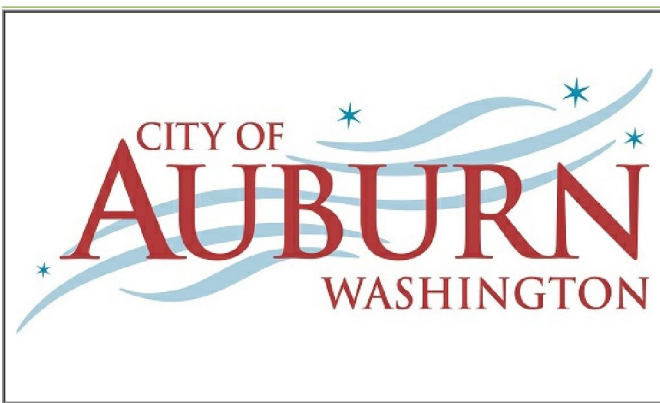


	City Council Study Session Muni Services SFA November 25, 2019 - 5:30 PM City Hall Council Chambers AGENDA Watch the meeting LIVE! Watch the meeting video Meeting videos are not available until 72 hours after the meeting has concluded.
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- I. CALL TO ORDER
 - A. Roll Call
- II. ANNOUNCEMENTS, REPORTS, AND PRESENTATIONS
- III. AGENDA ITEMS FOR COUNCIL DISCUSSION
 - A. King County Metro Presentation of Mobility Plan and Service Changes (Gaub)(15 Minutes)
 - B. King County Metro Presentation of RapidRide I Line Preferred Alignment and Progress (Gaub)(15 Minutes)
 - C. Ordinance No. 6753 (Gross)(5 Minutes)
Making penalties for drug crimes consistent with state law, and amending sections 9.22.010 and 9.22.020 of the Auburn City Code
 - D. Ordinance No. 6745 (Tate)(10 Minutes)
Amending sections 19.02.115, 19.02.120, 19.02.130 and 19.02.140 of the Auburn City Code relating to school impact fees
 - E. Ordinance No. 6746 (Tate)(15 Minutes)
Adopting 2019 Annual Comprehensive Plan Map and Text Amendments, and adopting corresponding rezones related to certain map amendments
 - F. Ordinance No. 6749 (Tate)(5 Minutes)
Removing administrative fees from City Code, and amending section 5.20.030 of the Auburn City Code
 - G. Ordinance No. 6731 (Gaub)(5 Minutes)
Renewal of a franchise for Astound Broadband, LLC, with amendments
 - H. ADA Transition Plan (Gaub)(10 Minutes)
 - I. 3rd Quarter 2019 Financial Report (Thomas)(15 Minutes)
 - J. Ordinance No. 6751 (Thomas)(15 Minutes)
Authorizing amendments to the City of Auburn 2019-2020 budget

- K. Ordinance No. 6752 (Thomas)(10 Minutes)
Authorizing amendment to the City of Auburn 2019-2020 budget
- L. Resolution No. 5463 (Hinman)(5 Minutes)
Authorizing the Mayor to execute amendments to certain Auburn Municipal Airport land leases relating to the implementation of the 2020 fair market value lease rate adjustment
- M. Resolution No. 5474 (Hinman)(5 Minutes)
Endorsing the Sound Cities Association 2020 State Legislative Agenda
- N. Resolution No. 5475 (Hinman)(10 Minutes)
Adopting the 2020 State and Federal Legislative Agendas

IV. MUNICIPAL SERVICES DISCUSSION ITEMS

- A. AVHS Board Update (Thomas)(10 Minutes)
AVHS Board Update
- B. 2019 Fireworks Update (Pierson)(15 Minutes)
- C. Resolution No. 5473 (Faber)(10 Minutes)
Naming of two Public Parks in the Kersey 3 Development of the City of Auburn

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:

King County Metro Presentation of Mobility Plan and Service Changes (Gaub)(15 Minutes)

Date:

November 19, 2019

Department:

Public Works

Attachments:

[Mobility Presentation](#)

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

For discussion only.

Background Summary:

King County Metro has evaluated the existing service routes in the Auburn Area, conducted public outreach, and coordinated with city staff to assess needed changes in transit service to meet the needs of the community, to serve the proposed RapidRide I Line, and meet Metro's Service guidelines. Metro staff will present their proposed changes to transit service in Auburn.

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

Gaub

Meeting Date: November 25, 2019

Item Number:

Renton-Kent-Auburn Area Mobility Plan

Auburn City Council Meeting
November 25, 2019



Mobility Plan

- Increase network efficiency and invest in **equity priority areas**
- Develop a **network of mobility services** to meet riders' varied needs
- Create a **single route** from Renton to Kent to Auburn to be upgraded to the **RapidRide I Line**
- **Inform, involve, and empower** historically underrepresented people and communities in project decision making



