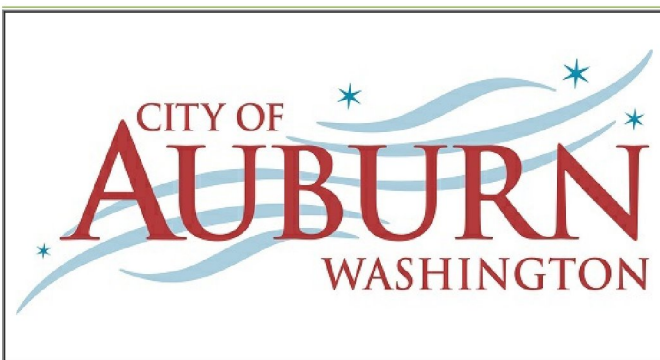


	City Council Study Session HHS SFA November 26, 2018 - 5:30 PM Council Chambers - City Hall AGENDA Watch the meeting LIVE! Watch the meeting video Meeting videos are not available until 72 hours after the meeting has concluded.
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I. CALL TO ORDER

A. Roll Call

II. ANNOUNCEMENTS REPORTS AND PRESENTATIONS

III. AGENDA ITEMS FOR COUNCIL DISCUSSION

A. 2018 Auburn Farmer Market Year End Report (Faber) (15 Minutes)

Auburn International Farmers Market Season - 2018 Season Report

B. Resolution No. 5391 (Faber) (15 Minutes)

An informational presentation from the Auburn Symphony Orchestra regarding the 2017-18 and 2018-19 performing art seasons and inclusion of the 2019 draft contract related to operating support for the Auburn Symphony Orchestra

C. Resolution No. 5392 (Gaub) (10 Minutes)

A Resolution of the City Council of the City of Auburn, Washington, authorizing the Mayor to execute an amendment to the lease agreement between the City of Auburn and Classic Helicopter Corporation

D. Resolution No. 5393 (Gaub) (5 Minutes)

A Resolution of the City Council of the City of Auburn, Washington, authorizing the Mayor to execute an amendment to the lease agreement between the City of Auburn and Spanaflight, LLC

E. Recology Contract (Coleman) (10 Minutes)

An agreement between the City of Auburn and Recology Cleanscapes for a litter control and recycling program

F. Ordinance No. 6693 (Coleman) (10 Minutes)

An Ordinance of the City Council of the City of Auburn, Washington, adopting the 2019-2020 biennial operating budget for the City of Auburn, Washington

G. Ordinance No. 6694 (Coleman) (10 Minutes)

An Ordinance of the City Council of the City of Auburn, Washington, adopting the 2019-2020 biennial capital budget for the City of Auburn, Washington

H. Ordinance No. 6703 (Coleman) (10 Minutes)

An Ordinance of the City Council of the City of Auburn, Washington, amending Ordinance No. 6621, the 2017-2018 biennial budget ordinance, as amended by Ordinance No. 6646, Ordinance No. 6656, Ordinance No. 6665, Ordinance No. 6666, Ordinance No. 6680, and Ordinance No. 6684, authorizing amendment to the City of Auburn 2017-2018 budget as set forth in Schedule "A" and Schedule "B"

I. 2019 Proposed Legislative Agenda (Hinman) (15 Minutes)

Discussion on Auburn's 2019 state and federal legislative priorities

IV. HEALTH AND HUMAN SERVICES DISCUSSION ITEMS

A. 2019 CDBG Action Plan (Hinman) (15 Minutes)

B. Regional Homelessness Update (Hinman) (15 Minutes)

C. Blue Ribbon Committee Update (Hinman) (20 Minutes)

D. Affordable Housing Task Force Update (Hinman) (10 Minutes)

V. OTHER DISCUSSION ITEMS

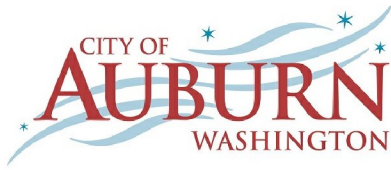
VI. NEW BUSINESS

VII. MATRIX

A. Matrix

VIII. 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:

2018 Auburn Farmer Market Year End Report (Faber) (15 Minutes)

Date:

November 19, 2018

Department:

Parks/Art and Recreation

Attachments:

[AIFM 2018 Report](#)

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

Background Summary:

A presentation related to the Auburn International Farmers Market 2018 Season that includes a summary of grants and sponsors, vendor sales and customer counts, EBT & Fresh Bucks information, and customer and vendor feedback.

Reviewed by Council Committees:

Councilmember:

Staff:

Faber

Meeting Date: November 26, 2018

Item Number:



Auburn Farmers Market Mission

Forum for the purchase of a variety of healthy and locally grown products to area resident. Education about healthy food choices and overall health and well-being. Convenient marketplace for local farmers and artisans. Vibrant gathering place for the community to enjoy AUBURN!



Grants & Sponsors

- \$20,000 King Conservation District grant (promotional and programming support)
- In-Kind Media support from 98.9 The Bull
- \$1,000 grant from Auburn Arts Commission through 4Culture
- Sponsorships from Gutter Helmet, Reserve Auburn Apartments, Costco & Auburn Library



Thank You to Our Market Sponsors!

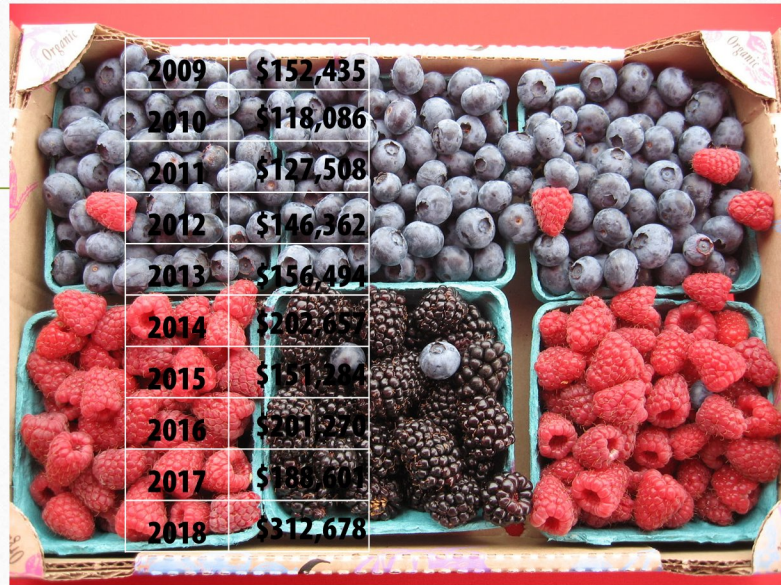
**King Conservation District
98.9 The Bull - KNUC
Gutter Helmet by Harry Helmet
4Culture
Reserve Auburn Apartments
Costco
Auburn Library**





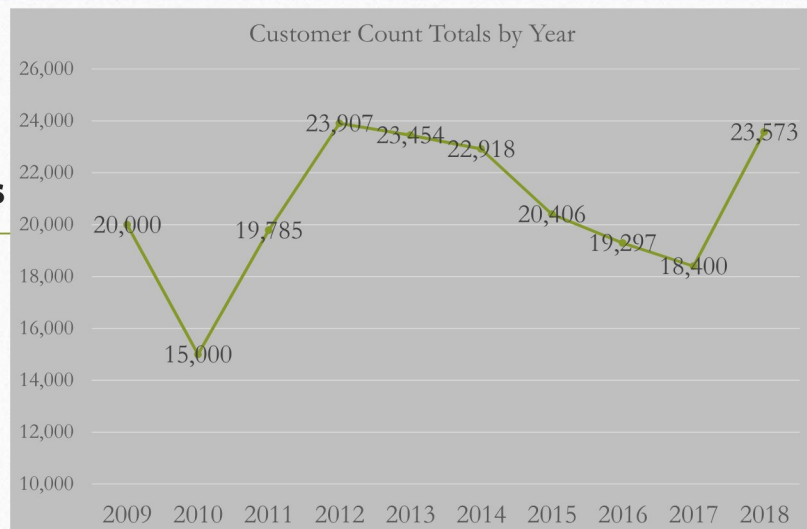
Vendor Sales by Year

- 2017 vs. 2018: vendor sales increase by 66%
- King County markets average vendor sales in 2016 (excluding Seattle Markets) was \$285,509.
- Auburn is above 2016 County average by 9%



Customer Count Season Totals

- **2017-2018; increased by 28%**





EBT and Fresh Bucks



- EBT: Electronic Benefits Transfer. Formerly known as Food Stamps
 - Can be spent on fruits, vegetables, cheese, meats, coffee beans & honey
 - No crafts or hot, ready-to-eat foods
- Fresh Bucks: Grant funded matching program. Matches EBT funds 100%. Partnering clinics also distributed Fresh Bucks prescriptions where shoppers did not need to use their EBT funds to receive Fresh Bucks
 - Can **only** be spent on fruits & vegetables

2018 EBT & Fresh Bucks Shoppers

- 437 EBT transactions
- 249 unique shoppers
- 74% of shoppers resided in Auburn
- 93% resided in King County
- Nearly **\$4,000** of EBT were spent on eligible food products
- **\$12,752** of Fresh Bucks were spent at farm vendor booths



Farmers at the Market

- 2% increase of farmers at the Market over 2017 season
- 30% increase of farmer sales over 2017 season



Prepared Food at the Market

- We had a **127%** increase in participation of prepared food vendors during the 2018 season over the previous year.
- **Food Trucks**
 - Stacks
 - K.C. Deez BBQ
 - The Mobile Mayan
 - Gypsy Doggs
- **Prepared Food**
 - Up in Smoke BBQ
 - Simply Kettle Corn
 - Cabanas Enterprises
 - Double Up LLC
 - Brewganic



Vendor Comments

- **Farmer:** "Love the grass! The Park location feels more like a farmers market"
- **Farmer:** "My sales have doubled this year"
- **Food Vendor:** "I talk to my customers and a lot of them say this was their first time at the market. They saw it driving by."
- **Farmer:** "Love the new location!!"
- **Craft Vendor:** "This location is much easier for people to get to"
- **Farmer:** "Lots of foot traffic!"
- **Craft Vendor:** "Love it! Customers comment on enjoying this location."





AGENDA BILL APPROVAL FORM

Agenda Subject:

Resolution No. 5391 (Faber) (15 Minutes)

Date:

November
7, 2018

Department:

Parks/Art and Recreation

Attachments:

[Resolution No. 5391](#)

[Auburn Symphony Orchestra 2019 Contract](#)

Budget**Impact:**

Current
Budget:
\$75,000
Proposed
Revision:
\$0
Revised
Budget:
\$0

Administrative Recommendation:

City Council approve Resolution No. 5391

Background Summary:

The City of Auburn has supported the Auburn Symphony Orchestra for the past several years 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. For 2019, it is proposed that the City enters into a contract with the Auburn Symphony Orchestra with a specific scope of services for marketing, outreach and audience building, and organization efforts that assist in showcasing Auburn as a destination for arts and events.

Reviewed by Council Committees:**Councilmember:****Staff:**

Faber

Meeting Date: November 26, 2018

Item Number:

RESOLUTION NO. 5391

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
AUBURN, WASHINGTON, AUTHORIZING THE MAYOR
TO EXECUTE AN AGREEMENT BETWEEN THE CITY OF
AUBURN AND THE AUBURN SYMPHONY ORCHESTRA
FOR TOURISM PROMOTION SERVICES

WHEREAS, the City is interested in promoting and marketing Auburn as a tourist destination; and

WHEREAS, the Auburn Symphony Orchestra (the "Service Provider") wishes to conduct activities within the City, the promotion of which would be beneficial to the City and to the residents and businesses of the City; and

WHEREAS, a program of advertising for such events may increase the success of such activities; and

WHEREAS, in order to advertise the City, increase the number of visitors to the City, and encourage tourism it is advantageous for the City to contract with the Service Provider for promotional services in connection therewith.

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

Section 1. The Mayor is authorized to execute an Agreement between the City and the Auburn Symphony Orchestra for tourism promotion services, which agreement will be in substantial conformity with the agreement attached as Exhibit A.

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

Section 3. This Resolution will take effect and be in full force on passage and signatures.

Dated and Signed this _____ day of _____, 2019.

CITY OF AUBURN

NANCY BACKUS, MAYOR

ATTEST:

Shawn Campbell, MMC, City Clerk

APPROVED AS TO FORM:

Steven L. Gross, City Attorney



**CITY OF AUBURN and AUBURN SYMPHONY ORCHESTRA
CONTRACT FOR SERVICES**

THIS CONTRACT is made and entered into on the _____ day of _____, 2018, by and between the CITY OF AUBURN, a municipal corporation of the State of Washington (the "City"), and the AUBURN SYMPHONY ORCHESTRA, a not-for-profit corporation organized pursuant to 26 U.S.C. 501 (C)(3)(the "Service Provider" or "ASO" and collectively, the "Parties").

1. **SCOPE OF SERVICES BY SERVICE PROVIDER** The Service Provider will engage, enrich and inspire our community through artistically vibrant performances; will uphold the highest artistic and professional standards; will present a broad range of repertoire; will serve a wide and diverse audience; and will provide quality educational experiences for all ages. Service Provider will provide classical music opportunities to area youth through reduced ticket prices to concerts as well as outreach to Auburn area schools. Service Provider will actively participate in community events and include City of Auburn logo in all applicable promotional materials. Service Provider will comply with requirements listed in Attachment "A."
2. **TERM OF CONTRACT:** The Term of this Contract will be from January 1, 2019, through December 31, 2019.
3. **COMPENSATION TO SERVICE PROVIDER:**
 - a. The Parties understand that the Service Provider operates on a fiscal year that runs from July 1 through the following June 30, and that its concert season is consistent with its fiscal year. The City's fiscal year is from January 1 through the following December 31. The Parties agree that the marketing services provided throughout the year are adequate consideration for the City to pay the Service Provider its full consideration due for the calendar year by the end of June each year in order to support the Service Provider's budget cycle.
 - b. The total contract is for \$75,000 per calendar year, which will be paid as set forth in Attachment "B."
 - c. **Invoicing and Reports.** The Service Provider will submit invoices and reports not later than 30 calendar days before payment is due. For each reporting period, the Service Provider will provide report outlining how the Service Provider met the performance measures set forth in this Agreement.
4. **NON-APPROPRIATION OF FUNDS:** If sufficient funds are not appropriated or allocated for payment under this Agreement for any future fiscal period, the City will not be obligated to make payments for Services or amounts incurred after the end of the current fiscal period, and this Agreement will terminate upon the completion of all remaining Services for which

funds are allocated. No penalty or expense shall accrue to the City in the event this provision applies.

5. RECORDS INSPECTION AND AUDIT: All compensation payments will be subject to the adjustments for any amounts found upon audit or otherwise improperly invoiced and all records and books of accounts pertaining to any work performed under this Contract will be subject to inspection and audit by the City for a period of up to three (3) years from the final payment for work performed under this Contract.
6. CONTRACT ADMINISTRATION: This Contract will be administered by Auburn Symphony Orchestra Manager on behalf of the Service Provider and by Mayor or the Mayor's designee on behalf of the City. Any written notices required by terms of this Contract will be served or mailed to the following addressees unless changed by written notice to the other Party:

If to the City: City of Auburn, 25 West Main Street, Auburn WA 98001

If to the Service Provider: Auburn Symphony Orchestra, P.O. Box 2186, Auburn WA 98071

7. NOTICES: All notices or communications permitted or required to be given under this Contract will be in writing and will be deemed to have been duly given if delivered in person or deposited in the United States mail postage prepaid for mailing by certified mail return receipt requested.
8. INSURANCE: The Service Provider is responsible for maintaining during the term of this Contract and at its sole cost and expense insurance coverages in amounts not less than the amounts set forth herein below. The Service Provider will provide evidence satisfactory to the City of all required policies during the term of this Agreement. The Service Provider will maintain in full force and effect the following insurance policies:
 - a. Comprehensive general liability insurance including automobile and property damage insuring the City and the Service Provider against loss or liability for damages for personal injury death or property damage arising out of or in connection with the performance by the Service Provider of its obligations hereunder with minimum liability limits of \$1,000,000.00 combined single limit for personal injury death or property damage in anyone occurrence.
 - b. Such workmen's compensation and other similar insurance as may be required by law.
9. INDEMNIFICATION: Service Provider will defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorneys' fees, arising out of or resulting from the acts, errors or omissions of the Service Provider in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

If a court of competent jurisdiction determines that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Service Provider and the city, its officers, officials, employees, and volunteers, the Service Provider's liability, including the duty and cost to defend, will be only to the extent of the Service Provider's negligence. It is further specifically and expressly understood that the indemnification provided constitutes the Service Provider's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

10. **RESTRICTION AGAINST ASSIGNMENT:** Service Provider will not assign this Contract or any interest nor any money due or to become due without first obtaining the written consent of the City. Service Provider will not subcontract any part of the services to be performed without first obtaining the written consent of the City.
11. **AMENDMENT MODIFICATION OR WAIVER:** No amendment modification or waiver of any condition provision or term of this Contract will be valid or of any effect unless made in writing signed by the Party or Parties to be bound and specifying with particularity the nature and extent of such amendment modification or waiver. Any waiver by any Party of any default of the other Party will not affect or impair any right arising from any subsequent default.
12. **TERMINATION AND SUSPENSION:** Either Party may terminate this Contract upon ninety (90) days written notice to the other Party. If the Service Provider has performed services pursuant to the Contract, the Service Provider will be compensated for such services in accordance with the rate of compensation provided in Attachment "B."
13. **PARTIES IN INTEREST:** This Contract will be binding upon and the benefits and obligations provided for inure to and bind the Parties and their respective successors and assigns provided that this section will not be deemed to permit any transfer or assignment otherwise prohibited by this Contract. This Contract is for the exclusive benefit of the Parties and it does not create a contractual relationship with or for the benefit of any third party.
14. **COSTS TO PREVAILING PARTY:** In the event of litigation or other legal action to enforce any rights responsibilities or obligations under this Contract, the prevailing Party will be entitled to receive its reasonable costs and attorney's fees.
15. **APPLICABLE LAW:** This Contract and the rights of the Parties will be governed by and interpreted in accordance with the laws of the State of Washington and venue for any action will be King County, Washington. The Parties agree and understand that any applicable statute of limitation will commence no later than the substantial completion by the Service Provider of the services.

16. CAPTIONS HEADINGS AND TITLES: All captions headings or titles in the paragraphs or sections of this Contract are inserted for convenience of reference only and shall not constitute a part of this Contract or act as a limitation of the scope of the particular paragraph or sections to which they apply As used herein where appropriate the singular shall include the plural and vice versa and masculine feminine and neuter expressions shall be interchangeable Interpretation or construction of this Contract shall not be affected by any determination as to who is the drafter of this Contract this Contract having been drafted by mutual agreement of the Parties.

17. SEVERABLE PROVISIONS: Each provision of this Contract is intended to be severable. If any provision is found by a court of competent jurisdiction to be illegal or invalid or not applicable to any person or circumstance for any reason whatsoever such illegality invalidity or non-applicability will not affect the legality or validity of the remainder of this Contract or its applicability to other persons or circumstances.

18. ENTIRE AGREEMENT: This Contract contains the entire understanding of the Parties and supersedes all prior agreements contracts and understandings between the Parties with respect to such subject matter.

19. COUNTERPARTS: This Contract may be executed in multiple counterparts and will become effective when one or more counterparts have been signed by each of the Parties and delivered to the other Party.

IN WITNESS WHEREOF the Parties hereto have caused this Contract to be executed effective the day and year first set forth above:

AUBURN SYMPHONY ORCHESTRA

CITY OF AUBURN

Title:_____

Date:_____

Nancy Backus, Mayor

Date:_____

ATTEST:

Shawn Campbell, City Clerk

APPROVED AS TO FORM:

Steven Gross, City Attorney

ATTACHMENT A
Scope of Services

Scope of Work:

1. Auburn Symphony Orchestra (ASO) will engage, enrich and inspire our community through artistically vibrant performances; will uphold the highest artistic and professional standards; will present a broad range of repertoire; will serve a wide and diverse audience; and will provide quality educational experiences for all ages.
2. ASO will produce, at the minimum, three full symphony programs, four chamber concerts, three summer concerts each performing arts season.
3. ASO will conduct outreach into Auburn public schools and offer reduced price student tickets.
4. Conduct outreach to new audiences through programming and marketing efforts.
5. Participate in community events and/or festivals through hosting a booth and/or partnering to present programming as part of the event program.

Service Provider Agrees to:

1. Credit the City of Auburn in all appropriate public announcements, programs, advertising, and other forms of notice relating to the activity and service covered under this agreement and produced by, for, and under the direction of the organization. Where possible, the City of Auburn logo should be used. If logo is not appropriate, ASO may list the funder as : City of Auburn.
2. Provide access to members of the City Council and Auburn Arts Commission for purposes of evaluation to at least three performances each year.
3. Meet with the City Council, Arts Commission, or the Arts Coordinator once during the contract period, to provide information regarding programming and administration of the programs.
4. Provide the City of Auburn reports and data as outlined as part of the payment schedule.
5. Make available to the City of Auburn the service providers financial and other records, upon request, to determine compliance with this agreement.
6. Include City Council members and Arts Commissioners in their mailing list

ATTACHMENT B

Compensation

Payment Schedule

Phase I: To be completed by January 31, 2019. Not to Exceed \$25,000.00 upon receipt or completion of the following:

- Full execution of this contract
- Receipt of completed invoice
- Receipt of schedule of activities and programming for 2018-19 performing arts season
- Submission of all printed material and copies of paid advertisements completed between June 2018 and January 2019¹.
- Attendance reports for concerts (from September 2018 through January 31, 2019); including zip code demographic summary of patrons and student discount tickets claimed, and tracking of new versus returning attendees.
- Outline summary of outreach activities and community participation efforts
- Receipt of annual report from prior ASO fiscal year
- Submission of marketing plan and budget for ASO 2018-2019 performing arts season

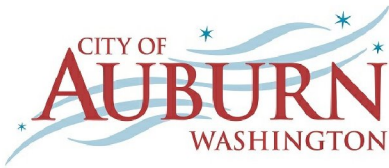
Phase II: To be completed by March 29, 2019. NTE \$25,000.00 upon receipt or completion of the following:

- Receipt of completed invoice
- Submission of all printed material and copies or documentation of paid advertisements completed between January 2019 and March 2019
- Attendance reports for ASO concerts (from February 1-March 29, 2019); including zip code demographic summary of patrons and student discount tickets claimed, and tracking of new versus returning attendees.
- Outline summary of outreach activities and community participation efforts

Phase III: To be completed by June 3, 2019. NTE \$25,000.00 upon receipt or completion of the following:

- Receipt of completed invoice
- Submission of all printed material and copies of paid advertisements completed between March 2019 and June 2019.
- Attendance reports for ASO concerts (from March 30-June 3, 2019); including zip code demographic summary of patrons and student discount tickets claimed, and tracking of new versus returning attendees.
- Outline summary of outreach activities and community participation efforts
- Summary of annual fundraiser

¹ NOTE: While this Contract covers performances in 2018 and 2019, references are made to the ASO's 2018-2019 season, which includes periods covered in this Contract.



AGENDA BILL APPROVAL FORM

Agenda Subject:

Resolution No. 5392 (Gaub) (10 Minutes)

Department:

Public Works

Attachments:

[Draft addendum to the Lease Agreement](#)

[Proposed new exhibit B-1.2](#)

[Draft Resolution 5392](#)

Date:

November 19, 2018

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

For discussion only.

Background Summary:

Resolution No. 5392 authorizes the Mayor to amend the current lease agreement with Classic Helicopter Corp. reducing their office space within the 506 building, removing the Future Development Agreement from the original lease and agreeing to not make any complaints to the FAA regarding Lessor's operation, management and use of the Airport after the expiration of the lease term.

The City of Auburn and Classic Helicopter Corporation entered into a Lease Agreement for office space in the 506 building and land, which commenced on June 10, 2016 and was approved under Resolution 5227. Incorporated as part of the Lease Agreement as Exhibit C the Parties entered into a separate "Future Development Agreement" which required Classic to meet certain performance measures by previously agreed to timelines moving toward Classics development of permanent space on the Airport. Failure to do so represented a breach of contract.

On September 7, 2017 the Parties agreed to amend the Future Development Agreement postponing the timelines for all performance measures by one year. Classic failed to meet the amended timeline for the first performance measure and as a result, on June 30, 2018 became in default of the Lease Agreement.

Throughout the entirety of the Lease Agreement Classic has maintained good standing and timeliness regarding all other provisions of the Agreement, including lease payments. Classic further wishes to remain operational at the Auburn Airport through the existing December 31, 2019 expiration of the Lease term.

In 2018, the City and Council decided to bring the management of the Auburn Airport in-house. In an effort to provide office space for the new Airport Manager, Classic expressed a willingness to relinquish a portion of the office space they have been occupying in return for removal of the Future Development Agreement and any requirements of that Agreement from the Lease.

Because the City values its relationship with Classic Helicopter and Classic has remained in good standing with all provisions of the Lease Agreement with exception to those required in the Future Development Agreement and Classic is willing to relinquishing space to the City for the incoming Airport Manager, it is in the best interest of the City to amend the Lease Agreement with Classic Helicopter Corporation.

Reviewed by Council Committees:

Councilmember:

Staff:

Gaub

Meeting Date: November 26, 2018

Item Number:

**1ST ADDENDUM TO THE LEASE AGREEMENT
BETWEEN THE CITY OF AUBURN AND CLASSIC HELICOPTER CORPORATION
RELATING TO THE AUBURN MUNICIPAL AIRPORT**

THIS ADDENDUM is made and entered into this _____ day of _____, 2018, by and between the **CITY OF AUBURN**, a municipal corporation of the State of Washington (“City”), and **Classic Helicopter Corporation** (“Lessee”).

W I T N E S S E T H:

WHEREAS, The City and Classic Helicopter Corporation entered into a Lease Agreement for building and land, which commenced on June 10, 2016 and was approved under Resolution 5227; and

WHEREAS, The parties also executed a separate “Future Development Agreement,” which was incorporated into the Lease Agreement as Exhibit C; and

WHEREAS, The Future Development Agreement set forth certain performance measures and timelines Lessee was required to meet to stay in compliance with the Lease Agreement; and

WHEREAS, On September 7, 2017 the Parties executed an addendum to the Future Development Agreement to delay the timelines for all performance measures by one year; and

WHEREAS, Lessee did not meet the revised performance measure timelines and defaulted on the amended lease on June 30, 2018; and

WHEREAS, The City desires to take back a portion of the office space in the 506 building currently leased to Lessee for the future office of The City’s Airport Manager; and

WHEREAS, The City values its relationship with Classic Helicopter Corporation and Classic Helicopter Corporation values its relationship with the City,

NOW THEREFORE in consideration of their mutual covenants, conditions and promises, the PARTIES HERETO HEREBY AGREE as follows:

Upon execution of this Addendum or December 10, 2018, whichever is later, the following paragraphs and/or exhibits shall be replaced, amended, stricken and/or added as follows:

- 1. Paragraph 1.1 shall be replaced with the following:*

For and in consideration of the rent and faithful performance by Lessee of the terms and conditions and the mutual covenants hereof, City does hereby lease to Lessee, and Lessee does hereby lease from Lessor, 1,050 square feet in the 506 building which shall include: Back East Room/510, Bathroom in the Back East Room, Instr. 1, Instr. 2, and the Flight Planning Room (collectively, the “Improvements”), and Seventeen thousand square feet (17,000) of land legally

described in Exhibit A, attached hereto and incorporated herein, hereinafter referred to as the “Premises”, which Premises consist of approximately eighteen thousand, fifty (18,050) combined square feet of office and land, as depicted on the Site Plan(s) attached hereto as Exhibits B-1.2 (506 building) and B-2 (Land Area) incorporated by this reference. The Premises are situated in the County of King, State of Washington, and are located at the Auburn Municipal Airport (the “Airport”).

2. Paragraph 1.5 “Common Areas” shall be replaced with the following:

Common Areas - Certain areas totaling 707 square feet located within the 506 building are defined as “Common Areas” and are depicted in Exhibit B, these areas include: The front lobby (190 sqft), corridors (242 sqft), public restrooms (146 sqft), storage closet (41 sqft), kitchen area (77 sqft) and coat closet (11 sqft). Common Areas are assessed a maintenance fee of \$12.81 per square foot per year. Lessees are charged a percentage of the total per square foot maintenance fee in accordance with each Lessees percentage of the total leased space, excluding the common areas. Classic Helicopters percentage of the total leased space per there leased space in the 506 building is be 51% and shall therefore be assessed \$6.53 per square foot, per year for the common area maintenance. Maintenance items included for the common areas shall include but not be limited to: Maintenance of common areas including paint, carpet, wall repair, ceilings, light fixtures, bulb replacement, bathroom supplies and toiletries, kitchen area maintenance and janitorial services of the common areas. Adjustments for assessment charged for the common area space shall be adjusted based upon the annual CPI adjustment and in the same manner outlined in Section 3.2.

3. Exhibit B-1 and all references thereto shall be replaced with Exhibit B-1.2. A copy of which is hereby attached to this addendum and incorporated into the Lease Agreement by this reference.

4. Article 8, Airport Future Development Agreement, any addendums to the Future Development Agreement and Exhibit C are stricken from the Lease Agreement.

5. A new paragraph 20.13 is added to the Lease to read as follows:

“Lessee promises not to make, in any form or manner, a complaint or report to the FAA regarding Lessor’s operation, management, or use of the Airport once this Lease expires or terminates. The parties acknowledge that this provision was specifically bargained for by each, and Lessee agrees that its obligation under this paragraph shall survive expiration and termination of the Lease.”

ALL OTHER TERMS AND CONDITIONS AGREED TO IN THE LEASE AGREEMENT BETWEEN THE CITY OF AUBURN AND CLASSIC HELICOPTER CORPORATION IN LEASE AGREEMENT DATED JUNE 10, 2016 SHALL REMAIN THE SAME.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

[Signatures on the following pages]

Reallocated to
City of Auburn per
1st Addendum
Res 5392



RESOLUTION NO. 5 3 9 2

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, AUTHORIZING THE MAYOR TO EXECUTE AN AMENDMENT TO THE LEASE AGREEMENT BETWEEN THE CITY OF AUBURN AND CLASSIC HELICOPTER CORPORATION

WHEREAS, the City and Classic Helicopter Corporation ("Classic") entered into a Lease Agreement for building and land, which commenced on June 10, 2016 and was approved by Resolution 5227; and

WHEREAS, the lease required Classic to develop hangar space, periodically meeting performance measures and timelines; and

WHEREAS, Classic has not met the required performance measures and timelines, and no longer desires to improve the land; and

WHEREAS, the City desires to convert a portion of the building that is currently leased to Classic to an office for the Airport Manager; and

WHEREAS, it is in the City's interest to amend the lease to achieve both objectives.

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

Section 1. The Mayor is authorized to execute an amendment to the lease agreement between the City of Auburn and Classic Helicopter Corporation dated June 10, 2016, which amendment shall be in substantial conformity to the "1st Addendum" to the Lease Agreement," which is attached as Exhibit "A'.

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

Section 3. This Resolution will take effect and be in full force on passage and signatures hereon.

Dated and Signed this _____ day of _____, 2018.

CITY OF AUBURN

NANCY BACKUS, MAYOR

ATTEST:

Shawn M. Campbell, MMC, City Clerk

APPROVED AS TO FORM:

Steven L. Gross, City Attorney



AGENDA BILL APPROVAL FORM

Agenda Subject:

Resolution No. 5393 (Gaub) (5 Minutes)

Department:

Public Works

Attachments:

[3rd Addendum to the Lease Agreement](#)

[Draft Resolution 5393](#)

Date:

November 19, 2018

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

For discussion only.

Background Summary:

Resolution No. 5393 authorizes the Mayor to enter into a lease extension with SpanaFlight LLC for office space and airplane tie-downs at the Auburn Airport to 12/31/2020.

SpanaFlight LLC, has leased office space and airplane tie-downs out at the Auburn Airport since July 2016 (RES 5232) for fixed-wing flight training operations. The current term is set to expire December 31, 2018. SpanaFlight has approached the City expressing interest in extending the lease through the 2020 calendar year. City staff believe that it is in the best interest of the public to extend the lease with SpanaFlight LLC.

