865M)
- Remaining construction funds will be 105 funds
- Design programmed for 2024, construction in 2026



SERVICE • ENVIRONMENT • ECONOMY • CHARACTER • SUSTAINABILITY • WELLNESS • CELEBRATION

P-9: R STREET SE PRESERVATION (33RD STREET SE TO 37TH STREET SW)

- Separated from the current R Street/29th Street intersection improvement project
- Grind and overlay
- Replace curb and gutter
- Replace landscaping strip with wider sidewalk
- Re-channelize to create a three-lane section
- Local funding
- Design programmed for 2023, construction in 2024



SERVICE • ENVIRONMENT • ECONOMY • CHARACTER • SUSTAINABILITY • WELLNESS • CELEBRATION

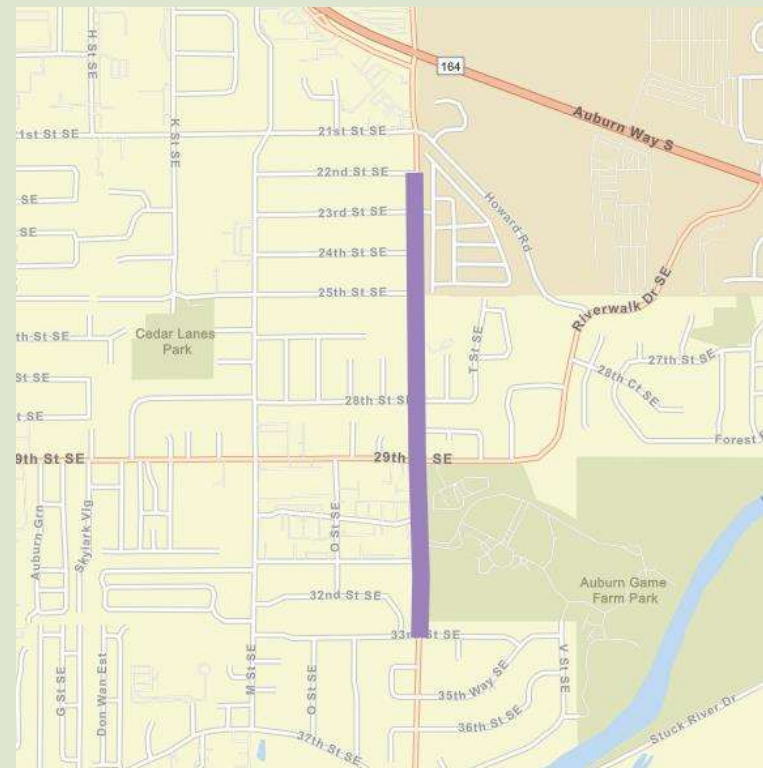
P-10: A STREET SE PRESERVATION (37TH STREET SE TO LAKELAND HILLS WAY)

- Grind and overlay
- Partnering with the City of Pacific for their section of the road
- 50% construction grant award through PSRC (\$0.905M)
- Remaining construction funds will be 105 funds
- Design programmed for 2023, construction in 2025



R-13: R STREET SE WIDENING (22ND STREET SE TO 33RD STREET SE)

- Included in the current TIP as I-8
- New project number to better reflect project scope
- Schedule revised to account for grant awards for other projects, including the RAB at R Street SE/21st Street SW and RRFB at R Street SE north of 37th Street SE
- Construction moved from 2024 to 2026



SERVICE • ENVIRONMENT • ECONOMY • CHARACTER • SUSTAINABILITY • WELLNESS • CELEBRATION

R-16: REGIONAL GROWTH CENTER ACCESS IMPROVEMENTS

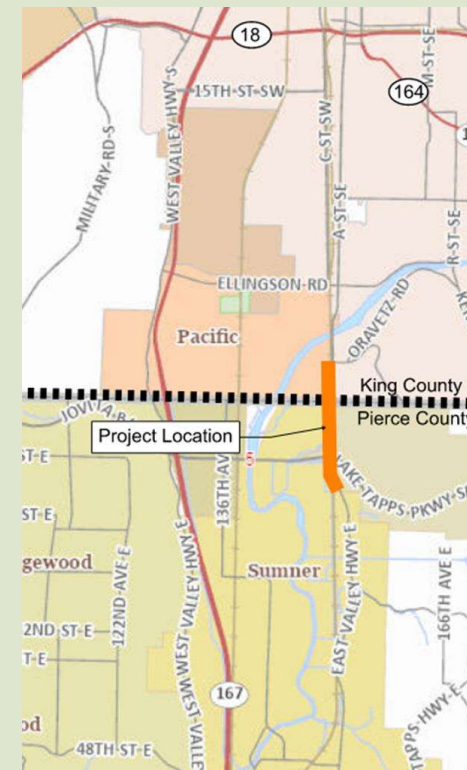
- Revised to reflect additional scope and cost
 - Including additional arterial preservation and funding
- Revised to reflect construction in 2024 rather than 2023



SERVICE • ENVIRONMENT • ECONOMY • CHARACTER • SUSTAINABILITY • WELLNESS • CELEBRATION

R-26: E VALLEY HWY WIDENING

- Awarded regional funding for the design phase through PSRC
- The design phase is scheduled to begin in 2023
- ROW is proposed to be funded using local \$s
- Future grant funding will be needed for construction



SERVICE • ENVIRONMENT • ECONOMY • CHARACTER • SUSTAINABILITY • WELLNESS • CELEBRATION

NEXT STEPS

- **December 5th Council Meeting**
 - Public Hearing and Adoption via Resolution
- **Work to add grant funded projects to the STIP**

- **QUESTIONS/FEEDBACK?**

Six Year Transportation Improvement Plan

ARTERIAL STREET FUND (102)

TIP# I-10

Project Title: **R Street SE/21st Street SE Roundabout**
 Project No: **TBD**
 Project Type: **Capacity, Safety**
 Project Manager: **TBD**

STIP# AUB-N/A
 CFP

LOS Corridor ID# 16

Description:

The project will construct a single lane roundabout in place of the existing east/west stop-control on 21st Street SE. The project is needed to address an existing LOS deficiency, and will improve safety at the intersection.

Progress Summary:

This improvement was recommended in the R Street Corridor study which was completed during 2020. The City was awarded a WSDOT City Safety Grant in 2022 for 100% of the project costs.

Future Impact on Operating Budget:

The annual maintenance cost for this project is estimated to be \$1,000.

Activity:		2022 YE	Budget			Forecast Project Cost				Total Project Cost
Funding Sources:	Prior to 2022	Estimate	2023	2024	2025	2026	2027	2028	Beyond 2028	
Unrestricted Street Revenue	-	-	-	-	-	-	-	-	-	-
Secured Grant	-	-	185,000	115,000	1,367,000	-	-	-	-	1,667,000
Traffic Impact Fees	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-
Total Funding Sources:	-	-	185,000	115,000	1,367,000	-	-	-	-	1,667,000
Capital Expenditures:										
Design	-	-	185,000	-	-	-	-	-	-	185,000
Right of Way	-	-	-	115,000	-	-	-	-	-	115,000
Construction	-	-	-	-	1,367,000	-	-	-	-	1,367,000
Total Expenditures:	-	-	185,000	115,000	1,367,000	-	-	-	-	1,667,000

Six Year Transportation Improvement Plan

ARTERIAL STREET FUND (102)

TIP# N-5

Project Title: **1st Street NE/NW and Division Street Pedestrian Improvements**
 Project No: **TBD**
 Project Type: **Non-motorized, Safety**
 Project Manager: **TBD**

STIP# AUB-N/A
 CFP

Description:

The project will implement non-motorized improvements at the 1st Street NE/NW/N Division Street intersections in downtown Auburn. The proposed improvements will create a raised intersection to reduce speeds, and encourage motorists to yield to pedestrians using the crosswalks; add curb bulbs where they are not currently provided to reduce crossing distances and improve pedestrian visibility; construct new ADA complaint ramps; and both pedestrian level and street lighting improvements.

Progress Summary:

City was awarded a Federal grant in 2022 through PSRC King County Countywide program.

Future Impact on Operating Budget:

This project will have no impact on the operating budget for street maintenance.

Activity:	Funding Sources:	Prior to 2022	2022 YE Estimate	Budget			Forecast Project Costs				Total Project Cost
				2023	2024	2025	2026	2027	2028	Beyond 2028	
	<i>Unrestricted Street Revenue</i>	-	-	-	-	20,000	105,000	-	-	-	125,000
	<i>Secured Grant</i>	-	-	-	-	80,000	420,000	-	-	-	500,000
	<i>Traffic Impact Fees</i>	-	-	-	-	-	-	-	-	-	-
	<i>REET 2</i>	-	-	-	-	-	-	-	-	-	-
	<i>Other</i>	-	-	-	-	-	-	-	-	-	-
	Total Funding Sources:	-	-	-	-	100,000	525,000	-	-	-	625,000
	Capital Expenditures:										
	<i>Design</i>	-	-	-	-	100,000	-	-	-	-	100,000
	<i>Right of Way</i>	-	-	-	-	-	-	-	-	-	-
	<i>Construction</i>	-	-	-	-	-	525,000	-	-	-	525,000
	Total Expenditures:	-	-	-	-	100,000	525,000	-	-	-	625,000

Six Year Transportation Improvement Plan

CAPITAL IMPROVEMENT FUND (328)

TIP# N-10

Project Title: **2023 City Safety Pedestrian Crossing Enhancements**
 Project No: **TBD**
 Project Type: **Non-Motorized**
 Project Manager: **TBD**

STIP# AUB-N/A
 CFP

Description:

The project will install RRFBs at four locations around the City, at the SE 304th Street/116th Avenue intersection, on R Street SE to the north of 37th Street SE, at the S 296th Street/57th Place S intersection, and at M Street SE/33rd Street SE.

Progress Summary:

The City was awarded a WSDOT City Safety Grant in 2022. The grant funds 100% of the project cost.

Future Impact on Operating Budget:

This project will have no impact on the operating budget for street maintenance.

Activity:	Prior to 2022	2022 YE Estimate	Budget			Forecast Project Cost				Total Project Cost
			2023	2024	2025	2026	2027	2028	Beyond 2028	
Funding Sources:										
Unrestricted Street Revenue	-	-	-	-	-	-	-	-	-	-
Secured State Grant	-	-	80,000	520,000	-	-	-	-	-	600,000
REET 2	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-
Total Funding Sources:	-	-	80,000	520,000	-	-	-	-	-	600,000
Capital Expenditures:										
Design	-	-	80,000	-	-	-	-	-	-	80,000
Right of Way	-	-	-	-	-	-	-	-	-	-
Construction	-	-	-	520,000	-	-	-	-	-	520,000
Total Expenditures:	-	-	80,000	520,000	-	-	-	-	-	600,000

Six Year Transportation Improvement Plan

ARTERIAL PRESERVATION FUND (105)

TIP# P-7

Project Title: **C Street SW Preservation (GSA Signal to Ellingson Road SE)**
 Project No: **TBD**
 Project Type: **Preservation**
 Project Manager: **TBD**

STIP# AUB-N/A
 CFP

Description:

The project will grind and overlay C Street SW from the GSA signal (approximately 2,000 feet to the south of 15th Street SW) to Ellingson Road SE. The project also includes ADA upgrades to curb ramps and pedestrian push buttons, and replacement vehicle detection.

Progress Summary:

Grant funding for the construction phase of this project was awarded in 2022. The design phase will begin in 2024.

Future Impact on Operating Budget:

This project is anticipated to reduce the operating budget for street maintenance.

Activity:	2022 YE		Budget			Forecast Project Cost				Total Project Cost
	Prior to 2022	Estimate	2023	2024	2025	2026	2027	2028	Beyond 2028	
Funding Sources:										
Arterial Preservation Fund	-	-	-	198,000	-	-	-	-	-	198,000
Secured Grant	-	-	-	-	-	865,000	-	-	-	865,000
Transportation Benefit Dist.	-	-	-	-	28,000	865,000	-	-	-	893,000
Total Funding Sources:	-	-	-	198,000	28,000	1,730,000	-	-	-	1,956,000
Capital Expenditures:										
Design	-	-	-	198,000	-	-	-	-	-	198,000
Right of Way	-	-	-	-	28,000	-	-	-	-	28,000
Construction	-	-	-	-	-	1,730,000	-	-	-	1,730,000
Total Expenditures:	-	-	-	198,000	28,000	1,730,000	-	-	-	1,956,000

Six Year Transportation Improvement Plan

ARTERIAL STREET FUND (102)

TIP# P-9

Project Title: **R Street SE Preservation (33rd Street SE to 37th Street SE)**
 Project No: **CPXXXX**
 Project Type: **Preservation**
 Project Manager: **TBD**

STIP# AUB-N/A
 CFP

Description:

The project will preserve the pavement on R Street SE between 33rd Street SE and 37th Street SE. The project will also replace curb and gutter, replace the landscaping strip with wider sidewalk, and rechannelize the roadway to create a three-lane cross section with a center two-way left-turn lane. The revised channelization will improve access to/from the side streets serving the residential neighborhoods located alongside the corridor. This project scope was previously included as part of the scope of the R Street SW widening project.