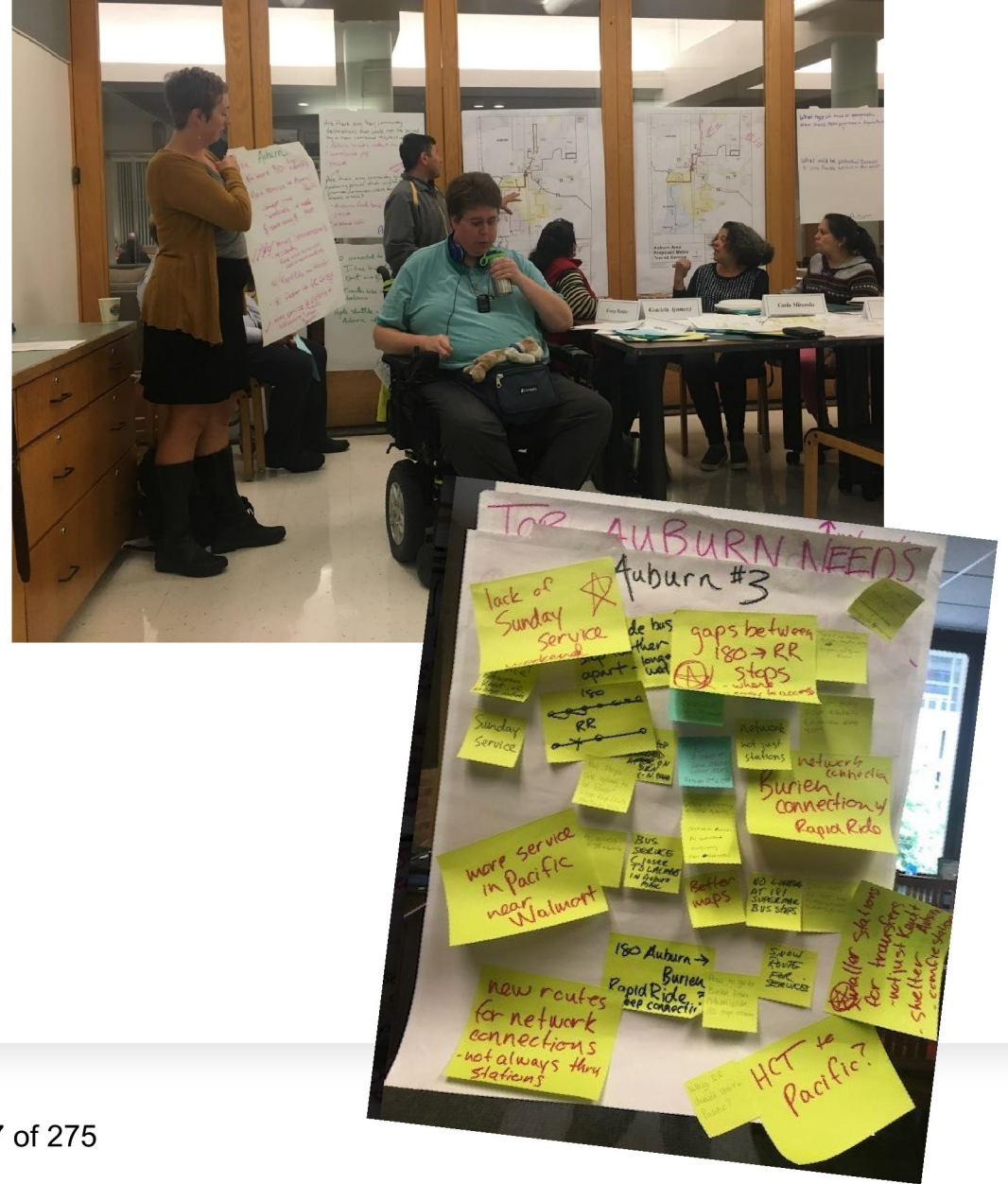
Community engagement

Stakeholder interviews	Nexus Youth and Family Services, South King County Mobility Coalition, Auburn Senior Center, Orion Industries
Tabling and community events	Halloween Harvest Festival, Les Gove Park Trunk or Treat, Outlet Collection Dia De Los Muertos, Auburn Community Center, Auburn YMCA, Auburn Library
Online surveys	Average of 200 – 300 responses on Auburn questions
On-board surveys	Onboard surveys on four Auburn routes

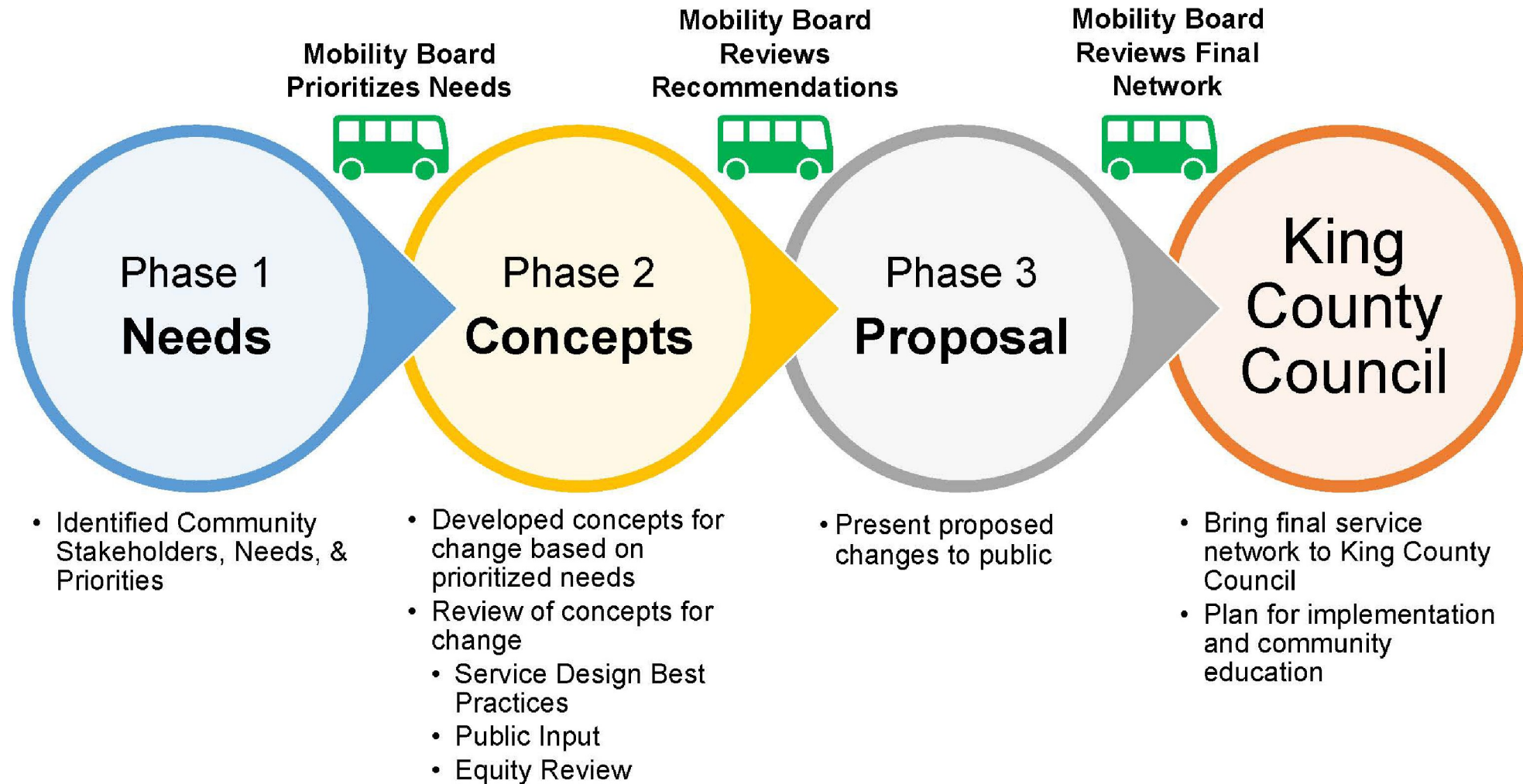
Mobility Board

A diverse group of **27 members** who live and work in Renton, Kent, Auburn or surrounding areas

- Native English, Somali, and Spanish speakers, and bilingual speakers: Somali, French, Spanish, Arabic, or Farsi
- Seniors, students, and riders with disabilities



How does Metro make recommendations?