Reviewed by Council Committees:**Councilmember:****Staff:**

Gaub

Meeting Date: November 26, 2018

Item Number:

**3rd ADDENDUM TO THE LEASE AGREEMENT
BETWEEN THE CITY OF AUBURN AND SPANAFLIGHT LLC**

THIS ADDENDUM is made and entered into this _____ day of _____, 2018, by and between the **CITY OF AUBURN**, a municipal corporation of the State of Washington (hereinafter referred to as the “City”), and **SpanaFlight LLC** (hereinafter referred to as “Lessee”), as an addendum to the Lease Agreement between the parties for space located on the Auburn Municipal Airport commencing on the 1st day of _____ July __, 2016.

W I T N E S S E T H:

WHEREAS, The City and SpanaFlight LLC entered into a Lease Agreement for building space and two (2) airplane tie-downs, on June 22, 2016 approved under Resolution 5232; and

WHEREAS, The Lease Agreement commenced on July 1, 2016 and expired on December 31, 2016; and

WHEREAS, On December 20, 2016 The City and SpanaFlight LLC agreed to extend the lease beginning January 1, 2017 until December 31, 2017 with an option to extend until December 31, 2018 memorialized in the Second Addendum to the Lease Agreement; and

WHEREAS, On November 17, 2017 SpanaFlight sent an email to City of Auburn Real Property Analyst, Josh Arndt expressing their wishes to exercise the 2018 option allowed in the second addendum; and

WHEREAS, On November 20, 2017 The City sent a response to SpanaFlight accepting of SpanaFlight’s desire to exercise the 2018 option; and

WHEREAS, On November 2, 2018 following communication between the City and SpanaFlight, SpanaFlight indicated a desire to extend their lease for an additional 2 year period ending December 31, 2020;

NOW THEREFORE in consideration of their mutual covenants, conditions and promises, the PARTIES HERETO HEREBY AGREE as follows:

1. This Lease shall be extended beginning January 1, 2019 through December 31, 2019. All other terms and conditions set forth in Section 2.1 shall apply.
2. Section 2.2 shall be amended to read: Unless either party provides written notice of the contrary to the other party no later than September 30, 2019, the term of this lease shall automatically extend an additional twelve (12) months beginning January 1, 2020 and expiring December 31, 2020 (renewal term). Written notice shall be in the form of certified mail, return receipt requested, or via electronic transmission (email) sent to those persons identified in Article 12. If either party does provide written or electronic notice not to exercise the renewal term Lessee agrees to vacate the premises peacefully by the

end of the current term. Further, Lessor shall have the right to market the Premises to future prospective tenants beginning sixty (60) days prior to the end of the current term. Marketing of the Premises shall include, but not be limited to: posting of signs on the Premises or its improvements, photographs and tours of the Premises and its improvements. Entering upon the Premises for the purpose of tours shall be conducted in accordance with Article 13.

3. Section 3.1 shall be amended to read: For Lease Payments due January through December 2019, Lessee agrees to pay to the City of Auburn a Base Rent of \$925.00 per month. For Lease payments due in the Renewal Term (January – December, 2020), Lessee agrees to pay to the City of Auburn a Base Rent of \$950.00 per month. In addition to the Base Rent, Lessee shall pay a monthly security fee of \$10.00 per door and a statutory leasehold excise tax of 12.84% of the monthly base rent and security fee combined, imposed by RCW Chapter 82.29. The base rent, security fee and leasehold tax (together “Rent”) shall equal \$1,055.05 per month January through December 2019 and \$1,083.26 per month January through December 2020. Rent shall be paid in full at the office of the Airport Manager or at such other office as may be directed in writing by the City, on the 1st calendar day of the month in advance. Rent shall be paid without notice, demand, offset, abatement or deduction of any kind. If commencing or extending on a date other than the first (1st) day of the month then the Rent shall be prorated on a per diem basis and paid in full through the end of the current month upon commencement of the Lease.
4. Notices sent in accordance with Article 12 shall be amended to the following recipients:

To the City:

City of Auburn
Attn: Josh Arndt – Real Property Analyst
25 W Main
Auburn, WA 98001
Jarndt@auburnwa.gov

And

City of Auburn
Attn: Ingrid Gaub – Director of Public Works
25 W Main
Auburn, WA 98001
Igaub@auburnwa.gov

To Lessee:

SpanaFlight, LLC
Attn: Doug Miller
16705 103rd Ave Ct E
Puyallup, WA 98374
Doug@Spanaflight.com

This addendum shall take effect January 1, 2019 at which time the above shall amend and supersede the above referenced sections of the original Lease which commenced on July 1, 2016.

ALL OTHER TERMS AND CONDITIONS AGREED TO IN THE LEASE AGREEMENT BETWEEN THE CITY OF AUBURN AND SPANAFLIGHT LLC IN LEASE AGREEMENT DATED JUNE 22, 2016 AND COMMENCING ON JULY 1, 2016 SHALL REMAIN THE SAME.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

[Signatures on the following pages]

RESOLUTION NO. 5 3 9 3

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, AUTHORIZING THE MAYOR TO EXECUTE AN AMENDMENT TO THE LEASE AGREEMENT BETWEEN THE CITY OF AUBURN AND SPANAFLIGHT, LLC.

WHEREAS, the City and SpanaFlight, LLC (“SpanaFlight”) entered into a Lease Agreement for building and tie-downs, which commenced on July 1, 2016 and was approved by Resolution 5232; and

WHEREAS, On December 20, 2016 the City and SpanaFlight elected to extend the term of the Lease through December 31, 2017 with an additional option to extend again through December 31, 2018; and

WHEREAS, On November 17, 2017 and November 20, 2017 emails were sent, first by SpanaFlight with a response by the City of both Parties desire to exercise the option to extend the lease through December 31, 2018; and

WHEREAS, Both the City and SpanaFlight desire to extend the Lease yet again;

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

Section 1. The Mayor is authorized to execute an amendment to the lease agreement between the City of Auburn and SpanaFlight, LLC dated June 22, 2016, which amendment shall be in substantial conformity to the “3rd Addendum” to the Lease Agreement,” which is attached as Exhibit “A’.

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

Section 3. This Resolution will take effect and be in full force on passage and signatures hereon.

Dated and Signed this _____ day of _____, 2018.

CITY OF AUBURN

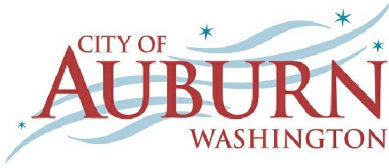
NANCY BACKUS, MAYOR

ATTEST:

Shawn M. Campbell, MMC, City Clerk

APPROVED AS TO FORM:

Steven L. Gross, City Attorney



AGENDA BILL APPROVAL FORM

Agenda Subject:

Recology Contract (Coleman) (10 Minutes)

Date:

November 19, 2018

Department:

Finance

Attachments:

[Agreement](#)

Budget Impact:**Administrative Recommendation:**

Approve Service Agreement SW19-L-012 with Recology CleanScapes, Inc.

Background Summary:

SW19-L-012 is a service agreement between the City of Auburn and Recology CleanScapes, Inc. to continue the litter control program in 2019. This agreement with Recology is for \$193,369.68 in 2019, which is a 5% increase over 2018 costs. Recology staff will continue to provide litter removal and litter can services along 85 miles of roads in the City of Auburn. Recology staff also service the recycle cans at many of our City parks. This item is included in the 2019 budget.

Reviewed by Council Committees:**Councilmember:****Staff:**

Coleman

Meeting Date: November 26, 2018

Item Number:

**CITY OF AUBURN
AGREEMENT FOR SERVICES
SW19-L-012**

THIS AGREEMENT made and entered into on this ____ day of _____, 2018, by and between the **City of Auburn**, a municipal corporation of the State of Washington, hereinafter referred to as "City" and **Recology CleanScapes Inc.**, 117 S. Main Street, Suite 300, Seattle, WA 98104, hereinafter referred to as the "Provider."

RECITALS:

1. The City is in need of the services of individuals, employees or firms for litter control and recycling program work.
2. The City wants to hire the Provider to provide these services in connection with the City's work.
3. The Provider is qualified and able to provide services in connection with the City's needs for this work, and is willing and agreeable to provide the services on the terms and conditions in this Agreement.

AGREEMENT:

In consideration of the mutual promises contained in this Agreement, the parties agree as follows:

1. Scope of Services
The Provider agrees to perform in a good and professional manner the tasks described in Exhibit "A." The Provider shall perform the services as an independent contractor and shall not be deemed, by virtue of this Agreement and the performance thereof, to have entered into any partnership, joint venture, employment or other relationship with the City.
2. Additional Services
If additional services with respect to related work are required beyond those specified in the Scope of Work, and not included in the compensation listed in this Agreement, the parties will amend this Agreement before the Provider performs the additional services. However, Provider agrees that it shall perform additional services on the written request of an authorized representative of the City pending execution of an Amendment.
3. Provider's Representations
The Provider represents and warrants that it has all necessary licenses and certifications to perform the services provided for in this Agreement, and is qualified to perform those services.

4. City's Responsibilities

The City shall do the following in a timely manner so as not to delay the services of the Provider:

- a. Designate in writing a person to act as the City's representative with respect to the services. The City's designee shall have complete authority to transmit instructions, receive information, interpret and define the City's policies and decisions with respect to the services.
- b. Furnish the Provider with all information, criteria, objectives, schedules and standards for the project and the services provided for herein.
- c. Arrange for access to the property or facilities as required for the Provider to perform the services provided for herein.
- d. Examine and evaluate all studies, reports, memoranda, plans, sketches, and other documents prepared by the Provider and render decisions regarding such documents in a timely manner to prevent delay of the services.

5. Acceptable Standards

The Provider shall be responsible to provide, in connection with the services contemplated in this Agreement, work products and services of a quality and professional standard acceptable to the City.

6. Compensation

As compensation for the Provider's performance of the services provided for in this Agreement, the City shall pay the Provider the fees and costs specified on Exhibit "B." The Provider shall submit to the City an invoice or statement of time spent on tasks included in the scope of work, and the City upon acceptance of the invoice or statement shall process the invoice or statement in the next billing/claim cycle following receipt of the invoice or statement, and shall remit payment to the Provider, subject to any conditions or provisions in this Agreement or Amendment. The Agreement number must appear on all invoices or statements submitted. The not-to-exceed amount for this agreement is \$193,369.68.

7. Time for Performance and Term of Agreement

The Provider shall not begin any work under this Agreement until authorized in writing by the City. The Provider shall perform the services in accordance with the direction and scheduling provided on Exhibit "A" unless otherwise agreed to in writing by the parties. All work under this Agreement shall be completed between January 1, 2019, and December 31, 2019.

8. Ownership and Use of Documents

All documents, reports, memoranda, diagrams, sketches, plans, surveys, design calculations, working drawings and any other materials created or otherwise prepared by the Provider as part of his performance of this Agreement (the "Work Products") shall be owned by and become the property of the City, and may be used by the City for any purpose beneficial to the City.

9. Records Inspection and Audit

All compensation payments shall be subject to the adjustments for any amounts found upon audit or otherwise to have been improperly invoiced, and all records and books of accounts pertaining to any work performed under this Agreement shall be subject to inspection and audit by the City for a period of up to three (3) years from the final payment for work performed under this Agreement.

10. Continuation of Performance

In the event that any dispute or conflict arises between the parties while this Contract is in effect, the Provider agrees that, notwithstanding such dispute or conflict, the Provider shall continue to make a good faith effort to cooperate and continue work toward successful completion of assigned duties and responsibilities.

11. Administration of Agreement

This Agreement shall be administered by Kevin Kelly, on behalf of the Provider, and by the Mayor of the City, or designee, on behalf of the City. Any written notices required by the terms of this Agreement shall be served on or mailed to the following addresses:

City of Auburn
Joan Nelson
Solid Waste & Recycling Supervisor
25 West Main Street
Auburn, WA 98001-4998
Phone: 253-931-5103
Fax: 253-876-1900
E-mail: jenelson@auburnwa.gov

Recology CleanScapes Inc.
Kevin Kelly
General Manager
117 S. Main Street, Suite 300
Seattle, WA 98104
Phone: 206-764-8994
Fax: 206-859-6701
E-mail: kkelly@recology.com

12. Notices

All notices or communications permitted or required to be given under this Agreement shall be in writing and shall be deemed to have been duly given if delivered in person or deposited in the United States mail, postage prepaid, and addressed, if to a party of this Agreement, to the address for the party set forth above.

Either party may change his, her or its address by giving notice in writing to the other party.

13. Insurance

The Provider shall procure and maintain for the duration of this Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Provider, or the Provider's agents, representatives, employees, or subcontractors.

Provider's maintenance of insurance as required by the Agreement shall not be construed to limit the liability of the Provider to the coverage provided by such

insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

The Service Provider shall obtain insurance of the types described below:

- a. Automobile Liability insurance, covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. Provider shall maintain automobile insurance with minimum combined single limit for bodily injury and property damage of \$1,000,000.00 per accident.
- b. Commercial General Liability insurance shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors, products-completed operations, stop gap liability, personal injury and advertising injury, and liability assumed under an insured contract. The Commercial General Liability insurance shall be endorsed to provide a per project aggregate limit using ISO form CG 25 03 05 09 or equivalent endorsement. There shall be no exclusion for liability arising from explosion, collapse or underground property damage. The City shall be named as an insured under the Provider's Commercial General Liability insurance policy with respect to the work performed for the City using ISO Additional Insured endorsement CG 20 10 10 01 and Additional Insured-Completed Operations endorsement CG 20 37 10 01 or substitute endorsements providing equivalent coverage. Commercial General Liability insurance shall be written with limits no less than \$1,000,000.00 each occurrence, \$2,000,000.00 general aggregate, and a \$2,000,000.00 products-completed operations aggregate limit.
- c. Worker's Compensation coverage as required by the Industrial Insurance laws of the State of Washington.

The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability and Commercial General Liability insurance:

- a. The Provider's insurance coverage shall be primary insurance as respects the City. Any insurance, self-insurance, or insurance pool coverage maintained by the City shall be excess of the Provider's insurance and shall not contribute with it.
- b. The Provider shall provide the Public Entity and all Additional Insureds for this work with written notice of any policy cancellation within two business days of their receipt of such notice.

Insurance is to be placed with an authorized insurer in Washington State. The insurer must have a current A.M. Best rating of not less than A:VII.

Provider shall furnish the City with certificates of insurance and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Provider before commencement of the work. The City reserves the right to require that complete, certified copies of all required insurance policies be submitted to the City at any time. The City will pay no progress payments under Section 7 until the Provider has fully complied with this section.

If the Contractor maintains higher insurance limits than the minimums shown above, the Public Entity shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the Contractor, irrespective of whether such limits maintained by the Contractor are greater than those required by this contract or whether any certificate of insurance furnished to the Public Entity evidences limits of liability lower than those maintained by the Contractor.

Failure on the part of the Contractor to maintain the insurance as required shall constitute a material breach of contract, upon which the Public Entity may, after giving five business days notice to the Contractor to correct the breach, immediately terminate the contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the Public Entity on demand, or at the sole discretion of the Public Entity, offset against funds due the Contractor from the Public Entity.

14. Indemnification/Hold Harmless

The Provider shall defend, indemnify and hold the City and its officers, officials, employees, and volunteers harmless from any and all claims, injuries, damages, losses, or suits including attorney fees, arising out of or in connection with the performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Provider and the City, its officers, officials, employees, and volunteers, the Provider's liability hereunder shall be only to the extent of the Provider's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Provider's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

15. Assignment

Neither party to this Agreement shall assign any right or obligation hereunder in whole or in part, without the prior written consent of the other party hereto. No assignment or transfer of any interest under this Agreement shall be deemed to release the assignor from any liability or obligation under this Agreement, or to

cause any such liability or obligation to be reduced to a secondary liability or obligation.

16. Nondiscrimination

The Provider may not discriminate regarding any services or activities to which this Agreement may apply directly or through contractual, hiring, or other arrangements on the grounds of race, color, creed, religion, national origin, sex, age, or where there is the presence of any sensory, mental or physical handicap.

17. Amendment, Modification or Waiver

No amendment, modification or waiver of any condition, provision or term of this Agreement shall be valid or of any effect unless made in writing, signed by the party or parties to be bound, or such party's or parties' duly authorized representative(s) and specifying with particularity the nature and extent of such amendment, modification or waiver. Any waiver by any party of any default of the other party shall not affect or impair any right arising from any subsequent default.

Nothing herein shall limit the remedies or rights of the parties hereto under and pursuant to this Agreement.

18. Termination and Suspension

Either party may terminate this Agreement upon written notice to the other party if the other party fails substantially to perform in accordance with the terms of this Agreement through no fault of the party terminating the Agreement.

The City may terminate this Agreement upon not less than seven (7) days written notice to the Provider if the services provided for herein are no longer needed from the Provider.

If this Agreement is terminated through no fault of the Provider, the Provider shall be compensated for services performed prior to termination in accordance with the rate of compensation provided in Exhibit "B" hereof.

19. Parties in Interest

This Agreement shall be binding upon, and the benefits and obligations provided for herein shall inure to and bind, the parties hereto and their respective successors and assigns, provided that this section shall not be deemed to permit any transfer or assignment otherwise prohibited by this Agreement. This Agreement is for the exclusive benefit of the parties hereto and it does not create a contractual relationship with or exist for the benefit of any third party, including contractors, sub-contractors and their sureties.

20. Costs to Prevailing Party

In the event of such litigation or other legal action, to enforce any rights, responsibilities or obligations under this Agreement, the prevailing parties shall be entitled to receive its reasonable costs and attorney's fees.

21. Applicable Law

This Agreement and the rights of the parties hereunder shall be governed by and interpreted in accordance with the laws of the State of Washington and venue for any action hereunder shall be in of the county in Washington State in which the property or project is located, and if not site specific, then in King County, Washington; provided, however, that it is agreed and understood that any applicable statute of limitation shall commence no later than the substantial completion by the Provider of the services.

22. Captions, Headings and Titles

All captions, headings or titles in the paragraphs or sections of this Agreement are inserted for convenience of reference only and shall not constitute a part of this Agreement or act as a limitation of the scope of the particular paragraph or sections to which they apply. As used herein, where appropriate, the singular shall include the plural and vice versa and masculine, feminine and neuter expressions shall be interchangeable. Interpretation or construction of this Agreement shall not be affected by any determination as to who is the drafter of this Agreement, this Agreement having been drafted by mutual agreement of the parties.

23. Severable Provisions

Each provision of this Agreement is intended to be severable. If any provision hereof is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of this Agreement.

24. Entire Agreement

This Agreement contains the entire understanding of the parties hereto in respect to the transactions contemplated hereby and supersedes all prior agreements and understandings between the parties with respect to such subject matter.

25. Counterparts

This Agreement may be executed in multiple counterparts, each of which shall be one and the same Agreement and shall become effective when one or more counterparts have been signed by each of the parties and delivered to the other party.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed effective the day and year first set forth above.

CITY OF AUBURN

RECOLOGY CLEANSCAPES INC.

Nancy Backus, Mayor

Signature

Name: Kevin Kelly

Title: General Manager

Federal Tax ID No: 91-1852894

Approved as to form:

Steven L. Gross, City Attorney

EXHIBIT A

SCOPE OF WORK

The purpose of this Agreement is to contract with the Provider on a clean-up program for the City of Auburn.

Litter Crew

The Provider shall make available a Litter Crew consisting of two (2) employees and two (2) pickup trucks.

The Provider's Litter Crew shall perform the following services within the City:

1. Specific Tasks

The Provider's Litter Crew will collect and remove litter, trash, and debris from the shoulders of City public ways (including but not limited to streets, roads, alleys, paths, and parkways), public parking lots, and other designated public areas. Tasks include the following:

- a. Litter clean-up
 - i. Blow and sweep building edge to curb line in core area as needed.
 - ii. Bio hazard removal (urine, vomit, feces, sharps)
- b. Designated public place litter can service as determined by the City.
- c. Roadside litter patrols as determined by the City.

City shall ensure that the tasks to be performed by the Litter Crew and the schedule for completion are reasonable. The Provider shall not be required to remove materials of a size, type or quantity that cannot reasonably be removed by such a crew.

2. Examination of Work Sites

The Provider shall examine all work sites thoroughly before commencing work at the site. It shall be the responsibility of the Provider to verify all the duties, assignments, and job sites. All existing conditions at the job site will be noted and copies with verification noted, given to the City's Solid Waste and Recycling Supervisor on a monthly basis.

3. Hours

- The Provider shall perform tasks to completion between the hours of 6:30 AM and 2:30 PM Monday through Friday (seven (7) service hours per employee per day, subject to required meal and break periods).
- The Provider shall observe New Year's Day, Thanksgiving Day, and Christmas Day.

EXHIBIT B
RESPONSIBILITIES

PROVIDER

The Provider shall be responsible for the following:

1. The performance of all work as provided in this Agreement with its own employees. Individuals who perform work under this Agreement must be carried on the Provider's payroll. The Provider is responsible for administering and paying employee wages, benefits, and all other employee-related costs. Although the Provider's company headquarters may be located outside of Auburn, Washington, the Provider shall provide a full-time supervisor who will continuously oversee the Provider's employee work and will have authority to represent the Provider in the day-to-day activities. The Provider will present the supervisor's name, address, and telephone number to the City's Solid Waste and Recycling Supervisor at the beginning of the contract period.
2. The Provider is responsible for the safety of its employees at the sites where assigned tasks are performed. If the City provides tools, equipment, safety gear, traffic control devices, and any other items for the Provider's use in the performance of contracted duties, the Provider shall be responsible for the condition and return of the tools while they are in the possession of the Provider and its employees. No equipment or supplies will be removed from City premises except as required for the performance of assigned duties.
3. Monthly reports shall be provided to the City's Solid Waste and Recycling Supervisor on a monthly basis. Monthly reports shall include the following:
 - a. Bag count
 - b. Bios collected
 - c. Litter can overflow
 - d. Graffiti removals (if any)
 - e. Location and hours of requested pressure washing (if any)
 - f. Event service (if any)
4. The Provider shall supply a motor vehicle to transport its employees to and from the designated work sites. The Provider's vehicle shall be well identified with signs and equipped with safety warning lights and emergency flashers.
5. The Provider shall supply litter bags, safety gear, rain gear, foul weather gear, footwear as required, and clothing as needed for its employees.

6. The Provider shall follow accepted safety practices in the performance of all work.
7. The following additional services are not included in the pricing set forth in Exhibit C, but may be provided under this Agreement at the request of the City. The services may be initiated by an email or other written request from the City to the Provider and are not subject to the Additional Services requirement of Section 2, but are subject to all other provisions of this Agreement. The cost of such services shall be as indicated below, or if not so indicated, then as agreed by the parties at the time of the request.

<u>Service</u>	<u>Cost</u>
Pressure Washing Spinner and Wand service	\$100/hr.*
Additional Streetscapes Services (1 employee and 1 pickup truck; tasks as described in Section 1 of Exhibit A)	\$52.50/hr.
Graffiti Removal (graffiti removed or painted over within 5 days of request; grey stain-blocking primer used to paint over)	TBD
Event Service (delivery and removal of carts; event day litter removal; post-event cleanup)	TBD
Bulky Item Removal (large furniture, white goods (appliances), large piles of loose debris, other oversize items beyond scope of normal litter service)	TBD

* Assuming waste water can be dumped at City M&O at no cost to Provider.

CITY

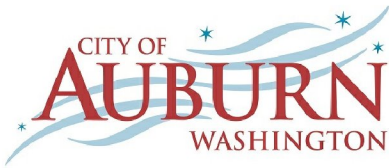
The City shall be responsible for the following:

1. The City shall supply the Provider and its Auburn supervisor a copy of the daily work schedule and any change notices to use as a basic guide for the distribution of work each week. The work schedule may be changed as deemed appropriate by the City and a copy of such changes provided to the Provider and the City. The City shall determine the priority of the various assignments. The City shall verify that all services are satisfactorily performed as scheduled.

2. The City shall supply the Provider with a location map of the public place litter cans and the frequency that they shall be serviced.
3. The City shall at no cost to the Provider provide disposal for all materials collected by the Provider during services performed under this Agreement. The Provider shall deliver all such materials to the City's Maintenance and Operations Division facility located at 1305 C Street SW, Auburn, WA ("City M&O").

EXHIBIT C
2019 FEE SCHEDULE

	<u>Monthly Fee</u>	<u># of Months</u>	<u>Not-To-Exceed Amount</u>
Litter Crew	\$16,114.14	12	\$193,369.68
Total Not To Exceed Amount:			<u>\$193,369.68</u>



AGENDA BILL APPROVAL FORM

Agenda Subject:

Ordinance No. 6693 (Coleman) (10 Minutes)

Department:

Finance

Attachments:

[Budget Memorandum](#)

[Budget in Brief](#)

[Ordinance No. 6693](#)

Date:

November 19, 2018

Budget Impact:

\$227,842,971 - 2019

\$230,208,514 - 2020

Administrative Recommendation:

City Council to introduce and adopt Ordinance No. 6693, establishing the City's operating budget for 2019-2020.

Background Summary:

Budget Process: In April, the City began the process of developing the budget for the 2019-2020 biennium. This included budget workshops as follows:

- June 5: Fund and budget process overview (workshop #1)
- August 14: Street Capital and Enterprise Funds (workshop #2)
- August 16: General, Proprietary, Capital and Special Revenue Funds (workshop #3)
- August 28: General, Proprietary, Capital and Special Revenue Funds (workshop #4)

During these presentations and workshops, Council provided input and policy guidance to staff.

2019-2020 Preliminary Budget: A copy of the 2019-2020 Preliminary Budget was filed with the City Clerk, distributed to Council, and made available to the public on October 15, 2018.

Capital Budget: Council will adopt the City's 2019-2020 biennial capital budget separately, with the approval of Ordinance No. 6694.

Ordinance No. 6693: Council's approval of Ordinance No. 6693 will establish the City's 2019-2020 biennial operating budget. As the operating budget has been reviewed by Council during the budget workshops, adoption of Ordinance No. 6693 is scheduled as follows:

- October 15: First public hearing.
- November 5: Second public hearing

- December 3: Council adoption.

Staff recommends Council approval of Ordinance No. 6693.

Reviewed by Council Committees:

Councilmember:

Staff:

Coleman

Meeting Date: November 26, 2018

Item Number:

Date: October 10, 2018
To: Auburn City Council
Re: 2019 – 2020 Budget

The purpose of this Budget Memorandum is to summarize the key processes, decisions and changes to the operating and capital programs included in the 2019-2020 Preliminary Budget.

2019-2020 Budget Policy and Process

Development of the City's budget is guided by a set of budget policies and Citywide goals and strategies based upon the City's long-term vision. The City's budget policies are directed at conserving fiscal resources while supporting programmatic strategies. The City maintains a stable financial condition by managing expenditure budgets to available revenue streams. All funds contain adequate reserve balances, and the City's debt is manageable. Budget recommendations reflect a long-range analysis of fiscal trends. These policies and practices have not only averted serious funding problems in the past, but have enabled the General Fund to remain on firm financial footing during down times.

Due to continued uncertainty regarding in the economic recovery and recent decisions by the State Legislature that affect distributions and costs to local governments, departments were provided the following policy guidance in developing their budgets:

- Departments should assume no significant change in the current level of service.
- Departments should assume no new FTEs or programs unless they are required by State law or City policy and the additional responsibility cannot be absorbed by existing staff resources, or department responsibilities to meet current levels of service cannot be carried out by existing staff. Priority funding of new FTEs would be given to requests that are supported with offsetting revenues and/or cost savings or that will result in economic development or increased revenue generation.

The City's budget development process began in April with the departments submitting and entering their data into the City's budget module. The Mayor met with each department and Finance during the month of July to review each department's requests and provided policy guidance and/or make administrative changes. Finance provided the salary and benefit portion of each department based upon updated position allocations from each department. The Mayor's recommended budget was prepared following these meetings and presented to Council during a series of public hearings and budget workshops that started in June as follows:

1. June 5: Fund and budget process overview (workshop #1)
2. Aug 14: Street Capital and Enterprise Funds (workshop #2)
3. Aug 16: General, Proprietary, Capital and Special Revenue Funds (workshop #3)
4. Aug 28: General, Proprietary, Capital and Special Revenue Funds (workshop #4)
5. Oct 15: Public Hearing and General Fund Revenue Trends

The Preliminary 2019-2020 Budget attached to this budget memorandum represents the results and decisions from these meetings and workshops. The total Citywide Preliminary Budget is \$315,500,679 in 2019 and \$297,361,591 in 2020. The 2019 budget is 4.1% less than the 2018 budget and the 2020 budget is 5.7% less than the 2019 budget. Sections 1 and 5 include a detailed presentation of the City's budget.

The remainder of this memorandum summarizes the key changes included in the 2019-2020 Preliminary Budget.

2019-2020 Preliminary Budget

Salaries and Benefits

The City budgets all positions at 100% for each year and all fund salaries and benefits include step increases. All affiliated group salary concessions lapse at the end of 2018 except for the Teamsters, which goes through 2019. Unaffiliated salary increases in 2019 and 2020 are assumed to be commensurate with labor contracts.

Benefits include a 15% allowance for increases in medical care and 5% increases in dental and vision care in 2019 and 2020. Labor and Industries represents an increase of 7.0% in 2019 and 2020. PERS 2 and 3 employer pension rates include a rate increase from 12.67% in 2018 to 13.23% effective July 1, 2019.

All staffing changes are noted on page 20 with total authorized FTEs of 450.6 in 2019 and 2020. This includes the addition of five new FTEs as part of approved Program Improvements:

- Housing Repair Technician (Administration Department)
- Custodian (Facilities)
- IT Support Lead – Finance Department (Innovation & Technology Department)
- Records Clerk (Legal Department)
- Maintenance Worker (Water Fund)

The net effect of all staffing changes and salary increases will increase Citywide annual salaries and wages from \$41.7 million in 2018 to \$43.0 million in 2019 and \$44.6 million in 2020. Citywide benefits will increase from \$20.3 million in 2018 to \$21.7 million in 2019 and \$23.8 million in 2020.

General Fund Budget Highlights

The total General Fund budget, including fund balance, is \$90.2 million for 2019 and \$87.6 million for 2020. The 2019 budget is essentially unchanged from 2018; the 2020 budget is a 2.8% decrease from 2019.

[page 92]

General Fund revenue and expenditure highlights include:

- **Revenues:**
 - **Property taxes** –The City plans a 1% levy increase plus new construction in both 2019 and 2020. [page 58]
 - **Sales taxes** – Fiscal improvement is projected to continue for the local, regional, and national economies in 2019 and 2020, affecting the City's sales tax revenues. Sales taxes are projected to grow by an average of about 3.8% per year from 2018 to 2020, representing an average of \$0.5 million in new revenue annually. This is largely due to growth as well as new Marketplace Fairness Act (internet sales) tax revenues, which are expected to replace a portion of the Streamlined Sales Tax mitigation payments that end in September 2019. In addition, approximately \$2.0 million per year in estimated sales tax on construction will be retained in the General Fund, as opposed to being used as funding for the Save Our Streets program, which will now be funded from Real Estate Excise Taxes (REET). [pages 57-58]
 - **Interfund revenues** – Beginning in 2019, the City has changed the process for charging for support services provided by the General Fund to other funds. This will result in charges to these other funds totaling \$2.5 million in 2019 and \$2.7 million in 2020 [page 60]
 - **Other revenues** – Building permits and plan check revenues are projected to decline by a combined \$0.8 million in 2019 and continue at that reduced level in 2020 as a result of lower development activity. [page 61]

- **Expenditures:**

- **General Fund budget** – The General Fund budget, exclusive of fund balance, totals \$77.8 million after taking into consideration expected staff vacancies of \$1.5 million in 2019 and totals \$80.6 million after taking into consideration expected staff vacancies of \$2.0 million in 2020, as compared to a budget of \$77.5 million in 2018.
- **Fund balance** – The projected General Fund fund balance decreases in 2019 and again in 2020 with the following estimated ending fund balances:

	Estimated Ending Fund Balance	Minimum Ending Fund Balance (8%)	Over (Under) Minimum	Target Ending Fund Balance (12%)	Over (Under) Target
2018	\$18,037,042	\$5,871,533	\$12,165,509	\$8,807,299	\$9,229,743
2019	12,394,863	6,223,053	6,171,810	9,334,580	3,060,283
2020	7,058,325	6,446,912	611,413	9,670,369	(2,612,044)

- **Future Challenges** – Several potential challenges may impact the City and affect available revenues after adoption of the 2019-2020 budget. These include:
 - **Continued economic growth** – The local, regional, and national economies are all growing at a moderate pace. Nationally, projected growth in gross domestic product (GDP) is expected to be about 2.7% in 2019 and 1.9% in 2020. Regionally, growth as measured by increases in sales tax receipts is expected to be 2.9% in 2019 and 2.6% in 2020. Growth in the number of jobs in the City of Auburn is expected to average 2.7% per year over the next two years. Meanwhile, the City has been adding new business licenses at an annual rate of about 4%. The City will continue to monitor the economic outlook on an ongoing basis.
 - **State legislative action** - The State's 2019 Legislative Session will include the adoption of a two-year budget. Issues to be addressed by the Legislature in 2019 continue to include transportation funding and the billions of dollars needed to meet the State Supreme Court's order mandating spending increases for K-12 education. As of the writing of this budget, it is not known if the State Legislature will need to cut local government revenues further in order to balance the State budget.