Progress Summary:

The R Street Corridor study was completed during 2020. This project is based on the study recommendations.

Future Impact on Operating Budget:

The additional annual maintenance cost for this project is estimated to be \$500. Replacing the traffic signal will reduce on-going maintenance costs to replace parts and equipment that have reached the end of their service life.

Activity:	2022 YE Estimate	Budget			Forecast Project Cost				Total Project Cost
		Prior to 2022	2023	2024	2025	2026	2027	2028	Beyond 2028
Funding Sources:									
Unrestricted Street Revenue	-	-	-	-	-	-	-	-	-
Arterial Street Fund (105)	-	25,000	75,000	375,000	-	-	-	-	-
Unsecured Grant	-	-	-	-	-	-	-	-	-
Traffic Impact Fees	-	-	-	-	-	-	-	-	-
Other (Icon)	-	-	-	125,000	-	-	-	-	-
Total Funding Sources:	-	25,000	75,000	500,000	-	-	-	-	600,000
Capital Expenditures:									
Design	-	25,000	75,000	-	-	-	-	-	-
Right of Way	-	-	-	-	-	-	-	-	-
Construction	-	-	-	500,000	-	-	-	-	-
Total Expenditures:	-	25,000	75,000	500,000	-	-	-	-	600,000

Six Year Transportation Improvement Plan

ARTERIAL PRESERVATION FUND (105)

TIP# P-10

Project Title: **A Street SE Preservation (37th Street SE to Lakeland Hills Way)**
 Project No: **TBD**
 Project Type: **Preservation**
 Project Manager: **TBD**

STIP# AUB-N/A
 CFP

Description:

The project will grind and overlay A Street SE from 37th Street SE to the intersection with Lakeland Hills Way (the southern paving limit is to the north of the Lakeland Hills intersection which is included in the regional application for East Valley Highway widening). The project limits include a portion of A Street SE which is located in the City of Pacific. Auburn and Pacific are partnering on the project to include this segment as part of the project. The project also includes ADA upgrades to curb ramps, pedestrian push buttons, and replacement of vehicle detection at signalized intersections.

Progress Summary:

Grant funding for the construction phase of this project was awarded in 2022. The design phase will begin in 2023.

Future Impact on Operating Budget:

This project is anticipated to reduce the operating budget for street maintenance.

Activity:	2022 YE		Budget			Forecast Project Cost				Total Project Cost
	Prior to 2022	Estimate	2023	2024	2025	2026	2027	2028	Beyond 2028	
Funding Sources:										
Arterial Preservation Fund	-	-	183,000	27,000	-	-	-	-	-	210,000
Secured Grant	-	-	-	-	905,000	-	-	-	-	905,000
Transportation Benefit Dist.	-	-	-	-	854,000	-	-	-	-	854,000
Other (City of Pacific)	-	-	14,000	-	51,000	-	-	-	-	65,000
Total Funding Sources:	-	-	197,000	27,000	1,810,000	-	-	-	-	2,034,000
Capital Expenditures:										
Design	-	-	197,000	-	-	-	-	-	-	197,000
Right of Way	-	-	-	27,000	-	-	-	-	-	27,000
Construction	-	-	-	-	1,810,000	-	-	-	-	1,810,000
Total Expenditures:	-	-	197,000	27,000	1,810,000	-	-	-	-	2,034,000

Six Year Transportation Improvement Plan

ARTERIAL STREET FUND (102)

TIP# R-13

Project Title: **R Street SE Widening (22nd Street SE to 33rd Street SE)**
 Project No: **CP2116**
 Project Type: **Capacity**
 Project Manager: **Matt Larson**

STIP# AUB-N/A
 CFP

LOS Corridor ID# 16, 27

Description:

The project will construct a second southbound through lane between 22nd Street SE and 33rd Street SE and a new signal at the 29th Street SE intersection. The improvements are needed to address the existing LOS deficiency at this intersection during the weekday PM peak hour.

Progress Summary:

The R Street Corridor study was completed during 2020. This project is based on the study recommendations. With the award of grant funding for the roundabout at the R Street SE/21st Street SE intersection (I-10), and an enhanced pedestrian crossing at R Street SE/37th Street SE (N-10) the schedule of this project has been revised to reflect the need to complete those project in advance of the widening project. The previous TIP number of I-8 was updated to R-13 to better reflect the project scope.

Future Impact on Operating Budget:

The additional annual maintenance cost for this project is estimated to be \$500. Replacing the traffic signal will reduce on-going maintenance costs to replace parts and equipment that have reached the end of their service life.

Activity:		2022 YE	Budget			Forecast Project Cost				Total Project Cost
Funding Sources:	Prior to 2022	Estimate	2023	2024	2025	2026	2027	2028	Beyond 2028	
Unrestricted Street Revenue	-	-	-	-	-	-	-	-	-	-
Arterial Street Fund (105)	-	-	-	-	-	-	-	-	-	-
Unsecured Grant	-	-	-	-	-	-	-	-	-	-
Traffic Impact Fees	750,000	100,000	175,000	250,000	250,000	3,500,000	-	-	-	5,025,000
Other (Icon)	-	-	-	-	-	-	-	-	-	-
Total Funding Sources:	750,000	100,000	175,000	250,000	250,000	3,500,000	-	-	-	5,025,000
Capital Expenditures:										
Design	750,000	100,000	175,000	-	-	-	-	-	-	1,025,000
Right of Way	-	-	-	250,000	250,000	-	-	-	-	500,000
Construction	-	-	-	-	-	3,500,000	-	-	-	3,500,000
Total Expenditures:	750,000	100,000	175,000	250,000	250,000	3,500,000	-	-	-	5,025,000

Six Year Transportation Improvement Plan

ARTERIAL STREET FUND (102)

TIP# R-16

Project Title: **Regional Growth Center Access Improvements**
 Project No: **CP2110**
 Project Type: **Capacity**
 Project Manager: **Seth Wickstrom**

STIP# AUB-N/A
 CFP

LOS Corridor ID# 2

Description:

The project will construct a northbound left-turn lane and a northbound/southbound crosswalk at the 3rd Street NE/Auburn Avenue intersection, and realign the 4th Street NE/Auburn Way N intersection to eliminate the split phase signal operation improving circulation and access. The project will improve traffic operations, safety, and circulation for both vehicles and non-motorized users.

Progress Summary:

Grant funding for the design and construction phases was awarded from Sound Transit in 2019. The design phase of the project has been initiated, and is currently underway.

Future Impact on Operating Budget:

The annual maintenance cost for this project is estimated to be \$500.

Activity:	Funding Sources:	Prior to 2022	2022 YE Estimate	Budget			Forecast Project Costs				Total Project Cost
				2023	2024	2025	2026	2027	2028	Beyond 2028	
	<i>Unrestricted Street Revenue</i>	-	-	-	-	-	-	-	-	-	-
	<i>Arterial Street Fund (105)</i>	-	-	-	286,000	-	-	-	-	-	286,000
	<i>Secured Grant (Sound Transit)</i>	64,682	260,318	-	1,300,000	-	-	-	-	-	1,625,000
	<i>Traffic Impact Fees</i>	16,170	68,830	100,000	2,117,854	-	-	-	-	-	2,302,854
	<i>Other (Private Development)</i>	-	-	-	96,146	-	-	-	-	-	96,146
	Total Funding Sources:	80,852	329,148	100,000	3,800,000	-	-	-	-	-	4,310,000
	Capital Expenditures:										
	<i>Design</i>	80,852	329,148	-	-	-	-	-	-	-	410,000
	<i>Right of Way</i>	-	-	100,000	-	-	-	-	-	-	100,000
	<i>Construction</i>	-	-	-	3,800,000	-	-	-	-	-	3,800,000
	Total Expenditures:	80,852	329,148	100,000	3,800,000	-	-	-	-	-	4,310,000

Six Year Transportation Improvement Plan

ARTERIAL STREET FUND (102)

TIP# R-26

Project Title: **E Valley Highway Widening**
 Project No: **TBD**
 Project Type: **Capacity**
 Project Manager: **TBD**

STIP# AUB-N/A
 CFP

LOS Corridor ID# 10

Description:

This project will widen E Valley Highway between Lakeland Hills Way and Terrace View Drive SE, approximately 0.6 miles. The roadway will have a four/five lane cross section with a trail connection along the east side. Other project elements include storm improvement, illumination and ITS. The project will provide congestion relief along the corridor and provide access for non-motorized users.

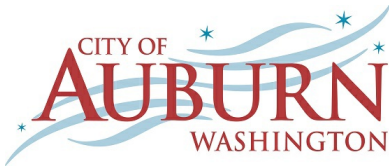
Progress Summary:

Grant funding for the design phase of the project was awarded in 2022. The design phase will begin in 2023.

Future Impact on Operating Budget:

The annual maintenance cost for this project is estimated to be \$2,500.

Activity:	2022 YE	Budget			Forecast Project Cost				Total Project Cost		
		Funding Sources:	Prior to 2022	Estimate	2023	2024	2025	2026		2027	2028
Unrestricted Street Revenue	-	-	-	-	-	-	-	-	-	-	-
Secured Grant	-	-	525,000	525,000	-	-	-	-	-	-	1,050,000
Unsecured Grant	-	-	-	-	-	-	2,250,000	2,250,000	-	-	4,500,000
Traffic Impact Fees	-	-	175,000	175,000	500,000	-	1,450,000	1,450,000	-	-	3,750,000
Other (Developer)	-	-	-	-	-	-	-	-	-	-	-
Total Funding Sources:	-	-	700,000	700,000	500,000	-	3,700,000	3,700,000	-	-	9,300,000
Capital Expenditures:											
Design	-	-	700,000	700,000	-	-	-	-	-	-	1,400,000
Right of Way	-	-	-	-	500,000	-	-	-	-	-	500,000
Construction	-	-	-	-	-	-	3,700,000	3,700,000	-	-	7,400,000
Total Expenditures:	-	-	700,000	700,000	500,000	-	3,700,000	3,700,000	-	-	9,300,000



AGENDA BILL APPROVAL FORM

Agenda Subject:

Ordinance No. 6893 (Gaub) (10 Minutes)

Department:

Public Works

Attachments:

[Ordinance No. 6893](#)

[Exhibit A](#)

Date:

November 16, 2022

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

For discussion only.

Background for Motion:**Background Summary:**

Ralph Pozzi has requested an extension of time in which to complete conditions associated with Right-of-Way Vacation No. VAC21-0002 previously approved on by City Council on December 20, 2022 under Ordinance No. 6839. The current deadline to complete the conditions is December 20, 2022.

City Staff supports extending the applicant's deadline to complete the vacation permitting and construction conditions one-time for nine months. If accepted by Council, the applicant's new deadline to complete those conditions would be September 20, 2023. The applicant has indicated that circumstances beyond their control due to Covid-19 have caused significant delays in being able to complete the required conditions of the ROW Vacation.

Ordinance No. 6893 amends Ordinance No. 6839 extending the time for the applicant to complete conditions related to permitting and construction associated with Right-of-Way Vacation No. VAC21-0002. All other vacation conditions in Ordinance No. 6839 would remain unchanged by this ordinance.