Prioritized Mobility Needs

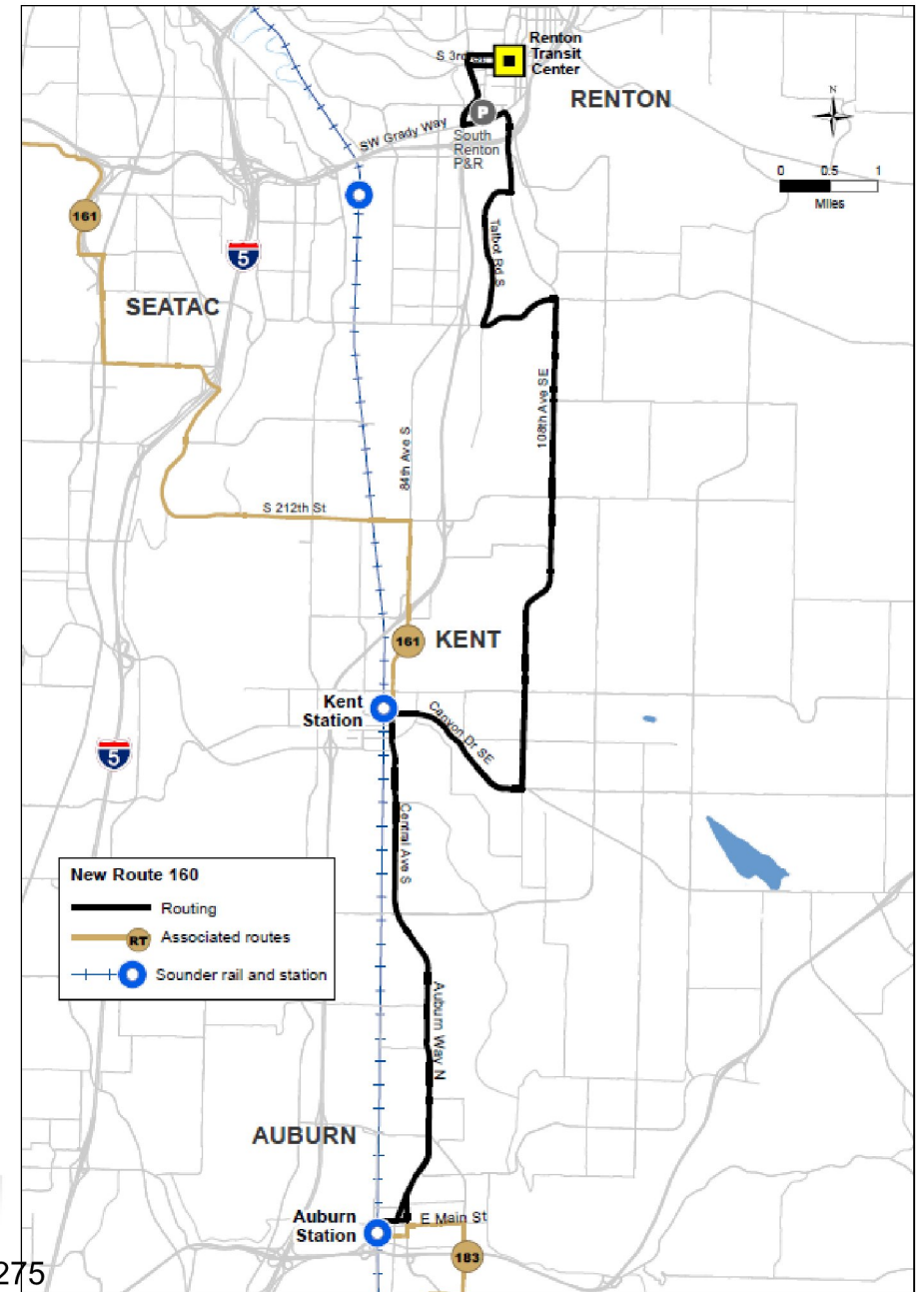
- Service south of Auburn station
- Provide more weekend and late-night service
- Create shorter, frequent, reliable routes in Auburn
- Establish a network of service in Auburn