The General Fund's Non-Departmental expenses include budgets for retirement contingencies, LEOFF 1 medical obligations, payments for general contracts and services, and budgeting of General Fund ending fund balance.

Special Revenue Fund Highlights

- The **Arterial Street Fund** supports major street capital projects. Major projects for 2019 and 2020 include the Lea Hill Safe Routes to Schools project, Lake Tapps Parkway ITS expansion, A Street loop, and SE 320th Street/116th Avenue SE roundabout project. Funding for arterial street projects comes from fund balance, motor vehicle fuel taxes, traffic impact fees, real estate excise taxes, federal/state grants, and developer contributions. This fund's budget totals \$1.8 million in 2019 and \$4.0 million in 2020. *[page 199]*
- The **Local Street Fund** supports the City's Save Our Streets local street transportation program. Funding for the SOS program in 2019 and 2020 is from Real Estate Excise Taxes (REET). In addition, the City's water, sewer and storm drainage utilities each provide \$50,000 per year to support utility projects related to local street improvements. *[page 200]*
- The **Arterial Street Preservation Fund** supports arterial street repairs. Major projects include the annual Arterial Street Preservation program; Auburn Way North Preservation project, Phases 2 and 3; and the A Street Preservation project. This fund is supported by a 1% utility tax on water, sewer, storm, garbage, telephone, cable, gas and electric utility services as well as grants. The fund's budget totals \$3.2 million in 2019 and \$4.0 million in 2020. *[page 201]*

- The **Community Development Block Grant (CDBG) Fund** is funded with an annual grant from CDBG which averages \$565,000 over the two-year period as well as other grant funds as available *[page 114]*. The 2019-2020 budget reflects a change in the mechanism for providing minor home repair services, adding a Housing Repair Technician FTE to perform services that were previously delivered by outside contractors; this will result in more households being served and reduced wait times for community members in need of these services *[page 290]*.
- The **Cumulative Reserve Fund** serves as the City's general savings or rainy-day fund. This fund is budgeted to end 2020 with \$6.3 million. Budgeted items in this fund for 2019-2020 include transfers out to support Cemetery cash flow, as needed, and a one-time transfer to the General Fund in 2020. *[page 143]*

Capital Project Fund Highlights

- The **Capital Improvements Fund** budget totals \$9.2 million in 2019 and \$4.7 million in 2020, excluding ending fund balance. A significant portion of these expenditures are transfers of REET monies to other funds for street and other construction projects. Major projects in this fund include the Downtown Auburn Arts Center project, 104th Avenue Park development, and the City Street Light Retrofit project. *[page 156]*
- The **Municipal Parks Construction Fund** budget totals \$2.0 million in 2019 and \$0.5 million in 2020. Major projects include Sunset Park Improvements, Mary Olson Farm – Watts property acquisition, and Game Farm Park improvements. *[page 254]*

Enterprise Fund Highlights

- **Water, Sewer and Storm Drainage utilities** are funded from user fees and charges, system development charges, interest earnings, and miscellaneous revenues. Funding in the water utility also includes \$7.2 million in planned new debt financing for planned capital projects in 2019. Major utility projects in the water utility include: the Coal Creek Springs Transmission Main Replacement project, the Green River Pump Station Emergency Power project, and meter vault replacements; in the sewer utility: the Large Diameter Pipe Assessment project, pump station electrical improvements, and annual repair/replacement projects; and in the storm drainage utility: the Vegetation Sorting Facility project and annual repair/replacement projects. At the end of 2020, the water utility is budgeted to end with \$7.4 million in working capital; the Sewer utility with \$15.7 million; and the Storm Drainage utility with \$14.9 million. *[pages 206, 211, 216]*
- The **Airport Fund** expects to receive about \$2.1 million in Federal Aviation Administration grants during 2019-2020 to support the runway enhancement project. This fund is budgeted to end 2020 with \$516,000 in working capital. *[page 222]*
- Revenues at the **Cemetery Fund** are expected to remain essentially flat in 2019 and 2020. Transfers from the Cumulative Reserve Fund are budgeted and can be made, if needed, to support the cash flow needs of this fund in 2019 and 2020. A significant capital project in this fund is the repair and overlay of cemetery roads that are in poor condition. This fund is budgeted to end 2020 with \$118,000 in working capital. *[page 257]*

Internal Service Funds

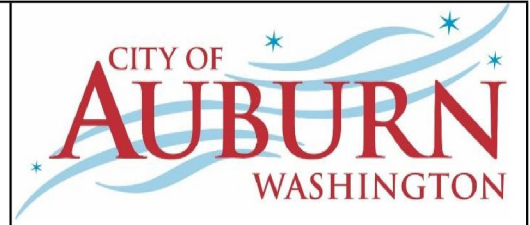
- **Equipment Rental and Replacement Fund (ERR)** has an anticipated ending working capital balance of \$5.2 million in 2020. Major projects in 2019-2020 include improvements to the vehicle storage bay, fuel tank replacement, and the construction of an additional vehicle maintenance bay. Major equipment costs for 2019-2020 include the replacement of City vehicles, the purchase of a mower for the Golf Course; and the purchase of a tractor, ATV, and fuel truck for the Airport. *[page 226]*
- The **Facility Fund** is budgeted to end 2020 with \$1.0 million. Significant facility maintenance efforts include the upgrade of HVAC controls and painting, siding, and lighting projects. *[page 120]*

- The **Innovation and Technology Fund** is projected to end 2020 with \$2.3 million in working capital. Significant IT projects in 2019-2020 include new infrastructure installations, new fiber and wireless expansion, broadband expansion for digital parity, and a data storage equipment refresh. *[page 264]*

Program Improvements

- A summary and detail of the funded **program improvements** are included in this budget. *[page 286]*

2019 – 2020 Budget in Brief



Mission: To provide a service-oriented government that meets the needs of our residents, citizens, and business community
Vision: Your Premier Community with Vibrant Opportunities
Core Values: Safety, Economy, Environment, Character, Diversity, and Service

City Goals:



SAFETY

We will build and maintain an environment that promotes public safety and healthy lifestyle options.



CELEBRATE / LIVABLE COMMUNITY

We will celebrate diversity and come together to teach, learn, and have fun. We will create and maintain high-quality neighborhoods, places, and spaces.



THRIVING LOCAL ECONOMY

We will provide a diverse and vibrant local economy with opportunities for residents and businesses.



INFRASTRUCTURE

We will balance natural resource protections, economic prosperity, and cultural vibrancy in order to build a thriving and long-lasting community.



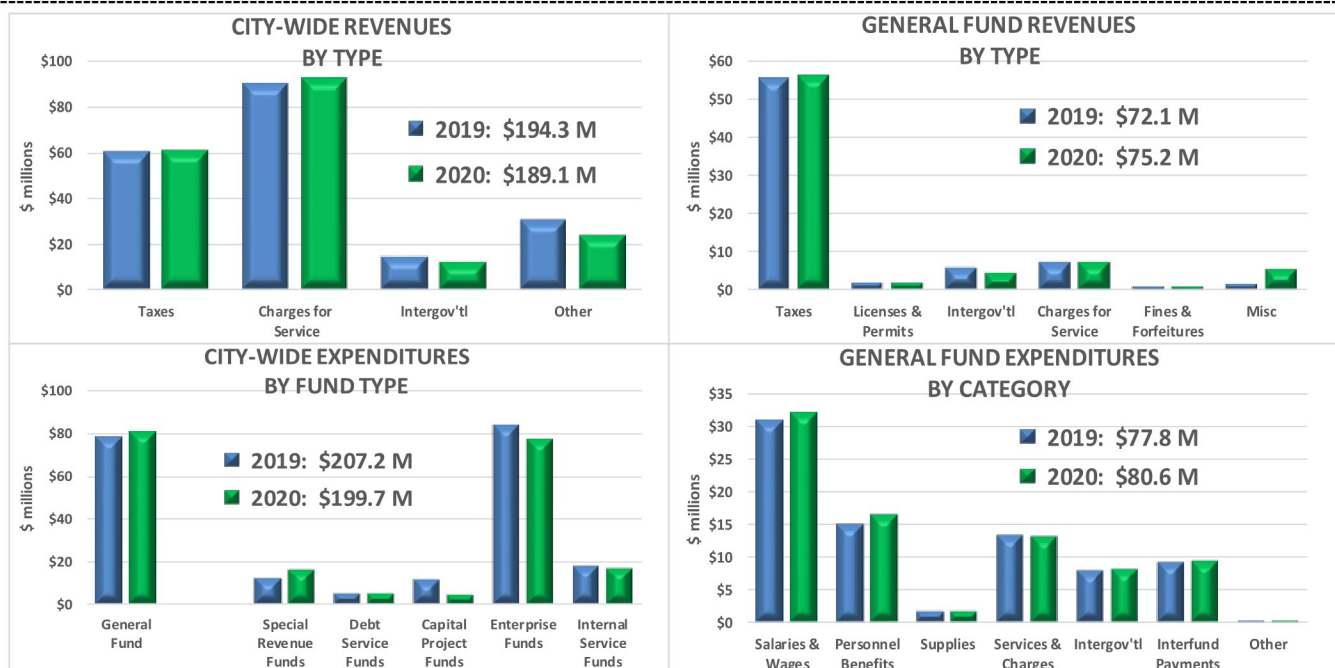
RESPONSIBLE GOVERNMENT

We will be an efficient, transparent, dedicated, hardworking, ethical, approachable, and responsive city government.

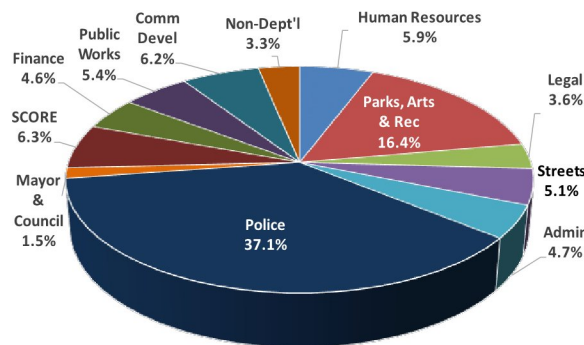
BUDGET HIGHLIGHTS:

Key issues affecting the 2019-2020 budget process include maintaining the City's ability to provide current levels of service, ensuring that all new programs were aligned with the Mayor's and Council's priorities, and providing adequate fund balances and reserves. Major budget highlights include:

- Sales tax revenue growth is projected to average 3.3% per year for the biennium.
- Property tax growth is limited to 1% plus new construction; all banked property tax has been levied.
- Losing two significant sources of General Fund revenue (annexation sales tax credits and streamlined sales tax mitigation payments).
- Demand for services – including public safety, human services, and transportation – is increasing faster than expected revenue growth.
- Salaries and benefits represent 60% of the General Fund budget. Overall, about 87% of General Fund expenditures are non-discretionary.
- Police labor contracts are up for renegotiation at the end of 2018, and the Teamsters' contract at the end of 2019.



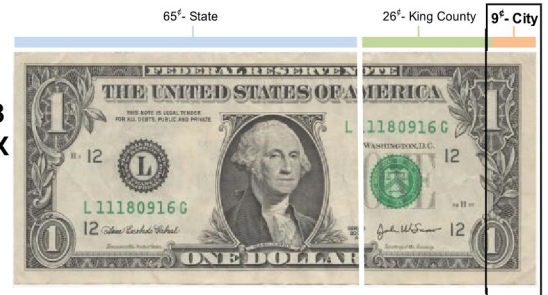
GENERAL FUND EXPENDITURES BY DEPARTMENT:



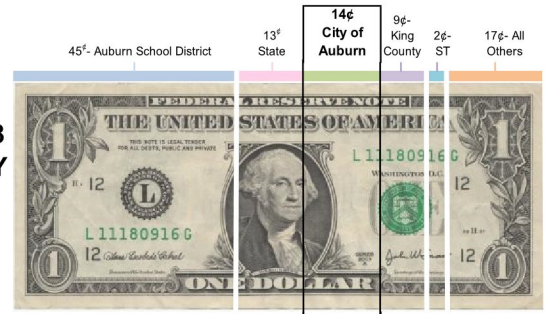
GENERAL FUND EXPENDITURES BY ACTIVITY:

Public Safety	48%
Transportation	5%
Culture & Recreation	16%
General Government	18%
Health & Human Services	1%
All Other	12%
Total	100%

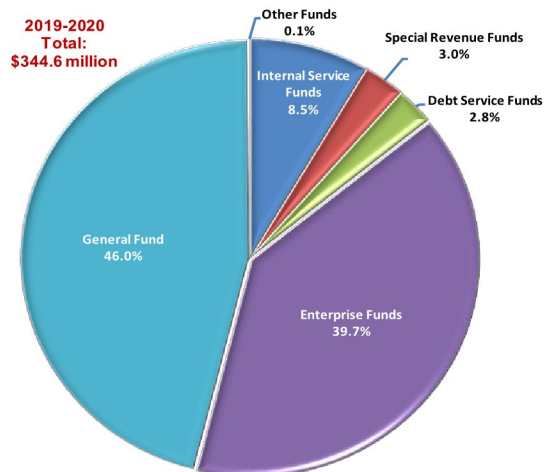
WHERE YOUR 2018 SALES TAX DOLLAR GOES:



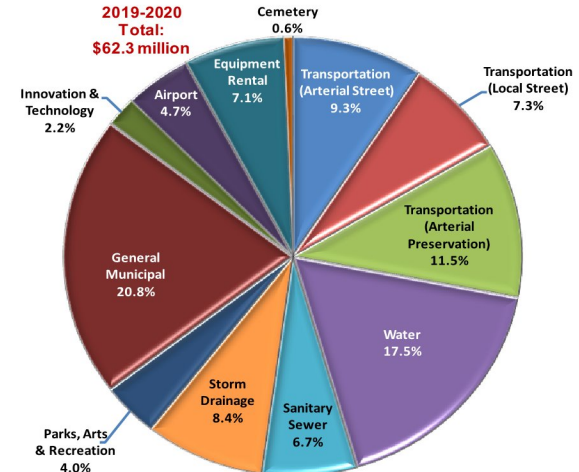
WHERE YOUR 2018 PROPERTY TAX DOLLAR GOES:



OPERATING BUDGET SUMMARY (2019-2020):



CAPITAL BUDGET SUMMARY (2019-2020):



Major Projects Planned for 2019-2020:

Street Projects

Local Street Improvement Program	\$ 4.5 M
Auburn Way N Preservation Phase 3	2.0 M
Auburn Way N Preservation Phase 2	1.6 M
A Street SE Preservation Program	1.6 M
Lea Hill Safe Routes to Schools	1.4 M
Lake Tapps Parkway ITS Expansion	1.1 M
SE 320th St / 116th Ave SE Roundabout	0.4 M
A Street Loop	0.4 M
Auburn Way S Poplar Curve Safety Improvements	0.3 M

Other Projects

Coal Creek Springs Transmission Main Replacement	\$ 2.1 M
Airport Runway Enhancements	1.8 M
Auburn Arts & Culture Center Renovation	1.5 M
Game Farm Park Improvements	1.2 M
Sewer Pipeline Repair & Replacement Program	1.1 M

SIGNIFICANT NEW PROGRAMS AND INITIATIVES:

Department	Program Title	Duration	2019 Cost	2020 Cost
Engineering	Annual Traffic Signal Replacement/Improvement	ongoing	\$ 175,000	\$ 200,000
Engineering	City Street Light LED Retrofit	one-time	1,850,000	-
Engineering	Citywide ADA & Sidewalk Improvements	ongoing	200,000	200,000
Facilities	City Hall Roof Replacement	one-time	-	350,000
Facilities	Citywide HVAC Upgrades	one-time	334,700	-
Mayor's Office	Homeless Response	ongoing	500,000	500,000
Various	New FTEs (5) – Net Cost	ongoing	384,000	367,000

For more details, the City of Auburn's preliminary 2019-2020 budget is posted on the City's website at:

<http://www.auburnwa.gov/BiennialBudget>

ORDINANCE NO. 6693

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
AUBURN, WASHINGTON, ADOPTING THE 2019-2020
BIENNIAL OPERATING BUDGET FOR THE CITY OF
AUBURN, WASHINGTON

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

Section 1. As required by Chapter 35A.34 RCW, the Mayor of the City of Auburn has completed and placed on file with the City Clerk of the City of Auburn a preliminary biennial operating budget for 2019-2020. Notice was published, as required by law, stating that: a) the Mayor had completed and placed the preliminary operating budget on file; b) a copy would be provided at the office of the City Clerk to any taxpayer who requested a copy; c) the City Council of the City of Auburn would meet on December 3, 2018 at 7:00 p.m. in the Council Chambers of Auburn City Hall, 25 West Main Street, Auburn, Washington for the purpose of fixing the budget and any taxpayer might appear at such time and be heard for or against any part of the budget; d) the Mayor provided a suitable number of copies of the detailed preliminary operating budget to meet the reasonable demands of taxpayers; e) The Mayor and the City Council met at the time and place designated in the notice and all taxpayers of the City were given full opportunity to be heard for or against the budget; f) the City Council has conducted public hearings on October 15, 2018, November 5, 2018, and December 3, 2018 to consider this preliminary operating budget; g) at the meeting held by the City Council on the December 3, 2018 the City Council considered modifications of the proposed operating budget and approved the 2019-2020 biennial

budget for the City of Auburn as adopted by this Ordinance as shown on Schedule A.

Section 2. Implementation. The Mayor is authorized to implement those administrative procedures as may be 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 thereof to any person or circumstance shall 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 shall take effect and be in force five (5) days from and after its passage, approval and publication as provided by law.

INTRODUCED: _____

PASSED: _____

APPROVED: _____

NANCY BACKUS, MAYOR

ATTEST:

Shawn Campbell, MMC, City Clerk

APPROVED AS TO FORM:

Steven L. Gross, City Attorney

PUBLISHED:_____

Schedule A

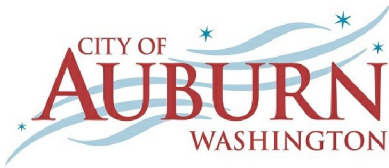
2019 OPERATING FUNDS BUDGET SUMMARY

Fund		Beginning Fund Balance	2019 Resources	2019 Expenditures	Ending Fund Balance
GENERAL FUND		\$18,037,042	\$72,145,986	\$77,788,165	\$12,394,863
SPECIAL REVENUE FUNDS	Hotel/Motel Tax	108,571	153,600	160,050	102,121
	Drug Forfeiture	376,497	155,000	298,037	233,460
	Housing & Community Development	36,458	590,000	590,000	36,458
	Business Improvement Area	109,473	55,200	90,000	74,673
	Cumulative Reserve	10,124,312	180,200	142,200	10,162,312
DEBT SERVICE	City Hall Annex 2010 A&B Bond	-	1,664,900	1,664,900	-
	Local Revitalization 2010 C&D Bond	11,396	590,300	589,800	11,896
	LID #249	1,618	30	-	1,648
	LID #350	8,709	7,350	7,400	8,659
	Golf / Cemetery 2016 Refunding	-	374,100	374,100	-
	SCORE 2009 A&B Bond	-	2,129,800	2,129,800	-
ENTERPRISE FUNDS	Water	3,787,175	15,678,500	14,334,065	5,131,610
	Sewer	4,267,149	9,104,200	7,842,663	5,528,686
	Sewer Metro	3,184,467	18,372,500	18,215,600	3,341,367
	Storm Drainage	2,859,814	10,156,900	8,865,312	4,151,402
	Solid Waste	5,556,175	16,249,100	16,296,306	5,508,969
	Airport	434,633	1,218,600	1,395,593	257,640
	Cemetery	441,060	1,187,000	1,363,962	264,098
INTERNAL SERVICE FUNDS	Insurance	1,928,070	21,000	180,600	1,768,470
	Workers' Compensation	2,128,988	1,171,200	818,115	2,482,073
	Facilities	1,412,874	3,532,500	3,894,563	1,050,811
	Innovation and Technology	2,573,504	6,429,110	6,437,640	2,564,974
	Equipment Rental	3,091,626	2,007,606	2,746,591	2,352,641
FIDUCIARY FUNDS	Fire Pension	2,205,369	120,900	215,120	2,111,149
PERMANENT FUNDS	Cemetery Endowment Care	1,817,409	45,000	33,000	1,829,409
TOTAL OPERATING BUDGET		\$64,502,389	\$163,340,582	\$166,473,582	\$61,369,389
TOTAL OPERATING BUDGET		\$227,842,971		\$227,842,971	

Schedule A

2020 OPERATING FUNDS BUDGET SUMMARY

Fund		Beginning Fund Balance	2020 Resources	2020 Expenditures	Ending Fund Balance
GENERAL FUND		\$12,394,863	\$75,249,867	\$80,586,405	\$7,058,325
SPECIAL REVENUE FUNDS	Hotel/Motel Tax	102,121	164,000	170,310	95,811
	Drug Forfeiture	233,460	152,000	310,956	74,504
	Housing & Community Development	36,458	539,970	539,970	36,458
	Business Improvement Area	74,673	55,200	90,000	39,873
	Cumulative Reserve	10,162,312	197,800	4,100,000	6,260,112
DEBT SERVICE	City Hall Annex 2010 A&B Bond	-	1,658,400	1,658,400	-
	Local Revitalization 2010 C&D Bond	11,896	575,100	574,600	12,396
	LID #249	1,648	40	-	1,688
	LID #350	8,659	100	-	8,759
	Golf / Cemetery 2016 Refunding	-	376,000	376,000	-
	SCORE 2009 A&B Bond	-	2,117,000	2,117,000	-
ENTERPRISE FUNDS	Water	5,131,610	16,323,800	14,408,831	7,046,579
	Sewer	5,528,686	9,394,700	7,777,448	7,145,938
	Sewer Metro	3,341,367	18,549,300	18,397,800	3,492,867
	Storm Drainage	4,151,402	10,399,200	8,831,070	5,719,532
	Solid Waste	5,508,969	16,351,600	16,684,052	5,176,517
	Airport	257,640	1,258,800	1,097,901	418,539
	Cemetery	264,098	1,187,000	1,343,743	107,355
INTERNAL SERVICE FUNDS	Insurance	1,768,470	23,100	180,600	1,610,970
	Workers' Compensation	2,482,073	1,261,900	833,415	2,910,558
	Facilities	1,050,811	4,034,500	4,115,862	969,449
	Innovation and Technology	2,564,974	6,724,153	7,182,511	2,106,616
	Equipment Rental	2,352,641	2,075,495	2,785,735	1,642,401
FIDUCIARY FUNDS	Fire Pension	2,111,149	125,100	222,320	2,013,929
PERMANENT FUNDS	Cemetery Endowment Care	1,829,409	45,000	-	1,874,409
TOTAL OPERATING BUDGET		\$61,369,389	\$168,839,125	\$174,384,929	\$55,823,585
TOTAL OPERATING BUDGET		\$230,208,514		\$230,208,514	



AGENDA BILL APPROVAL FORM

Agenda Subject:

Ordinance No. 6694 (Coleman) (10 Minutes)

Date:

November 19, 2018

Department:

Finance

Attachments:

[Ordinance No. 6694](#)

Budget Impact:

\$87,657,708 – 2019

\$67,153,077 – 2020

Administrative Recommendation:

City Council to introduce and adopt Ordinance No. 6694, establishing the City's capital budget for 2019-2020.

Background Summary:

Budget Process: In April, the City began the process of developing the budget for the 2019-2020 biennium. This included budget workshops as follows:

- June 5: Fund and budget process overview (workshop #1)
- August 14: Street Capital and Enterprise Funds (workshop #2)
- August 16: General, Proprietary, Capital and Special Revenue Funds (workshop #3)
- August 28: General, Proprietary, Capital and Special Revenue Funds (workshop #4)

During these presentations and workshops, Council provided input and policy guidance to staff.

2019-2020 Preliminary Budget: A copy of the 2019-2020 Preliminary Budget was filed with the City Clerk, distributed to Council, and made available to the public on October 15, 2018.

Operating Budget: Council will adopt the City's 2019-2020 biennial operating budget separately, with the approval of Ordinance No. 6693.

Ordinance No. 6694: Council's approval of Ordinance No. 6693 will establish the City's 2019-2020 biennial capital budget. As the capital budget has been reviewed by Council during the budget workshops, adoption of Ordinance 6694 is scheduled as follows:

- October 15: First public hearing.
- November 5: Second public hearing
- December 3: Council adoption.

Staff recommends Council approval of Ordinance No. 6694.

*See Ordinance No. 6693 Budget Memo and Budget in Brief.

Reviewed by Council Committees:

Councilmember:

Staff:

Coleman

Meeting Date: November 26, 2018

Item Number:

ORDINANCE NO. 6694

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
AUBURN, WASHINGTON, ADOPTING THE 2019-2020
BIENNIAL CAPITAL BUDGET FOR THE CITY OF AUBURN,
WASHINGTON

WHEREAS, in Ordinance No. 6682, the City Council created Chapter 3.06 of the Auburn City Code to repurpose special capital funds and establish a multi-year capital budgeting process.

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

Section 1. As required by Chapter 35A.34 RCW, the Mayor of the City of Auburn has completed and placed on file with the City Clerk of the City of Auburn a preliminary biennial capital budget for 2019-2020. Notice was published, as required by law, stating that: a) the Mayor had completed and placed the preliminary capital budget on file; b) a copy would be provided at the office of the City Clerk to any taxpayer who would requested a copy; c), the City Council of the City of Auburn would meet on December 3, 2018 at 7:00 p.m. in the Council Chambers of Auburn City Hall, 25 West Main Street, Auburn, Washington for the purpose of fixing the budget and any taxpayer might appear at such time and be heard for or against any part of the budget; d) the Mayor provided a suitable number of copies of the detailed preliminary capital budget to meet the reasonable demands of taxpayers; e) the Mayor and the City Council met at the time and place designated in the notice and all taxpayers of the City of Auburn were given full opportunity to be heard for or against the budget; f) the City Council has conducted public hearings on October 15, 2018, November 5, 2018, and December 3, 2018 to consider this preliminary capital budget; g) at the

meeting held by the City Council on the December 3, 2018 the City Council considered modifications of the proposed capital budget and approved the 2019-2020 biennial budget for the City of Auburn as adopted by this Ordinance as shown on Schedule A.

Section 2. **Implementation.** The Mayor is authorized to implement those administrative procedures as may be 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 thereof to any person or circumstance shall 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 shall take effect and be in force five (5) days from and after its passage, approval and publication as provided by law.

INTRODUCED: _____

PASSED: _____

APPROVED: _____

NANCY BACKUS, MAYOR

ATTEST:

Shawn Campbell, MMC, City Clerk

APPROVED AS TO FORM:

Steven L. Gross, City Attorney

PUBLISHED: _____

Schedule A

2019 CAPITAL FUNDS BUDGET SUMMARY

Fund		Beginning Fund Balance	2019 Resources	2019 Expenditures	Ending Fund Balance
SPECIAL REVENUE FUNDS	Arterial Street	\$1,492,777	\$1,633,100	\$1,781,400	\$1,344,477
	Local Street	1,650,780	1,912,000	2,605,900	956,880
	Arterial Street Preservation	1,582,337	2,959,320	3,172,240	1,369,417
	Recreational Trails	64,326	7,100	-	71,426
	Mitigation Fees	10,886,137	1,196,200	2,980,350	9,101,987
CAPITAL PROJECTS	Municipal Park Construction	310,222	2,070,550	2,015,000	365,772
	Capital Improvements	10,404,627	5,775,300	8,500,550	7,679,377
	Local Revitalization	380,500	104,000	484,500	-
ENTERPRISE FUNDS	Water	138,010	9,037,400	6,612,686	2,562,724
	Sewer	11,210,691	734,700	2,895,900	9,049,491
	Storm Drainage	13,328,488	569,900	3,196,900	10,701,488
	Airport	146,405	2,093,700	2,140,500	99,605
	Cemetery	261,037	133,000	358,100	35,937
INTERNAL SERVICE FUNDS	Innovation and Technology	1,169,997	-	869,300	300,697
	Equipment Rental	3,663,110	2,741,994	3,102,450	3,302,654
TOTAL CAPITAL BUDGET		\$56,689,444	\$30,968,264	\$40,715,776	\$46,941,932
TOTAL CAPITAL BUDGET		\$87,657,708		\$87,657,708	

Schedule A

2020 CAPITAL FUNDS BUDGET SUMMARY

Fund		Beginning Fund Balance	2020 Resources	2020 Expenditures	Ending Fund Balance
SPECIAL REVENUE FUNDS	Arterial Street	\$1,344,477	\$3,694,600	\$3,995,900	\$1,043,177
	Local Street	956,880	1,902,000	1,916,300	942,580
	Arterial Street Preservation	1,369,417	3,832,640	3,967,840	1,234,217
	Recreational Trails	71,426	7,100	-	78,526
	Mitigation Fees	9,101,987	1,306,700	741,600	9,667,087
CAPITAL PROJECTS	Municipal Park Construction	365,772	590,100	470,000	485,872
	Capital Improvements	7,679,377	2,605,200	3,944,300	6,340,277
	Local Revitalization	-	-	-	-
ENTERPRISE FUNDS	Water	2,562,724	2,070,200	4,282,305	350,619
	Sewer	9,049,491	750,500	1,265,000	8,534,991
	Storm Drainage	10,701,488	581,800	2,063,900	9,219,388
	Airport	99,605	775,700	778,000	97,305
	Cemetery	35,937	-	25,100	10,837
INTERNAL SERVICE FUNDS	Innovation and Technology	300,697	500,000	500,300	300,397
	Equipment Rental	3,302,654	1,594,605	1,331,000	3,566,259
TOTAL CAPITAL BUDGET		\$46,941,932	\$20,211,145	\$25,281,545	\$41,871,532
TOTAL CAPITAL BUDGET		\$67,153,077		\$67,153,077	



AGENDA BILL APPROVAL FORM

Agenda Subject:

Ordinance No. 6703 (Coleman) (10 Minutes)

Date:

November 19, 2018

Department:

Finance

Attachments:

[Transmittal Memo](#)

[Ordinance No. 6703](#)

[Schedule A](#)

[Schedule B](#)

Budget Impact:**Administrative Recommendation:**

City Council to introduce and adopt Ordinance No. 6703, amending the 2018 budget

Background Summary:

Ordinance No. 6703 (Budget Amendment #7) represents the seventh and final budget amendment for the 2017-2018 biennium and the fourth budget amendment for 2018. For details, see the attached transmittal memorandum and supporting materials.

Reviewed by Council Committees:**Councilmember:****Staff:**

Coleman

Meeting Date: November 26, 2018

Item Number:



Interoffice Memorandum

To: City Council
From: Shelley Coleman, Finance Director
CC: Nancy Backus, Mayor
Date: November 21, 2018
Re: Ordinance #6703 – 2017-2018 Budget Amendment #7

The City's biennial 2017-2018 budget was approved by Council as two one-year appropriations. Budget Amendments #1 through #3 amended the budget for calendar year 2017. Budget Amendments #4 through #6 amended the budget for calendar year 2018. This amendment is the seventh and final budget amendment for the biennium and the fourth budget amendment for calendar year 2018.

Proposed amendments to the 2018 budget are as follows:

FTE Additions: No new positions are being requested in this amendment.

Project Funding Requests. Project funding requests included in this budget amendment add spending authority for new projects or establish additional spending authority for existing projects. Total project funding requests total \$927,000.

Significant project funding requests include:

- **Fund quantity overruns on 15th Street NE/NW Preservation project (cp1521):** This amendment provides an additional \$575,000 in funding for the 15th Street NE/NW Preservation project. The project has experienced significant quantity overruns, mostly related to the union strike that occurred in late summer and the natural gas pipeline explosion in British Columbia that caused construction to be shut down for several weeks.
- **Increase funding for Brannan Park synthetic infield (cp1817):** This amendment provides an additional \$210,000 in funding for the project; the increase is needed based on engineer's estimates that have increased since the project was originally scoped and budgeted 2½ years ago.