Reviewed by Council Committees:

Councilmember: Stearns

Staff:

Gaub

Meeting Date: November 28, 2022

Item Number:

ORDINANCE NO. 6893

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AUBURN WASHINGTON, AMENDING DEADLINE TO COMPLETE CONDITIONS ASSOCIATED WITH VACATING RIGHT-OF-WAY OF A PORTION OF WEST MAIN STREET, EAST OF LUND ROAD SW, WITHIN THE CITY OF AUBURN, WASHINGTON

WHEREAS, the City of Auburn, Washington ("City"), approved Ordinance No. 6839 on December 20, 2021, a copy of which is attached as Exhibit A, vacating right-of-way located within a portion of West Main Street, east of Lund Road SW, within the City, subject to conditions outlined in Ordinance No. 6839; and,

WHEREAS, Section 1, Paragraph I of Ordinance No. 6839 required that all conditions of the vacation be completed by December 20, 2022 or the vacation and Ordinance will be null and void; and,

WHEREAS, the applicant has requested additional time to complete the conditions set forth in Section 1, Paragraphs F and G of Ordinance No. 6839; and,

WHEREAS, the City has determined that the applicant's request to have one extension of time until September 20, 2023 to complete the conditions in Section 1, Paragraphs F and G of Ordinance No. 6839, is reasonable in light of unforeseeable circumstances, and that it is in the public interest to continue the deadline; and,

WHEREAS, the City has determined that the deadline to complete all other conditions in Section 1 of Ordinance No. 6839 shall remain December 20, 2022; and,

WHEREAS, the City Council has considered the request for extension.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF AUBURN,

Ordinance No. 6893
ROW Vacation VAC21-0002
November 7, 2022
Page 1 of 3

WASHINGTON DO ORDAIN as a non-codified ordinance as follows:

Section 1. Extension. The deadline for completing the right of way vacation conditions in Section 1, Paragraphs F and G of Ordinance No. 6839 is continued in a one-time extension to September 20, 2023. The applicant's deadline to complete all other conditions of the right of way vacation in Ordinance No. 6839 shall remain December 20, 2022.

Section 2. Constitutionality or Invalidity. If any portion of this Ordinance or its application to any person or circumstances is held invalid, the remainder of the Ordinance or the application of the provisions to other persons or circumstances shall not be affected.

Section 3. Implementation. The mayor is authorized to implement such administrative procedures as may be necessary to carry out the directives of this location.

Section 4. Effective Date. This Ordinance shall take effect and be in force five (5) days from and after passage, approval, and publication as provided by law.

Section 5. Recordation. The City Clerk is directed to record this Ordinance together with Ordinance No. 6839 with the office of the King County Auditor only upon completion of those conditions set forth in Ordinance No. 6839, at which time the vacation pursuant to Ordinance No. 6839 shall be effective under Auburn City Code 12.48.080.

INTRODUCED: _____

PASSED: _____

APPROVED: _____

NANCY BACKUS, MAYOR

ATTEST:

APPROVED AS TO FORM:

Shawn Campbell, MMC, City Clerk

Kendra Comeau, City Attorney

PUBLISHED: _____

Ordinance No. 6893
ROW Vacation VAC21-0002
November 7, 2022
Page 3 of 3

ORDINANCE NO. 6839

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AUBURN WASHINGTON, VACATING RIGHT-OF-WAY OF A PORTION OF WEST MAIN STREET, EAST OF LUND ROAD SW, WITHIN THE CITY OF AUBURN, WASHINGTON.

WHEREAS, the City of Auburn, Washington ("City"), has received a petition signed by at least two-thirds (2/3) of the owners of property abutting right-of-way located within a portion of West Main Street, east of Lund Road SW, within the City of Auburn, requesting vacation of the right-of-way; and,

WHEREAS, as required by Chapter 12.48 of the Auburn City Code, a public hearing was held in connection with the possible vacation, with notice having been provided pursuant to statute; and,

WHEREAS, the City Council has considered all matters presented at the public hearing on the proposed vacation, held on the 20th day of December, 2021, at the Auburn City Council Chambers in Auburn, Washington.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON DO ORDAIN as a non-codified ordinance as follows:

Section 1. Vacation. That the right of way located at a portion of West Main Street, east of Lund Road SW, located within the City of Auburn, Washington, legally described as follows:

COMMENCING AT THE NORTHEAST CORNER OF LOT 1
OF CITY OF AUBURN SHORT PLAT NUMBER SP-11-85,
RECORDED JANUARY 08, 1986 UNDER RECORDING
NUMBER 8601080790, IN KING COUNTY, WASHINGTON;
THENCE NORTH 86°14'47" WEST ALONG THE NORTH

Ordinance No. 6839
ROW Vacation VAC21-0002
November 3, 2021
Page 1 of 7

LINE OF SAID LOT 1 A DISTANCE OF 65.87 FEET;
 THENCE SOUTH 03°45'13" WEST 3.00 FEET TO THE
 BEGINNING;
 THENCE CONTINUING SOUTH 03°45'13" WEST 27.00 FEET
 TO THE BEGINNING OF A NON-TANGENT CURVE TO THE
 RIGHT THE RADUIS POINT OF WHICH BEARS NORTH
 03°45'13" EAST DISTANT 2260.00 FEET;
 THENCE ALONG SAID CURVE THROUGH A CENTRAL
 ANGLE OF 8°35'30" AN ARC LENGTH OF 338.89 FEET;
 THENCE NORTH 77°39'17" WEST 31.05 FEET;
 THENCE NORTH 86°14'47" WEST 30.07 FEET TO THE
 BEGINNING OF A NON-TANGENT CURVE TO THE RIGHT
 THE RADIUS POINT OF WHICH BEARS SOUTH 80°54'28"
 EAST DISTANT 30.00 FEET;
 THENCE ALONG SAID CURVE THROUGH A CENTRAL
 ANGLE OF 94°02'01" AN ARC LENGTH OF 49.24 FEET TO
 THE BEGINNING OF A CURVE TO THE LEFT HABING A
 RADUIS OF 2233.00 FEET;
 THENCE ALONG SAID CURVE THROUGH A CENTRAL
 ANGLE OF 9°22'20" AN ARC LENGTH OF 365.27 FEET TO
 THE POINT OF BEGINNING.

CONTAINING AN AREA OF 10,620 SQUARE FEET, MORE
 OR LESS.

and as shown on the survey, a copy of which is attached, marked Exhibit "A" is vacated and
 the property lying in the right-of-way described, shall inure and belong to those persons
 entitled to receive the property in accordance with RCW 35.79.040, conditioned upon the
 following:

A. Reservation in favor of the City of a perpetual Nonexclusive Easement
 under, over, through and across the vacated right-of-way as described above for the
 purpose of laying, maintaining, and installing future and existing water, sanitary sewer
 and storm water facilities and including a reservation in favor of the City of the right to
 grant easements for utilities over, under and on all portions of the vacated right-of-way as

Ordinance No. 6839
 ROW Vacation VAC21-0002
 November 3, 2021
 Page 2 of 7

described above.

The City shall have the absolute right, at times as may be necessary for immediate entry upon said Easement Area for the purpose of maintenance, inspection, construction, repair or reconstruction of the above improvements without incurring any legal obligation or liability.

The City shall have the absolute right to place any type of driving surface within said Easement Area deemed necessary by the City.

The owners of the adjacent properties agree and shall not in any way block, restrict or impede access and egress to or from said Easement Area, and /or in any way block, restrict or impede full use of the real property within the Easement Area by the City for the above described purposes. No building, wall, rockery, fence, trees, or structure of any kind shall be erected or planted, nor shall any fill material be placed within the boundaries of said Easement Area, without the express written consent of the City. Except as required or approved by the City, no excavation shall be made within three feet of said facilities. The surface level of the ground within the Easement Area shall be maintained at the elevation as currently existing except areas that were previously graded and must be re-graded to satisfy conditions of this right-of-way vacation as set forth in paragraphs F and G.

This easement shall be a covenant running with the adjacent property parcels and burden said real estate, and shall be binding on the successors, heirs and assigns of all parties.

Ordinance No. 6839
ROW Vacation VAC21-0002
November 3, 2021
Page 3 of 7

B. Under the terms of the reservation set out in Paragraph A above and in accordance with RCW 35.79.030, the City grants a private utility easement to Puget Sound Energy over, under, and upon the vacated right-of-way as described above for the construction, operation, maintenance, repair, replacement, improvement and removal of electric and gas distribution facilities. The owners of the adjacent property shall not erect any structures on the easement and shall not place trees or other obstructions on the easement that would interfere with the exercise of Grantee's rights.

This easement shall be a covenant running with the adjacent property parcels and burden said real estate, and shall be binding on the successors, heirs and assigns of all parties.

C. In accordance with RCW 35.79.030, the City grants a private utility easement to CenturyLink over, under and upon the vacated right-of-way as described above for the construction, operation, maintenance, repair, replacement, improvement and removal of wireline telecommunications facilities. The owners of the adjacent properties shall not erect any structures on the easement and shall not place trees or other obstructions on the easement that would interfere with the exercise of Grantee's rights.

This easement shall be a covenant running with the adjacent property parcels and burden said real estate, and shall be binding on the successors, heirs and assigns of all parties.

D. In accordance with RCW 35.79.030, the City grants a private utility easement to Comcast over, under and upon the vacated right-of-way as described above for the construction, operation, maintenance, repair, replacement, improvement and removal of cable facilities. The owners of the adjacent properties shall not erect any structures on the easement and shall not place trees or other obstructions on the easement that would interfere with the exercise of Grantee's rights.

This easement shall be a covenant running with the adjacent property parcels and burden said real estate, and shall be binding on the successors, heirs and assigns of all parties.

E. It is provided, however that such reserved or granted utility and access easements as set out in Paragraphs A, B, C and D above may be modified to accommodate a removal, relocation and sitting of the affected utility lines if the Utility and the property owners on whose property the utility lines are located agree to the removal relocations and sitting being paid by said property owners and with the removal relocation and sitting being done in conformity with applicable standards.

F. The applicant shall move the existing fence to the current property line (as it exists prior to vacation) and obtain a Grading Permit to remove gravel and construct proper site improvements for storm drainage to storm inlet structures, parking, lighting and landscaping per City requirements and Engineering Design and Construction Standards.

Ordinance No. 6839
ROW Vacation VAC21-0002
November 3, 2021
Page 5 of 7

G. The applicant shall obtain required permits and replace the domed storm inlet structures with a standard grate and shall install concrete aprons around all storm inlet structures per the City's Standard Details.

H. In accordance with RCW 35.79.0360 and ACC 12.48.085, compensation to the City of Auburn, shall be made by the owner or owners of property adjacent thereto in the total amount of Forty-five Thousand (\$45,000.00) Dollars for the full appraised value of the right-of-way, which has been right-of-way for more than twenty-five (25) years and for which public funds were expended.

I. This vacation shall be effective upon completion of the provisions in paragraph F, G, and H, above. The above described provisions must be completed by December 20, 2022 or the vacation and this Ordinance will be null and void.

Section 2. Constitutionality or Invalidity. If any portion of this Ordinance or its application to any person or circumstances is held invalid, the remainder of the Ordinance or the application of the provisions to other persons or circumstances shall not be affected.

Section 3. Implementation. The Mayor is authorized to implement such administrative procedures as may be necessary to carry out the directives of this location.

Section 4. Effective Date. This Ordinance shall take effect and be in force five (5) days from and after passage, approval, and publication as provided by law.

Ordinance No. 6839
ROW Vacation VAC21-0002
November 3, 2021
Page 6 of 7

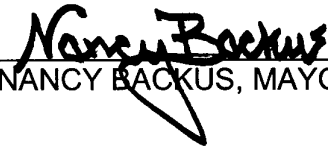
Section 5. Recordation.

The City Clerk is directed to record this Ordinance with the office of the King County Auditor only upon completion of those provisions set forth in Section 1, Paragraphs F, G, and H, above, at which time the vacation pursuant to this Ordinance shall be effective under Auburn City Code 12.48.080.