New frequent route

Investment in **new frequent route** between Renton, Kent and Auburn

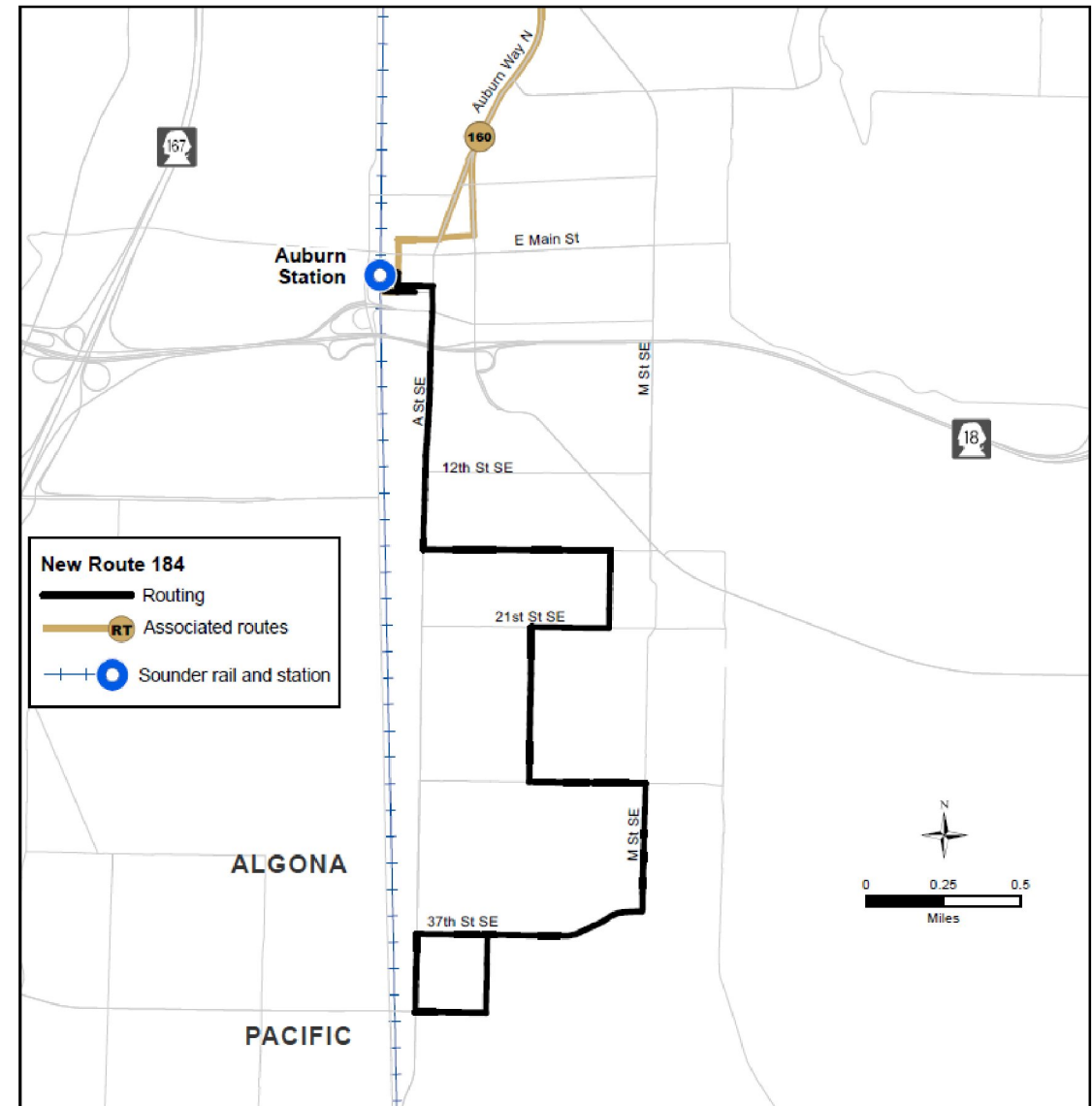
More **night and weekend** service in Auburn



New Route 184

Maintain service from Auburn Station to South Auburn

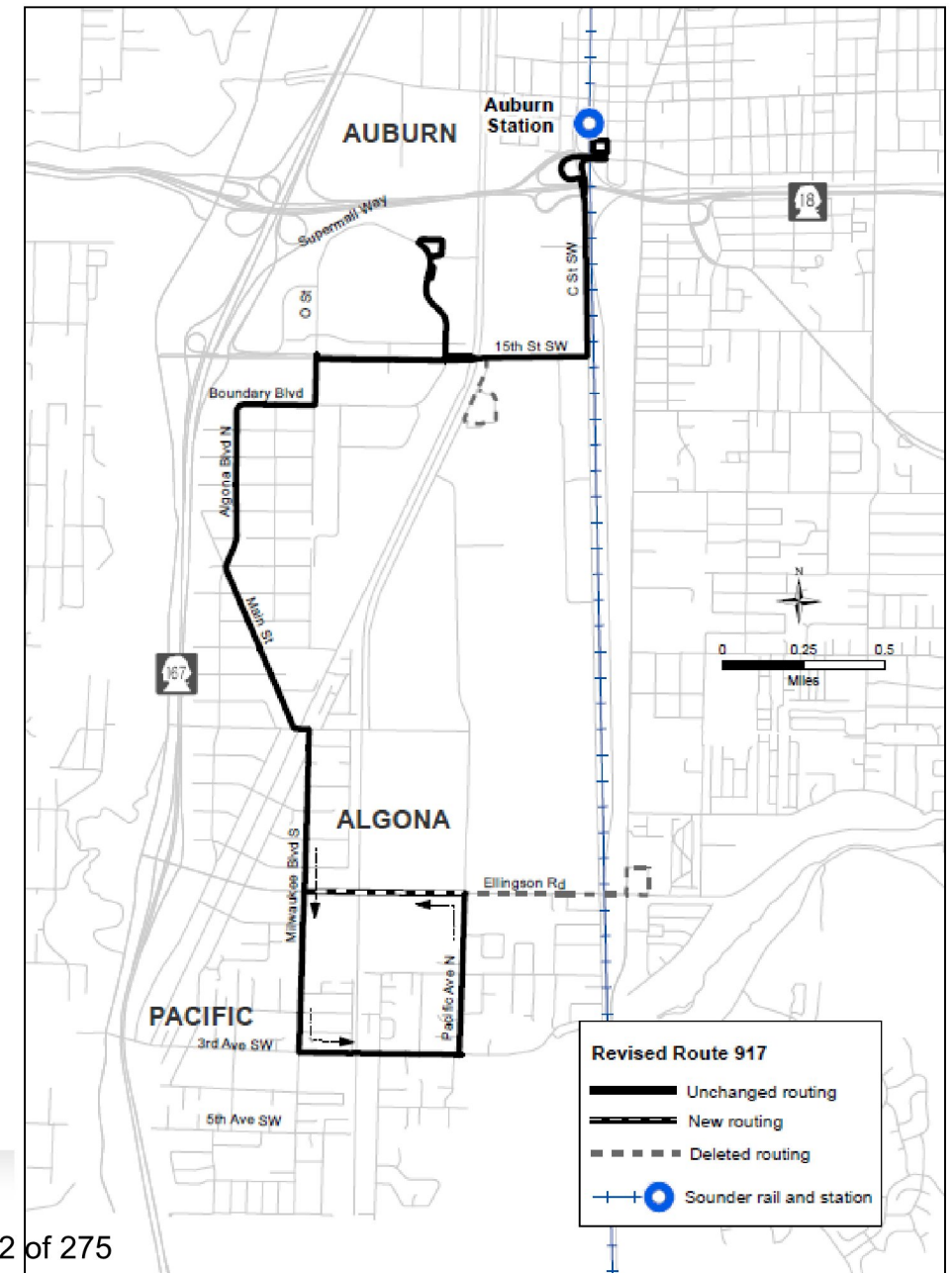
This short route will provide **more reliable service**