- Fund 2018 Citywide Patch & Overlay project (cp1725) project contingency:
This amendment adds \$72,000 to fully fund the project contingency that was identified in the award process. The project was awarded in June 2018.

Other Requests. Other requests included in this budget amendment establish spending authority for new items such as contracts for service, account for the receipt and expenditure of grant revenues, recognize increased revenues and associated expenditures, and provide funding for purchases of vehicles and equipment and transfers from operating to capital funds. Other requests total \$2,142,100. Significant items in this category include:

- Transfer funds from Water operating sub fund (Fund 430) to the capital sub fund (Fund 460) to provide funding for capital projects \$ 1,350,000
- Increase Solid Waste rolloff revenue and expenditure to reflect increased quantities 600,000
- Grant funding for interior and exterior improvements at the White River Valley Museum 479,200
- Transfer authority to purchase mowers from the General Fund to the Equipment Rental Fund 105,000
- Grant funding for program improvements at the Senior Activity Center 68,100
- Replace commercial kitchen equipment at the Senior Center 65,000
- Increase funding for the demolition for caretaker house at Game Farm Park 43,000
- Replace stolen HVAC equipment at the Arts & Cultural Building (partly covered by an insurance reimbursement) 30,900
- Fund replacement of one of the vehicle gates at the Auburn Municipal Airport 30,000

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

Table 1: 2018 Budget as Amended

2018 Amended Budget	\$ 328,875,171
Budget Amendment #7 (Ord #6703)	<u>3,069,100</u>
2018 Budget as Amended	\$ 331,944,271

Attachments:

- ❖ 1. Proposed Ordinance #6703 (budget adjustment #7)
- ❖ 2. Summary of proposed 2018 budget adjustments by fund Schedule A)
- ❖ 3. Summary of approved changes to adopted 2018 budget by fund (Schedule B)

ORDINANCE NO. 6 7 0 3

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, AMENDING ORDINANCE NO. 6621, THE 2017-2018 BIENNIAL BUDGET ORDINANCE, AS AMENDED BY ORDINANCE NO. 6646, ORDINANCE NO. 6656, ORDINANCE NO. 6665, ORDINANCE NO. 6666, ORDINANCE NO. 6680, AND ORDINANCE NO. 6684, AUTHORIZING AMENDMENT TO THE CITY OF AUBURN 2017-2018 BUDGET AS SET FORTH IN SCHEDULE "A" AND SCHEDULE "B"

WHEREAS, the Auburn City Council at its regular meeting of November 21, 2016, adopted Ordinance No. 6621 which adopted the City of Auburn 2017-2018 Biennial budget; and

WHEREAS, the Auburn City Council at its regular meeting of April 3, 2017, adopted Ordinance No. 6646 (BA#1) which amended Ordinance No. 6621 which adopted the City of Auburn 2017-2018 Biennial budget; and

WHEREAS, the Auburn City Council at its regular meeting of July 3, 2017, adopted Ordinance No. 6656 (BA#2) which amended Ordinance No. 6646 which amended the City of Auburn 2017-2018 Biennial budget; and

WHEREAS, the Auburn City Council at its regular meeting of December 4, 2017, adopted Ordinances No. 6665 (BA#3), and No. 6666 (BA#4), both of which amended Ordinance No. 6656 which amended the City of Auburn 2017-2018 Biennial budget; and

WHEREAS, the Auburn City Council at its regular meeting of April 2, 2018, adopted Ordinance No. 6680 (BA#5), which amended Ordinance No. 6 which amended the City of Auburn 2017-2018 Biennial budget; and

WHEREAS, the Auburn City Council at its regular meeting of June 18, 2018, adopted Ordinance No. 6684 (BA#6), which amended Ordinance No. 6680 which amended the City of Auburn 2017-2018 Biennial budget; and

WHEREAS, the City of Auburn deems it necessary to appropriate additional funds to the various funds of the 2018 budget as outlined in this Ordinance (BA#6); 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 2017-2018 Biennial Budget.** The 2017-2018 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. **Implementation.** The Mayor is hereby authorized to implement those administrative procedures necessary to carry out the directions 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:

Shawn Campbell, MMC, City Clerk

APPROVED AS TO FORM:

Steven L. Gross, City Attorney

Published: _____

Schedule A
Summary of 2018 Budget Adjustments by Fund
Budget Amendment #7 (Ordinance #6703)

	Beg. Fund Balance	2018 Revenues	2018 Expenditures	Ending Fund Balance
General Fund (#001)				
2018 Adopted Budget	12,623,309	66,091,810	72,860,044	5,855,075
Previous Budget Amendments	10,020,367	1,416,200	4,654,600	6,781,967
2018 Amended Budget	22,643,676	67,508,010	77,514,644	12,637,042
BA#7 (Ordinance #6703, Proposed):	-	193,100	183,100	10,000
Parks Department:				
4Culture grant for sound equipment at the Auburn Avenue Theater	-	7,500	7,500	-
Aging & Disability Services grant for the Senior Activity Center	-	3,000	3,000	-
Grant funding for native plants at Fenster Nature Park to improve wildlife habitat	-	18,200	18,200	-
Grant funding for program improvements at the Senior Center	-	68,100	68,100	-
Increase facility rental revenues and associated expenditures	-	40,000	30,000	10,000
Transfer authority to purchase mowers from the Gen'l Fund to Equipment Rental	-	-	-	-
001.98.597.100.55 OPERATING TRANSFERS OUT			105,000	
001.33.576.100.64 MACHINERY & EQUIPMENT			(105,000)	
Community Development Department:				
Accept State DOE grant for shoreline management master program (SMP)	-	25,000	25,000	-
Police Department:				
Increase budget for WA Traffic Safety Commission (WTSC) traffic safety grant	-	19,000	19,000	-
Budget WTSC grant for high visibility enforcement and distracted driving patrol	-	6,000	6,000	-
Budget for WASPC traffic equipment grant for handheld radar equipment	-	6,300	6,300	-
Revised 2018 Budget - Fund 001	22,643,676	67,701,110	77,697,744	12,647,042
Arterial Street Fund (#102)				
2018 Adopted Budget	1,376,814	6,215,417	6,643,292	948,939
Previous Budget Amendments	1,207,322	(904,100)	74,500	228,722
2018 Amended Budget	2,584,136	5,311,317	6,717,792	1,177,661
BA#7 (Ordinance #6703, Proposed):	-	-	30,000	(30,000)
Fund A St. SE Corridor Signal Safety Improvements (cp 1707) project contingency	-	-	30,000	(30,000)
Move funding from Pedestrian Accessibility Prgm to Sidewalk Imprvmnt project	-	-	-	-
102.00.597.100.55 OPERATING TRANSFERS OUT			40,000	
102.00.594.420.65 CONSTRUCTION PROJECTS			(40,000)	
Revised 2018 Budget - Fund 102	2,584,136	5,311,317	6,747,792	1,147,661

Schedule A
Summary of 2018 Budget Adjustments by Fund
Budget Amendment #7 (Ordinance #6703)

	Beg. Fund Balance	2018 Revenues	2018 Expenditures	Ending Fund Balance
Arterial Street Preservation Fund (#105)				
2018 Adopted Budget	366,008	3,067,340	2,880,440	552,908
Previous Budget Amendments	1,673,829	2,757,400	3,436,500	994,729
2018 Amended Budget	2,039,837	5,824,740	6,316,940	1,547,637
BA#7 (Ordinance #6703, Proposed):	-	-	687,000	(687,000)
Fund 2018 Citywide Patch & Overlay project project contingency (cp1725)	-	-	72,000	(72,000)
Fund S. 277th Street Preservation project project contingency (cp1718)	-	-	40,000	(40,000)
Fund quantity overruns on 15th Street NE/NW Preservation project (cp1521)	-	-	575,000	(575,000)
Revised 2018 Budget - Fund 105	2,039,837	5,824,740	7,003,940	860,637
Drug Forfeiture Fund (#117)				
2018 Adopted Budget	193,981	87,100	253,221	27,860
Previous Budget Amendments	191,073	-	-	191,073
2018 Amended Budget	385,054	87,100	253,221	218,933
BA#7 (Ordinance #6703, Proposed):	-	-	18,700	(18,700)
Additional budget for salaries and benefits for 2018 COLA, overtime	-	-	18,700	(18,700)
Revised 2018 Budget - Fund 117	385,054	87,100	271,921	200,233
Mitigation Fees Fund (#124)				
2018 Adopted Budget	4,429,481	1,520,200	1,219,817	4,729,864
Previous Budget Amendments	7,022,274	400,000	1,616,100	5,806,174
2018 Amended Budget	11,451,755	1,920,200	2,835,917	10,536,038
BA#7 (Ordinance #6703, Proposed):	-	-	210,000	(210,000)
Revised 2018 Budget - Fund 124	11,451,755	1,920,200	3,045,917	10,326,038

Schedule A
Summary of 2018 Budget Adjustments by Fund
Budget Amendment #7 (Ordinance #6703)

	Beg. Fund Balance	2018 Revenues	2018 Expenditures	Ending Fund Balance
Parks Construction Fund (#321)				
2018 Adopted Budget	282,116	664,590	872,000	74,706
Previous Budget Amendments	735,916	1,570,500	2,113,900	192,516
2018 Amended Budget	1,018,032	2,235,090	2,985,900	267,222
BA#7 (Ordinance #6703, Proposed):	-	689,200	689,200	-
Increase funding for Brannan Park synthetic infield (cp1817)	-	210,000	210,000	-
Grant funding for interior/exterior imprvmnts at the White River Valley Museum	-	479,200	479,200	-
Revised 2018 Budget - Fund 321	1,018,032	2,924,290	3,675,100	267,222
Capital Improvements Fund (#328)				
2018 Adopted Budget	7,797,299	3,869,857	4,015,148	7,652,008
Previous Budget Amendments	3,474,546	1,715,300	2,923,100	2,266,746
2018 Amended Budget	11,271,845	5,585,157	6,938,248	9,918,754
BA#7 (Ordinance #6703, Proposed):	-	130,900	135,900	(5,000)
Replace stolen HVAC equipment at the Arts & Cultural Building (insurance reimb)	-	25,900	30,900	(5,000)
Move funding from Pedestrian Accessibility Prgm to Sidewalk Imprvmnt project	-	40,000	40,000	-
Replace commercial dishwasher at the Senior Center	-	25,000	25,000	-
Replace commercial freezer/cooler at the Senior Center	-	40,000	40,000	-
Revised 2018 Budget - Fund 328	11,271,845	5,716,057	7,074,148	9,913,754
Water Fund (#430)				
2018 Adopted Budget	4,675,993	15,432,455	15,464,336	4,644,112
Previous Budget Amendments	898,979	1,196,600	1,592,200	503,379
2018 Amended Budget	5,574,972	16,629,055	17,056,536	5,147,491
BA#7 (Ordinance #6703, Proposed):	-	-	1,350,000	(1,350,000)
Transfer funds from operating sub fund to capital sub fund for capital projects	-	-	1,350,000	(1,350,000)
Revised 2018 Budget - Fund 430	5,574,972	16,629,055	18,406,536	3,797,491

Schedule A
Summary of 2018 Budget Adjustments by Fund
Budget Amendment #7 (Ordinance #6703)

	Beg. Fund Balance	2018 Revenues	2018 Expenditures	Ending Fund Balance
Solid Waste Fund (#434)				
2018 Adopted Budget	4,233,901	16,065,850	15,691,927	4,607,824
BA#7 (Ordinance #6703, Proposed):	-	600,000	600,000	-
Increase rolloff revenue and expenditure to reflect increased quantities	-	600,000	600,000	-
Revised 2018 Budget - Fund 434	5,083,854	15,652,950	15,570,227	5,166,577
Water Capital Fund (#460)				
2018 Adopted Budget	946,053	5,000,000	5,086,586	859,467
Previous Budget Amendments	538,957	1,549,200	2,045,200	42,957
2018 Amended Budget	1,485,010	6,549,200	7,131,786	902,424
BA#7 (Ordinance #6703, Proposed):	-	1,350,000	-	1,350,000
Transfer funds from operating sub fund to capital sub fund for capital projects	-	1,350,000	-	1,350,000
Revised 2018 Budget - Fund 460	1,485,010	7,899,200	7,131,786	2,252,424
Airport Capital Fund (#465)				
2018 Adopted Budget	111,743	1,741,667	1,853,334	76
Previous Budget Amendments	149,229	(911,200)	(905,300)	143,329
2018 Amended Budget	260,972	830,467	948,034	143,405
BA#7 (Ordinance #6703, Proposed):	-	-	30,000	(30,000)
Fund replacement of one of the Airport vehicle gates	-	-	30,000	(30,000)
Revised 2018 Budget - Fund 465	260,972	830,467	978,034	113,405

Schedule A
Summary of 2018 Budget Adjustments by Fund
Budget Amendment #7 (Ordinance #6703)

	Beg. Fund Balance	2018 Revenues	2018 Expenditures	Ending Fund Balance
Facilities Fund (#505)				
2018 Adopted Budget	1,285,575	3,875,400	3,911,293	1,249,682
Previous Budget Amendments	456,349	(99,400)	435,000	(78,051)
2018 Amended Budget	1,741,924	3,776,000	4,346,293	1,171,631
BA#7 (Ordinance #6703, Proposed):	-	900	108,900	(108,000)
Grant funding for repairs at the Senior Center	-	900	900	-
Increase cost of demolition for caretaker house at Game Farm Park	-	-	43,000	(43,000)
Replace commercial dishwasher at the Senior Center	-	-	25,000	(25,000)
Replace commercial freezer/cooler at the Senior Center	-	-	40,000	(40,000)
Revised 2018 Budget - Fund 505	1,741,924	3,776,900	4,455,193	1,063,631
Equipment Rental Capital Fund (#560)				
2018 Adopted Budget	1,376,943	1,703,631	1,506,851	1,573,723
Previous Budget Amendments	2,076,865	930,858	909,200	2,098,523
2018 Amended Budget	3,453,808	2,634,489	2,416,051	3,672,246
BA#7 (Ordinance #6703, Proposed):	-	105,000	105,000	-
Transfer authority to purchase mowers from the Gen'l Fund to Equipment Rental	-	105,000	105,000	-
Revised 2018 Budget - Fund 560	3,453,808	2,739,489	2,521,051	3,672,246
Grand Total - All Funds				
2018 Adopted Budget	82,595,207	184,276,400	192,349,311	74,522,296
Previous Budget Amendments	50,869,964	11,133,600	26,284,300	35,719,264
2018 Amended Budget	133,465,171	195,410,000	218,633,611	110,241,560
TOTAL BA#6 (Ordinance #6703, Proposed)	-	3,069,100	4,147,800	(1,078,700)
Revised 2018 Budget	133,465,171	198,479,100	222,781,411	109,162,860
		331,944,271		331,944,271

Schedule B

2018 Appropriations by Fund

Fund	2018 Adopted Budget	BA#4 (Ord #6666)	BA#5 (Ord #6680)	BA#6 (Ord #6684)	BA#7 (Ord #6703)	Total Amendments	Revised Budget
General Fund (#001)	78,715,119	3,394,221	693,300	7,349,046	193,100	11,629,667	90,344,786
Arterial Street Fund (#102)	7,592,231	(3,928,125)	4,440,900	(209,553)	-	303,222	7,895,453
Local Street Fund (#103)	2,802,243	459,491	803,300	787,416	-	2,050,207	4,852,450
Hotel Motel Fund (#104)	197,744	60,502	35,600	20,225	-	116,327	314,071
Arterial Street Preservation Fund (#105)	3,433,348	3,701,817	522,200	207,212	-	4,431,229	7,864,577
Drug Forfeiture Fund (#117)	281,081	95,555	-	95,518	-	191,073	472,154
Housing & Community Development Grant Fund (#119)	512,455	(10,001)	596,200	147,450	-	733,649	1,246,104
Recreation Trails Fund (#120)	64,338	164	-	364	-	528	64,866
Business Improvement Area Fund (#121)	103,916	9,956	-	35,801	-	45,757	149,673
Cumulative Reserve Fund (#122)	7,387,199	2,121,600	-	1,811,013	-	3,932,613	11,319,812
Mitigation Fees Fund (#124)	5,949,681	4,593,782	1,593,100	1,235,392	-	7,422,274	13,371,955
1998 Library Fund (#229)	282,150	-	-	-	-	-	282,150
2010 Annex A&B Bond Debt Fund (#230)	1,675,120	-	-	-	-	-	1,675,120
2010 C&D Local Revitalization Debt Fund (#231)	589,595	-	-	11,396	-	11,396	600,991
SCORE Debt Service Fund (#238)	2,021,294	-	-	-	-	-	2,021,294
LID Guarantee Fund (#249)	-	1,588	-	-	-	1,588	1,588
LID #350 (#275)	19,771	(1,349)	-	(2,527)	-	(3,876)	15,895
Golf/Cemetery 2016 Refunding (#276)	554,367	-	-	19	-	19	554,386
Municipal Park Construction Fund (#321)	946,706	1,300,460	1,297,500	(291,544)	689,200	2,995,616	3,942,322
Capital Improvements Fund (#328)	11,667,156	2,069,486	1,324,700	1,795,660	130,900	5,320,746	16,987,902
Local Revitalization Fund (#330)	-	41,100	300,000	33,866	-	374,966	374,966
Water Fund (#430)	20,108,448	1,454,006	1,406,600	(765,027)	-	2,095,579	22,204,027
Sewer Fund (#431)	9,472,380	887,957	52,000	1,434,710	-	2,374,667	11,847,047
Storm Drainage Fund (#432)	11,097,882	(227,307)	99,800	1,260,644	-	1,133,137	12,231,019
Sewer Metro Fund (#433)	20,509,418	232,317	-	482,655	-	714,972	21,224,390
Solid Waste Fund (#434)	20,299,751	(519,566)	-	356,619	600,000	437,053	20,736,804
Airport Fund (#435)	1,153,965	45,635	-	71,808	-	117,443	1,271,408
Cemetery Fund (#436)	1,427,709	16,243	-	254,636	-	270,879	1,698,588
Water Capital Fund (#460)	5,946,053	(22,498)	3,420,300	(1,309,645)	1,350,000	3,438,157	9,384,210
Sewer Capital Fund (#461)	8,421,219	3,881,858	774,300	(10,186)	-	4,645,972	13,067,191
Storm Drainage Capital Fund (#462)	12,147,143	1,097,153	932,600	1,027,992	-	3,057,745	15,204,888
Airport Capital Fund (#465)	1,853,410	620,692	342,400	(1,725,063)	-	(761,971)	1,091,439
Cemetery Capital Fund (#466)	157,301	174,332	-	2,404	-	176,736	334,037
Insurance Fund (#501)	1,085,709	743,711	-	187,580	-	931,291	2,017,000
Workers Compensation Self Insurance Fund (#503)	2,096,845	227,246	-	404,729	-	631,975	2,728,820
Facilities Fund (#505)	5,160,975	(338,903)	307,100	388,752	900	357,849	5,518,824
Innovation and Technology Fund (#518)	7,033,455	1,475,967	284,300	201,121	-	1,961,388	8,994,843
Equipment Rental Fund (#550)	5,532,812	440,448	-	186,934	-	627,382	6,160,194
Equipment Rental Capital Fund (#560)	3,080,574	1,296,652	433,900	638,113	105,000	2,473,665	5,554,239
IT Capital Fund (#568)	1,284,683	360,194	103,400	321,308	-	784,902	2,069,585
Fire Pension Fund (#611)	2,408,182	(48,293)	-	41,905	-	(6,388)	2,401,794
Cemetery Endowment Fund (#701)	1,798,179	23,330	-	29,900	-	53,230	1,851,409
Total	266,871,607	25,731,421	19,763,500	16,508,643	3,069,100	65,072,664	331,944,271



AGENDA BILL APPROVAL FORM

Agenda Subject:

2019 Proposed Legislative Agenda (Hinman) (15 Minutes)

Department:

Administration

Attachments:

[2019 DRAFT Legislative Agenda](#)

[19 SCA DRAFT Leg Agenda](#)

[AWClegpriorities 2019](#)

Date:

November 19, 2018

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:**Background Summary:****Reviewed by Council Committees:****Councilmember:****Staff:**

Hinman

Meeting Date: November 26, 2018

Item Number:

City of Auburn DRAFT 2019 Legislative Agenda

FEDERAL PRIORITIES

Support Federal Funding For Local Programs

Auburn will continue to advocate on behalf of federal funding that allows the City to serve its citizens and provide services to those in need, provide for the public's safety and maintain its transportation infrastructure. Auburn also supports federal funding for programs operated in partnership with other local jurisdictions and tribes, including the Healthy Auburn for Life committee. Please support funding for programs including the Community Development Block Grant, Byrne Grant Funding through the Department of Justice, and Airport Improvement Funds, among others.

There is a need for additional services for the many veterans who call Auburn home. Please continue to fund programs that assist transitioning service members, veterans, and military spouses to connect with career opportunities; provide access to quality, affordable education; reduce the tolls that the stress of war, multiple deployments, and frequent moves can take on veterans and their families.

Municipal Airport

The Auburn team will continue to work with local, state and federal entities to ensure the long term viability and growth of Auburn's airport. The government affairs team found success in partnering with the City to ensure runway lengthening can commence immediately. The government affairs team will continue to work with the FAA and key Legislators to construct a plan that allows for a final runway length that meets the long term goals of the City and region.

Homelessness

The increase in homelessness has reached a state of emergency in King and Pierce Counties, and the lack of affordable housing places a heavy burden on many in our community. On any given day last year in just King County more than 11,000 people were experiencing homelessness, almost 47% or nearly 5,500 people were unsheltered. Population growth and regional issues of housing affordability exacerbate the problem. Studies show that every \$100 a month increase in rental rates can increase the homeless population by 15% in metro areas and by 39% in rural and suburban areas. With local rents skyrocketing in recent years, housing is becoming out of reach for many. Please support increased funding for federal housing assistance programs including rental assistance, Section 8 vouchers, and Veterans Affairs Supportive Housing. Please also support expansion of the Low Income Housing Tax Credit and programs that support affordable homeownership.

Mental Health & Substance Abuse Treatment

Too often, lack of providers or available hospital beds stand in the way of those seeking treatment. The shortage of available care leaves low income patients, in particular, at risk for waiting for care in hospital emergency rooms until an acute care hospital bed opens. Changing outdated Medicaid payment policies that exacerbate this shortage can help. Reforms included in legislation, such as the Mental Health Reform Act introduced in the 114th Congress, can help. The City supports a permanent, workable solution to the outdated Medicaid payment policy to allow for hospitals to have greater numbers of beds devoted to psychiatric care either through administrative action or through legislation like the Medicaid CARE Act. Please support legislation to address the availability and affordability of mental health care.

Ensuring adequate access to substance abuse and opioid addiction treatment programs is a critical component to keeping people employed and housed. Please support funding for the Substance Abuse and Mental Health Services Administration (SAMHSA) and ongoing implementation of the Comprehensive Addiction and Recovery Act passed in the 114th Congress as well as efforts to address the growing crisis of opioid addiction in our communities.

City of Auburn DRAFT 2019 Legislative Agenda

Invest in Transportation & Infrastructure

Auburn supports a strong partnership with the federal government and encourages Congress to fund transportation and infrastructure programs. The City supports federal efforts to pass an infrastructure package that provides federal resources for local infrastructure and transit programs that ensure the efficient movement of people and goods in our community. Please support local funding priorities in any upcoming infrastructure investment package and also fully fund the transportation and transit programs included in the FAST Act.

Telecommunication and Cable (FCC Rulings) - Continue to oppose the current and pending rulings by the Federal Communications Commission regarding drastically restricting local authority potentially leading to local taxpayers subsidizing private for-profit companies and creating unreasonable requirements on local agencies limited resources for processing requests without appropriate funding.

STATE PRIORITIES

Streamlined Sales Tax Mitigation

The Market Fairness Act does not properly compensate the City of Auburn thus the SST Mitigation funds are still critical to making the City whole. The City of Auburn must strongly support the continuation of the SST Mitigation or face a budget hit. Some suggested language we can use is found in the draft letter widely distributed regarding the issue:

The Legislature recently enacted the Marketplace Fairness Act which collects sales tax from many out-of-state retailers. In anticipation of new revenue from the Marketplace Fairness Act, the Legislature indicated that it intends to discontinue the SST Mitigation program in 2019. Unfortunately, revenues from the Marketplace Fairness Act have not increased at a level that would make our community whole if the Streamlined Sales Tax Mitigation Program were discontinued. This was reaffirmed in a Department of Revenue report released earlier this month.

The City will need to make this a high priority atop the official legislative agenda. There are a number of cities in the same situation we can coordinate with.

Fully Fund Basic Law Enforcement Academy

It is increasingly difficult to fill officer vacancies due to the low number of spots available at BLEA. It's often several months before a spot will open to begin training. We request the state legislature fund additional slots so agencies can fill vacancies in a more timely manner.

City of Auburn DRAFT 2019 Legislative Agenda

SCORE Reimbursement

Jail-bed rates paid by Department of Corrections (DOC) for state prisoners: The City of Auburn will strongly support an initiative by the SCORE jail to adjust these DOC rates to more equitably reflect the market-based costs of housing such prisoners.

Auburn Arts & Culture Center

ArtPlace America notes that creative place making has been shown to have profound social, economic and civic benefits for local communities and their diverse residents. Auburn is a growing community with a population of approximately 75,000. Recent downtown developments have brought hundreds of new citizens to the downtown core and two new, mixed-use developments will add approximately 500 additional downtown residents living within one block of the future Arts & Culture Center. With Auburn's existing richly diverse community and the growing population, there is an immediate need for a community gathering site in the downtown core. Auburn's historic post office, when transformed into a vibrant cultural hub of arts programming, will serve as the ideal gathering spot for creative place making.

Tiny Houses

The International Code Council has created Appendix Q of the International Residential Code entitled "Tiny Houses." Encourage the State Legislature to adopt Appendix Q of the IRC. There is a distinction between the Legislature enacting Appendix Q vs allowing cities to adopt Appendix Q if they so choose. If the Legislature enacts Appendix Q the provisions will become applicable to all municipalities. If the Legislature adopts the IRC and makes Appendix Q optional it means that some cities will be friendly to Tiny Houses and some cities will not be friendly to Tiny Houses. Because Tiny Houses are an important contribution to serving homeless populations, homelessness prevention, and affordable housing the Legislature should enact Appendix Q as an adopted element of the IRC.

Condo Law Reform

Washington State's laws regarding condominium construction create significant disincentives and impediments for builders to undertake new condominium construction projects. As a result, new condominium construction has all but ground to a complete halt. We urge Legislators and the Governor to begin to remediate these shortcomings in state law at the earliest opportunity in the 2019 legislative session.

Strengthen State Public Records Act

Strengthen the Public Records Act in response to changing technology and burdensome requests so government entities can continue to provide open and transparent services. Support measures to:

- Increase cost-recovery options
- Provide an alternative dispute resolution system
- Simplify and create consistency among exemptions

Streamline government processes related to legal noticing, business licensing and government contracting

Maintain and increase resources to cities, towns and government entities to assist them in meeting state requirements related to public records, records retention, legal noticing, business licensing and government contracting. WMCA will support measures to:

- Maintain funding for the Municipal Research Services Center
- Maintain funding for the Local Government Grant through the Washington State Archives

City of Auburn DRAFT 2019 Legislative Agenda

Social Agenda Funds

The City of Auburn is a stalwart when seeking funds for social programs. The City and the government affairs team will continue to work to identify and secure funds to support affordable housing programs, homelessness support, addiction recovery, and veterans programs.

Local Infrastructure Investments

- **Public Works Trust Fund Loan Program** – continued support of maintaining this vital program at the appropriate funding levels.
- **SR167/SR509 Gateway Projects** – see attached legislative language from the coalition for this item. I have not yet seen an update to this language but one is likely coming based on the conversation last week.
- **Transportation Funding** – support for sustainable options for local transportation needs such as a Street Maintenance Utility, Preservation funding programs, and increased transportation funding for local/regional project needs that are not on state highways.
- **SR18/SR167 Interchange** - Support for an evaluation and review the interchange and capacity issues to improve access and reduce the daily congestion that is occurring at this location which is generating significant cut through traffic on local streets who are avoiding the state highways and increasing costs on local agencies to maintain roadways declining at a faster rate due to regional traffic. Consider adding needed capacity improvements to the State's Capital plan.



SOUND CITIES ASSOCIATION

38 Cities. A Million People. One Voice.

To provide leadership through advocacy, education, mutual support and networking to cities in King County as they act locally and partner regionally to create livable vital communities.

SCA Draft 2019 Legislative Agenda

Address the Affordable Housing and Homelessness Crisis

The state and cities must partner to preserve and increase the supply of affordable housing as, well as address behavioral health needs and other root causes of homelessness. Sound Cities Association urges the Legislature to:

- *Take steps to preserve and increase the supply of affordable housing, including:*
 - *Continued investment and expansion of the Housing Trust Fund*
 - *Expand pathways to homeownership, including reforming condominium liability law*
 - *Allow cities to create and preserve affordable housing through optional local tools*
- *Address other underlying causes of homelessness by providing support to cities to implement innovative local solutions and increasing investments in our state's behavioral health system*

Invest in Transportation Infrastructure and Mobility

The economic vitality of our state demands that we invest in our existing transportation infrastructure and prioritize new investments that improve the movement of people and goods across the transportation system in an integrated, efficient, and reliable manner. Sound Cities Association urges the Legislature to:

- *Create stable, long-term funding available to cities to address maintenance and preservation of existing infrastructure*
- *Support expanding capacity of significant regional corridors by managing them as an integrated system that supports motor vehicle, transit, bicycle, and pedestrian travel*

Provide the Tools for Cities to Address Other Critical Local Priorities

City revenue streams are limited and are not structured to sustainably keep-up with rising costs. Cities need flexible local funding tools, fewer unfunded mandates, and continued support from the state for shared services. Sound Cities Association urges the Legislature to:

- *Give cities funding tools to sustainably address local priorities, such as:*
 - *Replacing the arbitrary annual 1% cap on property tax increases with a limit tied to inflation plus population growth*
 - *Increasing flexibility for REET and other existing revenues*
 - *Continue streamlined sales tax mitigation to affected cities*
- *Maintain the state's responsibility to cities by:*
 - *Fully funding critical public safety investments including the Basic Law Enforcement Academy and Corrections Officers Academy*
 - *Continuing smart investments in cost-effective programs including MRSC and the Public Works Assistance Account*
 - *Meet the state's commitment to share revenues with cities in order to provide vital services to our shared constituents*

Strong cities make a great state. Cities house 65 percent of the state's residents, drive its economy, and provide the most accessible government. The continued success of cities depends on adequate resources and community-based decision-making to best meet the needs of our residents. Preserving local decision-making continues to be one of our core principles.



Support economic development tools to encourage job creation and economic growth

Washington's cities need additional economic development tools that assist in maintaining, expanding, and modernizing local infrastructure to help spur local private sector investment. By supporting value capture financing, the Legislature can partner with cities and towns to advance our shared goals of building a robust and diverse economy for communities around the state.



Keep the Public Works Trust Fund in working order

Cities support ongoing investment in the various infrastructure funding programs sponsored by the state. In particular, the Public Works Trust Fund (PWTF) is a crucial funding partner in our efforts to provide the necessary infrastructure for our communities. We seek full funding for the Public Works Board's \$217 million budget, funded from the current stream of loan repayments and the 2 percent of REET dedicated to the account. Additionally, we look to strengthen the program by ending REET fund diversions from the account now instead of waiting until 2023.



Invest in affordable housing

Communities around the state are facing a housing affordability crisis. Cities support an ongoing \$200 million capital budget investment in the Housing Trust Fund, a \$20 million per year local government revenue sharing proposal, and \$1.5 million per year for reinvestment of the sales tax from the construction of multifamily development. In addition, cities support proposals that remove barriers to affordable housing, including voluntary density and infill development solutions, opportunities for creating shared housing, and addressing condominium liability to expand housing choices.



Fund a systems approach to correct fish-blocking culverts

AWC and state agency partners are focused on developing and funding a comprehensive statewide approach to fix salmon-blocking culverts. In order to achieve meaningful salmon and orca recovery, cities need ongoing and significant funding to upgrade city culverts. This critical investment will support fish passage by maximizing collaboration with the state's legal obligation to upgrade its culverts, while also addressing other critical needs like stormwater and water quality. Cities support creating a permanent framework to fund systemwide corrections that begins with fully funding the Fish Barrier Removal Board this biennium, including capacity for a grant program in the second half of the biennium. An effective framework also includes a commitment to future investment.