INTRODUCED: DEC 20 2021

PASSED: DEC 20 2021

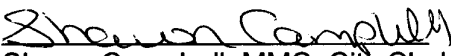
APPROVED: DEC 20 2021

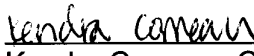


NANCY BACKUS, MAYOR

ATTEST:

APPROVED AS TO FORM:


Shawn Campbell, MMC, City Clerk



Kendra Comeau, City Attorney

PUBLISHED: _____

EXHIBIT A

PAGE 1

RIGHT OF WAY VACATION LEGAL DESCRIPTION

COMMENCING AT THE NORTHEAST CORNER OF LOT 1 OF CITY OF AUBURN SHORT PLAT NUMBER SP-11-85, RECORDED JANUARY 08, 1986 UNDER RECORDING NUMBER 8601080790, IN KING COUNTY, WASHINGTON;

THENCE NORTH 86°14'47" WEST ALONG THE NORTH LINE OF SAID LOT 1 A DISTANCE OF 65.87 FEET;

THENCE SOUTH 03°45'13" WEST 3.00 FEET TO THE POINT OF BEGINNING;

THENCE CONTINUING SOUTH 03°45'13" WEST 27.00 FEET TO THE BEGINNING OF A NON-TANGENT CURVE TO THE RIGHT THE RADIUS POINT OF WHICH BEARS NORTH 03°45'13" EAST DISTANT 2260.00 FEET;

THENCE ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 8°35'30" AN ARC LENGTH OF 338.89 FEET;

THENCE NORTH 77°39'17" WEST 31.05 FEET;

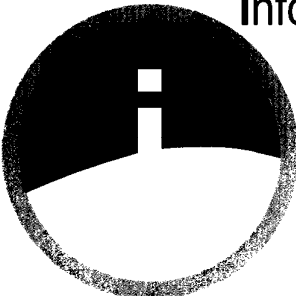
THENCE NORTH 86°14'47" WEST 30.07 FEET TO THE BEGINNING OF A NON-TANGENT CURVE TO THE RIGHT THE RADIUS POINT OF WHICH BEARS SOUTH 80°54'28" EAST DISTANT 30.00 FEET;

THENCE ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 94°02'01" AN ARC LENGTH OF 49.24 FEET TO THE BEGINNING OF A CURVE TO THE LEFT HAVING A RADIUS OF 2233.00 FEET;

THENCE ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 9°22'20" AN ARC LENGTH OF 365.27 FEET TO THE POINT OF BEGINNING.

CONTAINING AN AREA OF 10,620 SQUARE FEET, MORE OR LESS.

A PORTION OF THE NE 1/4 OF THE SW 1/4 OF
SECTION 13, T21N, R4E, W.M.



informed land survey

PO Box 5137
Tacoma, WA 98415-0137

Phone: 253-627-2070
admin@i-landsurvey.com
www.i-landsurvey.com

LAND SURVEYING • MAPPING • CONSTRUCTION LAYOUT

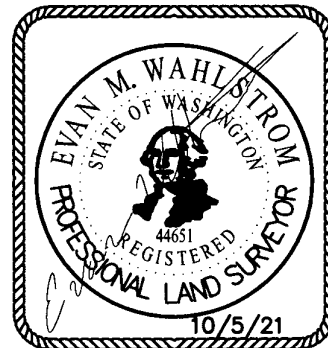
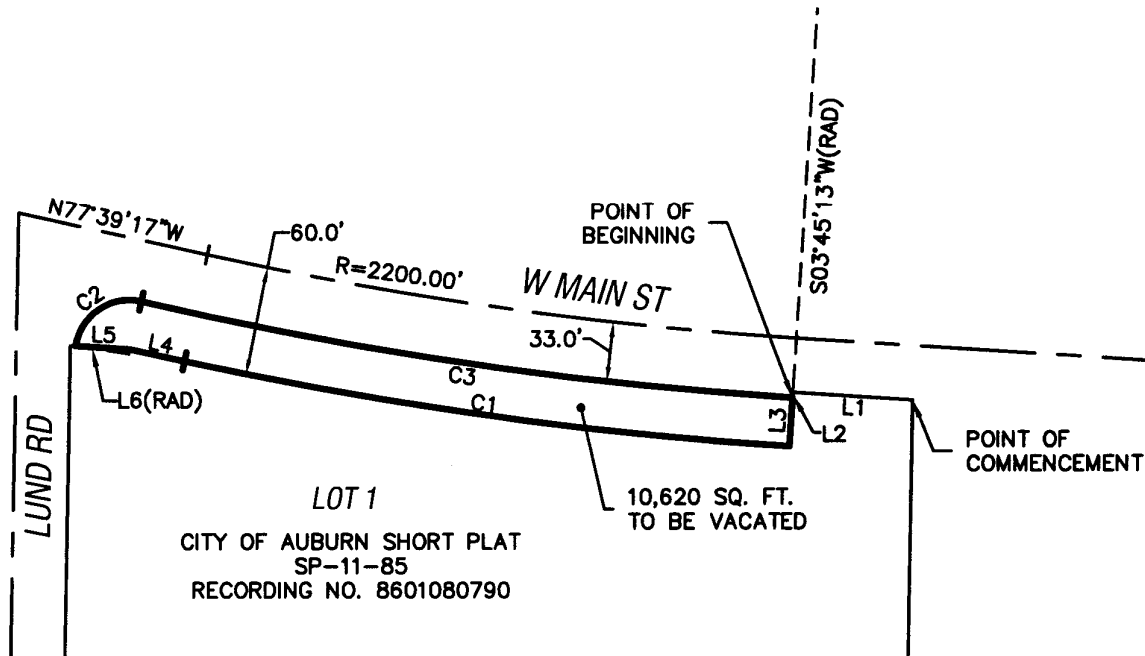
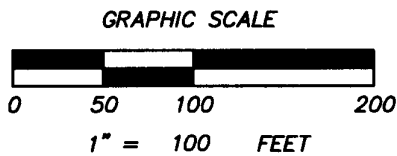


EXHIBIT A
PAGE 2
RIGHT OF WAY VACATION DEPICTION

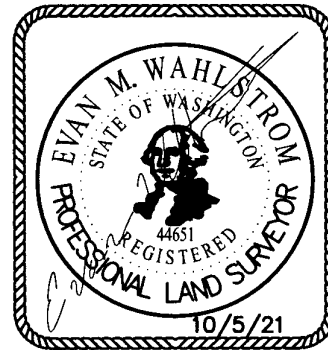


CURVE	ARC LENGTH	RADIUS	DELTA ANGLE
C1	338.89'	2260.00'	8°35'30"
C2	49.24'	30.00'	94°02'01"
C3	365.27'	2233.00'	9°22'20"

LINE	BEARING	DISTANCE
L1	N86°14'47"W	65.87'
L2	S03°45'13"W	3.00'
L3	S03°45'13"W	27.00'
L4	N77°39'17"W	31.05'
L5	N86°14'47"W	30.07'
L6	S80°54'28"E	30.00'



A PORTION OF THE NE 1/4 OF THE SW 1/4 OF
SECTION 13, T21N, R4E, W.M.





AGENDA BILL APPROVAL FORM

Agenda Subject:

Ordinance No. 6896 - Budget Amendment No. 7 (Thomas) (20 November 17, 2022 Minutes)

Date:**Department:**

Finance

Attachments:

[BA#7 Memorandum](#)

[Ordinance No. 6896](#)

[BA #7 Schedule A Ordinance 6896](#)

[BA #7 Schedule B Ordinance 6896](#)

Budget Impact:

\$20,856,212 Budget Impact

Administrative Recommendation:

For discussion only.

Background for Motion:**Background Summary:**

Ordinance No. 6896 (Budget Amendment #7) represents the seventh and final amendment for the 2021-2022 biennium and the fourth budget amendment for 2022. This adjustment primarily accounts for a transfer to the City's Cumulative Reserve Fund, recognize new revenue, and requests for new programs which are entirely offset by new revenue. For details, see the attached transmittal memorandum and supporting materials.

Reviewed by Council Committees:

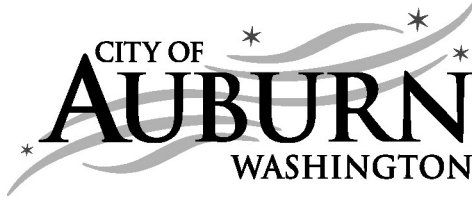
Councilmember: Baggett

Staff:

Thomas

Meeting Date: November 28, 2022

Item Number:



Interoffice Memorandum

To: City Council
From: Jamie Thomas, Finance Director
CC: Nancy Backus, Mayor
Date: November 28, 2022
Re: Ordinance #6896 – 2021-2022 Budget Amendment #7

The City's biennial 2021-2022 budget was approved by Council as two one-year appropriations. Budget Amendments #1, #2, and #3, amended the budget for calendar year 2021. Budget Amendments #4, #5 and #6 amended the 2022 budget.

This amendment will be the seventh budget amendment for the biennium and the fourth and final budget amendment for calendar year 2022. The purpose of this amendment is the following:

1. Cumulative Reserve Transfer: transfer funds from the General Fund to the Cumulative Reserve Fund in line with City financial policy;
2. Solid Waste Contract Adjustments: update the 2022 budget to reflect changes to the City's contract with Waste Management, implemented in October 2021;
3. ARPA Revenue Reclassification: Reclassify ARPA revenues as deferred revenues in accordance with GAAP, with resulting changes to 2022 beginning fund balance, revenue, and ending fund balance.
4. Revenue Adjustments: these include new/increased revenue related to grant awards, and other funding;
5. Funding Adjustments: to increase, decrease, or otherwise adjust budget authority for previously approved programs; and
6. New Requests: new programs, projects, and purchases that haven't been previously approved by council.

Cumulative Reserve Transfer: This amendment adds a transfer of \$18.5 million of fund balance from the General Fund to the Cumulative Reserve Fund. This is in accordance with both current financial policy and updated financial reserve policies approved in the 2023-2024 biennial budget.

Solid Waste Contract Adjustments: This amendment updates the operating revenues and expenditures of the Solid Waste fund to more accurately reflect the new customer and hauler rates implemented with the Waste Management contract executed in October 2021. This amendment adds \$6.4 million in additional revenue budget and \$7.2 million of additional expenditure authority to the Solid Waste fund.

ARPA Revenue Reclassification: This amendment recognizes the receipt of federal American Recovery Plan Act (ARPA) grant funds as deferred revenue per generally accepted accounting principles. This necessitates a reduction of the beginning fund balance budget, the recognition of revenues equal to expenditures, and the reduction of the budgeted ending fund balance. The net impact is a reduction of budgeted beginning and ending fund balance to \$0, and a reduction of \$1.4 million in budgeted revenue.

Revenue Adjustments. This amendment recognizes new grants and updated revenue projections. The total adjustment in this category is an increase of \$4.0 million to budgeted revenue and includes*:

- | | |
|--|--------------|
| • Add award of federal & state grants for Auburn Community Resource Center | \$1,970,000* |
| • Increase budgeted revenue related to MIT Compact | 1,180,000 |
| • Increase budgeted revenue for expected FAA & WSDOT grants for Airport projects | 660,193* |
| • Add King County COVID-19 recovery grant | 100,000* |
| • Increase federal grant revenue for high friction surface treatment | 75,000* |
| • Add budget for WASPC Sexual Assault Kit Initiative grant | 45,000* |

*does not reflect changes in offsetting expense

Funding Adjustments. Funding adjustment requests included in this budget amendment increase or decrease spending authority for existing programs. The total adjustment in this category is a reduction of \$890,000 in expenditure authority*:

- | | |
|---|--------------|
| • Increase budget for purchase of aviation fuel for resale | \$266,000* |
| • Increase budget for A Street Loop (increased construction & material costs) | 200,000 |
| • Increase budget for Cemetery 10 th addition | 9,000 |
| • Reduce budget for 49 th St NE (postponed to future years) | - 1,365,000* |

*does not reflect changes in offsetting revenue

New Requests. These include requests for increased funding for existing programs and funding requests for new projects or programs. New requests, which total \$3.2 million of new expenditure authority, including:

- | | |
|---|-----------|
| • Real property purchase: 735 12 th St SE per Resolution 5595 | 2,550,000 |
| • Remit SHB 1406 revenue to SKHHP per Resolution 5541 | 305,380 |
| • Stormwater Management Action Plan (2021 carryforward) | 144,480 |
| • Downtown Plaza Park project (offsetting revenues received in prior years) | 97,160 |
| • Sunset Park Drainage Improvements project | 75,000 |
| • Development and implementation of emergency operations plans | 50,000 |

The following table summarizes the current and revised budget as a result of this amendment.