More frequent connection between Auburn Station and Walmart

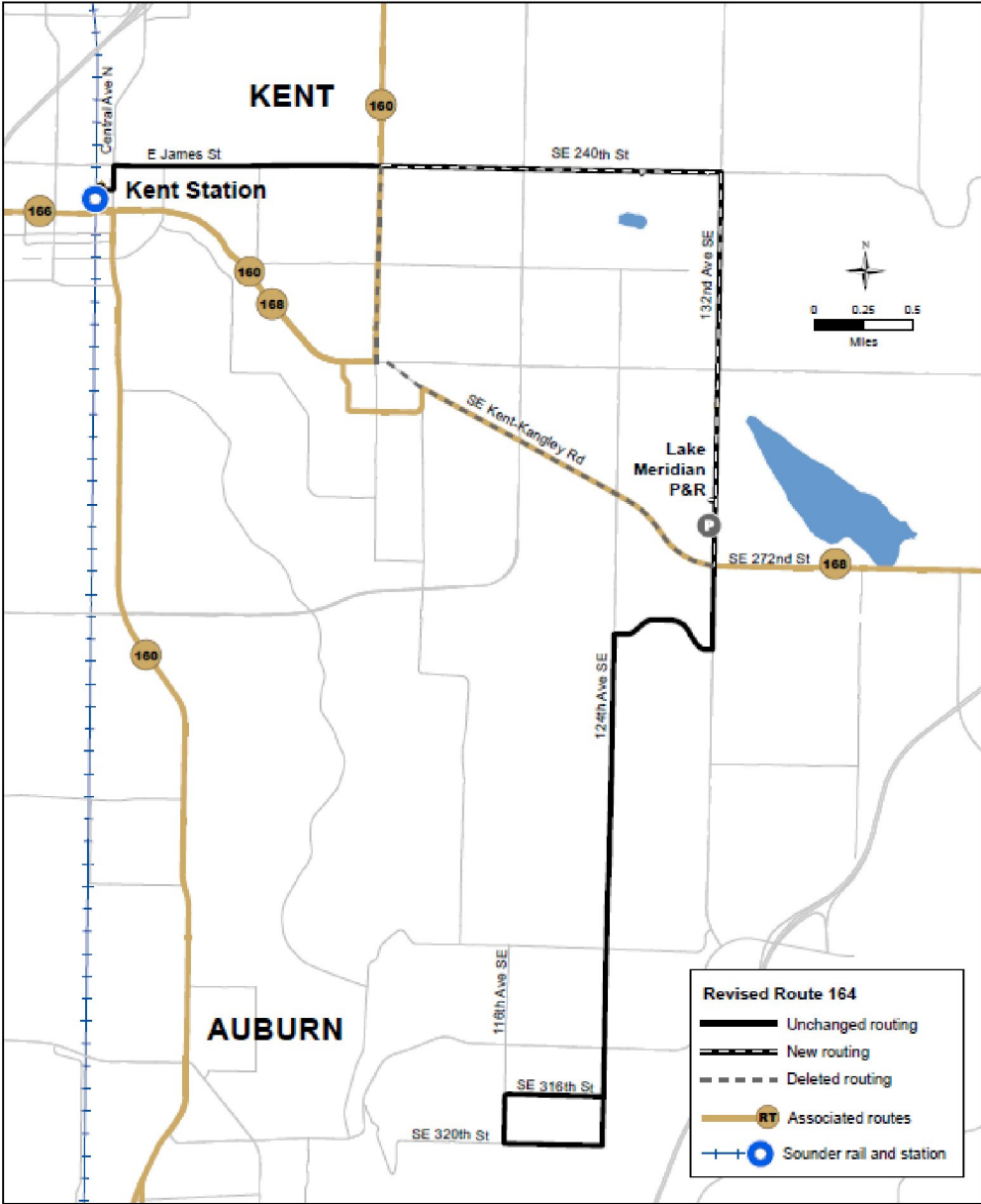
More **frequent service** from
Auburn to Walmart/Outlet
Collection, Algona, and Pacific