Provide responsive funding for the Criminal Justice Training Commission (CJTC)

Cities need a responsive funding model for the CJTC to ensure that newly-hired law enforcement officers and corrections officers have timely access to basic training. Cities seek funding for at least 19 Basic Law Enforcement Academy (BLEA) classes per year and at least seven Corrections Officer Academy classes per year in order to meet our public safety needs.



Address a failing behavioral health system

Cities are experiencing the ramifications of an overwhelmed mental health and drug abuse response system. The state needs to make investments sufficient to improve access to these systems and their success across the state. Cities will work with the state to pursue enhancements and reforms to the behavioral health delivery systems including engaging with mental health transformation proposals, the *Trueblood* settlement, making permanent the mental health co-responder program, and supporting comprehensive opioid response legislation.

Contact:

Candice Bock

Director of Government Relations
candiceb@awcnet.org • 360.753.4137



AGENDA BILL APPROVAL FORM

Agenda Subject:

2019 CDBG Action Plan (Hinman) (15 Minutes)

Date:

November
19, 2018

Department:

Administration

Attachments:

[Resolution No. 5394](#)

[2019 CDBG Annual Action Plan](#)

[2019 Action Plan Presentation](#)

Budget**Impact:**

Current

Budget:

\$0

Proposed

Revision:

\$0

Revised

Budget:

\$0

Administrative Recommendation:

For discussion only.

Background Summary:

Each year the City of Auburn executes specific actions to implement the goals and strategies of the Consolidated Plan for Years 2015-2019. Actions that will be undertaken in 2019 are outlined in this Annual Action Plan. The City of Auburn anticipates the receipt of approximately \$604,000 in Community Development Block Grant (CDBG) funds in 2019. In addition to CDBG funds, the City allocates 0.76% of the City's General Funds to Human Services. Human Services oversees and is responsible for providing and managing financial resources to more than 30 non-profit agencies that serve the Auburn community, administering the local housing repair program, and developing collaborations among community partners to strengthen the response to residents in need.

Reviewed by Council Committees:**Councilmember:****Staff:**

Hinman

Meeting Date: November 26, 2018

Item Number:

RESOLUTION NO. 5394

A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF AUBURN, WASHINGTON, ADOPTING
2019 COMMUNITY DEVELOPMENT BLOCK GRANT
ACTION PLAN FOR THE CONSOLIDATED PLAN
YEARS 2015-2019.

WHEREAS, the City of Auburn was designated as an entitlement community by the U.S. Department of Housing and Urban Development (HUD) for its Community Development Block Grant (CDBG) Program; and

WHEREAS, the primary objection of the Consolidated Plan and CDBG Program is the development of viable urban communities by providing decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low income and moderate income; and

WHEREAS, to be eligible for funding, the City of Auburn must annually update the action plan for its Consolidated Plan that serves as a federally required planning document to guide the City of Auburn's human service and community development efforts; and

WHEREAS, the planning process to develop the Consolidated Plan involved citizen participation and guidance from non-profit and governmental agencies serving low income residences in the community; and

WHEREAS, the City Council of the City of Auburn heard and considered public comment about its proposed 2018 Action Plan.

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

Section 1. As required by 24 CFR 91, the City adopts the 2019 Action Plan for the Consolidated Plan for years 2015-2019.

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

Section 3. This Resolution will take effect and be in full force on passage and signatures hereon.

Dated and Signed this _____ day of _____, 2018.

CITY OF AUBURN

NANCY BACKUS, MAYOR

ATTEST:

Shawn M. Campbell, MMC, City Clerk

APPROVED AS TO FORM:

Steven L. Gross, City Attorney

Executive Summary

AP-05 Executive Summary - 91.200(c), 91.220(b)

1. Introduction

Each year the City of Auburn executes specific actions to implement the goals and strategies of the Consolidated Plan for Years 2015-2019. Actions that will be undertaken in 2019 are outlined in this Annual Action Plan.

The City of Auburn anticipates the receipt of approximately \$604,000 in Community Development Block Grant (CDBG) funds in 2019. In addition to CDBG funds, the City allocates 0.76% of the City's General Funds to Human Services. Human Services oversees and is responsible for providing and managing financial resources to more than 30 non-profit agencies that serve the Auburn community, administering the local housing repair program, and developing collaborations among community partners to strengthen the response to residents in need.

The 2019 Action Plan proposes to allocate \$90,000 of CDBG funds to public services. Most of those funds (\$60,000) will be used to provide dental and medical care to uninsured or under insured low income Auburn residents. \$20,000 will be allocated to overnight shelter and homelessness intervention services for youth and young adults, in keeping with our Consolidated Plan priorities. The remaining \$10,000 will be used for employment training.

Approximately \$100,000 of the CDBG funds will be allocated to program administration, which includes planning and citizen participation. The remaining \$414,000 will be allocated to residential rehabilitation, including an internal program service delivery shift to increase program efficiency.

The City of Auburn is committed to continuing to focus on achieving solutions to recurring social problems and achieving a greater collaboration among service providers. Overall the implementation of the Consolidated Plan is progressing as planned and all of the activities included are underway.

2. Summarize the objectives and outcomes identified in the Plan

This Action Plan allocates a total of \$604,000 dollars in anticipated 2019 Community Development Block Grant funds, to support the Community Development Block Grant program. With the overall goal of reducing the number of people living in poverty within the City of Auburn, the following objectives and outcomes will be employed:

1. Support decent, affordable housing for low income residents

2. Support homelessness intervention strategies targeting youth
3. Support low- and moderate-income neighborhoods
4. Support accessibility to affordable health care
5. Administer the Community Development Block Grant program to meet the community needs and HUD requirements

To accomplish these outcomes and objectives, the City invests in programs that meet the community basic needs, increase self-sufficiency, provide economic opportunity and develop a safe community.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

During the past year Auburn has accomplished significant achievement on its programs and impacted the lives of thousands of residents. In 2017 alone, projects funded by the City completed the following:

- 52 low- to moderate-income Auburn homeowners received housing repair services. Roughly 70% of these homeowners were seniors.
- 18 Low-income Auburn residents received job training assistance. At least half obtained and maintained their job.
- Over 100 low to moderate income residents received free or low cost medical and/or dental care

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The city is engaged in a public participation process for the 2019 Annual Action Plan, as outlined below:

- Drafts of the Action Plan have been made available for public at City Hall and notices of its public view were publicized in the local newspaper as of October 10, 2018
- Request for public comment was emailed to service agencies on October 11, 2018 seeking input through November 9, 2018
- A public hearing was provided on November 5, 2018, during the City Council meeting to receive input on the 2019 Annual Action Plan

The City of Auburn in conjunction with the Consortium consulted with multiple public and private agencies during the development of the consolidated plan. Agencies that participated in consultations included: the King County Housing Authority, King County All Home, other government human service providers and nonprofit agencies delivering services in Auburn and the sub-region.

In addition to conducting consultations during the development of the plan, the City of Auburn collaborates and works closely with numerous coalitions, committees and government entities.

5. Summary of public comments

Public comments to be added after the 30-day comment period.

6. Summary of comments or views not accepted and the reasons for not accepting them

Public comments to be added after the 30-day comment period.

7. Summary

PR-05 Lead & Responsible Agencies - 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	AUBURN	
CDBG Administrator		
ESG Administrator		

Table 1 – Responsible Agencies

Narrative

Consolidated Plan Public Contact Information

Joy Scott

Human Services Manager

25 West Main Street

Auburn, WA 98001

253-876-1965

jfscott@auburnwa.gov

AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

The City of Auburn recognizes the importance of citizen participation in the development and implementation of the annual Action Plan. During the process of development, city staff consulted with multiple public and private agencies. Agencies that participated in consultations included: the King County Department of Community and Human Services, King County Human Services Planners, nonprofit agencies delivering services in Auburn and the sub-region as well as City of Auburn internal partnerships.

In addition to conducting consultations during the development of the plan, the City of Auburn collaborates and works closely with numerous coalitions, committees and government entities on an ongoing basis in efforts to enhance strategies and systems to meet established goals and objectives designated in the plan.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

The City of Auburn works closely with partnering King County jurisdictions, public housing authorities and health providers to develop systems in order to improve the quality of service and access for low-income residents as well as the community as a whole within the city and throughout the region.

Additionally, the City participates in monthly meetings with staff from King County Department of Community and Human Services, Public Health King County, the Housing Development Consortium, Valley Cities, the Multi-Service Center, and the King County Housing Authority to review program progress and delivery of services funded through regional efforts. This regional collaboration work is supported by the South King Housing and Homelessness Partnership, which Auburn and other South King County Cities contribute to in order to fund a full time position to address issues related to housing and homelessness in the South King County region.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

King County's regional Continuum of Care (CoC) aims to make homelessness in our region rare, brief, and one-time. In Coordination with the CoC, Auburn supported funding programs such as the Valley Cities Landing, Nexus Youth and Families Severson House and the YWCA Auburn Transitional Housing Program. All programs provide housing and supportive services to homeless persons (including homeless Veterans, families, chronically homeless individuals and unaccompanied youth).

The City also participates in the annual Point in Time count of unsheltered individuals in King County, organized by our CoC.

Coordinating services and funding is critical to our region's implementation of the King County All Home strategic plan on homelessness which aims to help individuals and families experiencing homelessness meet three goals:

- achieve residential stability
- increase their skill levels and/or incomes
- strengthen their ability to influence decisions that affect their lives

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

All projects receiving CoC funding are required by HUD to apply for support through a local Continuum of Care. For King County, the Continuum of Care encompasses programs and activities within the borders of King County. Each continuum sets funding priorities and need for its community. The King County CoC priorities are set by All Home King County. Auburn staff contribute to the CoC by working collaboratively with All Home on efforts for King County to ensure coordination efforts between the two entities.

2. Agencies, groups, organizations and others who participated in the process and consultations

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	KING COUNTY
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	As our Urban County Consortium lead, King County is an invaluable partner of the City of Auburn in consultation efforts. We meet regularly with the County and our consortium city partners to discuss best practices and new developments in citizen participation, data collection, fair housing, and homeless services. We collaborate on identifying regional needs and consistently evaluate our progress towards our consolidated plan goals. In the 2018 and 2019 program years, we will be working even more closely as we develop our 2020-2024 Consolidated Plan and conduct our local and regional Analysis of Impediments to Fair Housing.
2	Agency/Group/Organization	City of Kent
	Agency/Group/Organization Type	Other government - Local

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	We meet regularly with our consortium city partners to discuss best practices and new developments in citizen participation, data collection, fair housing, and homeless services. We work closely with our Human Services planners in King County to identify and respond to emerging community needs. We collaborate on identifying regional needs and consistently evaluate our progress towards our consolidated plan goals. In the 2018 and 2019 program years, we will be working even more closely as we develop our 2020-2024 Consolidated Plan and conduct our local and regional Analysis of Impediments to Fair Housing.
3	Agency/Group/Organization	City of Federal Way
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	We meet regularly with our consortium city partners to discuss best practices and new developments in citizen participation, data collection, fair housing, and homeless services. We work closely with our Human Services planners in King County to identify and respond to emerging community needs. We collaborate on identifying regional needs and consistently evaluate our progress towards our consolidated plan goals. In the 2018 and 2019 program years, we will be working even more closely as we develop our 2020-2024 Consolidated Plan and conduct our local and regional Analysis of Impediments to Fair Housing.
4	Agency/Group/Organization	City of Bellevue
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	We meet regularly with our consortium city partners to discuss best practices and new developments in citizen participation, data collection, fair housing, and homeless services. We work closely with our Human Services planners in King County to identify and respond to emerging community needs. We collaborate on identifying regional needs and consistently evaluate our progress towards our consolidated plan goals. In the 2018 and 2019 program years, we will be working even more closely as we develop our 2020-2024 Consolidated Plan and conduct our local and regional Analysis of Impediments to Fair Housing.

5	Agency/Group/Organization	Housing Development Consortium of Seattle-King County
	Agency/Group/Organization Type	Planning organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homelessness Strategy Non-Homeless Special Needs Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Auburn participates in the South King Housing and Homelessness Partnership, coordinated by the Housing Development Consortium of Seattle-King County. We participate in monthly meetings convened by HDC on homeless response needs and strategy in SKC, and bimonthly meetings focused on affordable housing data and developments. The information collected by HDC helps to inform multiple pieces of our Action Plan, particularly those strategies related to homelessness and affordable housing in our community.
6	Agency/Group/Organization	King County Bar Association
	Agency/Group/Organization Type	Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Non-Homeless Special Needs Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Auburn convenes and chairs a monthly meeting of service providers in South King County who work with individuals and families experiencing homelessness in our region. These meetings provide an opportunity to discuss emerging service needs, gaps in services regionally, best practices, and training needs. While every meeting is an opportunity to collaborate on our strategic direction in Auburns Consolidated Plan, the city also sends out the draft action plan as part of our citizen participation process and includes a discussion at a scheduled meeting to identify gaps and opportunities and gather feedback. No specific Action Plan comments were received during the development of this plan, but the group did have a robust discussion on the ongoing regional shelter and health needs for individuals experiencing homelessness.
7	Agency/Group/Organization	DOMESTIC ABUSE WOMEN'S NETWORK (DAWN)
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Victims of Domestic Violence Services-homeless Services - Victims
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Auburn convenes and chairs a monthly meeting of service providers in South King County who work with individuals and families experiencing homelessness in our region. These meetings provide an opportunity to discuss emerging service needs, gaps in services regionally, best practices, and training needs. While every meeting is an opportunity to collaborate on our strategic direction in Auburns Consolidated Plan, the city also sends out the draft action plan as part of our citizen participation process and includes a discussion at a scheduled meeting to identify gaps and opportunities and gather feedback. No specific Action Plan comments were received during the development of this plan, but the group did have a robust discussion on the ongoing regional shelter and health needs for individuals experiencing homelessness.
8	Agency/Group/Organization	SOLID GROUND
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-homeless Services-Education Services-Employment Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Auburn convenes and chairs a monthly meeting of service providers in South King County who work with individuals and families experiencing homelessness in our region. These meetings provide an opportunity to discuss emerging service needs, gaps in services regionally, best practices, and training needs. While every meeting is an opportunity to collaborate on our strategic direction in Auburn's Consolidated Plan, the city also sends out the draft action plan as part of our citizen participation process and includes a discussion at a scheduled meeting to identify gaps and opportunities and gather feedback. No specific Action Plan comments were received during the development of this plan, but the group did have a robust discussion on the ongoing regional shelter and health needs for individuals experiencing homelessness.
9	Agency/Group/Organization	Mary's Place Seattle
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Auburn convenes and chairs a monthly meeting of service providers in South King County who work with individuals and families experiencing homelessness in our region. These meetings provide an opportunity to discuss emerging service needs, gaps in services regionally, best practices, and training needs. While every meeting is an opportunity to collaborate on our strategic direction in Auburn's Consolidated Plan, the city also sends out the draft action plan as part of our citizen participation process and includes a discussion at a scheduled meeting to identify gaps and opportunities and gather feedback. No specific Action Plan comments were received during the development of this plan, but the group did have a robust discussion on the ongoing regional shelter and health needs for individuals experiencing homelessness.
10	Agency/Group/Organization	DESC
	Agency/Group/Organization Type	Housing Services-Persons with Disabilities Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homelessness Needs - Veterans Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Auburn convenes and chairs a monthly meeting of service providers in South King County who work with individuals and families experiencing homelessness in our region. These meetings provide an opportunity to discuss emerging service needs, gaps in services regionally, best practices, and training needs. While every meeting is an opportunity to collaborate on our strategic direction in Auburn's Consolidated Plan, the city also sends out the draft action plan as part of our citizen participation process and includes a discussion at a scheduled meeting to identify gaps and opportunities and gather feedback. No specific Action Plan comments were received during the development of this plan, but the group did have a robust discussion on the ongoing regional shelter and health needs for individuals experiencing homelessness.
11	Agency/Group/Organization	Valley Cities Counseling & Consultation
	Agency/Group/Organization Type	Housing Services - Housing Services-Persons with Disabilities Services-Health Health Agency
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Auburn convenes and chairs a monthly meeting of service providers in South King County who work with individuals and families experiencing homelessness in our region. These meetings provide an opportunity to discuss emerging service needs, gaps in services regionally, best practices, and training needs. While every meeting is an opportunity to collaborate on our strategic direction in Auburn's Consolidated Plan, the city also sends out the draft action plan as part of our citizen participation process and includes a discussion at a scheduled meeting to identify gaps and opportunities and gather feedback. No specific Action Plan comments were received during the development of this plan, but the group did have a robust discussion on the ongoing regional shelter and health needs for individuals experiencing homelessness.
12	Agency/Group/Organization	GREEN RIVER COMMUNITY COLLEGE
	Agency/Group/Organization Type	Services-Education Services-Employment
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Auburn convenes and chairs a monthly meeting of service providers in South King County who work with individuals and families experiencing homelessness in our region. These meetings provide an opportunity to discuss emerging service needs, gaps in services regionally, best practices, and training needs. While every meeting is an opportunity to collaborate on our strategic direction in Auburn's Consolidated Plan, the city also sends out the draft action plan as part of our citizen participation process and includes a discussion at a scheduled meeting to identify gaps and opportunities and gather feedback. No specific Action Plan comments were received during the development of this plan, but the group did have a robust discussion on the ongoing regional shelter and health needs for individuals experiencing homelessness.
13	Agency/Group/Organization	SEATTLE-KING COUNTY YWCA
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Education Services-Employment Service-Fair Housing

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The YWCA provides specialized and culturally-specific homeless services for African-American families/families of color. 12 transitional housing units are available in Auburn through Coordinated Entry. They are an active participant in Continuum of Care and partner with All Home and King County Housing Authority. Auburn contracts with this agency and engages regularly through quarterly evaluations, monitoring, and regular check ins that provide an overview of service needs in these areas and inform the development of our Annual Action Plan. This agency also received a draft version of the plan via email during the public comment period.
14	Agency/Group/Organization	NEXUS YOUTH AND FAMILIES
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-homeless Services-Education Services-Employment

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Nexus (formerly Auburn Youth Resources) provides services (showers, laundry, meals, counseling, crisis outreach, misc. basic needs) for youth & young adults experiencing homelessness; centrally located near the Citys Community & Event Center and the Auburn Public Library. They collaborate with these partners as well as APD and have been noticeably visible at recent meetings (SKC Forum on Homelessness, Auburn Roundtable, etc.). Auburn contracts with this agency and engages regularly through quarterly evaluations, monitoring, and regular check ins that provide an overview of service needs in these areas and inform the development of our Annual Action Plan. This agency also received a draft version of the plan via email during the public comment period.
15	Agency/Group/Organization	MULTISERVICE CENTER
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless Services-Education Services-Employment Regional organization

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	MSC provides help to families through case management, shelter and transitional housing. Housing and case management staff participate in SKC Forum on Homelessness meetings, HAC meetings, and the Auburn Roundtable. As a CDBG subgrantee, Auburn works very closely with MSC to track trends and needs for employment services for homeless individuals. Auburn contracts with this agency and engages regularly through quarterly evaluations, monitoring, and regular check ins that provide an overview of service needs in these areas and inform the development of our Annual Action Plan. This agency also received a draft version of the plan via email during the public comment period.
16	Agency/Group/Organization	Communities in Schools of Auburn
	Agency/Group/Organization Type	Services-Children Services-homeless Services-Education
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	CIS Auburn provides support to local at-risk students year round: tutoring, school supplies, weekend backpack programs, financial assistance to ensure students have essentials to succeed (alarm clocks, fees for ASB cards, sports/athletic fees, field trip fees, etc.) with a concentrated focus geared toward high school students to combat drop-out rates. CIS partners with the City through supply and food drives to connect community resources with schools and students. Auburn contracts with this agency and engages regularly through quarterly evaluations, monitoring, and regular check ins that provide an overview of service needs in these areas and inform the development of our Annual Action Plan. This agency also received a draft version of the plan via email during the public comment period.
17	Agency/Group/Organization	Auburn Respite Program
	Agency/Group/Organization Type	Services-Elderly Persons Services-Persons with Disabilities Services-homeless Services-Health
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Auburn Respite Program provides community-based social adult day care (social engagement with peers, meals, etc.) for dependent seniors cared for by family members. The program takes place on Fridays at the Auburn Senior Activity Center; its purpose is to allow for a day of respite for fulltime caregivers. Their proximity to the Les Gove Community Campus is convenient for an array of activities for both the caregiver and family member. Auburn contracts with this agency and engages regularly through quarterly evaluations, monitoring, and regular check ins that provide an overview of service needs in these areas and inform the development of our Annual Action Plan. This agency also received a draft version of the plan via email during the public comment period.
18	Agency/Group/Organization	Christ Community Free Clinic
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-homeless Services-Health Health Agency
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Christ Community Free Clinic provides medical and dental needs to uninsured and underinsured residents while connecting them to other local existing health-focused partners. They hold walk-in clinics on various days of the month and also provide some emergency dental work. They collaborate with HealthPoint, SKC Public Health. Their ED has played a role in both the Auburn Mayors Homelessness Task Force as well as the Blue Ribbon Committee, a health-focused community engagement group. Auburn contracts with this agency and engages regularly through quarterly evaluations, monitoring, and regular check ins that provide an overview of service needs in these areas and inform the development of our Annual Action Plan. This agency also received a draft version of the plan via email during the public comment period.
19	Agency/Group/Organization	Pregnancy Aid of Auburn
	Agency/Group/Organization Type	Services-Children Services-Health
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Pregnancy Aid Provides immediate and confidential help to women and families, including formula, baby food, diapers and car seats. All services and goods are provided free of charge. Centrally located near the Les Gove Campus. Often referred by WIC as they provide services that are not eligible through WIC vouchers (strollers, diapers, etc.). Auburn contracts with this agency and engages regularly through quarterly evaluations, monitoring, and regular check ins that provide an overview of service needs in these areas and inform the development of our Annual Action Plan. This agency also received a draft version of the plan via email during the public comment period.

20	Agency/Group/Organization	Orion Industries
	Agency/Group/Organization Type	Services-homeless Services-Education Services-Employment
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Orion Industries supports Auburn residents that experience barriers to employment due to disability, criminal histories, low income, language barriers, lack of transportation, etc. by providing hands-on training, case management and job placement to help them move toward self-sufficiency. They participate in numerous job fairs locally. Members/participants of numerous local organizations and partnerships, including L&I, the VA, SKCHS, Community Employment Alliance, and the Auburn Roundtable. Auburn contracts with this agency and engages regularly through quarterly evaluations, monitoring, and regular check ins that provide an overview of service needs in these areas and inform the development of our Annual Action Plan. This agency also received a draft version of the plan via email during the public comment period.
21	Agency/Group/Organization	SOUND
	Agency/Group/Organization Type	Services - Housing Services-Persons with Disabilities Services-homeless Services-Health Health Agency

	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Sound provides mental health and chemical dependency services. The PATH program administers various outreach methods to serve homeless persons in South King County. They have played a large role in the annual Point in Time count of homeless persons for numerous years. They collaborate with many local partners, including All Home, Seattle King County Coalition on Homelessness, the Auburn Mayors Homelessness Task Force, HAC, SKC Forum on Homelessness, etc. They attend the Auburn Roundtable and are often at Auburns Free Community Meals program held at rotating locations throughout the week. Auburn contracts with this agency and engages regularly through quarterly evaluations, monitoring, and regular check ins that provide an overview of service needs in these areas and inform the development of our Annual Action Plan. This agency also received a draft version of the plan via email during the public comment period.
22	Agency/Group/Organization	Auburn Food Bank
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless

What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homelessness Needs - Veterans Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Auburn Food Bank Provides food, emergency assistance, free meals, financial help and referrals to residents in need. Regionally they collaborate with Northwest Harvest and Food Lifeline, and locally with the Auburn Public Library, Nexus Youth & Families, Communities in Schools of Auburn, Hyde Shuttle, Trillium Employment Services, etc. They play a role in the Auburn Roundtable, the annual Point in Time Count, Auburn Mayors Homelessness Task Force, and SKC Forum on Homelessness. The food bank also operates a day center and night shelter for homeless individuals in Auburn, in partnership with Valley Cities. Auburn contracts with this agency and engages regularly through quarterly evaluations, monitoring, and regular check ins that provide an overview of service needs in these areas and inform the development of our Annual Action Plan. This agency also received a draft version of the plan via email during the public comment period.

23	Agency/Group/Organization	Auburn Human Services Committee
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing Services - Victims Other government - Local Planning organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Auburns Human Services Committee meets monthly throughout the year to provide oversight and strategic direction for the citys Human Services funding. The committee participates in agency visitations, reviews funding applications and provides CDBG and General Fund funding recommendations, and tracks emerging service needs and trends in the community. The committee has identified a need for deeper analysis of human service needs in Auburn, and will be working in the 2019 program year to identify a consultant and carry out the work.
24	Agency/Group/Organization	Washington State Department of Veterans Affairs
	Agency/Group/Organization Type	Services-Elderly Persons Services-Persons with Disabilities Services-homeless Services-Health Other government - Federal Other government - State
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homelessness Needs - Veterans Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Auburn convenes and chairs a monthly meeting of service providers in South King County who work with individuals and families experiencing homelessness in our region. These meetings provide an opportunity to discuss emerging service needs, gaps in services regionally, best practices, and training needs. While every meeting is an opportunity to collaborate on our strategic direction in Auburns Consolidated Plan, the city also sends out the draft action plan as part of our citizen participation process and includes a discussion at a scheduled meeting to identify gaps and opportunities and gather feedback. No specific Action Plan comments were received during the development of this plan, but the group did have a robust discussion on the ongoing regional shelter and health needs for individuals experiencing homelessness.
25	Agency/Group/Organization	Regional Affordable Housing Task Force
	Agency/Group/Organization Type	Other government - County Other government - Local Regional organization Planning organization Business Leaders Civic Leaders Business and Civic Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Non-Homeless Special Needs Market Analysis Economic Development Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Regional Affordable Housing (RAH) Task Force was created by King County to bring leaders from across the county together to collaboratively develop a countywide affordable housing strategy. King County Motion 14873 created the Task Force and defines its structure and objectives. The RAH Task Force will build upon previous and ongoing work of jurisdictions and non-profits to identify ideas and solutions that can be implemented at the regional level. This Work Plan provides an overview of work related to the RAH Task Force throughout 2017 and 2018. Auburn staff sits on the Regional Affordable Housing Task Force Staff Workgroup. Data and feedback from the Task Force is used to identify local and regional gaps and needs related to housing, and develop strategy for the current and future Action Plans.
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Identify any Agency Types not consulted and provide rationale for not consulting

The City of Auburn consulted with all types of organizations that primarily serve the populations focused on in the Action Plan and implemented programs that addressed the greatest need in the community.

The only types of organizations not consulted with were corrections facilities. The rationale for not consulting with these facilities is that the City does not host either type of organization in the region.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	King County	The goals of Auburn's Strategic Plan overlap with the goals of the CoC to address the needs of homeless residents in the community and reduce the risk of homelessness.

Table 3 - Other local / regional / federal planning efforts

Narrative

AP-12 Participation - 91.401, 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

Citizen participation plays a crucial role in the success of the City's Annual Action Plan. The goals are to hear the community's feedback and recommendations on how CDBG funds should be invested and how services can coordinate to achieve the greatest impact. In addition to the targeted outreach listed below, the City regularly engages service providers and stakeholders in discussions regarding human services and local economic development needs. Organizations funded by the city are monitored throughout the year and report quarterly on progress, trends, and challenges. City staff co-host a monthly meeting of service providers working with individuals and families experiencing homelessness in the region to gather feedback and support increased capacity building through broad collaboration of regional providers. In addition, City staff meet regularly with other cities in the area and other funders to evaluate gaps in services and seek solutions to local and regional community development challenges.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Newspaper Ad	Non-targeted/broad community		No comments were received		
2	Email	Service providers in Auburn		No comments were received		

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

The City of Auburn anticipates funding for the duration of the Consolidated Plan from

- CDBG
- City of Auburn General Fund allocation for Human Services

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	604,000	0	0	604,000	604,000	
General Fund	public - local	Public Services	490,000	0	0	490,000	490,000	

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The City of Auburn relies on CDBG funds to support community and economic development projects and activities in efforts to support low to moderate income populations to become self-sufficient and sustain affordable housing. However, CDBG funds are not the only source of funds the City uses to support community projects and activities.

The City's general funds are used to support direct services benefitting Auburn's at risk populations in addition to CDBG funds.

CDBG funds do not require matching funds.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

N/A

Discussion

The City of Auburn will use CDBG funds to support all eligible projects and activities that align with CDBG guidelines and regulations.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	End Homelessness	2015	2019	Homeless		Homeless Prevention and Intervention	CDBG: \$90,000	Homelessness Prevention: 150 Persons Assisted Jobs created/retained: 15 jobs Homeless intervention: 5 youth served with overnight shelter or transitional housing
2	Ensure Decent, Affordable Housing	2015	2019	Affordable Housing Public Housing		Affordable Housing Development and Preservation Neighborhood Revitalization	CDBG: \$414,000	Homeowner Housing Rehabilitated: 45 Household Housing Unit
3	Planning and Administration	2015	2015	Planning and Administration		Homeless Prevention and Intervention Affordable Housing Development and Preservation Neighborhood Revitalization Economic Opportunity	CDBG: \$100,000	Other: 0 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	End Homelessness
	Goal Description	
2	Goal Name	Ensure Decent, Affordable Housing
	Goal Description	
3	Goal Name	Planning and Administration
	Goal Description	

AP-35 Projects - 91.420, 91.220(d)

Introduction

Auburn's Annual Action Plan provides descriptions of proposals of how funds will be prioritized to achieve goals identified in the Consolidated Plan. Projects funded by the City will address the priority needs of providing assistance to prevent homelessness, ensure affordable housing and a suitable living environment. Projects and programs are selected through a competitive application process to ensure optimal quality services is provided to the community in use of the funds.

#	Project Name
1	HOUSING REPAIR
2	ADMINISTRATION
3	HEALTHPOINT
4	EMPLOYMENT TRAINING PROGRAM
5	FRIENDS OF YOUTH

Table 7 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The allocations proposed are based on the assessment of Auburn's needs, the resources available in the region, the availability of other funds also focusing on needs, and the purpose of Consolidated Plan funds.

Should CDBG revenues exceed the proposed amount, the additional resources shall be allocated in accordance to the following guidelines:

- Fill gaps in human services primarily healthcare, homeless prevention and intervention and affordable housing accessibility.
- Increase funding for community development projects and activities including housing, community facilities and economic development.

If increases are not significant enough to enhance projects or activities funds may be placed in contingency for programming later in the year or the following program year.

Should CDBG revenues come in lower than anticipated; the City will continue with its planned policy and to the extent allowed reduce funding allocations in homeowner rehabilitation projects and administrative activities.

Should CDBG revenues come in less than originally proposed, the City will continue managing the programs with decreased resources to the extent possible and reduce funding allocations in administrative activities and not public services.