Table 1: 2022 Budget as Amended

2022 Amended Budget	\$ 444,528,190
Budget Amendment #7 (Ord # 6898)	<u>20,856,212</u>
2022 Budget as Amended	465,384,402

Attachments:

- ❖ Proposed Ordinance #6898 (Budget Amendment #7)
- ❖ Schedule "A" – Summary of 2022 Budget Adjustments by Fund
- ❖ Schedule "B" – 2022 Appropriations by Fund

ORDINANCE NO. 6896

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, AMENDING ORDINANCE NO. 6794, THE 2021-2022 BIENNIAL OPERATING BUDGET ORDINANCE, AND ORDINANCE NO. 6796, THE 2021-2022 BIENNIAL CAPITAL BUDGET ORDINANCE, AS AMENDED BY ORDINANCE NO. 6815, ORDINANCE NO. 6827, ORDINANCE NO. 6836, ORDINANCE NO. 6837, ORDINANCE NO. 6850, AND ORDINANCE NO. 6878, AUTHORIZING AMENDMENT TO THE CITY OF AUBURN 2021-2022 BUDGET AS SET FORTH IN SCHEDULE "A" AND SCHEDULE "B"

WHEREAS, the Auburn City Council at its regular meeting of November 16, 2020, adopted Ordinances Nos. 6794 and 6796 which adopted the City of Auburn 2021-2022 biennial operating and capital budgets; and

WHEREAS, the Auburn City Council at its regular meeting of April 5, 2021, adopted Ordinance No. 6815 (BA#1) which amended Ordinances No. 6794 and 6796 which adopted the City of Auburn 2021-2022 Biennial budget; and

WHEREAS, the Auburn City Council at its regular meeting of August 2, 2021, adopted Ordinance No. 6827 (BA#2) which amended Ordinance No. 6815 which amended the City of Auburn 2021-2022 Biennial budget; and

WHEREAS, the Auburn City Council at its regular meeting of November 1, 2021, adopted Ordinances Nos. 6836 (BA#3) and 6837 (BA#4), both of which amended Ordinance No. 6827 which amended the City of Auburn 2021-2022 Biennial budget; and

WHEREAS, the Auburn City Council at its regular meeting of March 21, 2022, adopted Ordinance No. 6850 (BA#5) which amended Ordinance No. 6827 which amended the City of Auburn 2021-2022 Biennial budget; and

WHEREAS, the Auburn City Council at its regular meeting of July 18, 2022, adopted Ordinance No. 6878 (BA#6) which amended Ordinance No. 6850 which amended the City of Auburn 2021-2022 Biennial budget; and

WHEREAS, the City of Auburn deems it necessary to appropriate additional funds to the various funds of the 2022 budget as outlined in this Ordinance (BA#7); and

WHEREAS, this Ordinance has been approved by one more than the majority of all councilpersons in accordance with RCW 35A.34.200.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON DO ORDAIN AS FOLLOWS:

Section 1. Amendment of the 2021-2022 Biennial Budget. The 2021-2022 Biennial Budget of the City of Auburn is amended pursuant to Chapter 35A.34 RCW, to reflect the revenues and expenditures as shown on Schedule “A” attached hereto and incorporated herein by reference. The Mayor of the City of Auburn, Washington is hereby authorized to utilize revenue and expenditure amounts shown on said Schedule “A” and Schedule “B”. A copy of said Schedule “A” and Schedule “B” is on file with the City Clerk and available for public inspection.

Section 2. Severability. The provisions of this ordinance are declared to be separate and severable. The invalidity of any clause, sentence, paragraph, subdivision, section, or portion of this ordinance, or the invalidity of the application

of it to any person or circumstance, will not affect the validity of the remainder of this ordinance, or the validity of its application to other persons or circumstances.

Section 3. **Implementation.** The Mayor is authorized to implement those administrative procedures necessary to carry out the directives of this legislation.

Section 4. **Effective Date.** This Ordinance will take effect and be in force five days from and after its passage, approval and publication as provided by law.

INTRODUCED: _____

PASSED: _____

APPROVED: _____

NANCY BACKUS, MAYOR

ATTEST:

APPROVED AS TO FORM:

Shawn Campbell, MMC, City Clerk

Kendra Comeau, City Attorney

PUBLISHED: _____

Schedule A
Summary of 2022 Budget Adjustments by Fund
Budget Amendment #7 (Ordinance #6896)

	Beg. Fund Balance	Revenues	Expenditures	Ending Fund Balance	OT/OG	Req No
General Fund (#001)						
2022 Adopted Budget	10,524,785	81,938,250	85,605,016	6,858,019		
Previous Budget Amendments	24,832,583	3,670,126	9,214,614	19,288,095		
2022 Amended Budget	35,357,368	85,608,376	94,819,630	26,146,114		
BA#7 (Ordinance #6896, Proposed):	-	1,325,000	19,000,338	(17,675,338)		
Human Resources:						
Develop/Implement Emergency Ops Plans	-	-	50,000	(50,000)	OT	001-01
Community Development:						
SKHHP Affordable Housing Tax Revenue	-	-	305,338	(305,338)	OT	001-02
King County COVID-19 Recovery Grant	-	100,000	100,000	-	OT	001-03
Police Department:						
SAK Initiative Project grant	-	45,000	45,000	-	OT	001-04
Non Departmental:						
GF to CR Transfer	-	-	18,500,000	(18,500,000)	OT	001-05
Muckleshoot Casino Emergency Revenue	-	1,180,000	-	1,180,000	OT	001-06
Revised 2022 Budget - Fund 001	35,357,368	86,933,376	113,819,968	8,470,776		
Arterial Street Fund (#102)						
2022 Adopted Budget	427,309	5,778,300	5,892,400	313,209		
Previous Budget Amendments	2,283,179	5,562,337	7,150,168	695,348		
2022 Amended Budget	2,710,488	11,340,637	13,042,568	1,008,557		
BA#7 (Ordinance #6896, Proposed):	-	(1,090,000)	(1,090,000)	-		
A Street Loop project -cp2117	-	200,000	200,000	-		102-01
49th Street NE (AWN to D St NE)	-	(1,365,000)	(1,365,000)	-		102-02
CP2112 – High Friction Surface Treatment Grant Funds	-	75,000	75,000	-		102-03
Revised 2022 Budget - Fund 102	2,710,488	10,250,637	11,952,568	1,008,557		
American Rescue Plan Act Fund Fund (#106)						
2022 Adopted Budget	-	-	-	-		
Previous Budget Amendments	5,802,647	7,375,600	6,036,766	7,141,481		
2022 Amended Budget	5,802,647	7,375,600	6,036,766	7,141,481		
BA#7 (Ordinance #6896, Proposed):	(5,802,647)	(1,338,834)	-	(7,141,481)		
ARPA Fund Balance	(5,802,647)	(1,338,834)	-	(7,141,481)	OT	106-01
Revised 2022 Budget - Fund 106	-	6,036,766	6,036,766	-		

Schedule A
Summary of 2022 Budget Adjustments by Fund
Budget Amendment #7 (Ordinance #6896)

	Beg. Fund Balance	Revenues	Expenditures	Ending Fund Balance	OT/OG	Req No
Cumulative Reserve Fund (#122)						
2022 Adopted Budget	6,484,315	80,000	1,950,000	4,614,315		
Previous Budget Amendments	4,069,452	2,029,800	492,200	5,607,052		
2022 Amended Budget	10,553,767	2,109,800	2,442,200	10,221,367		
BA#7 (Ordinance #6896, Proposed):	-	18,500,000	-	18,500,000		
GF to CR Transfer	-	18,500,000	-	18,500,000	OT	122-01
Revised 2022 Budget - Fund 122	10,553,767	20,609,800	2,442,200	28,721,367		
Mitigation Fees Fund (#124)						
2022 Adopted Budget	9,372,642	1,161,900	5,851,450	4,683,092		
Previous Budget Amendments	6,669,238	-	1,238,344	5,430,894		
2022 Amended Budget	16,041,880	1,161,900	7,089,794	10,113,986		
BA#7 (Ordinance #6896, Proposed):	-	-	200,000	(200,000)		
A Street Loop project -cp2117	-	-	200,000	(200,000)	OT	124-01
Revised 2022 Budget - Fund 124	16,041,880	1,161,900	7,289,794	9,913,986		
Parks Construction Fund (#321)						
2022 Adopted Budget	1,031,996	3,483,950	3,730,050	785,896		
Previous Budget Amendments	43,142	(1,723,749)	(1,671,020)	(9,587)		
2022 Amended Budget	1,075,138	1,760,201	2,059,030	776,309		
BA#7 (Ordinance #6896, Proposed):	-	-	75,000	(75,000)		
Sunset Park Playground Drainage Improvements	-	-	75,000	(75,000)	OT	321-01
Revised 2022 Budget - Fund 321	1,075,138	1,760,201	2,134,030	701,309		

Schedule A
Summary of 2022 Budget Adjustments by Fund
Budget Amendment #7 (Ordinance #6896)

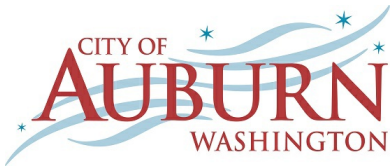
	Beg. Fund Balance	Revenues	Expenditures	Ending Fund Balance	OT/OG	Req No
Capital Improvements Fund (#328)						
2022 Adopted Budget	4,037,304	3,109,910	3,689,210	3,458,004		
Previous Budget Amendments	10,045,614	4,148,449	7,729,408	6,464,655		
2022 Amended Budget	14,082,918	7,258,359	11,418,618	9,922,659		
BA#7 (Ordinance #6896, Proposed):	-	1,970,000	4,617,160	(2,647,160)		
Real Property purchase at 735 12th St SE, Auburn	-	-	2,550,000	(2,550,000)	OT	328-01
Auburn Resource Center project	-	1,970,000	1,970,000	-	OT	328-02
Downtown Plaza Park	-	-	97,160	(97,160)	OT	328-03
Revised 2022 Budget - Fund 328	14,082,918	9,228,359	16,035,778	7,275,499		
Storm Drainage Fund (#432)						
2022 Adopted Budget	10,263,121	10,951,870	9,283,281	11,931,710		
Previous Budget Amendments	1,659,604	-	1,053,495	606,109		
2022 Amended Budget	11,922,725	10,951,870	10,336,776	12,537,819		
BA#7 (Ordinance #6896, Proposed):	-	-	144,480	(144,480)		
Stormwater Management Action Plan	-	-	144,480	(144,480)	OT	432-01
Revised 2022 Budget - Fund 432	11,922,725	10,951,870	10,481,256	12,393,339		
Solid Waste Fund (#434)						
2022 Adopted Budget	5,578,288	18,629,600	18,719,680	5,488,208		
Previous Budget Amendments	(1,789,056)	130,000	594,900	(2,253,956)		
2022 Amended Budget	3,789,232	18,759,600	19,314,580	3,234,252		
BA#7 (Ordinance #6896, Proposed):	-	6,357,500	7,210,300	(852,800)		
2022 Solid Waste Budget	-	6,357,500	7,210,300	(852,800)	OT	434-01
Revised 2022 Budget - Fund 434	3,789,232	25,117,100	26,524,880	2,381,452		
Airport Fund (#435)						
2022 Adopted Budget	1,608,781	1,507,100	2,878,847	237,034		
Previous Budget Amendments	(86,829)	750,000	(363,252)	1,026,423		
2022 Amended Budget	1,521,952	2,257,100	2,515,595	1,263,457		
BA#7 (Ordinance #6896, Proposed):	-	266,000	292,000	(26,000)		
Airport Fuel	-	266,000	292,000	(26,000)	OT	435-01
Revised 2022 Budget - Fund 435	1,521,952	2,523,100	2,807,595	1,237,457		

Schedule A
Summary of 2022 Budget Adjustments by Fund
Budget Amendment #7 (Ordinance #6896)