Better connection to jobs in
Pacific



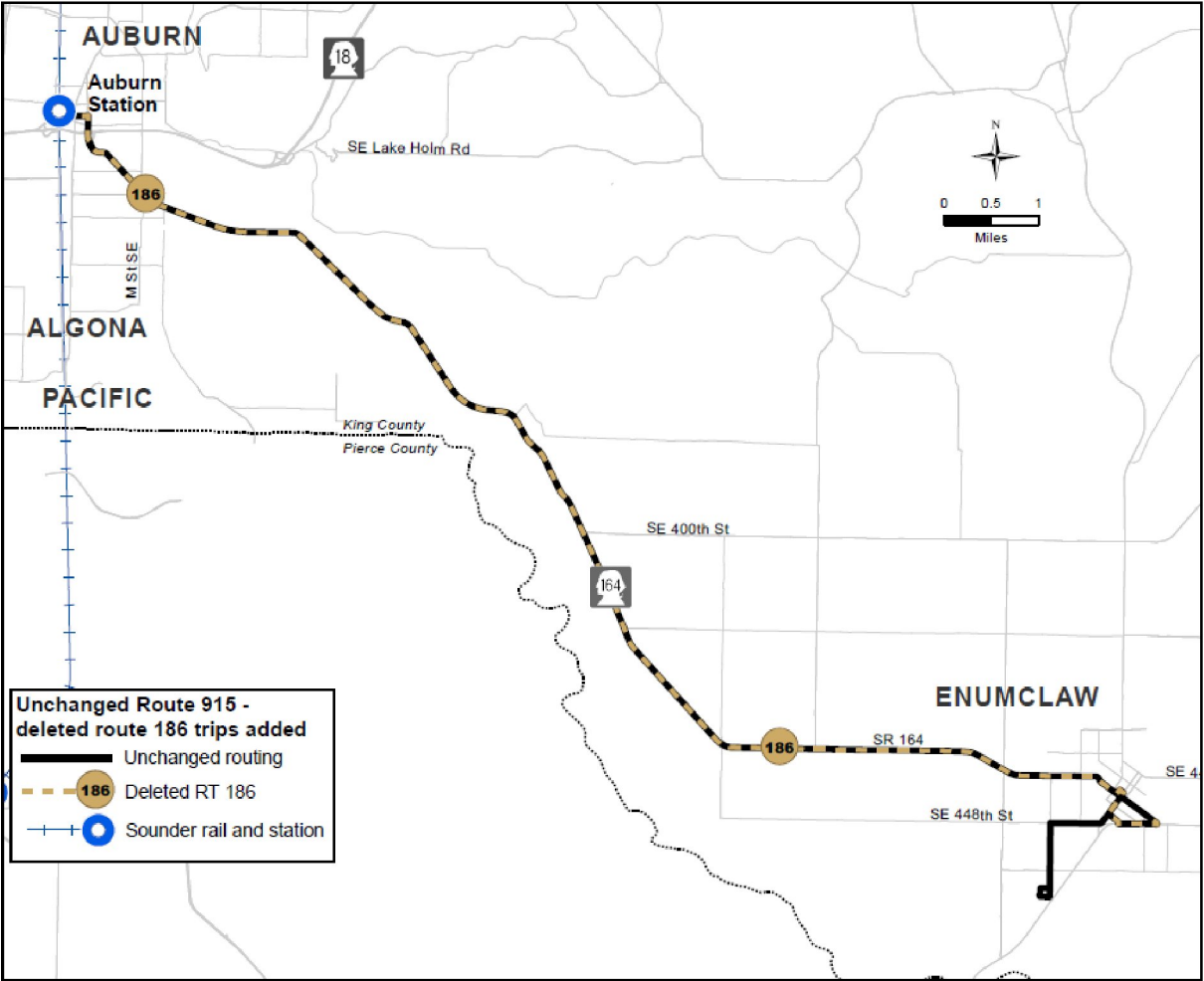
Sunday service to Green River College

New **Sunday service** to Lea Hill and Green River College



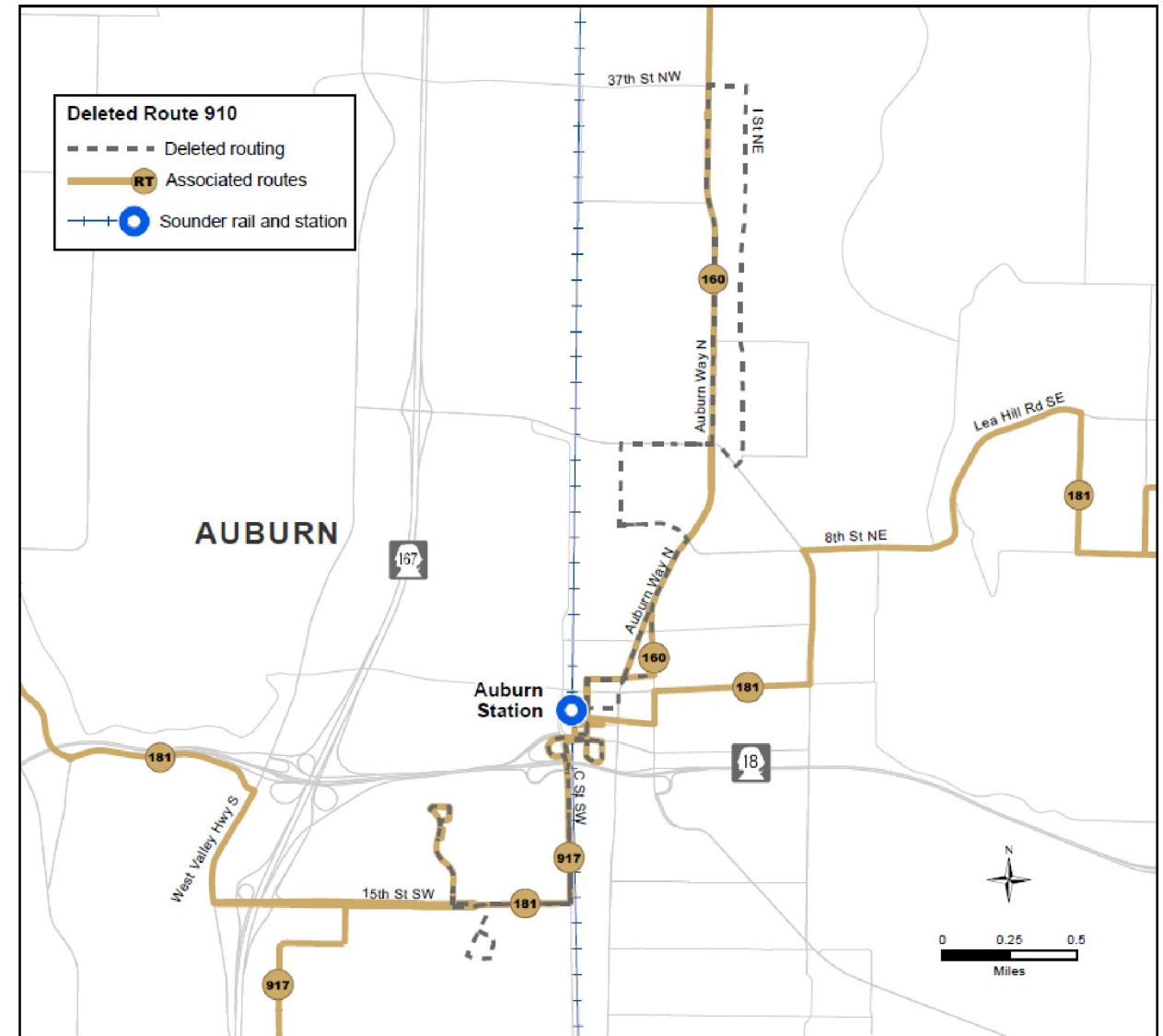
Simplified connection between Enumclaw and Auburn

Consolidate a peak-only route and a midday route to a **single, all-day route**



Route 910 Corridor

- Route 910 resources will be invested in providing more frequent service for a majority of Route 910 riders
- New **frequent** service on Auburn Way
- More **frequent service** to Outlet Collection from Auburn Station
- Metro is coordinating with Hyde Shuttle, Access, and other mobility providers to provide service alternatives to mobility-impaired Route 910 users



Route 910 Engagement

- **50%** of the route's ridership completed a survey (110 riders)
- **0%** of respondents said they would no longer be able to use transit
- **100%** of respondents felt that this change meets the area's needs
- Metro is coordinating with other mobility providers to provide service alternatives to mobility-impaired Route 910 users

Auburn Service Change Highlights

2019

Metro invested service hours in Route 164.