AP-38 Project Summary
Project Summary Information

1	Project Name	HOUSING REPAIR
	Target Area	
	Goals Supported	End Homelessness Ensure Decent, Affordable Housing
	Needs Addressed	Affordable Housing Development and Preservation Neighborhood Revitalization
	Funding	CDBG: \$414,000
	Description	Maintain the affordability of decent housing for low-income Auburn residents by providing repairs necessary to maintain suitable housing for low income Auburn homeowners.
	Target Date	12/31/2019
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 45 low to moderate income families will benefit from the housing repair program. As the City's largest homeless prevention program, housing repair ensures the sustainability of a safe home for some of Auburn's most vulnerable residents. Of the 45 low to moderate income residents who apply for the program, over half of them are of the senior and disabled population. CDBG funds will support this program transitioning from contracted services only to a combination of contracted services and services provided by in-house staff. Building on best practices from neighboring entitlement communities that have instituted this model, we expect that this transition will allow us in future years to serve a greater number of Auburn residents with significantly shorter wait times.
	Location Description	n/a
	Planned Activities	Activities include minor home repairs.
2	Project Name	ADMINISTRATION
	Target Area	
	Goals Supported	Planning and Administration
	Needs Addressed	Homeless Prevention and Intervention Affordable Housing Development and Preservation Neighborhood Revitalization Economic Opportunity
	Funding	CDBG: \$100,000
	Description	General administration and project management
	Target Date	12/31/2019

	Estimate the number and type of families that will benefit from the proposed activities	n/a
	Location Description	n/a
	Planned Activities	General planning and administration of the CDBG programs include: management of the housing repair program, management of all CDBG related finances, all grant reporting, monitoring of subrecipients and providing guidance of program implementation in Auburn.
3	Project Name	HEALTHPOINT
	Target Area	
	Goals Supported	End Homelessness
	Needs Addressed	Homeless Prevention and Intervention
	Funding	CDBG: \$60,000
	Description	Providing healthcare services which include medical and dental to 150 or more low to moderate income, Auburn residents. This project is a public service activity.
	Target Date	12/31/2019
	Estimate the number and type of families that will benefit from the proposed activities	At least 150 low to moderate income Auburn residents will have benefitted from the proposed activities.
	Location Description	n/a
4	Planned Activities	
	Project Name	EMPLOYMENT TRAINING PROGRAM
	Target Area	
	Goals Supported	End Homelessness
	Needs Addressed	Homeless Prevention and Intervention
	Funding	CDBG: \$10,000
	Description	Provide employment training supportive services to approximately 15 low to moderate income Auburn residents so that at least half of them can find and sustain a job. This project is a public service activity.
	Target Date	12/31/2019

	Estimate the number and type of families that will benefit from the proposed activities	15 low to moderate income Auburn residents will benefit from the employment training program.
	Location Description	n/a
	Planned Activities	Planned activities include employment training supportive services to Auburn residents.
5	Project Name	FRIENDS OF YOUTH
	Target Area	
	Goals Supported	End Homelessness
	Needs Addressed	Homeless Prevention and Intervention
	Funding	CDBG: \$20,000
	Description	Provide outreach, transitional housing and shelter services to youth and young adults (ages 16-24) experiencing homelessness.
	Target Date	12/31/2019
	Estimate the number and type of families that will benefit from the proposed activities	18 homeless youth and/or young adults will benefit from the proposed activities.
	Location Description	n/a
	Planned Activities	Planned activities include outreach and drop-in services, transitional housing and shelter provisions for homeless youth and young adults.

AP-50 Geographic Distribution - 91.420, 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The City of Auburn intends on distributing funds throughout the jurisdiction.

Geographic Distribution

Target Area	Percentage of Funds

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Due to the fact that all areas of Auburn have low to moderate income families dispersed throughout the entire City, the City intends on investing throughout the entire jurisdiction to ensure that all populations throughout the region have access to beneficial programs and housing opportunities.

Discussion

Due to the fact that all areas of Auburn have low to moderate income families dispersed throughout the the entire City, the City intends on investing throughout the entire jurisdiction to ensure that all populations throughout the region have access to beneficial programs and housing opportunities.

AP-75 Barriers to affordable housing -91.420, 91.220(j)

Introduction

The City of Auburn will continue to work with service providers, the housing authority and residents in coordination to fully address and develop systems and strategies to promote their efforts in providing sustainable, affordable housing.

Auburn's partnerships with organizations such as the King County Housing Authority and the Housing Development Consortium of Seattle King County have allowed the City to explore new and innovative strategies to continue to offer affordable housing to its current and prospective residents.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The City of Auburn will continue to look at policies that remove barriers to affordable housing. The City of Auburn's Comprehensive Land Use Plan includes several policies and objectives that will guide the city toward achieving its affordable and fair housing goals. These policies include maintaining flexibility in land use to achieve a balanced mix of affordable housing opportunities. The City will continue to pursue mixed use developments that are consistent with the transportation oriented developments located in Auburn's downtown. The City will look for opportunities with public and private agencies to implement policies and offer programs that help alleviate physical and economic distress, conserve energy resources, improve the quality and quantity of community services, and eliminate conditions that are detrimental to health, safety and public welfare.

In 2017 the City of Auburn passed an ordinance that does not allow landlords of multifamily units to discriminate against potential renters based on their source of income. The Auburn City Council has expressed interest in exploring further opportunities to discuss and adopt tenant protections in 2019.

Discussion

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

The City of Auburn will continue to work with service providers throughout the region in coordination to develop systems and strategies to promote their efforts in providing optimal, easily accessible services. The City will work to reduce the number of families in poverty, sustain relationships with employment training agencies, and work to preserve the affordable housing stock in our community.

Actions planned to address obstacles to meeting underserved needs

By establishing a strong foundation of networks between local service providers, stakeholders and government agencies through committees and coalitions, the City will work in partnership to address obstacles and ameliorate barriers to meeting underserved needs. The collaborated organizations will develop detailed strategic plans that will delegate tasks, build systems and ongoing assessment of service delivery.

Actions planned to foster and maintain affordable housing

The City will continue to maintain the affordability of decent housing for low income Auburn residents by allocating over \$400,000 of CDBG funds to the City's Housing Repair Program. The program provides emergency repairs necessary to maintain safe housing for at least 45 Auburn homeowners, many of whom are senior citizens and/or are experiencing barriers to safely accessing their homes due to physical disabilities.

In addition to Auburn's Housing Repair program, the City will maintain affordable housing by continuing to engage and partner with coalitions, committees and other government agencies to integrate and enhance efforts on the issue.

Auburn has been participating in a robust regional effort to coordinate affordable housing activities in South King County. The South King County Housing and Homeless Partnership is a network of municipal land use and human services staff, nonprofit housing and homeless organizations working to address affordable housing and homelessness needs in South King County. The city has taken a lead role in discussions to make this partnership permanent with an interlocal agreement between SKC municipalities. Cities in South King County, including Auburn, will be voting on this issue in the first quarter of 2019.

Actions planned to reduce lead-based paint hazards

The City of Auburn includes language in its CDBG contracts that require agencies to comply with HUD Lead-Based Paint Regulations (24 CFR Part 35) issued pursuant to the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. Sections 4831, et seq.) requiring prohibition of the use of lead-based paint whenever CDBG funds are used. In addition, the City notifies residents of potential lead-based paint

hazards when it awards a Housing Repair grant. A copy of the pamphlet – "Protect Your Family from Lead In Your Home" is provided each Housing Repair client when the City conducts the initial inspection of their home.

The city takes additional measures when the age of the home indicates a possible presence of lead-based paint. Before housing repair work commences, the city contracts with a certified provider to undertake lead paint testing. When lead-based hazards are positively identified, the city works with the housing repair client and contractors certified in RRP Lead Abatement to implement the necessary mitigation and safety strategies.

Actions planned to reduce the number of poverty-level families

The City of Auburn's planned actions to reduce the number of poverty- level families include but are not limited to:

- Allocating \$10,000 to employment and training programs
- Allocating \$60,000 to healthcare services targeted at families who are uninsured or underinsured
- Participate and partner with coalitions, committees and agencies that provide antipoverty services to develop and enhance strategies and efforts to reduce poverty level families
- Supporting the development and sustainability of affordable multi-family housing in Auburn

Support and continue to fund programs serving families living in poverty

Actions planned to develop institutional structure

The City's planned actions to address the gaps and weaknesses identified in the strategic plan include:

- Maintaining partnerships with and participating in the South King County Housing and Homelessness Partnership, All Home of King County and other regional human service providers, coalitions and committees who address homeless issues. The City will also continue to work collaboratively with partnering organizations and groups to integrate and enhance services to provide optimal services to individuals and families currently experiencing or at risk of homelessness. In addition the City plans to allocate \$250,000 to emergency shelters and homelessness intervention services, and more than \$60,000 to emergency services such as food, financial assistance, clothing and healthcare.
- Take a comprehensive approach to consolidated and comprehensive planning to include all internal City departments, commissions, committees and task force.

Actions planned to enhance coordination between public and private housing and social

service agencies

The City of Auburn has heavily contributed and intends to continue cultivating relationships between public and private housing and social service agencies. In addition the City will continue to participate in collaborations with the South King County Forum on Homelessness, the South King County Council of Human Services, Seattle-King County Housing Development Consortium and the King County Joint Planners Meeting.

In 2016 the City of Auburn started participating in Affordable Housing Week through the Housing Development Consortium along with other public and private housing agencies in King County to continue our partnerships in providing affordable housing in the region. The City will continue its participation in this annual event and look for other similar opportunities to raise build partnerships to support the preservation and enhanced affordability of housing in our community.

Discussion

The expressed goal of the City's Consolidated Plan is to reduce the number of people living in poverty within Auburn. The City intends to give funding priority to programs that in addition to complying with federal regulations and address a priority a outlined in the Consolidated Plan are consistent with all of the goals and objectives identified.

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(l)(1,2,4)

Introduction

The City of Auburn will use all CDBG funds to support projects and activities benefiting low and moderate income residents. Funds will be used for Public Services and Planning and Administration with the remaining balance intended for housing rehab services.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

Discussion

The City of Auburn will continue to use all of its funds to support residents of low/moderate income while maintaining a focus on underserved and special populations.

City of Auburn

Housing and Urban Development Community Development Block Grant

2019 ACTION PLAN

Community Development Block Grant

The CDBG Entitlement Program provides annual grants on a formula basis to entitled cities to develop viable urban communities.

Projects must:

- Align with HUD's National Objectives
- Be eligible under HUD's guidelines
- Benefit low and moderate income persons

Examples of Eligible Activities for CBDG Funds

- Acquisition of Real Property
- Public Facility ADA improvements
- Site Preparation
- Public Services (**up to 15% of annual allocation**)
- Home Rehabilitation
- Economic Development Activities
- Job Creation for Low-Income Individuals
- Microenterprise Assistance
- Homeownership Assistance
- Planning and Capacity Building
- Program Admin Costs (**up to 20% of annual allocation**)

CDBG Projects Past and Present

- Housing Repair Program (*Rehabilitation*)
- Employment Training (*Public Service*)
- Healthcare to under and uninsured Auburn residents (*Public Service*)
- Les Gove Bathroom ADA Upgrade (*Public Facility Improvement*)
- Downtown Business Façade Upgrades (*Economic Development*)
- 37th & I Street Sidewalk Project (*Public Facility Improvement*)

Our CDBG Dollars at Work

Public Services

- Healthpoint
 - 66 Auburn residents received medical services through September 2018 (103 visits)
 - 63 Auburn residents received dental services through September 2018 (118 visits)
- Multi-Service Center
 - 15 Auburn residents have enrolled in and received ongoing job training and placement services in 2018

Our CDBG Dollars at Work

Auburn's Housing Repair
Program



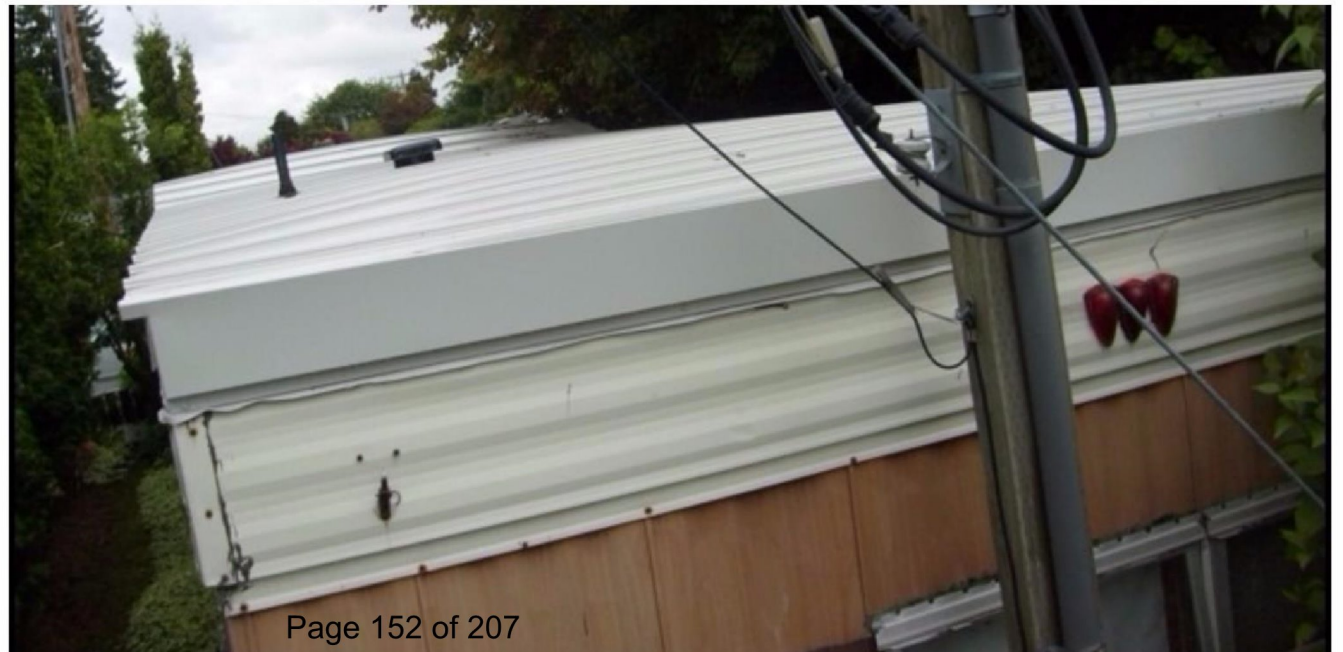
Our CDBG Dollars at Work

Auburn's Housing Repair
Program



Our CDBG Dollars at Work

Auburn's Housing Repair
Program



CDBG Administrative Requirements

- Five Year Consolidated Plan
- Eligibility Reviews
- **Annual Action Plans**
- Consolidated Annual Performance Evaluation Report (CAPER)
- Annual Subrecipient Monitoring
- Financial Management
- Project Management
 - Environmental Reviews
 - Procurement Procedure
 - Lead Mitigation

2019 Action Plan

- Expected CDBG Funding Allocation: \$604,000
 - Public Services (15% Cap): \$90,000
 - Healthpoint: \$60,000
 - Medical and dental care for un- and under-insured Auburn residents
 - Multi-Service Center: \$10,000
 - Job training services for low- to moderate-income Auburn residents
 - Friends of Youth: \$20,000
 - Overnight shelter and homeless intervention services for Auburn youth and young adults
 - Housing Repair: \$414,000
 - Larger allocation supports program shift as described in decision package
 - At least 50 low- to moderate-income Auburn homeowners served
 - Over 50% Seniors or Disabled
 - Administration (20% Cap): \$100,000

2019 Action Plan

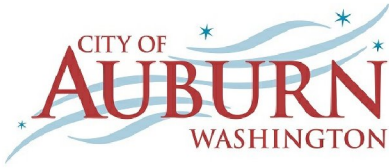
Next Steps:

- Incorporate council feedback into final draft
- December 3rd Council Meeting
 - Resolution 5394 adopting 2019 CDBG Action Plan
- Submit to HUD

Thank you!

Joy Scott
Human Services Manager
253-876-1965
jfscott@auburnwa.gov

Questions?



AGENDA BILL APPROVAL FORM

Agenda Subject:

Regional Homelessness Update (Hinman) (15 Minutes)

Department:

Administration

Attachments:

[Regional Homelessness Governance](#)

[Seattle KC MOU](#)

Date:

November 19, 2018

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:**Background Summary:****Reviewed by Council Committees:****Councilmember:**

Meeting Date: November 26, 2018

Staff:

Hinman

Item Number:

July 20, 2018

Dear One Table Co-Chairs:

Homelessness is a crisis affecting cities across our nation, and our region. It affects the cities where we live and serve, and we see the impacts on a daily basis. We are committed to working together as a region to address this crisis.

While this regional crisis will require regional solutions, we also want to stress that one size does not fit all. Our cities have different needs than Seattle, and indeed there are differences between all our cities. The challenges faced by cities on the eastside are different in many ways from those faced in South King County. Solutions, or approaches to solutions, may differ by city or regions of the county. We are made up of large and small cities, rural and urban cities and that makes a one size solution difficult to implement.

We appreciate One Table's focus on addressing root causes of homelessness. We agree that affordable housing, behavioral health treatment, services for youth aging out of foster care, criminal justice reform, and increased access to employment all have important parts to play in addressing the crisis.

To us, two areas stand out where all of us can make a difference in reducing homelessness. These include modifications and even reform of the behavioral health system, and the need to make existing funds for affordable housing more flexible to promote housing stability.

Behavioral Health: We believe that focusing on providing treatment on demand for those in need of behavioral health treatment has the most promise to address the needs in our communities today. Additionally, every one of us can point to individuals in our communities who refuse treatment. We should explore how these individuals could be helped by new legislation allowing for involuntary treatment for those presenting an imminent likelihood of serious harm to self or others, or who are gravely disabled as a result of substance use disorder.

Flexible Funding: There is great promise in making existing funding more flexible in order to promote housing stability. We should target resources where they are needed to help empower individuals experiencing homelessness to get back on their feet as quickly as possible so that homelessness is rare and, when experienced, brief and one-time.

As elected leaders, we must recognize there is currently a lack of public trust in how homelessness is being addressed in this region. In order to rebuild that trust, we need to take a hard look at the systems in our cities, and in the region, and ensure that we are delivering services as effectively and efficiently as possible. We need to focus on our own accountability and responsibilities as public servants, and we need to hold the providers we contract with accountable for effective and efficient delivery of services. We also need a focus on individual responsibility and accountability if we are to truly address this crisis in the long run.

As local elected officials, we have a responsibility to serve those in crisis, and we have a moral responsibility to help those in need. That requires us to take action even when there is vocal opposition within our communities. At the same time, as city officials we also have an obligation to keep our public places clean and safe for all our residents, and a responsibility to spend public resources wisely.

We have much more work to do in order to address this crisis, and to rebuild the trust with our communities. Until we have done the hard work to reform our systems, to better align our funding across the region, and to make our governance more transparent and accountable, we are not supportive of going to the public with a request for new funding. We owe it to the public that we serve to demonstrate that we are spending our existing dollars well before we ask them to support any new tax measures.

Finally, we recognize that the public sector does not have all the answers to this regional crisis. We need to tackle this challenge with our partners in business and philanthropy. We look forward to strengthening that partnership in the coming months, and to building on the work begun through this regional initiative.

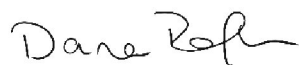
Sincerely,



Mayor Nancy Backus, Auburn
One Table Co-Chair
All Home Coordinating Board Member



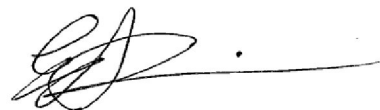
Mayor John Chelminiak, Bellevue
One Table Member
All Home Coordinating Board Member



Mayor Dana Ralph, Kent
One Table Member



Mayor Amy Walen, Kirkland
One Table Member



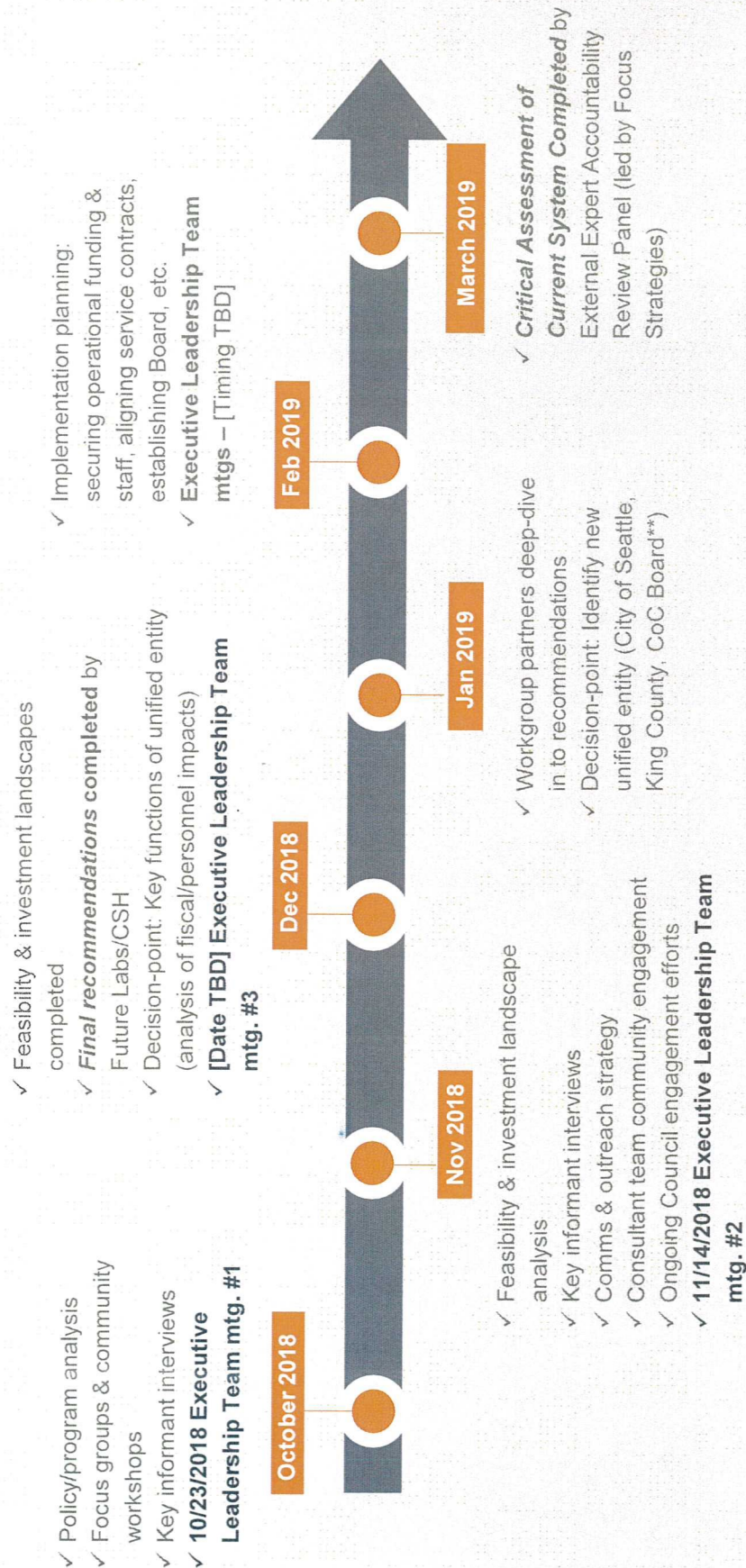
Council President Ed Prince, Renton
One Table Member

Homeless System Action & Accountability

System Redesign Timeline

Key Milestones for Initial 6-month Timeframe*

*Other milestones will be added as recommendations are developed and key decision-points are identified.



**Decision-maker may depend on the legal structure proposed

Revised 11/12/2018

Homeless System Action and Accountability - Executive Leadership Team

Homelessness has reached a crisis level in Seattle/King County. In a commitment to reaching our regional goals of making homelessness rare, brief and one-time, government, philanthropy, business and people with lived experience are combining our efforts to maximize and coordinate the currently dispersed efforts to address homelessness.

The King County Executive and Mayor of Seattle – in partnership with All Home and Sound Cities Association – have committed to governance recommendations by December of this year and are working alongside business and philanthropy to ensure this effort is paired with a comprehensive assessment of our existing efforts and a detailed action plan for achieving measurable goals in accelerating our efforts to reduce homelessness in King County.

The key principals representing each of these sectors of public and private investors will work collaboratively towards ACTION and ACCOUNTABILITY in our homeless system, rooted in equity and driven by the needs of people experiencing homelessness and housing instability.

Participants:

Dow Constantine	King County Executive
Jenny Durkan	City of Seattle Mayor
Sara Levin	Continuum of Care/All Home Coordinating Board Chair
Kira Zylstra	All Home Continuum of Care Leadership
LaMont Green	Lived Experience Leader
Azia Ruff	Lived Experience Leader
John Chelminiak	Mayor of Bellevue
Nancy Backus	Mayor of Auburn
Ed Prince	Renton City Council/ Sound Cities Association Public Issues Committee Chair
Dave Stewart	Vulcan
Tricia Raikes	Raikes Foundation
David Bley	Bill & Melinda Gates Foundation

Role:

The Executive Leadership Team will provide guidance and direction to the core working group and consultant team in the development of homeless system governance recommendations and overall Regional Homelessness Action and Accountability Vision, and will specifically:

- Carry and communicate the vision of regional coordination, action and accountability.
- Vet draft recommendations and components of the plan while underway in order to offer key insights on potential challenges and critical considerations throughout the development of the Regional Action Plan.
- Provide support in overcoming barriers to compiling data and information critical to the completion of a comprehensive and actionable plan.
- Promote and demonstrate collaboration between public and private sectors in support of long-term sustainable partnership in achieving our goals for making homelessness rare, brief, and one-time.

Task:

The Executive Leadership Team will commit to meeting on a monthly basis including core working group and consultant team members, as needed.

Homeless System Action and Accountability - Core Working Group

Support the development and implementation of a Regional Homelessness Action and Accountability Vision including the primary objectives to develop (1) recommendations for a revised homeless system governance/accountability structure and (2) an external expert accountability and investment impact review, and 3) a business plan detailing specific plans, costs, and measurable outcomes for making homelessness rare, brief, and one-time. In addition to these primary objectives, key tasks will include civic and community engagement and communications strategy.

Participants:

Leadership from All Home, People with Lived Experience, King County, City of Seattle, Sound Cities Association, Business, and Philanthropy.

Rachel Smith	King County Executive's Office
Mark Ellerbrook	King County DCHS
Kelly Rider	King County DCHS
Kylie Rolf	City of Seattle Mayor's Office
Jason Johnson	City of Seattle HSD
Steve Walker	City of Seattle Office of Housing
Deanna Dawson	Sound Cities Association
Colleen Kelly	City of Redmond
Merina Hanson	City of Kent
Kira Zylstra	All Home
Felicia Salcedo	All Home
LaMont Green	Lived Expertise Leader
Azia Ruff	Lived Expertise Leader
Leslie Smith	Vulcan
Katie Hong	Raikes Foundation
Kollin Min	Gates Foundation
Jeff Edmondson/Andi Smith	Ballmer Group
Dominick Martin	Seattle Chamber of Commerce

Role:

Responsible for driving the process to develop a Regional Homelessness Action and Accountability Vision. Each member will be responsible for:

- Engagement with key partners including Continuum of Care membership, people with lived experience of homelessness, suburban cities, elected officials, housing and service providers, business owners, philanthropic partners, etc.
- Collaboration with fellow working group members to ensure alignment among consultants supporting different aspects of the Regional Homelessness Action and Accountability Vision
- Ongoing communication with key partners and broadly across the region
- Day to day direction and support to consultant teams contributing to the Regional Homelessness Action and Accountability Vision
- Coordination with related efforts in the region to avoid duplication and maximize impact

Support: Project Manager (Michelle Valdez), consultation support from Future Laboratories, Vulcan Consultant Team (Focus Strategies, etc.), and CSH

Task:

The Core Working Group will commit to meeting at least every other week including consultant team members and Executive Leadership Team members, as needed.



Memo

To: Executive Leadership Team

From: Marc Dones, Future Laboratories

CC: Homelessness System Redesign Core Working Group
Systems Transformation Team, Future Laboratories

Date: 10/18/18

Re: Executive Leadership Team Meeting

Urgency (Bold HIGH
Selection) MODERATE
LOW

Description of Issue Needing Resolution

We are meeting next week, Tuesday 10/23, in order to provide a brief update on a project to redesign and integrate the King County and City of Seattle homelessness prevention and response systems. **We are seeking to update you on progress to date and get your feedback on key components of the project.** In order to use that time to the best of our ability the following memo provides a high-level overview of the work to date.

I. Background

In May of 2018 King County Executive Dow Constantine and Seattle Mayor Jenny Durkan signed an MOU that stated that they would solicit recommendations on how to better serve people experiencing homelessness in their region by the end of December 2018 (see Appendix I). In order to maximize the impact of potential recommendations three consultant agencies were engaged, each with a different, but complimentary, body of work. These groups are:

- Future Laboratories (responsible for system redesign recommendations)
- Focus Strategies (responsible for accountability review)
- CSH (responsible for HUD compliant governance model)

A scope of work matrix outlining each consultant team's body of work and their respective timelines is available for you in Appendix II. All of the consultants are being overseen by the Homelessness System Redesign Core Working Group, made up of City and County staff, as well as other community stakeholders. The makeup of this group can be found in Appendix III.

II. Progress to Date and Preliminary Recommendations

To date the Future Labs team has conducted 35 stakeholder interviews, participated in 3 days of ride-along shadowing with the Nav team, 2 focus groups, 2 workshops, and conducted over 500 pages of document analysis (including org charts, job descriptions, and planning documents). Based on this review we've surfaced five preliminary recommendation directions. These directions should be thought of as broad categories under which specific implementation strategies are could be developed. The ideas surfaced thus far are:

1. *Consolidate City of Seattle and King County resources into a single entity*

This recommendation addresses the first finding (echoing the King County Auditor and others) that responsibility for outcomes is distributed across too many systems to be effectively held by any of the current stakeholder organizations (see diagram in Appendix IV from the Auditor’s report). Our preliminary analysis finds that, currently, at least six agencies or offices would identify as holding primary or major responsibility for preventing and ending homelessness in Seattle/King County. Additionally, resourcing towards a change management plan (e.g. contracting for certain kinds of performance goals) is continually undercut by the availability of resources from other funding streams that may or may not carry similar requirements.

2. *Ensure that organizational form is dictated by the necessary function*

This recommendation addresses the second major finding which is that staff (across all organizations that would deem themselves directly responsible for homelessness) do not have role clarity. This disjoint arises most frequently from being split between crisis response tasks and overall system performance tasks simultaneously. Staff are unable to respond effectively to either main demand as a result. Clear, department level alignment, on ownership of which functions is required in order to provide staff with the support they need to meet target goals.

Additionally, key functions (responding to customer voice, community engagement, communications, public/private partnership, equity) are distributed across staff teams without clarity of ownership creating a diffuse network of non-responsible partners instead of an actionable staff structure.

Recommendations 1 and 2 are both enacted through the consolidation of City and County resources into a new organization with organizational structure represented in Figure 1. This entity would be overseen by a board (see Section III).

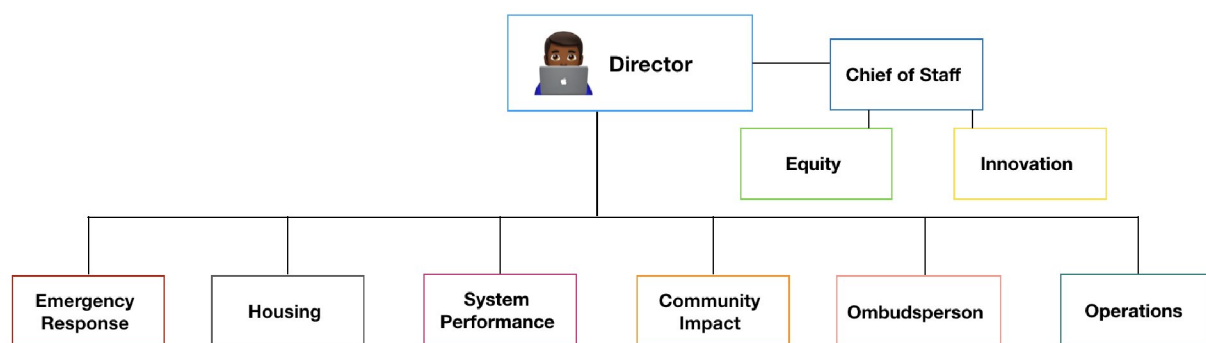


Figure 1

3. *Integrate resources and efforts across systems*

Beyond consolidating the homelessness prevention and response systems into a functional entity there is additional cross system work that can be done to boost the fiscal resources that are deployed and

generate more robust prevention efforts. For space we will not go into great detail here but we have begun detailed looks at:

- 1115 Waiver structure and reimbursable frameworks that could be developed under that authority, particularly for behavioral health,
- Expanding treatment types to more robustly use frameworks that are currently reimbursable under SAMHSA,
- Public/private partnership around technological innovations,
- Expanding the integration with re-entry planning services; and
- Expanded integration with workforce development funding to create additional capacity around workforce development.

4. *Prioritize flexibility*

The current systems are too rigidly structured in order to respond in a nimble fashion to either the emerging dimensions of the crisis or the expressed needs of communities. Again, for space, we will be light on detail however our team is currently developing frameworks that will allow for:

- Prioritizing customer voice
- Cash transfer for prevention
- Upstream interventions
- Lean control (reduction in overall governing policy); and
- Metrics that are appropriate for management rather than research.

5. *Prioritize quality*

Finally, we have found that given the community's resource constraints there is too much of a focus on numbers instead of quality. By this we mean that stable exits should be prioritized over raw capacity or 'light' touchpoints that are functionally unhelpful.