	Beg. Fund Balance	Revenues	Expenditures	Ending Fund Balance	OT/OG	Req No
Cemetery Fund (#436)						
2022 Adopted Budget	364,582	1,280,400	1,386,048	258,934		
Previous Budget Amendments	1,268,433	97,100	157,800	1,207,733		
2022 Amended Budget	1,633,015	1,377,500	1,543,848	1,466,667		
BA#7 (Ordinance #6896, Proposed):	-	-	9,000	(9,000)		
Cemetery Development -10th Addition	-	-	9,000	(9,000)	OT	436-01
Revised 2022 Budget - Fund 436	1,633,015	1,377,500	1,552,848	1,457,667		
Airport Capital Fund (#465)						
2022 Adopted Budget	129,157	1,847,420	1,780,440	196,137		
Previous Budget Amendments	40,178	603,480	603,480	40,178		
2022 Amended Budget	169,335	2,450,900	2,383,920	236,315		
BA#7 (Ordinance #6896, Proposed):	-	660,193	660,193	-		
Runway Taxiway Rehab, RSA & PAPI project	-	660,193	660,193	-	OT	465-01
Revised 2022 Budget - Fund 465	169,335	3,111,093	3,044,113	236,315		
Cemetery Capital Fund (#466)						
2022 Adopted Budget	9,683	1,000	100	10,583		
Previous Budget Amendments	(2,399)	45,700	45,700	(2,399)		
2022 Amended Budget	7,284	46,700	45,800	8,184		
BA#7 (Ordinance #6896, Proposed):	-	9,000	9,000	-		
Cemetery Development -10th Addition	-	9,000	9,000	-	OT	466-01
Revised 2022 Budget - Fund 466	7,284	55,700	54,800	8,184		
Grand Total - All Funds						
2022 Adopted Budget	109,651,771	216,957,920	237,525,025	89,084,666		
Previous Budget Amendments	82,846,024	35,072,475	64,173,355	53,745,144		
2022 Amended Budget	192,497,795	252,030,395	301,698,380	142,829,810		
TOTAL BA#7 (Ordinance #6896, Proposed):	(5,802,647)	26,658,859	31,127,471	(10,271,259)		
Revised 2022 Budget	186,695,148	278,689,254	332,825,851	132,558,551		
		465,384,402		465,384,402		

Schedule B
2022 Ending Fund Balance/Working Capital
by Fund

Fund	2022 Amended Beginning Balance	2022 Amended Net Change in Fund Balance	BA#7 (ORD #6896) Revenues	BA#7 (ORD #6896) Expenditures	Revised Ending Balance
General Fund (#001)	35,357,368	(9,211,254)	1,325,000	(19,000,338)	8,470,776
Arterial Street Fund (#102)	2,710,488	(1,701,931)	(1,090,000)	1,090,000	1,008,557
Local Street Fund (#103)	3,332,074	(1,204,535)	-	-	2,127,539
Hotel/Motel Tax Fund (#104)	433,129	(8,210)	-	-	424,919
Arterial Street Preservation Fund (#105)	3,133,696	(1,648,564)	-	-	1,485,132
American Rescue Plan Act Fund (#106)	5,802,647	1,338,834	(7,141,481)	-	-
Drug Forfeiture Fund (#117)	1,059,837	(300,131)	-	-	759,706
Housing & Comm Develop Fund (#119)	42,842	-	-	-	42,842
Recreation Trails Fund (#120)	88,795	7,700	-	-	96,495
BIA Fund (#121)	186,202	(34,600)	-	-	151,602
Cumulative Reserve Fund (#122)	10,553,767	(332,400)	18,500,000	-	28,721,367
Mitigation Fees Fund (#124)	16,041,880	(5,927,894)	-	(200,000)	9,913,986
City Hall Annex 2010 A&B Bond Fund (#230)	-	-	-	-	-
Local Revitalization 2010 C&D Bond Fund (#231)	-	-	-	-	-
2020 LTGO A&B Refunding Bonds Fund (#232)	381,987	695,420	-	-	1,077,407
SCORE Debt Service Fund (#238)	-	-	-	-	-
LID Guarantee Fund (#249)	1,678	10	-	-	1,688
LID 350 Fund (#275)	2,151	(2,151)	-	-	-
Golf/Cemetery 2016 Refunding Fund (#276)	-	-	-	-	-
Parks Construction Fund (#321)	1,075,138	(298,829)	-	(75,000)	701,309
Capital Improvements Fund (#328)	14,082,918	(4,160,259)	1,970,000	(4,617,160)	7,275,499
Local Revitalization Fund (#330)	316,579	(72,248)	-	-	244,331
Water Fund (#430)	14,609,492	(4,110,632)	-	-	10,498,860
Sewer Fund (#431)	9,365,295	(38,681)	-	-	9,326,614
Storm Drainage Fund (#432)	11,922,725	615,094	-	(144,480)	12,393,339
Sewer Metro Sub Fund (#433)	3,713,134	3,900	-	-	3,717,034
Solid Waste Fund (#434)	3,789,232	(554,980)	6,357,500	(7,210,300)	2,381,452
Airport Fund (#435)	1,521,952	(258,495)	266,000	(292,000)	1,237,457
Cemetery Fund (#436)	1,633,015	(166,348)	-	(9,000)	1,457,667
Water Capital Fund (#460)	6,820,039	(5,494,130)	-	-	1,325,909
Sewer Capital Fund (#461)	11,392,457	(6,025,647)	-	-	5,366,810
Storm Drainage Capital Fund (#462)	11,705,042	(7,302,324)	-	-	4,402,718
Airport Capital Fund (#465)	169,335	66,980	660,193	(660,193)	236,315
Cemetery Capital Fund (#466)	7,284	900	9,000	(9,000)	8,184
Insurance Fund (#501)	1,768,175	(171,200)	-	-	1,596,975
Workers' Comp Fund (#503)	2,870,620	254,900	-	-	3,125,520
Facilities Fund (#505)	882,828	(772,806)	-	-	110,022
Innovation & Technology Fund (#518)	2,998,535	(865,644)	-	-	2,132,891
Equipment Rental Fund (#550)	2,599,936	(890,308)	-	-	1,709,628
Equipment Rental Capital Fund (#560)	5,119,713	(1,899,333)	-	-	3,220,380
IT Capital Fund (#568)	650,654	(564,467)	-	-	86,187
Fire Pension Fund (#611)	1,989,570	(107,604)	-	-	1,881,966
SKHHP Fund (#654)	259,141	1,409,752	-	-	1,668,893
Cemetery Endowment Fund (#701)	2,106,447	64,130	-	-	2,170,577
Total	192,497,795	(49,667,985)	20,856,212	(31,127,471)	132,558,551



AGENDA BILL APPROVAL FORM

Agenda Subject:

Ordinance No. 6889 (Martinson) (10 Minutes)

Department:

Human Resources

Attachments:

[Ordinance No. 6889](#)

Date:

November 21, 2022

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

For discussion only.

Background for Motion:**Background Summary:**

Sets forth the current practices of setting the City Mayor's salary and moves the Mayor's leave provisions from other sections of City Code to the section that applies specifically to the Mayor.

Human Resources and Risk Management is updating sections of the City Code to reflect current practices and procedures.

Reviewed by Council Committees:

Councilmember: Jeyaraj

Staff:

Martinson

Meeting Date: November 28, 2022

Item Number:

ORDINANCE NO. 6889

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, AMENDING SECTION 2.03.020 OF THE AUBURN CITY CODE (ACC) RELATED TO THE SALARY AND EMPLOYMENT BENEFITS FOR THE CITY MAYOR POSITION

WHEREAS, ACC 2.03.020 sets forth the manner in which the City Mayor's salary is established;

WHEREAS, the language in that ACC section no longer matches current City policy or practices related to establishing the Mayor's salary;

WHEREAS, vacation and sick leave provisions specific to the Mayor are located elsewhere in the City Code and should be moved into this section to consolidate the salary and benefits code provisions that apply specifically to the Mayor; and

WHEREAS, other language within ACC 2.03.020 should be updated for clarity and precision.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, DO ORDAIN as follows:

Section 1. Amendment of City Code section. Auburn City Code sections 2.03.020 is hereby amended to read as set forth as follows:

ACC 2.03.020 Mayor's Salary and leave benefits.

A. Salary. The City Mayor's salary ~~for the office of the mayor~~ shall be established by the City's Independent Salary Commission in accordance with ACC Chapter 2.08. ~~on an annual basis through the adoption of the yearly budget ordinance.~~

B. Leave benefits. The Mayor shall be entitled to accrue the leave benefits available to other City employees set forth in City policy, except that due to the demands and responsibilities of the position, the Mayor's vacation leave accrual shall be unlimited, and the Mayor shall be

authorized to receive payment for any unused accrued sick leave upon leaving office.

Section 2. Implementation. The Mayor is authorized to implement those administrative procedures necessary to carry out the directives of this legislation.

Section 3. Severability. The provisions of this ordinance are declared to be separate and severable. The invalidity of any clause, sentence, paragraph, subdivision, section, or portion of this ordinance, or the invalidity of the application of it to any person or circumstance, will not affect the validity of the remainder of this ordinance, or the validity of its application to other persons or circumstances.

Section 4. Effective date. This Ordinance will take effect and be in force five days from and after its passage, approval, and publication as provided by law.

INTRODUCED: _____

PASSED: _____

APPROVED: _____

NANCY BACKUS, MAYOR

ATTEST:

APPROVED AS TO FORM:

Shawn Campbell, MMC, City Clerk

Kendra Comeau, City Attorney

Published: _____



AGENDA BILL APPROVAL FORM

Agenda Subject:

Ordinance No. 6890 (Martinson) (10 Minutes)

Department:

Human Resources

Attachments:

[Exhibit A](#)

[Ordinance No. 6890](#)

Date:

November 22, 2022

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

For discussion only.

Background for Motion:**Background Summary:**

Provide for vacations within the City's policies. Sections of ACC 2.63 have been repealed. Additional updates to ACC 2.63 are to bring the code into compliance with State Law and City practice. Additional updates have been made for clarity to ensure that they are consistent with State Law and City practice.

Human Resources and Risk Management has been reviewing revisions to the City Code to make sure that they are in compliance with State Law and City practices. The revisions of ACC 2.63 allows us to be in compliance.

Reviewed by Council Committees:

Councilmember: Jeyaraj

Staff:

Martinson

Meeting Date: November 28, 2022

Item Number:

EXHIBIT A—ORD. 6890

~~ACC 2.63.060 — Definitions.~~

~~In construing the provisions of this article, the following definitions shall apply:~~

~~A. "Duty shift" means a 24-hour workday and refers to those persons of the fire department whose working days consist of a 24-hour shift.~~

~~C. "Full-time employee" means any person occupying a position budgeted by the city on a wage or salary basis who devotes full time to their job during working hours, on a year-round basis.~~

~~D. "Part-time employee" means any person employed by the city who devotes only a part of their time during working hours to the service of the city, or who spends full time during working hours for the city, but is hired on the basis of less than year-round employment.~~

~~E. "Years' continuous service" shall not mean a calendar year but shall be computed on the basis of units of 12 consecutive calendar months of service which have fully accrued prior to the commencement of the leave period.~~

~~ACC 2.63.110 — Vacation — Longevity leave time — General employees.~~

~~Full-time employees of the city, excluding employees designated in ACC 2.63.113 and excluding employees covered by a collective bargaining agreement, shall be entitled to vacation — longevity leave time according to the following schedule:~~

~~From zero years through four full years of continuous service, 12 days per year;~~

~~Starting in the fifth year through nine full years of continuous service, 15 days per year;~~

~~Starting in the tenth year through 14 full years of continuous service, 18 days per year;~~

~~Starting in the fifteenth year through 20 full years of continuous service, 20 days per year;~~

~~More than 20 full years of continuous service, 22 days per year.~~

~~ACC 2.63.113~~ — ~~Vacation — Longevity leave time — Department directors.~~

~~A. The following designated employees, hereinafter referred to as department directors, shall accrue vacation — longevity leave time at the rate of 20 days per year. The department directors listed in ACC 2.03.040(A).~~

~~B. Longevity leave to the employees designated herein shall accrue as follows:~~

~~1. During the first calendar year of employment with the city, each of the above-designated department directors would be entitled to a block of up to 20 days of vacation — longevity leave. The actual number of days shall be computed based upon the date on which the above-listed department directors commenced employment with the city;~~

~~2. During the second year of employment with the city and each year thereafter, each department director will accrue vacation — longevity leave on a monthly basis, to a maximum of 20 days per year.~~

~~ACC 2.63.120~~ — ~~Vacations — Accumulation~~

~~Vacations of employees shall not ordinarily be accumulative, except where the department head finds that there are special circumstances justifying an extended vacation, they may authorize the employee to accumulate up to five days or two duty shifts for fire department employees of unused vacation leave each year for the purpose of extending the employee's annual vacation period in the year following, but in no event shall an employee not subject to a collective bargaining agreement accumulate more than that which would be earned in two years at the employee's accrual rate. Any vacation leave accumulated in excess of this amount shall be automatically removed from the employee's vacation balance by the finance department. Due to the demands of the office and the responsibilities pertaining thereto, the mayor of the city shall not be subject to the aforementioned provision and shall be authorized to accumulate unlimited annual leave at their discretion. In the event that a collective bargaining agreement is silent on the issue of vacation accumulation, then accumulation shall be limited to a maximum of one year annual vacation leave plus five days additional unused and accrued vacation leave carried over from a previous year or two duty shifts for fire department employees working shift work.~~