2020

Metro will invest additional service hours and an updated network through the Area Mobility Plan.

2022

Metro will begin planning work for a Federal Way Link Extension (2024) service restructure.

2023

Metro will begin service on the RapidRide I Line.

2024

Federal Way Link will begin service, with associated Metro restructure.

Next Steps

- Finalization of service change ordinance
- Local jurisdiction letters of support
- Recommendation to King County Council
- Continue to work with City on service change implementation
- Coordinate with the City on service change education



Questions?



AGENDA BILL APPROVAL FORM

Agenda Subject:

King County Metro Presentation of RapidRide I Line Preferred Alignment and Progress (Gaub)(15 Minutes)

Date:

November 19, 2019

Department:

Public Works

Attachments:

[I Line Presentation](#)

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

For discussion only.

Background Summary:

King County Metro has evaluated different alignment options for the RapidRide I Line, which is planned to replace the current routes 180 and 169 between the Auburn Station, the Kent Station, and the Renton Transit Center, to provide frequent, extended, and reliable service through the corridor. Metro staff will present the locally preferred alternative, which was developed through route evaluation, outreach to riders and community groups, and coordination with city staff.

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

Gaub

Meeting Date: November 25, 2019

Item Number:



RAPIDRIDE

RapidRide I Line

November 25, 2019
Auburn City Council Study Session



Agenda



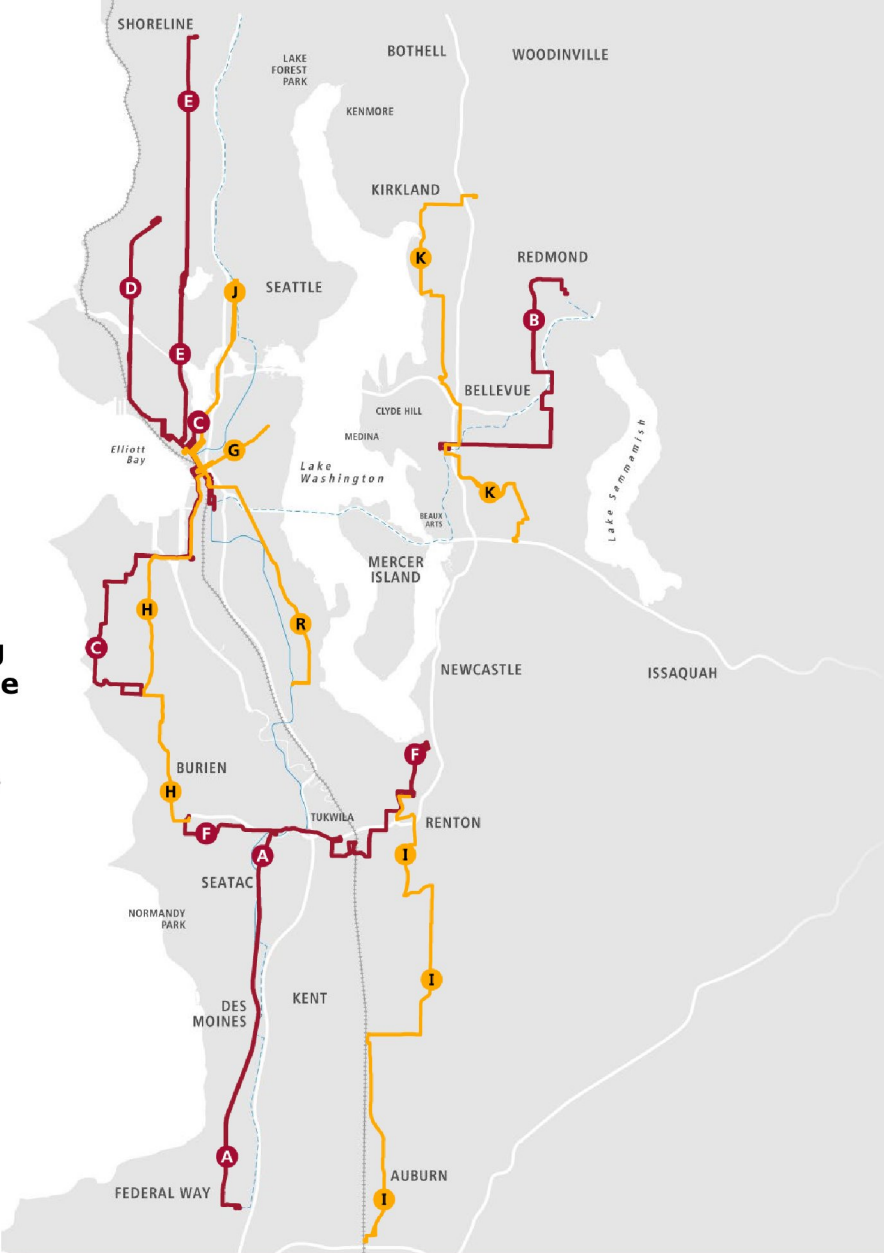
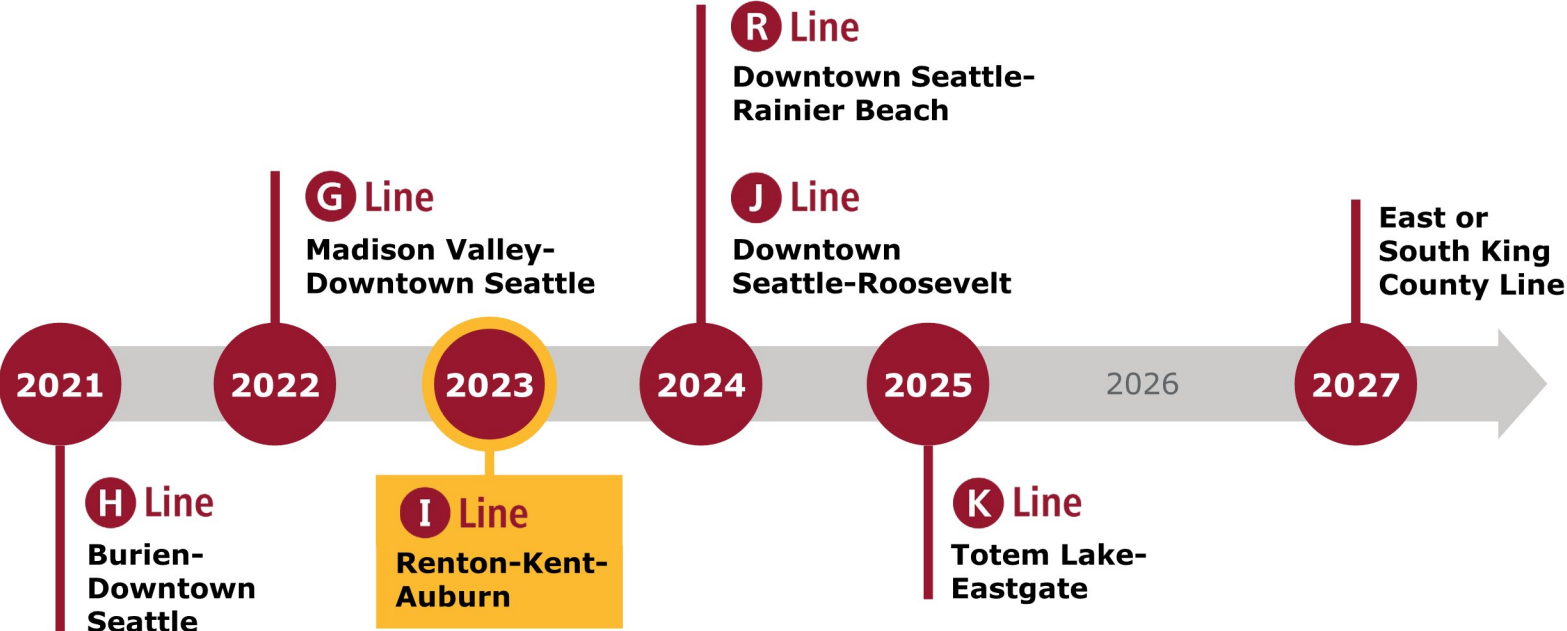
- **RapidRide Overview**
- **RapidRide I Line**
- **Community Engagement**
- **Next Steps**