These efforts do nothing to accelerate the end of the crisis, confuse people experiencing homelessness, and erode public trust by creating the impression that money is being spent on non-effective interventions. Instead the focus must be shifted to serving fewer people numerically but engaging them at the depth and level they need in order to *end* their experience of homelessness permanently.

By shifting the system towards an overall assessment framework of permanent exit we accelerate outflow, right size resources, and make the case for the additional dollars necessary to adequately address the need.

III. Organizational Type and Board Structure

Organizational Type

Our team is currently looking into the types of legal entities that would meet the needs that are outlined above. At this time we have identified five potential organizational types. These are:

1. 501c3
2. 501c4
3. Public-benefit corporation
4. C-corp

5. Joint authority

In our review we are looking at both the legal authority to form such an entity, the legal requirements of each entity type against the needs of the above preliminary assessment, and examples of other jurisdictions creating entities to focus on public health crises. We are looking to ensure alignment of entity type with functional need and so have not solidified a recommended direction at this time.

Board Structure

Our current recommendation is that the Board of this new entity be Co-Chaired by the Mayor of Seattle and the Executive of King County with a charter that requires their joint approval on the appointment of a Director, as well as any initiative or expenditure that requires board approval (including annual budgets, major policy changes, etc.). Broader board composition, veto authority, and reporting frameworks may be a topic you wish to discuss in this meeting and we would welcome your feedback.

IV. Project timeline

The project is currently on target to deliver finalized recommendations to you and the Executive by Mid-December. Our project timeline is below (see Figure 2). However, it should be noted that based on our assessment the overall implementation timeline that these potential recommendations would require



IMPLEMENTATION TIMELINE



Figure 2

substantial input and decision making from this group. Additionally, our team would hope to have the opportunity to continue to update you all regularly and solicit your feedback in an ongoing manner. This implementation timeline is also reflected below (see Figure 3).

Response Needed (Bold Selection)

- ✓ **For your information – no response needed**
- ✓ Review and provide comments
- ✓ Approve or Deny
- ✓ Approve for external distribution

Deadline for Response

N/A

Appendix I

MOU Language

Memorandum of Understanding

Between

City of Seattle

And

King County

This Memorandum of Understanding ("MOU") sets forth the terms of agreement between the City of Seattle ("City") and King County ("County") for the purposes of strengthening our ongoing government to government cooperation and to review and make recommendations on joint governance structures for programs affecting people experiencing homelessness countywide.

The purpose of this MOU is to further strengthen coordination and ensure our systems are improving outcomes for people who are experiencing homelessness or who are at risk of homelessness countywide. Just as homelessness does not respect municipal borders, our cooperation on homelessness services and housing investments must expand beyond municipal boundaries. This MOU establishes the Homeless Services and Housing Governance Partnership ("Partnership") consisting of City and County staff, All Home, and regional partners.

The Partnership will have the following goals:

- Review current system governing homeless service and housing investments to identify existing service gaps and duplicative efforts between the County and the City.
- Set principles and outcomes that a new system governing homelessness service and housing investment should address.
- Engage stakeholders to discuss desired revisions to the existing governing system in order to better serve our homeless community.
- Work with cities in King County and other regional partners to ensure coordinated investments provide a comprehensive network of services countywide.
- Study current models governing public health, homeless services, and housing investments in other U.S. cities. Consider what elements of these governance models could be implemented to reach set principals and outcomes.
- Establish shared budget priorities and joint planning efforts to meet the needs of King County and Seattle's homeless population.
- By December 1, 2018, make governance recommendations to the King County Executive and Mayor of Seattle regarding potential system revisions to increase the effectiveness, reach, and efficiency of our countywide homelessness system.

While the work of the Partnership continues, the City and the County commit to the following short term deliverables.

- Seattle Human Services Department ("HSD"), Seattle Office of Housing ("SOH"), and County Department of Community and Human Services ("DCHS") will coordinate in advance on all Request for Proposals ("RFPs") from the signing of this MOU to 2020.

- HSD, SOH, and DCHS will use joint contract language and joint monitoring of programs on all RFPs from the signing of this MOU to 2020. Contracts will require providers to provide information necessary to review efficiency, ensure accountable, and demonstrate success of services. These requirements should complement and support the systemwide performance targets and minimum standards established in the MOU signed September 6, 2016 between the City, the County, and United Way of King County.
- HSD, SOH, and DCHS directors will report monthly to the Mayor of Seattle and King County Executive on their joint progress.
- HSD and DCHS will commit to a review of HMIS data-based analytic models and develop a plan for system improvements that would allow us to target future homelessness investments that align data, performance, and impact evaluation efforts across the city and county. The City and the County will engage regional partners, the City's Performance and Innovation Team, and regional tech businesses on best practices for improving current data sharing, privacy and security practices, and analytical tools. The plan should include recommendations for resourcing of potential improvements. This builds on ongoing work at HSD, DCHS, and All Home to improve publicly facing dashboards. The City and County data teams will also explore developing reporting tools to allow the public and decisionmakers to more frequently track progress serving the homeless populations. DCHS and HSD will ensure that data teams engaged in projects under the MOU have the HMIS access necessary for the execution of Partnership-initiated projects.

Background

The coordination of funding between the City of Seattle, King County, and other cities in King County is a consistent challenge in effectively serving our homeless population. Though Seattle has the largest concentration of individuals experiencing homelessness, we know that some of that population originates from other cities in the county, making this a shared crisis affecting all of the county's municipalities. It is essential that we look for every opportunity to further coordinate our investments countywide so that we are reaching people in need in their community.

We also have a responsibility as stewards of taxpayer funding to ensure our homeless investments are making the biggest impact for the most people. This will ensure our resources continue to improve outcomes for people experiencing homelessness or who are at risk of becoming homeless. King County residents have been generous in the provision of funds to this crisis – through initiatives such as the Seattle Housing Levy, the King County Veterans, Seniors and Human Services Levy, and the Mental Illness and Drug Dependency Sales Tax. However, there remain large unfilled gaps countywide. Coordination on investments in shared priorities between the City and the County continues to be an area where improvement is needed.

All Home, the Seattle/King County Continuum of Care, has traditionally been responsible for coordinating homeless service investments across government entities in our region. However, we continue to experience challenges in harmonizing administration of homeless services between our many governing structures. This Partnership will work closely with All Home and other stakeholders countywide, to make our system more resilient, responsive, and effective.

Appendix II

Consultant Matrix

Activity	CSH	Focus Strategies	Future Labs
1. Thought Partnership	<i>All three consulting firms agree to thought partnership and radical collaboration on process and content. The following scope of work reflects only the September-December 2018. There is still intention to complete an action-oriented business plan in a second phase of work, however the details of that scope are yet to be finalized and are also dependent on the results of the components below.</i>		
2. Analysis: Progress to Date	September-December 2018		
Review of recommendations from Focus Strategies/Poppe reports and analysis of progress to date against recommendations regarding investments.		Vulcan team is conducting the analysis and convening an external panel to review and provide recommendations. Recommendations should be aligned with system mapping and design conducted by Future Labs.	Lab team will review to insure compatibility with previous system-wide analysis where possible. Will additionally coordinate with FS team to insure that recommendations around change capacity that come out FS work syncs up with Lab recommendations.
Review of recent (3 years) reports, audits, plans on homelessness in the region.	CSH proposes to conduct a review of already existing analyses and recommendations and collaborate with the Vulcan Team rather than conducting duplicative analysis. Identify gaps and conduct analysis as needed. Vet analysis with providers/consumers/funders. Recommend actions based on common themes and findings.	Review investments of the City of Seattle, King County and the members of the Sound Cities Association related to homelessness to assess impact on reducing homelessness and alignment with the systems transformation recommended in the Focus Strategies and Poppe reports. If possible, review large private funders' investment if data is available. This will include significant doc review.	Will review to ensure compatibility with previous system transformation efforts.
3. System Design and Mapping	September-December 2018		
Analysis of current system from customer and provider perspectives		Information gathering and analysis will include understanding and analyzing system from perspective of key informants.	Using community based participatory design, Future Labs will conduct a system architecture analysis. The team will map service and administrative architecture to understand how customers experience service delivery and what they are looking for. Additionally will work with a broad range of stakeholders to identify a shared theory of change to optimize a new system around.
Recommendations for revised system architecture designed to meet equity and impact goals.		Recommend improvements to advance greater accountability for implementation, coordination and decision-making to advance more rapid systems transformation. Test feasibility of some recommendations as possible within time constraints of Review period.	Will generate recommendations for a system redesign. This will include the total redesign of the operational architecture of the city and county's homelessness response network into an integrated system with coherent goals and articulated management strategies. Additionally, the Lab will provide preliminary funding, policy, and regulatory recommendations specifically tailored to address feasibility and implementation concerns.
4. Governance/Decision-Making	September-December 2018		
Develop a new structure for regional collaborative decision-making and policy and resource alignment. This structure must be aligned with equity work recommended by Future Labs and compliant with HUD regulations.	Develop governance/decision-making models for review and adoption by regional stakeholders. Models will be informed by the system design work conducted by Future Laboratories, and will complement that work with a specific focus on national best practices and federal requirements. This governance body should be in place to adopt recommendations..	Recommend improvements to advance greater accountability for implementation, coordination and decision-making to advance more rapid systems transformation. Test feasibility of some recommendations as possible within time constraints of Review period.	The Lab will make recommendations on governance models specifically in the context of the above structural redesign and would appreciate collaboration with the other teams on this item.

Appendix III

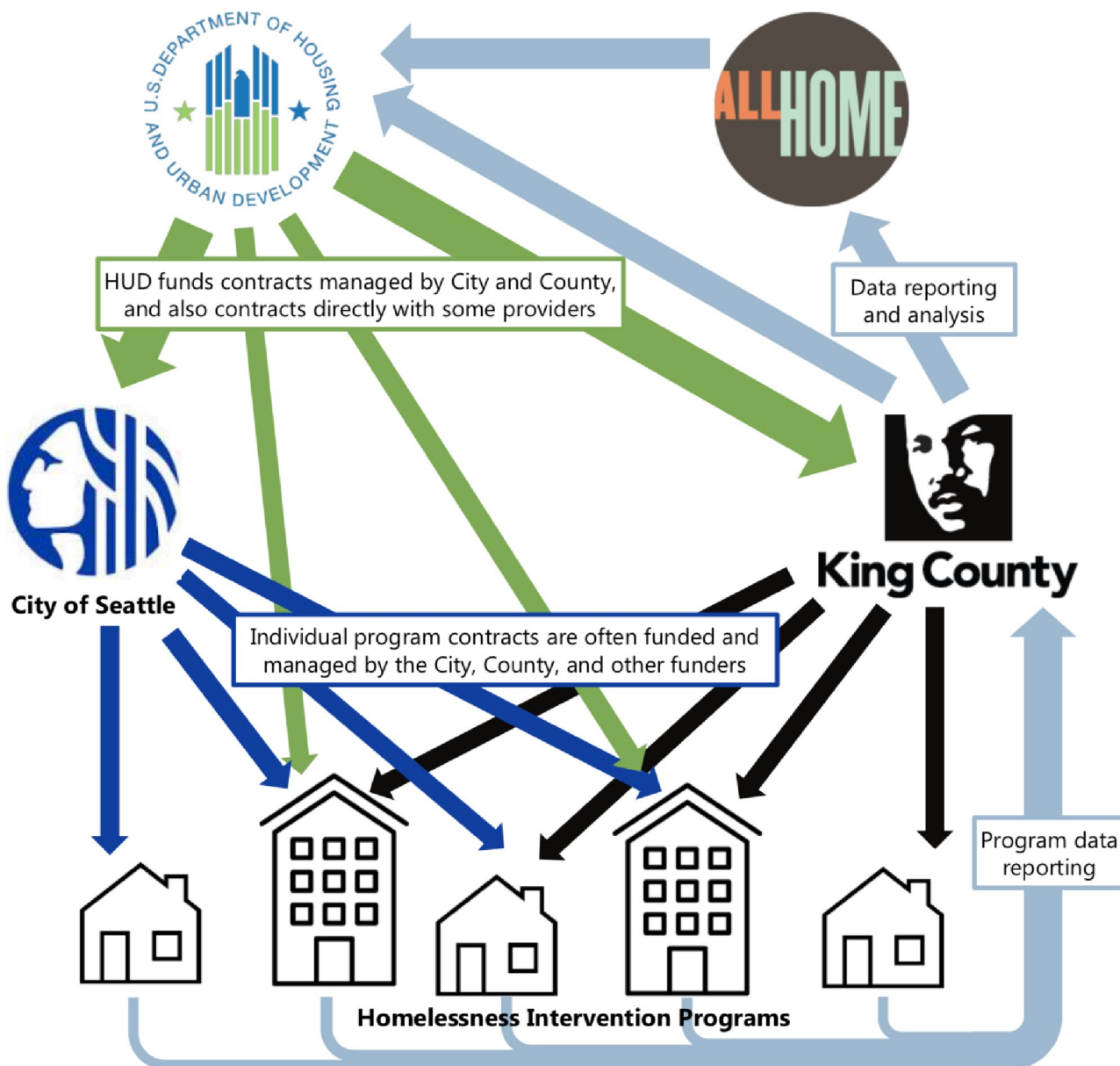
Core Working Group Membership

NAME	COMMUNITY REPRESENTED
KIRA ZYLSTRA	All Home
FELICIA SALCEDO	All Home
LAMONT GREEN	People with Lived Experience
RACHEL SMITH	King County Executive's Office
ADRIENNE QUINN	King County DCHS
MARK ELLERBROOK	King County DCHS
KELLY RIDER	King County DCHS
KYLIE ROLF	City of Seattle Mayor's Office
JASON JOHNSON	City of Seattle HSD
STEVE WALKER	City of Seattle Office of Housing
DEANNA DAWSON	Sound Cities Association
COLLEEN KELLY	City of Redmond
MERINA HANSON	City of Kent
LESLIE SMITH	Vulcan
KATIE HONG	Raikes Foundation
KOLLIN MIN	Gates Foundation
JEFF EDMONSON/ANDI SMITH	Ballmer Group

Appendix IV

King County Auditor's Report Excerpt

Regional homeless programs funded and overseen by multiple funders



Source: King County Auditor's Office

Memorandum of Understanding

Between

City of Seattle

And

King County

This Memorandum of Understanding (“MOU”) sets forth the terms of agreement between the City of Seattle (“City”) and King County (“County”) for the purposes of strengthening our ongoing government to government cooperation and to review and make recommendations on joint governance structures for programs affecting people experiencing homelessness countywide.

The purpose of this MOU is to further strengthen coordination and ensure our systems are improving outcomes for people who are experiencing homelessness or who are at risk of homelessness countywide. Just as homelessness does not respect municipal borders, our cooperation on homelessness services and housing investments must expand beyond municipal boundaries. This MOU establishes the Homeless Services and Housing Governance Partnership (“Partnership”) consisting of City and County staff, All Home, and regional partners.

The Partnership will have the following goals:

- Review current system governing homeless service and housing investments to identify existing service gaps and duplicative efforts between the County and the City.
- Set principles and outcomes that a new system governing homelessness service and housing investment should address.
- Engage stakeholders to discuss desired revisions to the existing governing system in order to better serve our homeless community.
- Work with cities in King County and other regional partners to ensure coordinated investments provide a comprehensive network of services countywide.
- Study current models governing public health, homeless services, and housing investments in other U.S. cities. Consider what elements of these governance models could be implemented to reach set principals and outcomes.
- Establish shared budget priorities and joint planning efforts to meet the needs of King County and Seattle’s homeless population.
- By December 1, 2018, make governance recommendations to the King County Executive and Mayor of Seattle regarding potential system revisions to increase the effectiveness, reach, and efficiency of our countywide homelessness system.

While the work of the Partnership continues, the City and the County commit to the following short term deliverables.

- Seattle Human Services Department (“HSD”), Seattle Office of Housing (“SOH”), and County Department of Community and Human Services (“DCHS”) will coordinate in advance on all Request for Proposals (“RFPs”) from the signing of this MOU to 2020.

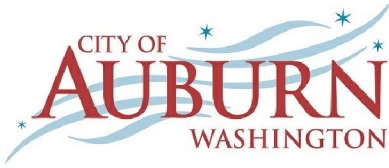
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AGENDA BILL APPROVAL FORM

Agenda Subject:

Blue Ribbon Committee Update (Hinman) (20 Minutes)

Department:

Administration

Attachments:

[Healthy Community Resolution](#)

Date:

November 19, 2018

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:**Background Summary:****Reviewed by Council Committees:****Councilmember:**

Meeting Date: November 26, 2018

Staff:

Hinman

Item Number:

RESOLUTION NO. XXXX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
AUBURN, WASHINGTON, _____

WHEREAS, the City Council strategic plan identified increasing Auburn's Healthy City Index as a top priority by 2020 and,

WHEREAS, the 2015-2016 King County Health Needs Assessment study ("HNA") found that the City of Auburn is the most negatively impacted area in the state for health, housing, and economic opportunity measures; and,

WHEREAS, to address these findings the Healthy Auburn initiative was formed by Mayor Backus in 2016 with the goal of addressing the negative health indicators identified in the HNA; and,

WHEREAS, The Mayor's Blue Ribbon Committee (BRC) for Auburn – the Healthiest City in Washington – 2020 is a community initiative developed in collaboration with major stakeholders in Auburn to improve the health of this community; and,

WHEREAS, collaboration to achieve health improvements in the Auburn community has already begun, with signed agreements of support and commitment by our major clinical partner and seven major stakeholders, as well as programs implemented by the City based on recommendations of the Committee: and,

WHEREAS, the 2016 and 2017 annual reports demonstrate the need for continued City support, education, and financial commitment.

NOW, THEREFORE, THE CITY COUNCIL FOR THE CITY OF AUBURN,
WASHINGTON, RESOLVES as follows:

Section 1. Within budgeted resources, the City will:

- A. Actively encourage, promote and support health programs in the community;
- B. Meet with the major stakeholders and ask that they add community health objectives to their business goals;
- C. Review current and projected policies to consider the nine major health issues identified in the HNA and their impact on the determinants of health, and to recommend revisions to promote health improvements;

- D. Choose the most pertinent health topic each year and hold a major educational event for the community;
- E. Promote the strengths of Auburn's diverse communities by inviting representatives of those communities serve on a community health panel to advise the City on the priority of efforts to achieve the goals of this Resolution.

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

Section 3. This Resolution will take effect and be in full force on passage and signatures.

Dated and Signed this _____ day of _____, 2019.

CITY OF AUBURN

NANCY BACKUS, MAYOR

ATTEST:

Shawn Campbell, MMC, City Clerk

APPROVED AS TO FORM:

Steven L. Gross, City Attorney

City of Auburn

Strategic Planning Report

November 4, 2015

Prepared by



MARKETING SOLUTIONS
research-based growth strategies

914 164th Street SE, #400 I Mill Creek, WA 98012 P 425.337.1100

www.mktg-solutions.com

City of Auburn Retreat Report

October 29-30, 2015

SWOT Analysis

Strengths

- > Strong financial foundation (29)
- > Geographic location (road and river intersections) (25)
- > Great leadership (Mayor, Council, directors, staff) (21)
- > Outstanding City services (12)
- > Great parks and entertainment (9)
- > Collaborative culture with key stakeholders (4)
- > Pride in our community (1)
- > Defined downtown (0)
- > Great regional relationships (0)
- > Safe community via public safety (0)

Weaknesses

- > Limited revenue options (34)
- > Lack of long-term planning with key stakeholder (14)
- > Citizens low esteem of City (13)
- > Lack of diversity among decision makers (11)
- > Constraints on resources and time (9)
- > Don't promote our story (7)
- > Adverse City culture (5)
- > Under developed of post-secondary education (4)
- > Lack of follow through on property management (3)
- > Public misperception- role of government (2)

Opportunities

- > Emerging industry cluster (20)
- > Ample warehouse/property (underutilized) (19)
- > Emerging infrastructure technology (15)
- > We have a diverse culture (13)
- > Annexation potential (11)



- > Citizens willing to engage (8)
- > Higher education locating here (6)
- > Public culture of giving (5)
- > Globalization (3)
- > Local supply chain (3)

Threats

- > Suburbanization of poverty (34)
- > Legislation and regulation (27)
- > Empty store fronts (11)
- > Transportation limitation (10)
- > Limited developable property (6)
- > Economic downturn (6)
- > LID impact on City
- > Gang violence (4)
- > Natural disasters (2)
- > Potential for litigation (1)

Evaluation

Pros

- > Good start/end time
- > Good structure and flow & dots
- > Working with all the directors (collaboration)
- > Inspiring, love working with the Council
- > Every voice was heard
- > Like the kinetic exercises
- > Directors participated and got to vote

- > Work was posted
- > Good facilitation
- > Parking lot flip chart
- > No weed whacking

Cons

- > Coffee grounds, no coffee
- > Too much content from facilitation
- > Parking at facility
- > Started too early brainstorming

Parking Lot

- > Police recruiting and process
- > More valid metric/measurement for homelessness
- > Assure performance management process-dashboard reporting

City of Auburn Strategy Matrix

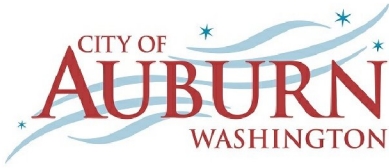
G1: Increase "Healthy City" Index by % by 2020			
G1/S1: Promote healthy lifestyle for all ages (25)	G1/S2: Create access to preventative and on-going healthcare (14)	G1/S3: Provide full spectrum of mental health and social service resources. (9)	G1/S4: Increase healthy accessible housing stock (11)
G1/S1/I1: Obtain buy in from elected Jr. City Council, community groups and businesses (6)	G1/S2/I1 Convene group of leaders to identify appropriate outreach & how to apply (mediums?) (2)	G1/S3/I1: Determine Explore City leadership's overall philosophy on issues (6)	G1/S4/I1: Engage community and other stakeholders e.g.- Homelessness Task Force
G1/S1/I2: Create educational marketing campaign (3)	G1/S2/I2: Establish partnerships with providers (5)	G1/S3/I2: Explore alternate service delivery models (1)	G1/S4/I2: Determine City leadership philosophy and budgeting priorities (4)
G1/S1/I3: Roll out neighborhood programs (0)	G1/S2/I3: Establish healthcare inventory with the city (1)	G1/S3/I3: Review budget priorities to determine need for additional funding & sources (2)	G1/S4/I3: Create housing inventory and program approaches and metrics (2)
G1/S1/I4: Increase opportunities for healthy food choices. Grow local buy local (1)	G1/S2/I4: Lobby for legislative support reform of public health (2)	G1/S3/I4: Develop marketing campaign to remove "stigma" (0)	
		G1/S3/I5: Lobby legislature (county-state-federal) for additional funding and reform (2)	

City of Auburn Strategy Matrix

G2: Increase Internet Access to Achieve Digital Parity by % by 2020				
G2/S1: Explore the establishment of an internet utility (8)	G2/S2: Leverage public technology infrastructure to achieve cyber-equity within the city (25)	G2/S3: Build partnerships for revenue streams and infrastructure expansion (26)	G2/S4: Establish minimum acceptable standards, speed, security and liability exposure (2)	G2/S5: Expand services to capture emerging opportunities (11)
G2/S1/I1: Research and analyze other successful examples (7)	G2/S2/I1: Inventory available infrastructure (local, universal, etc.) (11)	G2/S3/I1: Inventory current partnerships (4)	G2/S4/I1: Perform needs assessment (10)	G2/S5/I1: Assess emerging technologies (1)
G2/S1/I2: Perform cost benefit analysis (3)	G2/S2/I2: Assess options and opportunities (0)	G2/S3/I2: Reach out to current and potential partners (2)	G2/S4/I2: Define delivery methods (Wi-Fi vs. Wired) (1)	G2/S5/I2: Engage public to identify needs (4)
G2/S1/I3: Perform regulatory assessment (1)	G2/S2/I3: Perform legal assessment (1)	G2/S3/I3: Formalize partnerships (lather, rinse , repeat) (3)	G2/S4/I3: Perform liability assessment (1)	G2/S5/I3: Perform viability and cost assessment (4)
G2/S1/I4: Assess political landscape (1)	G2/S2/I4 :Perform gap analysis (0)		G2/S4/I4: Access regulatory standards, public acceptance and political reality (0)	G2/S5/I4: Develop process for integration (maintenance, sustainability, budget, etc.) (2)
G2/S1/I5: Prepare campaign (1)			G2/S4/I5: Establish operating standards (0)	

City of Auburn Strategy Matrix

G3: Increase Middle Income Jobs by % by 2020			
G3/S1: Identify existing and potential employers and locations for future business growth (31)	G3/S2: Explore existing and potential tools and incentives to increase and retain middle income jobs (19)	G3/S3: Have transit services and roads to reach employment centers (2)	G3/S4: Promote H.E and workforce development for employees living or working in Auburn (20)
G3/S4/I1: Develop inventory of available properties including for annexation, development and redevelopment (1)	G3/S3/I1: Identify cash flow needs related to development costs to defray / delay development costs (0)	G3/S4/I1: Work with regional transits and user groups, i.e. MIT, business, schools, seniors (4)	G3/S5/I1: Work with employers to identify their workforce skills, needs and requirements (11)
G3/S4/I2: Work with Chamber Economic Development Board and business community to identify potential employers (7)	G3/S3/I2: Identify existing incentive programs under state law (5)	G3/S4/I2: Work with federal, state and county for road improvement projects (6)	G3/S5/I2: Work with k-12 and higher education to develop curriculum to match employers skills, needs and requirements (0)
G3/S2/I3: Develop marketing strategy to advertise the City: i.e.-billboards, TV, radio, internet (0)	G3/S3/I3: Work with federal and state electeds to increase/expand. Create incentive programs - i.e. TIF (7)		G3/S5/I3: Promote employees-employer interaction via job fairs, social media, etc. for people living/working in Auburn (1)
G3/S2/I4: Benchmark and identify competition (0)			
G3/S2/I5: Work with counties and citizen group to explore annexations (2)			



AGENDA BILL APPROVAL FORM

Agenda Subject:

Affordable Housing Task Force Update (Hinman) (10 Minutes)

Date:

November 20, 2018

Department:

Public Works Committee
Voting

Attachments:

[SCA Affordable Housing](#)

Budget Impact:

Current Budget: \$0
Proposed Revision: \$0
Revised Budget: \$0

Administrative Recommendation:**Background Summary:****Reviewed by Council Committees:****Councilmember:****Staff:**

Hinman

Meeting Date: November 26, 2018

Item Number:



November 14, 2018
SCA PIC Meeting

Item 07:

Regional Affordable Housing Task Force Action Plan

POTENTIAL FUTURE ACTION ITEM

SCA Staff Contact

Brian Parry, SCA Policy Director, brian@soundcities.org, (206) 499-4159

SCA Regional Affordable Housing Task Force Members

Mayor David Baker (Task Force Co-Chair), Kenmore; Councilmember John Stokes, Bellevue; Councilmember Ryan McIrvine, Renton; Mayor Ken Hearing, North Bend

King County Regional Affordable Housing Task Force Members

Councilmember Claudia Balducci (Task Force Co-Chair); County Executive Dow Constantine; Councilmember Rod Dembowski; Councilmember Larry Gossett; Councilmember Jeanne Kohl-Welles; Councilmember Pete von Reichbauer

Seattle Regional Affordable Housing Task Force Members

Mayor Jenny Durkan; Councilmember Rob Johnson

Potential Action

To bring back to the next PIC meeting a policy position in support of the proposed Regional Affordable Housing Task Force Five-Year Action Plan ([Attachment A](#)).

The proposed Action Plan outlines recommended strategies to address the region's affordable housing crisis. A draft Action Plan was discussed by PIC in October and subsequently revised by the Task Force to reflect PIC feedback. As stated in the Action Plan, the recommendations of the Task Force are not mandates for cities. Rather, the Action Plan presents a menu of policy options prioritized by numerous stakeholders, including Task Force members, city and county staff, housing providers, and members of the community impacted by the affordable housing crisis.

Along with these priority actions is a recommendation to create a new oversight committee to support local efforts, share best practices, and monitor results. This working committee is proposed to include broad representation from the business and philanthropic communities, housing providers, and local government, and would be overseen by the King County Growth Management Planning Council.

Background

The [King County Regional Affordable Housing Task Force](#), co-chaired by Kenmore Mayor David Baker and King County Councilmember Claudia Balducci, began meeting in July 2017 to

recommend a countywide affordable housing strategy to the County Executive and County Council by December 2018. Prior briefings to PIC on the work of the Task Force can be found in the [June 13](#), [July 11](#), and [September 12](#), and [October 10, 2018](#) PIC packets.

A draft of the Task Force's proposed Five-Year Action Plan was discussed by PIC at its meeting on October 10 and subsequently revised by the Task Force to reflect PIC feedback at its meeting on October 24. The latest draft of the plan is provided here as [Attachment A](#).

It has been requested by the Task Force that the PIC consider recommending to the SCA Board of Directors that SCA take a policy position in support of the Action Plan. In November, the PIC could take action to bring a policy position back to PIC in December for final action.

Updates to the Action Plan Since October

At its meeting on October 24, the Task Force amended the Action Plan in response to PIC feedback to clearly state that the recommendations of the Task Force are not mandates for cities. Rather, the Task Force recognizes that the housing market in different parts of the county will call for different solutions to most effectively preserve and increase the supply of affordable housing.

Specifically, the following was added to the Overall Goal of the Action Plan: "These recommendations are not mandates. They are not intended to place limits on local actions or override local control."

SCA representatives on the Task Force have emphasized the need for technical assistance, shared information, and recommended strategies that will support cities in their efforts to tackle the region's affordable housing crisis.

Many of the actions identified in the draft Action Plan are already being implemented to some degree by cities in King County. The intent of the Action Plan is to identify priority actions and build capacity to support expansion of successful programs where possible.

In addition to recommending potential strategies, the Action Plan calls for establishing a framework for ongoing collaboration among cities and with King County to support implementation of those strategies and monitoring results. This is proposed to come in the form of a standing committee of the King County Growth Management Planning Council.

The Task Force considered a range of options to support implementation and the preferred option was to utilize an existing body (the GMPC) rather than stand-up an entirely new organization to both conserve resources and enable the region to move forward more quickly.

The GMPC is the body in King County that develops and updates the King County Countywide Planning Policies¹ in the areas of housing, transportation, development patterns, the environment, the economy, and public facilities and services. Members of the GMPC include SCA, Seattle, Bellevue, and King County. This would be a significant new body of work for the GMPC and King County is currently considering redirecting staffing resources to support the new standing committee as part of its budget deliberations.

Recommended Strategies

Setting a goal for building or preserving units of affordable housing to serve people earning less than 50% of AMI.

[Data presented](#) to the Task Force identifies that there are currently more than 122,000 households in King County earning less than 50% of AMI that are cost-burdened, or spending more than 30% of their income on housing. People whose housing costs exceed the 30% threshold are more likely to lose housing because of increases to housing costs, unexpected expenses, sudden loss of income, and other factors.

At its meeting on October 24, the Task Force discussed setting a five-year goal for housing preservation and production dramatically above current rates. In the past five years, the region has invested roughly \$384 million per year in affordable housing from federal, state, and local sources. These investments have produced or permanently preserved an average of 2,500 homes per year. The goal set by the Task Force will serve as the basis for measuring results of the Action Plan in terms of overall unit production and assessing the level of funding that would be anticipated to be needed to meet that goal.

Prioritizing Affordable Housing Near High-Capacity Transit.

Recommendations include establishing regional targets for affordable housing that should be preserved and developed within a half-mile walkshed of high-capacity transit stations; implementing incentives for private development of affordable housing near existing and planned frequent transit routes; and for the county to consider bonding against a portion of future Lodging Tax revenues to promote affordable housing near transit, including setting aside a portion of this funding for city incentives.

Improving Tenant Protections.

Recommended strategies include collaborating to implement more consistent tenant protections at the statewide and regional level to address just cause eviction, notice of rent increases, and tenant relocation assistance; seeking ways to expand support for low-income renters; and adopting local programs to improve the quality of existing affordable housing. The

¹ The GMPC makes recommendations to update the Countywide Planning Policies, which guide the development of local comprehensive plans. Amending the Countywide Planning Policies requires adoption by the County Council and ratification by at least 30% of jurisdictions, including cities and King County, representing 70% of the countywide population.

Action Plan envisions ongoing collaboration to more closely align regulations across jurisdictions. Cities and the county would work together to identify and implement best practices and share model programs.