~~ACC 2.63.130~~ — ~~Vacation — Payment in lieu of.~~

~~Payment for up to five days of accrued and unused vacation leave may be made to an employee upon approval of their department head and the mayor, where the employee was not able to take all of their accrued annual vacation leave during the year authorized.~~

~~ACC 2.63.140~~ — ~~Vacation — Scheduling.~~

~~Vacations shall be taken at a time mutually agreed upon between the department head and the employee. Department heads shall take their vacations at a time mutually agreed upon between themselves and the mayor. The minimum vacation allowance to be taken by an employee shall be one hour even increments or one duty shift for fire department employees.~~

~~ACC 2.63.150~~ — ~~Vacation — Other than full-time employees.~~

~~Part-time personnel who are regularly employed shall be entitled to vacation leave allowances in proportion to hours worked, except that no part-time employee who does not work at least 20 hours per week and for 10 consecutive months from the beginning of employment shall be eligible for vacation allowances. Workmen on a daily wage basis, engaged or working upon detached or independent pieces of construction work, temporary in character, of the class which may be done by contractor to the lowest bidder, but which the city council has determined shall be done by day labor, shall not be entitled to the vacation allowances provided by this article.~~

~~ACC 2.63.155~~ — ~~Vacation — Bonus days for unused sick leave.~~

~~All full-time nonaffiliated city employees who use no sick leave during any calendar year, will be entitled to two bonus vacation days during the following calendar year. All full-time nonaffiliated employees who use only one or two sick leave days during any calendar year will be entitled to one additional bonus vacation day during the following calendar year.~~

ACC 2.63.160

Sick leave - Employees hired before January 1, 1985.

This section applies only to City employees hired before January 1, 1985.

A. All full-time employees of the city, except those covered by a union agreement, shall be entitled to sick leave when they are incapacitated for the performance of their duties by reason of sickness or injury or when, through exposure to contagious disease, the presence of the employee would jeopardize the health of others. Such sick leave shall be at the rate of eight hours for each calendar month of employment and if not used shall accumulate to a maximum of 960 hours, exclusive of the ordinary vacation time of the employee.

B. Sickness shall be reported at the beginning of any period of illness to the department as soon as practically possible.

C. A doctor's certificate will be furnished at the discretion of the department head or personnel director whenever an employee claims sick leave for the protection of the employee and fellow employees.

D. Part-time employees shall not be entitled to sick leave unless approved by the mayor.

E. An employee shall be allowed up to three days' sick leave for illness in the immediate family that requires their presence, upon the approval of the department head. Immediate family includes under this caption only father, mother, spouse or children of the employee.

F. Any employee found to have abused the sick leave privilege by falsification or misrepresentation may be subject to dismissal at the discretion of the mayor.

G. In the case of injury or illness which is covered by industrial insurance, an amount of sick leave may be used to pay the difference between industrial insurance, workman's compensation and the employee's regular rate of pay and no combination of payments received added to sick leave will exceed the regular rate of pay.

H. No portion of this article regarding sick leave shall conflict with or cancel rules and regulations set by the civil service commission as it pertains to the fire and police department.

I. Upon termination shall be reimbursed at the current rate of pay for unused accrued sick leave up to a maximum of 960 hours in accordance with the following schedule based on continuous years of service:

Upon Completion of Years of Service	Percent of Accrued Unused Sick Leave
--	---

0 through 4 years	0%
-------------------	----

Upon Completion of Years of Service Percent of Accrued Unused Sick Leave

5 through 14 years	25%
15 through 24 years	50%
25 years and over	100%

~~This section shall not apply to employees hired on or after January 1, 1985; provided, however, due to the demands of the office and the responsibilities pertaining thereto, the mayor of the city shall be authorized to receive payment for 100 percent of accrued unused sick leave upon leaving office.~~

[NEW SECTION] ACC 2.63.161 Sick leave for City employees

A. Sick leave for City employees subject to RCW 49.46.

1. Employees shall be entitled to accrue a minimum of 1 hour of paid sick leave for every 40 hours worked as an employee.

2. Employees shall be entitled to use sick leave for the purposes specified in RCW 49.46.210 and other applicable law. Employee sick leave accrual, use and verification shall be managed in accordance with City administrative policies and procedures.

3. Up to 40 hours of employee accrued sick leave that is unused in a calendar year will carry forward to the next calendar year.

B. Sick leave for City employees exempt from RCW 49.46. The accrual, use, carryover and other provisions related to sick leave for City employees exempt from RCW 49.46 shall be as set forth in City administrative policies and procedures.

C. Any employee that falsifies or misrepresents sick leave usage may be subject to discipline up to and including dismissal at the discretion of the mayor.

~~ACC 2.63.162~~ ~~Payment for accumulated sick leave.~~

~~Retroactive to January 1, 1983, Auburn city employees accumulating in excess of 960 hours sick leave during a calendar year will be paid 25 percent of said accumulated and unused sick leave during January of the following calendar year.~~

ACC 2.63.165 Bereavement leave.

Employees shall be allowed up to 3 three days of paid leave with pay following a death in the employee's immediate family ~~upon approval of the department head.~~

For purposes of this section, "Immediate family" includes only the employee's parents (or parents-in-law), father or father-in-law, mother or mother-in-law, spouse, siblings (or siblings in law), grandparents (or grandparents in law), brother, sister or children (including stepchildren), and grandchildren. of the employee. Sick leave will be charged if the employee is off the job exceeding three days. Leave under this section shall be in addition to family leave defined and available pursuant to RCW 50A.05.

Employee eligibility and use of leave under this section shall be managed in accordance with City administrative policies and procedures.

ACC 2.63.170 Leave to perform civil duties.

Department Directors may allow employees leave as needed. Any necessary leave may be allowed by the head of the department to permit any employee to serve on as a member of a jury or to exercise their other civil duties. Employee leave under this section shall be managed in accordance with City administrative policies and procedures. Each employee who is granted sick leave and who, for the performance of the civil duties involved, receives any compensation shall be paid by the city for the time they is absent only in the amount of their salary less the compensation received.

ACC 2.63.180 Military leave.

Employees may be allowed mMilitary leave, subject to the requirements of as provided in RCW 38.40.060, and City administrative policies and procedures. over and above annual vacation or sick leave, may be allowed any employee who is a member of the National Guard or reserve corps. The employee shall be paid their regular salary from the city for the period of their military leave.

ACC 2.63.190**Leave without pay and unauthorized absences.**

~~Except as otherwise provided in RCW 41.12.130, No employee shall be granted leave without pay will be granted an employee until the employee has first used all available and appropriate forms of paid leave. taken advantage of all their usable earned vacation credits, and such~~ Employees may not use leave without pay will not be granted for the purpose of the employee gaining personal advantage or profit.

[NEW SECTION] ACC 2.63.195 Other forms of leave at City Discretion – Article not applicable to collective bargaining agreements.

A. The City may provide employees with other forms of paid leave. Unless otherwise provided by law, employee entitlement to and use of any such other leave types shall be administered in accordance with City administrative policies and procedures.

B. Unless otherwise required by law, the provisions of this Article shall not apply to or affect the terms of any collective bargaining agreement in effect between the City and the members of a collective bargaining unit.

ACC 2.63.200**Insurance coverage for City employees. Generally.**

The city shall provide insurance coverage for its employees as required by law and in accordance with City administrative policies and procedures. ~~pay the costs of premiums for:~~

~~A. Employee accident insurance covering each employee, officer and official of the city for an amount not to exceed \$100,000 each, payable to the beneficiary named by the insured, while traveling on city business authorized by a competent authority;~~

~~B. Policies of insurance insuring the chief of police and all duly commissioned police officers of the city against false arrest;~~

~~C. Policies of insurance insuring city officials and employees while driving city vehicles operating in any municipal capacity against liability for bodily injury and property damage resulting from said operation.~~

ORDINANCE NO. 6890

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, AMENDING AND REPEALING CERTAIN SECTIONS WITHIN ARTICLES II AND III OF AUBURN CITY CODE (ACC) CHAPTER 2.63 RELATED TO VACATION, LEAVE AND INSURANCE COVERAGE FOR CITY EMPLOYEES, AND ADDING NEW SECTIONS TO ACC CHAPTER 2.63 RELATED TO EMPLOYEE LEAVE

WHEREAS, Articles II and III of ACC Chapter 2.63 provide for vacation, leave benefits and insurance coverage for City employees;

WHEREAS, employee vacation benefits are not legally required, and it is more appropriate to provide vacation benefits to City employees through the City's adopted employee vacation benefits policies. Accordingly, sections within Article II of ACC 2.63 pertaining to employee vacation should be repealed;

WHEREAS, several other sections within Articles II and III of ACC 2.63 require revision and/or repeal to bring the ACC chapter into compliance with changes to State law and City practice that have occurred since their enactment;

WHEREAS, other revisions to these ACC 2.63 Articles should be made for clarity and precision, and to ensure that they are otherwise consistent with City policies and practices related to employee leave.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, DO ORDAIN as follows:

Section 1. Amendment of City Code sections. Auburn City Code sections 2.63.160, .165, .170, .180, and .190 within Article II of ACC 2.63 are hereby amended to read as set forth in Exhibit A attached to this Ordinance.

Section 2. Repeal of City Code sections. Auburn City Code sections 2.63.060, .110, .113, .120, .130, .140, .150, .155 and .162 are hereby repealed.

Section 3. New sections to City Code. New sections 2.63.161 (pertaining to employee sick leave) and 2.63.195 (pertaining to other forms of City employee leave) are hereby adopted and added to the City Code, to read as set forth in Exhibit A attached to this Ordinance.

Section 4. Implementation. The Mayor is authorized to implement those administrative procedures necessary to carry out the directives of this legislation.

Section 5. Severability. The provisions of this ordinance are declared to be separate and severable. The invalidity of any clause, sentence, paragraph, subdivision, section, or portion of this ordinance, or the invalidity of the application of it to any person or circumstance, will not affect the validity of the remainder of this ordinance, or the validity of its application to other persons or circumstances.

Section 6. **Effective date.** This Ordinance will take effect and be in force five days from and after its passage, approval, and publication as provided by law.

INTRODUCED: _____

PASSED: _____

APPROVED: _____

NANCY BACKUS, MAYOR

ATTEST:

APPROVED AS TO FORM:

Shawn Campbell, MMC, City Clerk

Kendra Comeau, City Attorney

Published: _____



AGENDA BILL APPROVAL FORM

Agenda Subject:

Ordinance No. 6891 (Martinson) (10 Minutes)

Department:

Human Resources

Attachments:

[Ordinance No. 6891](#)

Date:

November 22, 2022

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

For discussion only.

Background for Motion:**Background Summary:**

Human Resources and Risk Management has been reviewing Sections of City Code to ensure that they are in line with current State Law and City practices. ACC 2.60 is not in line, therefore a repeal is necessary.

Reviewed by Council Committees:

Councilmember: Jeyaraj

Staff:

Martinson

Meeting Date: November 28, 2022

Item Number:

ORDINANCE NO. 6891

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, REPEALING CHAPTER 2.60 OF THE AUBURN CITY CODE (ACC) RELATED TO CITY OFFICE HOURS AND EMPLOYEE LUNCH HOURS

WHEREAS, enacted in 1976, ACC Chapter 2.60 contains a single section (ACC 2.60.010) setting forth City Hall hours of operation and specifies the lunch hours for City employees;

WHEREAS, the language in that ACC section no longer matches current City policy or practices;

WHEREAS, the hours of operation for City facilities and the management of lunch hours for employees are better regulated by City administrative policies; and

WHEREAS, in light of the above, ACC 2.60 and its only section ACC 2.60.010 should be repealed.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, DO ORDAIN as follows:

Section 1. Repeal of City Code chapter and section. Auburn City Code Chapter 2.60 and the chapter's only section 2.60.010 are hereby repealed.

Section 2. Implementation. The Mayor is authorized to implement those administrative procedures necessary to carry out the directives of this legislation.