Protecting Communities of Color and Low-Income Communities from Displacement

Recommended strategies include improving engagement with communities of color and low-income communities in the development of affordable housing plans and policies, and implementing programs and policies that serve those at risk of displacement. Actions to implement this goal include working collaboratively to develop a toolkit for community engagement to help engage communities in local policy-making decisions.

Promoting Overall Housing Growth and Diversity of Housing Types.

Recommended strategies include updating zoning and land use regulations to encourage the development of a more diverse housing supply; exempting certain development fees for affordable housing; and incentivizing affordable housing development by expanding tools for investments in local infrastructure tied to affordability. The Action Plan envisions these efforts being supported through sharing of model policies, consistent monitoring of countywide affordable housing supply, and jointly advocating for support from the state legislature for condominium liability reform and infrastructure financing tools connected to affordable housing outcomes.

Improving Community Engagement

Recommended strategies include improving engagement with neighborhoods and residents in planning for affordable housing and improved coordination with the philanthropic, business, and faith communities. The Action Plan envisions a collaborative effort to develop tools and strategies to engage local communities to assist with implementation of affordable housing plans and land use changes. In addition, the Action Plan recommends creating a stakeholder partnership with the private sector and faith community to encourage their investment in affordable housing and communicating the need for affordable housing to the broader public.

Next Steps

The next meeting of the Regional Affordable Housing Task force is scheduled for November 16, 2018 from 2:00 to 4:00 PM at the Tukwila Community Center (12424 – 42nd Avenue South, Tukwila) and hold its final meeting on December 7, 2018 from 2:00 to 4:00 PM at Kenmore City Hall (18120 – 68th Avenue Northeast, Kenmore).

For more information, contact SCA Policy Director Brian Parry at brian@soundcities.org or 206-499-4159.

Attachments

- A. [Regional Affordable Housing Task Force Draft Five-Year Action Plan](#)

REGIONAL AFFORDABLE HOUSING TASK FORCE

FIVE-YEAR ACTION PLAN

PROBLEM STATEMENT:

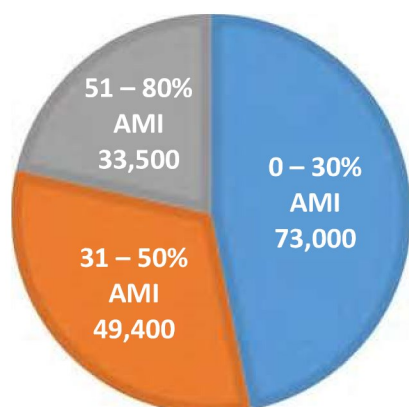
Current estimates show a need for 244,000 additional, affordable homes in King County by 2040 so that no household earning 80% of Area Median Income (AMI) and below is cost-burdened.¹ This includes 156,000 homes for households currently cost-burdened and an additional 88,000 homes for growth in cost-burdened households between now and 2040. When low-income families spend more than 30% of their income for housing they are cost-burdened and struggle to afford other basic necessities like food, transportation, health care, and child care.

The need for new affordable homes is greatest for households earning 30% or less of AMI.

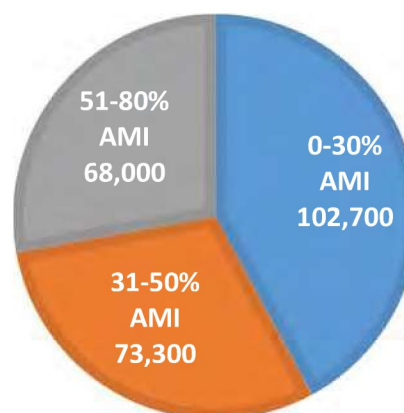
	0 – 30% AMI	31 – 50% AMI	51 – 80% AMI
EXISTING NEED	73,000	49,400	33,500
GROWTH TO 2040	29,700	23,900	34,500
SUBTOTAL	102,700	73,300	68,000
% TOTAL NEED IN 2040	42%	30%	28%

Over the last decade, King County's stock of housing affordable to households at or below 80% AMI decreased by a net average of 5,500 rental homes per year, due to demolition and rising rents. If current trends continue, by 2040, the county is set to lose all unsubsidized homes at less than 50% AMI and nearly half of units affordable to households earning 50 to 80% AMI.

**AFFORDABLE HOMES NEEDED
TODAY**



HOMES NEEDED BY 2040



¹ An individual or family that pays more than 30% of its income for housing costs is considered cost-burdened.

OVERALL GOAL: STRIVE TO ELIMINATE COST BURDEN FOR HOUSEHOLDS EARNING 80% AREA MEDIAN INCOME AND BELOW, WITH A PRIORITY FOR SERVING HOUSEHOLDS AT OR BELOW 50% AREA MEDIAN INCOME.

The region should adopt strategies to ensure an adequate housing supply countywide to meet the needs of low-income individuals and families who are cost-burdened. This includes constructing new housing, preserving the quality and affordability of existing housing, and providing subsidies when needed. Public resources should be prioritized for serving households earning 50% AMI and below, while also leveraging private investments to support affordability from 50% to 80% AMI. However, private market participation alone will be insufficient to address the full need at 80% AMI and below.² These recommendations are not mandates. They are not intended to place limits on local actions or override local control.

GOAL 1: CREATE AND SUPPORT AND ONGOING STRUCTURE FOR REGIONAL COLLABORATION.

In recognition of the need for significantly more affordable housing, individual cities and the County have been working to address affordability within their jurisdictions. There are strong examples of interjurisdictional coordination, however, these efforts to date have not collectively made sufficient progress to meet the full need of the community. The drivers and effects of the affordable housing challenge are regional.

Strategy A: Create an Affordable Housing Committee of the Growth Management Planning Council (GMPC)

The Committee will serve as a regional advisory body with the goal of advocating and assessing progress toward implementation of the Action Plan. It will function as a point of coordination and accountability for affordable housing efforts across King County.

Action Plan:

The GMPC will appoint members of the committee which shall be comprised of approximately twenty members representing an equal balance of both governmental and non-governmental organizations, including representation of communities impacted by displacement. The committee will:

- Hold regular meetings
- Maintain a website of information and/or release an annual report to accomplish the following:

² With significant public support (reduced land costs and fees and significant density), some markets may be able to incorporate lower affordability into private market developments.

- Review qualitative and quantitative metrics regarding countywide and jurisdictional progress to implement the Action Plan and address the countywide need and/or cost-burden gap, including a measurement plan that will, at a minimum, track the percentage of housing supply at various levels of AMI and track the region's progress to meeting the overall goal identified by the Regional Affordable Housing Task Force
- Review and make recommendations to other governing bodies regarding actions to implement the Action Plan, including:
 - Funding/pursuing new and innovative financing strategies to significantly address the affordable housing need in King County for adoption by jurisdictions and/or voters in 2020
 - Land use policies
 - State legislative agenda items, such as increasing state funding for affordable housing, expanding options for local funding, supporting the creation and preservation of affordable housing, and creating uniform statewide laws for tenant protections
- Recommend policy positions for PSRC's Growth Management Policy Board's consideration and approval
- Review and provide guidance regarding alignment between the Action Plan and comprehensive plans
- Recommend amendments to the Countywide Planning Policies including regional goals/metrics and land use policies
- Coordinate support for increased federal funding for affordable housing
- Work with existing and new sub-regional collaborations, such as ARCH
- Provide incentives for regional solutions which promote strategies that are broader than one jurisdiction at a time
- Provide technical assistance to the cities and the County on affordable housing policy, including identification and sharing of best practices and model legislation
- Review and evaluate existing committee and recommend alternative governance structures needed to accomplish the Action Plan
- Be supported by an Inter-Jurisdictional Team (IJT) that builds on but will meet separately from the GMPC IJT. The Committee IJT would include staff representing:
 - King County Council, Department of Community and Human Services, Office of Performance Strategy and Budget, Department of Local Services (Division of Permitting), ARCH, SKHHP/SKC representatives, City of Seattle, additional city staff in proportion to County staff, and additional staff from external/non-governmental partners

NOTE: The Regional Affordable Housing Task Force recognizes that the “One Table” effort to address the root causes of homelessness, which includes but is broader than affordability, is also engaged in discussions about governance. As One Table and the Task Force finalize their governance recommendations, they should work together to harmonize their recommendations.

Strategy B: Support the creation and operation of sub-regional collaborations to increase and preserve affordable housing

Action Plan:

- Cities and the County to support the creation of regional collaborations in all parts of King County, including a North and a South King County sub-regional collaboration as opportunities arise
- Cities and the County to fund operations of sub-regional collaborations
- Cities and the County to encourage the growth and success of existing sub-regional collaborations, including A Regional Coalition for Housing (ARCH) in East King County

GOAL 2: INCREASE CONSTRUCTION AND PRESERVATION OF AFFORDABLE HOMES FOR HOUSEHOLDS EARNING LESS THAN 50% AREA MEDIAN INCOME.³

Currently, 236,000 King County households earn less than 50% AMI, and yet only 128,000 homes are affordable at this income level. Traditionally, the private housing market has not been positioned to address the housing needs at this income level and government bears this responsibility. The region must increase housing supply and other supports for the lowest-income households. This will both secure housing stability for these households and also reduce pressure on existing and future housing, improving housing access for all incomes across the region.

The Task Force recognizes that local government revenue streams are limited and not structured to sustainably keep up with rising costs to maintain existing services. Identifying and implementing new revenues for affordable housing at the local level will require careful consideration of the impact to other critical services and the capacity for communities to accept additional tax burden without further contributing to the affordability crisis. The Task Force recommends that each jurisdiction consider the suitability of options available to them under current law, and work collaboratively to increase funding available to support affordable housing preservation and development.

³ “Low-income” is defined as a person or family earning at or below 80% of AMI (\$82,700 for a family of four or \$57,900 for an individual).

While implementing the land use and policy changes identified in the Five-Year Action Plan will help meet the need, the Regional Affordable Housing Task Force's work has clearly pointed to a need for significant new resources if the region is to meet the goal of reducing the number of cost-burdened households at 80% of AMI and below, with a particular focus on the distinct needs of households who earn at or below 50% AMI.

On average in the last five years, roughly \$384 million a year is invested in affordable housing in King County from Federal, State and Local sources:

Current Capital Investments		
Annual averaged based on 2012-2017		
		Annual Amount
Federal		
	9% LIHTC	\$61,500,000
	4% LIHTC	\$163,500,000
	Subtotal	\$225,000,000
State		
	Housing Trust Fund	\$12,000,000
	Subtotal	\$12,000,000
King County		
	Lodging Tax	\$7,500,000
	Document Recording Fee	\$2,300,000
	VSHSL Property Tax	\$2,500,000
	MIDD Sales Tax	\$2,000,000
	HOME Funds	\$2,000,000
	Subtotal	\$16,300,000
Cities		
	Seattle	\$49,000,000
	ARCH	\$4,700,000
	Subtotal	\$53,700,000
Private		
	Fundraising	\$19,000,000
	Debt Financing	\$58,000,000
	Subtotal	\$77,000,000
ANNUAL TOTAL		\$384,000,000

In recent years, the cost to purchase or build of affordable housing has increased, just like the cost of all housing types. That means that public dollars have been able to purchase fewer units

over time and that going forward it is reasonable to assume that affordable units will cost, on average, \$350,000 to preserve or build.

In this context, the Regional Affordable Housing Task Force has set the goal of building or preserving 44,000 units of affordable housing to serve people earning less than 50% AMI over the next five years.

Achieving this production goal will require the region to employ all the tools it has available, including land use and zoning changes. It is also important to note that not all of the funding for those units must or will be raised locally. The Federal government will and should play a significant role in funding affordable housing, primarily through the Low Income Housing Tax Credit Program (LIHTC). Assuming that the Federal government continues to make contributions on a par with the last five years, 58% of the need will be met with Federal resources.

Strategy A: The Affordable Housing Committee will work with cities and the County to identify and prioritize new resources to build or preserve 44,000 units in the next five years and track progress toward the goal

Throughout the Task Force process, Task Force members, Standing Advisory Committee members and members of the public cited the need to expand the types of funding available to fund affordable housing, particularly given the regressive nature of Washington State's tax code. Examples of more progressive funding sources include a capital gains tax and an income tax.

Action Plan:

- Cities and the County should identify revenue sources available to them sufficient to support the local share of funding 44,000 units over five years

Examples of Potential Local Government Fund Sources for Consideration
-Inclusionary Housing In-Lieu Fee -Proceeds from Land Sales -Property Tax -.01% Sales Tax -Sales Tax Credit -Real Estate Excise Tax -Capital Gains Tax

- Cities and the County should collectively advocate to maintain and increase Federal resources directed toward affordable housing in King County, which might include increasing expanding the 9% LIHTC or maximizing the bonding capacity of the 4% LIHTC

- Cities and the County should collectively advocate for increased State resources to support affordable housing in King County, which might include increasing contributions to the Housing Trust Fund, a sales tax credit, or allowing cities to collect up to a 0.25% Real Estate Excise Tax
- Cities and the County should explore unused authority to raise revenue to support the goal of building or preserving 44,000 units over five years. Unused authority might include a countywide property tax, a countywide sales tax, free or discounted publicly owned land
- Cities and the County should work with business and philanthropy to increase and effectively leverage private investments in affordable housing
- Cities and the County should pursue strategies to reduce the cost of developing affordable units, which might include the reduction or elimination of impact or connection fees, or a sales tax fee exemption on affordable developments
- The Affordable Housing Committee will monitor County and city progress toward raising funds necessary to produce 44,000 units in the next five years

Strategy B: Make available at no cost, at deep discount, or for long term lease, under-utilized property from State, County, cities, and non-profit/faith communities

Action Plan:

- State, the County, and cities to expand coordination to identify, acquire and develop property for affordable housing.
- The Affordable Housing Committee will track and report progress on REDI fund and Home & Hope.
- Jurisdictions to identify one or more parcels in their boundaries to prioritize for affordable housing (for-profit or non-profit, new or preserved)
- The County to develop policies for the sale of County-owned property at reduced or no cost when used for affordable housing, which may be used as a model ordinance by cities

Strategy C: Develop a short-term acquisition loan fund to enable rapid response to preserve affordable housing developments when they are put on the market for sale

Action Plan:

- Cities and the County to identify entity to inventory all large (50+ unit) privately owned affordable multifamily properties at risk of redevelopment or rapid rent escalation
- The Affordable Housing Committee will measure and monitor progress in preserving privately owned affordable housing through nonprofit acquisition or other means
- Cities and the County to partner with existing efforts and organizations and support additional funding to fill gaps in current preservation efforts
- Cities and the County to consider dedicating a portion of new funding streams to this strategy

GOAL 3: Prioritize affordability accessible within a half mile walkshed of existing and planned frequent transit service, with a particular priority for high-capacity transit stations

Progress in meeting this goal will be measured, using the following region wide metrics^{4,5}

- 25% of existing housing remains affordable at 80% AMI and below
- 50% of new housing is affordable at 80% AMI and below
- 80% of available public land suitable for housing is prioritized for housing affordable at or below 50% AMI.

The region's continuing expansion of high capacity transit, including light rail and bus rapid transit, provide one of the best opportunities to expand housing options available to a wide range of incomes. Such housing will be particularly valuable to low-income households, who are the most dependent on transit and yet often the least able to benefit from these neighborhood amenities due to increasing costs nearby. This recommendation recognizes that the region must promote or require affordable housing near high-capacity transit stations and along transit corridors, as well as in regional growth centers. Additionally, an emphasis should be placed on developing and preserving units that meets the needs of the lowest income households, including families and a balanced mix of unit sizes (studio through three-bedroom units).

Strategy A: Implement comprehensive inclusionary/incentive housing policies in all existing and planned frequent transit service to achieve the deepest affordability possible through land use incentives to be identified by local jurisdictions, which may include:

- a. Increased density
- b. Reduced parking requirements
- c. Reduced permit fees
- d. Exempted impact fees
- e. Multi-family property tax exemptions
- f. Programmatic EIS

Action Plan:

- County or Affordable Housing Committee to provide technical assistance in designing inclusionary/incentive housing programs

⁴ PSRC anticipates that more than 50% of housing growth will occur in TOD.

⁵ Background: Between 2010-2015:

- 20% of population growth occurred in station areas
- 45% of population in station areas are people of color v. 34% in the region
- 1/3 of housing permits issued were in station areas
- 34,000 homes were added in station areas
- Currently, approximately 25% of housing in station areas is affordable at less than 80% AMI (19% in SEA, 4% in EKC, 80% in SKC)

- County or Affordable Housing Committee to provide website of example ordinances
- All parties propose and apply for State planning dollars
- City and the County to evaluate and update zoning in transit areas in advance of transit infrastructure investments
- Cities and the County to evaluate the impact of development fee reductions in transit areas and implement reductions if positive impact
- County or Affordable Housing Committee to regularly measure implementation against goal

Strategy B: Maximize resources available for Transit Oriented Development in the near term

Action Plan:

- The County to consider bonding against future Lodging Tax revenues for Transit Oriented Development and use a portion of the funds to incentivize cities to support more affordable housing in their jurisdictions
- The County to evaluate potential for the current Transfer of Development Rights program, which preserves rural and resource lands, to incentivize affordability outcomes if a receiving site is within a transit walkshed, among other places

Strategy C: Create and implement regional land acquisition and development strategy

Action Plan:

- Cities and the County to identify priority “pipeline” of property for acquisition and development
- The County to adopt and implement property value discount legislation/guidance as needed, including updated valuation guidance
- Cities and the County to fund land acquisition, aligned with Goal 2, Strategy B
- Cities and the County to adopt increased zoning to maximize affordable housing on acquired parcels
- Cities, the County, and Affordable Housing Committee to identify entity to purchase and hold land prior to construction
- Cities and the County to fund capital construction and preservation, including private sector investments

GOAL 4: PRESERVE ACCESS TO AFFORDABLE HOMES FOR RENTERS BY SUPPORTING TENANT PROTECTIONS TO INCREASE HOUSING STABILITY AND REDUCE RISK OF HOMELESSNESS.

In 2017, approximately 4,000 renters were evicted from their housing. Evictions create barriers to future housing for those households, increase risk of homelessness, and are costly and time-consuming for property owners and tenants. In addition, particularly at a time of low vacancies, tenants have few opportunities to quickly secure housing stability when their incomes can’t keep up with rising rents. The region should support a comprehensive approach for increasing

education, support and eviction prevention to increase stability for renters and predictability for property owners.

Strategy A: Propose and support legislation and statewide policies related to tenant protection to ease implementation and provide consistency for landlords

- a. Just Cause Eviction
- b. Notice of rent increase
- c. Increase protections for renters facing relocation or displacement
- d. Expand eviction prevention, relocation and other services and assistance
- e. Prohibit discrimination in housing against tenants and potential tenants with arrest records, conviction records, or criminal history

Action Plan:

- Cities and the County to support the development and adoption of statewide legislation and policy related to tenant protections
- County or Affordable Housing Committee to review proposed statewide policies and legislation
- Affordable Housing Committee to develop tools landlords can use to help maintain low-income renters, such as a fund landlords can access to make repairs so costs are not passed on to low-income renters.

Strategy B: Strive to more widely adopt model, expanded tenant protection ordinances countywide and provide implementation support for:

- a. Source of Income discrimination protection
- b. Just Cause Eviction
- c. Notice of rent increase
- d. Tenant relocation assistance
- e. Rental inspection programs
- f. Prohibiting discrimination in housing against tenants and potential tenants with arrest records, conviction records, or criminal history

Action Plan:

- County or Affordable Housing Committee to provide model ordinances
- County or Affordable Housing Committee to pursue a signed ILA for enforcement support
- County or Affordable Housing Committee to identify resources to conduct work
- County or Affordable Housing Committee to increase education for tenants and property owners regarding their respective rights and responsibilities
- Cities and County to adopt ordinances as appropriate

Strategy C: Expand supports for low-income renters and people with disabilities

Action Plan:

- County to utilize funds from the Veterans, Seniors and Human Services Levy for shallow rent subsidies to help keep people in their homes
- Cities and the County to increase funding for emergency rental assistance
- Cities and the County to increase deep subsidies (in addition to shallow)
- Cities and the County to fund services to address barriers to housing, including tenant screening reports
- Cities and the County to expand civil legal aid support
- Cities and the County to expand education of tenant and property owner rights and responsibilities
- Cities and the County to increase funding for services that help people with disabilities stay in their homes and/or age in place

Strategy D: Adopt programs and policies to improve the quality of housing in conjunction with necessary tenant protections**Action Plan:**

- Cities and the County to adopt and implement proactive rental inspection policies
- Cities and the County to implement robust, proactive code enforcement programs, in partnership with marginalized communities to avoid inequitable impacts
- Cities and the County to invest in community health workers to promote healthy housing education and housing maintenance for highest risk of adverse health outcomes
- Cities and the County to partner with Aging & Disability organizations to integrate accessibility services

GOAL 5: PROTECT EXISTING COMMUNITIES OF COLOR AND LOW-INCOME COMMUNITIES FROM DISPLACEMENT IN GENTRIFYING COMMUNITIES.

Communities throughout the region are experiencing dramatically increasing housing costs and a growing demand for housing especially, but not exclusively, within urban areas. This places communities with a high population of low-income renters and people of color at an increasing risk of displacement, further compounding the historic injustice of exclusion these communities have experienced as a result of laws and policies on the local and federal level. The same communities that were once limited by law to living in specific geographic areas are now being pushed out of those areas when the neighborhood is gentrified and becomes more desirable to higher-income households. The region should support community-led preservation strategies that enable existing residents to remain in their communities and allow them to benefit from the opportunities of growth of redevelopment.

Strategy A: Authentically engage communities of color and low-income communities in affordable housing development and policy decisions

Action Plan:

- County or Affordable Housing Committee to provide capacity grants to small organizations representing communities of color or low-income communities to support their engagement in affordable housing development
- County or Affordable Housing Committee to contract for a toolkit/checklist on community engagement in planning discussions
- All jurisdictions to utilize the toolkit and intentionally include and solicit engagement from members of communities of color or low-income households in policy decision-making and committees

Strategy B: Increase investments in communities of color and low-income communities by developing programs and policies that serve individuals and families at risk of displacement**Action Plan:**

- Cities and the County to use Seattle's Equitable Development Initiative as a model for how government can invest in under-represented communities to promote community-driven development
- Cities and the County to build upon the work of the Communities of Opportunity⁶
- Include cities, investors, and community-based organizations in development of certification process and matching dollars for socially responsible, equitable Opportunity Zone⁷ investments that prevent displacement
- Cities and the County to expand requirements to affirmatively market housing programs and enhance work to align affordable housing strategies with federal requirements to Affirmatively Further Fair Housing
- Cities and the County to encourage homeownership opportunities as a way to prevent displacement within communities of color while also promoting the growth of intergenerational wealth
- Where appropriate, cities and the County to acquire and preserve manufactured housing communities to prevent displacement

⁶ Communities of Opportunity, a King County and Seattle Foundation partnership, is an inclusive table where community members and leaders, organizations, and institutions share power, voice, and resources. COO has four priority areas: quality affordable housing; providing healthy, affordable food and safe places outside to be physically active, especially for youth; increased economic opportunity; and strong community connections. The County portion of COO is funded with 10% of the Best Starts for Kids Levy proceeds.

⁷ Opportunity Zones are a community development program established by Congress in the Tax Cuts and Jobs Act of 2017 to encourage long-term investments in low-income urban and rural communities nationwide. A low-income community is one with a poverty rate of at least 20% and low-income is a household earning up to 80% AMI. King County Opportunity Zones can be found on the state Department of Commerce website (commerce.wa.gov).

GOAL 6: PROMOTE GREATER HOUSING GROWTH AND DIVERSITY TO ACHIEVE A VARIETY OF HOUSING TYPES AT A RANGE OF AFFORDABILITY AND IMPROVE JOBS/HOUSING CONNECTIONS THROUGHOUT KING COUNTY.

From 2011 through 2017, more than 96,200 new households came into King County, but only 64,600 new units were built. Despite a building boom, the private market is not keeping pace with population growth in recent years, which contributes to rapid increases in home purchase costs and rents, as well as low vacancy rates. In addition, much of the new production is at the high end of the market and does not meet the needs of all household types. The region should adopt policies that streamline regulations and provide greater zoning flexibility in order to increase and diversify market-rate housing production to better keep pace with population growth. In addition, greater land use and regulatory support is needed to address the needs of older adults, larger households, and people with disabilities. Cities should intentionally plan for and promote affordable housing in the same locations where they are accommodating future growth and density.

Strategy A: Update zoning and land use regulations (including in single-family low-rise zones) to increase and diversify housing choices, including but not limited to:

- a. Accessory Dwelling Units (ADU) and Detached Accessory Dwelling Units (DADUs)
- b. Duplex, Triplex, Four-plex
- c. Zero lot line town homes, row houses, and stacked flats
- d. Micro/efficiency units

Action Plan:

- County or Affordable Housing Committee to provide model ordinances
- County or Affordable Housing Committee to incentivize cities adopting and implementing strategies that will result in the highest impact towards addressing the affordable housing gap, specifically at the lowest income levels
- Cities to review and update zoning and land use code to increase density
- Cities and the County to explore opportunities to pilot innovative housing in industrial zones, with a focus on TOD and industrial buffer zones
- Cities and the County to update building codes to promote more housing growth and innovative, low-cost development
- As part of any updated zoning, cities and the County to evaluate feasibility of incorporating affordable housing provisions
- Cities and the County to promote units that accommodate large households and/or multiple bedrooms

Strategy B: Decrease costs to build and operate housing affordable to low-income households

Action Plan:

- Cities and the County to maximize and expand use of Multi-Family Tax Exemption

- County to reduce sewer connection fees
- Cities to reduce utility, impact and other fees for affordable housing developments and ADUs
- Jurisdictions to streamline permitting process for affordable housing development and ADUs
- Cities and the County to support condominium liability reform
- State legislature to exempt affordable housing from sales tax
- County or Affordable Housing Committee to explore incentives similar to the Multi-Family Tax Exemption for the development of ADUs for low-income households

Strategy C: Incentivize growth and affordability goals by expanding tools for investments in local infrastructure

Action Plan:

- Cities and the County to advocate for a strong, equitable financing tool that captures value from development to fund infrastructure and affordable housing investments (aka: value-capture or tax-increment financing tools)
- Cities and the County to advocate for state public works trust fund investments—connect to local affordable housing outcomes

Strategy D: Expand and preserve homeownership opportunities for low-income households

Action Plan:

- Cities and the County to increase educational efforts to ensure maximum use of property tax relief programs to help sustain homeownership for low-income individuals
- Cities and the County to support alternative homeownership models that lower barriers to ownership and provide long-term affordability, such as community land trusts, co-ops, and rent to own models
- Cities and the County to expand targeted foreclosure prevention
- Where appropriate, cities and the County to preserve existing manufactured housing communities through use-specific zoning or transfer of development rights
- Cities and the County to encourage programs to help homeowners, particularly low-income homeowners, access financing, technical support or other tools needed to participate in and benefit from infill development opportunities

GOAL 7: BETTER ENGAGE LOCAL COMMUNITIES AND OTHER PARTNERS IN ADDRESSING THE URGENT NEED FOR AND BENEFITS OF AFFORDABLE HOUSING.

Most decisions regarding land use and planning for affordable housing happen at the city and neighborhood level. Therefore, the region should better support engagement of local communities and city governments to create informed communities and implement strategies to meet the full range of housing needs. This includes using new, creative strategies to better

engage residents around the benefits of having affordable housing in all parts of the County and in their neighborhoods. It also includes providing greater transparency and accountability on actions taken and results delivered. Given the significant countywide need for affordable housing, the region needs more urgent and scalable action to be taken at the neighborhood, city, and regional level.

Strategy A: Support engagement of local communities and residents in planning efforts to achieve more affordable housing

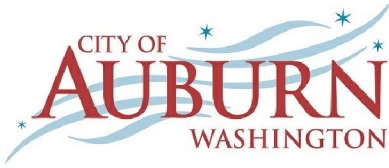
Action Plan:

- County or Affordable Housing Committee to develop toolkits and strategies to better engage neighborhoods and residents in affordable housing development
- County or Affordable Housing Committee use existing data and tools to greatest extent possible, i.e. PSRC Vision 2050 work
- Jurisdictions to use community engagement techniques, which may include providing evening meetings, translation services, food, and child care, or travel stipends for low-income individuals and historically marginalized communities to participate, that promote more equitable engagement in zoning and siting decisions

Strategy B: Expand engagement of non-governmental partners (philanthropy, employers, investors, private developers and faith communities) to support efforts to build and site more affordable housing

Action Plan:

- Cities, the County, and Affordable Housing Committee to create stakeholder partnerships with business, philanthropy, non-profits, faith-based organizations, the health care sector, and others to encourage investments in affordable housing
- Cities, the County, and Affordable Housing Committee to encourage business, organized labor, and philanthropy to support public dialogue on affordable housing



AGENDA BILL APPROVAL FORM

Agenda Subject:

Matrix

Date:

November 20, 2018

Department:

Council

Attachments:

[Special Focus Areas Key](#)

[Matrix](#)

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:**Background Summary:****Reviewed by Council Committees:****Councilmember:**

Meeting Date: November 26, 2018

Staff:

Item Number:

SPECIAL FOCUS AREAS

HEALTH & HUMAN SERVICES	FINANCE & ECONOMIC DEVELOPMENT	PUBLIC WORKS & COMMUNITY DEVELOPMENT	MUNICIPAL SERVICES
HUMAN SERVICES FUNDING PUBLIC WELLNESS DOMESTIC VIOLENCE SERVICES HOMELESSNESS SERVICES AFFORDABLE HOUSING COMMUNITY SERVICES HUMAN RESOURCES MEDICAL COMMUNITY RELATIONS	CITY BUDGET & AMENDMENTS RISK MANAGEMENT EQUIPMENT RENTAL FACILITIES CITY REAL PROPERTY LEGAL DEVELOPMENT INCENTIVES BUSINESS DEVELOPMENT ECONOMIC DEVELOPMENT STRATEGIES	UTILITIES ZONING, CODES & PERMITS INNOVATION & TECHNOLOGY TRANSPORTATION STREETS ENGINEERING CAPITAL PROJECTS SUSTAINABILITY ENVIRONMENTAL PROTECTION CULTURAL ARTS & PUBLIC ARTS PLANNING	POLICE SCORE JAIL DISTRICT COURT PARKS & RECREATION ANIMAL CONTROL SOLID WASTE EMERGENCY PLANNING AIRPORT AIRPORT BUSINESSES SISTER CITIES MULTIMEDIA
Councilmember Trout-Manuel, Chair Councilmember Wales, Vice Chair	Councilmember Holman, Chair Councilmember Brown, Vice Chair	Councilmember DaCorsi, Chair Deputy Mayor Baggett, Vice Chair	Councilmember Brown, Chair Councilmember Pelosa, Vice Chair
2018 MEETING DATES January 22, 2018 March 26, 2018 May 29, 2018 July 23, 2018 September 24, 2018 November 26, 2018	2018 MEETING DATES February 12, 2018 April 9, 2018 June 11, 2018 August 13, 2018 October 8, 2018 December 10, 2018	2018 MEETING DATES February 26, 2018 April 23, 2018 June 25, 2018 August 27, 2018 October 22, 2018 December 24, 2018	2018 MEETING DATES January 8, 2018 March 12, 2018 May 14, 2018 July 9, 2018 September 10, 2018 November 13, 2018

COUNCIL MATRIX

NO.	TOPIC	Chair	STAFF LEAD(S)	STUDY SESSION REVIEW DATE(S)	COUNCIL DISCUSSION SUMMARY	ACTION DATE
1	Capital Projects Update and Featured Capital Project Discussion	Chair DaCorsi Vice Chair Deputy Mayor Baggett	Director Gaub	1/14/2019		
2	Plastic Bag Ban	Chair DaCorsi Vice Chair Deputy Mayor Baggett	Director Tate	1/14/2019		
3	Graffiti	Chair Brown Vice Chair Peloza	Director Tate/Chief Pierson	12/10/2018		
4	Tenant Protection Measures	Chair Trout-Manuel Vice Chair Wales	Director Hinman	2/11/2019		
5	Multifamily Housing Protections	Chair Trout-Manuel Vice Chair Wales	Director Hinman	2/11/2019		
6	Identity Theft	Chair Holman Vice Chair Brown	City Attorney Gross	TBD		
7	Annexations (islands and peninsulas)	Chair Holman Vice Chair Brown	City Attorney Gross	12/10/2018		
8	Gambling/Card Room Revenue	Chair Holman Vice Chair Brown	Director Coleman	12/10/2018		