Section 3. Severability. The provisions of this ordinance are declared to be separate and severable. The invalidity of any clause, sentence, paragraph, subdivision, section, or portion of this ordinance, or the invalidity of the application of it to any person

or circumstance, will not affect the validity of the remainder of this ordinance, or the validity of its application to other persons or circumstances.

Section 4. **Effective date.** This Ordinance will take effect and be in force five days from and after its passage, approval, and publication as provided by law.

INTRODUCED: _____

PASSED: _____

APPROVED: _____

NANCY BACKUS, MAYOR

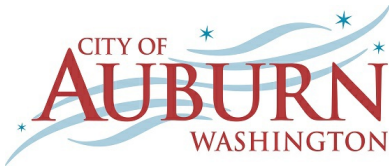
ATTEST:

APPROVED AS TO FORM:

Shawn Campbell, MMC, City Clerk

Kendra Comeau, City Attorney

Published: _____



AGENDA BILL APPROVAL FORM

Agenda Subject:

Ordinance No. 6892 (Comeau) (10 Minutes)

Department:

Public Works

Attachments:

[Ordinance No. 6892](#)

[RCW](#)

Date:

November 22, 2022

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

For discussion only.

Background for Motion:**Background Summary:**

The Washington State Legislature enacted House Bill 1799 during the 2022 legislative session. The law is a lengthy statute that intends to reduce food and yard waste in landfills by 75% in eight years. To meet this goal, the law addresses several aspects of organic collections. One portion of the law requires cities having a population over 25,000 to adopt an ordinance to implement an earlier-enacted state law (please see attached RCW's). The law requires the use of compost in government-funded projects, including bid projects, whenever compost can be utilized. The requirement does not apply if compost is unavailable within a reasonable period of time, if available compost does not comply with certain standards, or if compost prices are uncompetitive. In addition, when a city purchases compost priority must be given to purchasing from local compost producers that carry certain certifications and derive their compost from municipal waste. Cities are also required to develop a strategy to inform residents about the value of compost use and how the city uses compost. Finally, cities must report to the Department of Ecology every-other-year the volume of organic waste collected, the volume of compost purchased by the city, and the source of that compost. Each city must adopt its compost procurement ordinance by January 1, 2023.

Ordinance 6892 complies with the new state law. It contains provisions requiring the city and its contractors to consider whether compost could be utilized for a project and to use compost in the project if it can. The ordinance adopts the statute's exceptions to the compost requirement and mandates both the use of prioritized producers and periodic reporting to the DOE. The practical impacts of the ordinance will be the increased use of compost for projects at city buildings and in the right of way. City staff will be required to change the city's bidding documents and contracts to reflect the state's emphasis on the use of compost, and perform the data collection and reporting mandated by the act.

Reviewed by Council Committees:

Councilmember: Jeyaraj

Meeting Date: November 28, 2022

Staff:

Comeau

Item Number:

ORDINANCE NO. 6892

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, ADDING A NEW CHAPTER 16.15 TO THE AUBURN CITY CODE RELATING TO THE USE OF COMPOST IN CITY PROJECTS

WHEREAS, in order to reduce methane emissions, RCW 70A.205.007 establishes the goal of cutting landfill-disposed organic material in Washington by 75% compared to 2015; and

WHEREAS, the 2022 state legislature identified increased procurement of compost products by cities and counties as a means for achieving this goal while also strengthening the economic viability of compost production; and

WHEREAS, a 2022 enacted state statute requires that cities with populations over twenty five-thousand (25,000) adopt a compost procurement ordinance that mandates utilization of compost in government-funded projects; and

WHEREAS, the new law also mandates that local governments require contractors to use compost products to the maximum extent economically feasible when the products are reasonably available and comply with quality and health standards.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, DO ORDAIN as follows:

Section 1. New Auburn City Code Chapter. That a new Chapter 16.15 is added to the Auburn City Code to read as shown in Exhibit A.

Section 2. Implementation. That the Mayor is authorized to implement those administrative procedures necessary to carry out the directives of this legislation.

Section 3. Severability. That the provisions of this ordinance are declared to be separate and severable. The invalidity of any clause, sentence, paragraph, subdivision, section, or portion of this ordinance, or the invalidity of the application of it to any person or circumstance, will not affect the validity of the remainder of this ordinance, or the validity of its application to other persons or circumstances.

Section 4. Effective date. This Ordinance will take effect and be in force five days from and after its passage, approval, and publication as provided by law.

INTRODUCED: _____

PASSED: _____

APPROVED: _____

NANCY BACKUS, MAYOR

ATTEST:

APPROVED AS TO FORM:

Shawn Campbell, MMC, City Clerk

Kendra Comeau, City Attorney

Published: _____

EXHIBIT A

Chapter 16.15 COMPOST USE AND REPORTING

Sections:

- 16.15.010 Procurement of compost products for city projects.
- 16.15.020 Compliance with state pest control regulations.
- 16.16.030 Reporting to the Department of Ecology.
- 16.15.040 Public education component of Comprehensive Solid Waste Management Plan.

16.15.010. Procurement of compost for city projects.

A. Before issuance of a solicitation for bids or proposals under ACC chapter 3.12, a determination will be made whether compost products can be utilized in a project. In the event that compost products can be utilized, the bid or other solicitation shall require the contractor to use compost products in the project to the maximum extent economically feasible.

B. The city shall plan for the use of compost products in the following categories:

1. Landscaping projects.
2. Construction and postconstruction soil amendments.
3. Uses to prevent erosion, filter stormwater runoff, promote vegetation growth, or improve the stability and longevity of roadways; and
4. Low-impact development and green infrastructure to filter pollutants or keep water on-site, or both.

C. Notwithstanding subsections A and B, the use of compost products is not required if:

1. Compost products are not available within a reasonable period of time;
2. Compost products that are available do not comply with existing purchasing standards;
3. Compost products that are available do not comply with federal or state health, quality, and safety standards; or
4. Compost purchase prices are not reasonable or competitive.

D. For any project required to use compost under this subsection, priority will be given to purchasing compost products from companies that

1. produce compost products locally, and undertaking
2. are certified by a nationally recognized organization, and
3. produce finished compost products that are derived from municipal solid waste compost programs and meet quality standards comparable to those adopted by the department of transportation or adopted by rule by the department of ecology.

E. For purposes of this chapter “Compost products” means mulch, soil amendments, ground cover, or other landscaping material derived from the biological or mechanical conversion of biosolids or cellulose-containing waste materials.

16.15.020. Compliance with state pest control regulations.

Any application of compost by the city shall comply with the Washington State Department of Agriculture pest control regulations as provided in chapter 16-470 of the Washington Administrative Code (WAC), as hereafter amended.

16.15.030. Reporting to the Department of Ecology.

By December 31, 2024, and thereafter by each December 31st of even-numbered years a report will be submitted to the Department of Ecology with the following information:

- A. The total tons of organic material diverted throughout the year; and
- B. The volume and cost of compost purchased throughout the two-year reporting period; and
- C. The source or sources of the compost purchased by the city over the two-year reporting period.

16.15.040. Public education component of Comprehensive Solid Waste Management Plan.

Any comprehensive solid waste management plan submitted to the Department of Ecology pursuant to RCW 70A.205 shall contain strategies to inform Auburn residents about the value of compost and how the city uses compost in its operations.

Use of compost products in projects.

(1) When planning government-funded projects or soliciting and reviewing bids for such projects, all state agencies and local governments shall consider whether compost products can be utilized in the project.

(2) If compost products can be utilized in the project, the state agency or local government must use compost products, except as follows:

(a) A state agency or local government is not required to use compost products if:

(i) Compost products are not available within a reasonable period of time;

(ii) Compost products that are available do not comply with existing purchasing standards;

(iii) Compost products that are available do not comply with federal or state health, quality, and safety standards; and

(iv) Compost purchase prices are not reasonable or competitive; and

(b) A state agency is also not required to use compost products in a project if:

(i) The total cost of using compost is financially prohibitive;

(ii) Application of compost will have detrimental impacts on the physical characteristics and nutrient condition of the soil as it is used for a specific crop;

(iii) The project consists of growing trees in a greenhouse setting, including seed orchard greenhouses; or

(iv) The compost products that are available have not been certified as being free of crop-specific pests and pathogens, including pests and pathogens that could result in the denial of phytosanitary permits for shipping seedlings.

(3) Before the transportation or application of compost products under this section, composting facilities, state agencies, and local governments must ensure compliance with department of agriculture pest control regulations provided in chapter 16-470 WAC.

(4) State agencies and local governments are encouraged to give priority to purchasing compost products from companies that produce compost products locally, are certified by a nationally recognized organization, and produce compost products that are derived from municipal solid waste compost programs and meet quality standards adopted by rule by the department of ecology.

[2020 c 290 § 2.]

NOTES:

Findings—Legislative declaration—2020 c 290: "The legislature finds and declares that local compost manufacturing plays a critical role in our state's solid waste infrastructure. Composting benefits Washington agencies, counties, cities, businesses, and residents by diverting hundreds of thousands of tons of organic waste from landfills, reducing solid waste costs, and lowering carbon emissions. The legislature finds that a growing number of local governments are recognizing the benefits of composting programs and offering compost collection to their residents and businesses. The diversion of food waste from landfills to compost processors remains critical for state and local governments to meet their ambitious diversion goals.

The legislature also finds that composting is a strong carbon reduction industry for Washington, as the application of compost to soil systems permits increased carbon sequestration. Compost can also replace synthetic chemical fertilizer, prevent topsoil erosion, and filter stormwater on green infrastructure projects such as rain gardens and retention ponds.

The legislature declares that state and local governments should lead by example by purchasing and using local compost that meets state standards and by encouraging farming operations to do so as well." [2020 c 290 § 1.]

Cities and counties required to adopt a compost procurement ordinance—Report.

(1) By January 1, 2023, the following cities or counties shall adopt a compost procurement ordinance to implement RCW 43.19A.120:

(a) Each city or county with a population greater than 25,000 residents as measured by the office of financial management using the most recent population data available; and

(b) Each city or county in which organic material collection services are provided under chapter 70A.205 RCW.

(2) A city or county that newly exceeds a population of 25,000 residents after January 1, 2023, as measured by the office of financial management, must adopt an ordinance under this subsection no later than 12 months after the office of financial management's determination that the local government's population has exceeded 25,000.

(3) In developing a compost procurement ordinance, each city and county shall plan for the use of compost in the following categories:

(a) Landscaping projects;

(b) Construction and postconstruction soil amendments;

(c) Applications to prevent erosion, filter stormwater runoff, promote vegetation growth, or improve the stability and longevity of roadways; and

(d) Low-impact development and green infrastructure to filter pollutants or keep water on-site, or both.

(4) Each city or county that adopts an ordinance under subsection (1) or (2) of this section must develop strategies to inform residents about the value of compost and how the jurisdiction uses compost in its operations in the jurisdiction's comprehensive solid waste management plan pursuant to RCW 70A.205.045.

(5) By December 31, 2024, and each December 31st of even-numbered years thereafter, each city or county that adopts an ordinance under subsection (1) or (2) of this section must submit a report covering the previous year's compost procurement activities to the department of ecology that contains the following information:

(a) The total tons of organic material diverted throughout the year;

(b) The volume and cost of compost purchased throughout the year; and

(c) The source or sources of the compost.

(6) Cities and counties that are required to adopt an ordinance under subsection (1) or (2) of this section shall give priority to purchasing compost products from companies that produce compost products locally, are certified by a nationally recognized organization, and produce compost products that are derived from municipal solid waste compost programs and meet quality standards comparable to standards adopted by the department of transportation or adopted by rule by the department of ecology.

(7) Cities and counties may enter into collective purchasing agreements if doing so is more cost-effective or efficient.

(8) Nothing in this section requires a compost processor to:

(a) Enter into a purchasing agreement with a city or county;

(b) Sell finished compost to meet this requirement; or

(c) Accept or process food waste or compostable products.

[2022 c 180 § 701.]

NOTES:

Findings—Intent—Scope of authority of chapter 180, Laws of 2022—2022 c 180: See notes following RCW 70A.205.007.

Use of compost products.

A contract by a local government or state agency must require the use of compost products to the maximum extent economically feasible to meet the requirements established in RCW **43.19A.120**.

[2022 c 180 § 703.]

NOTES:

Findings—Intent—Scope of authority of chapter 180, Laws of 2022—2022 c 180: See notes following RCW **70A.205.007**.