RAPIDRIDE

RapidRide Overview



RapidRide Expansion Timeline



Elements of RapidRide



1 Stations



2 Vehicles



3 Speed and reliability



4 Service and Operating Plan

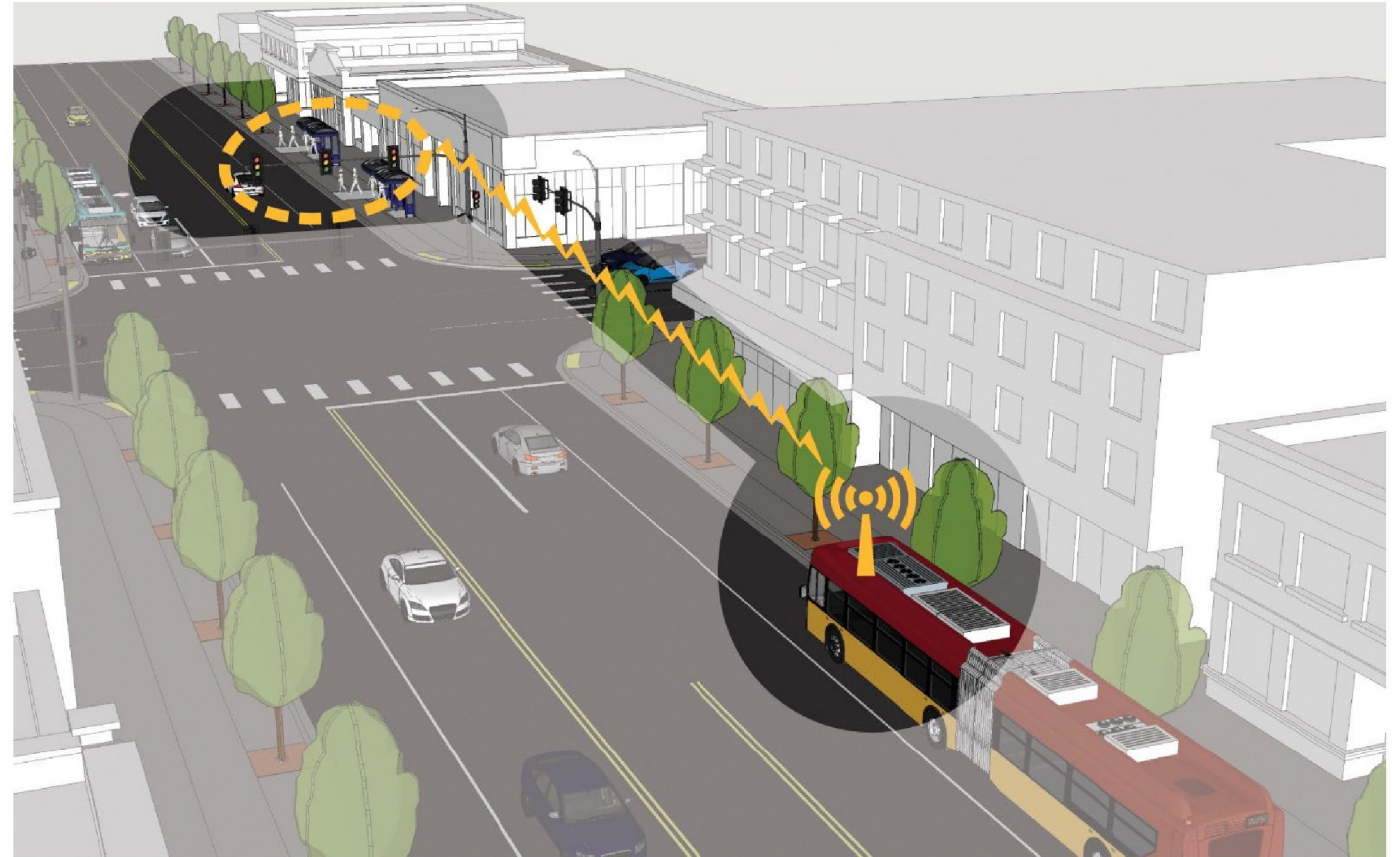
RAPIDRIDE

5 Branding

RapidRide Capital Investments



- Passenger facilities
- Accessibility
- Safety, comfort, and security
- Access to transit
- Speed and reliability
- Communications and technology



Working Together as Partners



RAPIDRIDE

RapidRide I Line

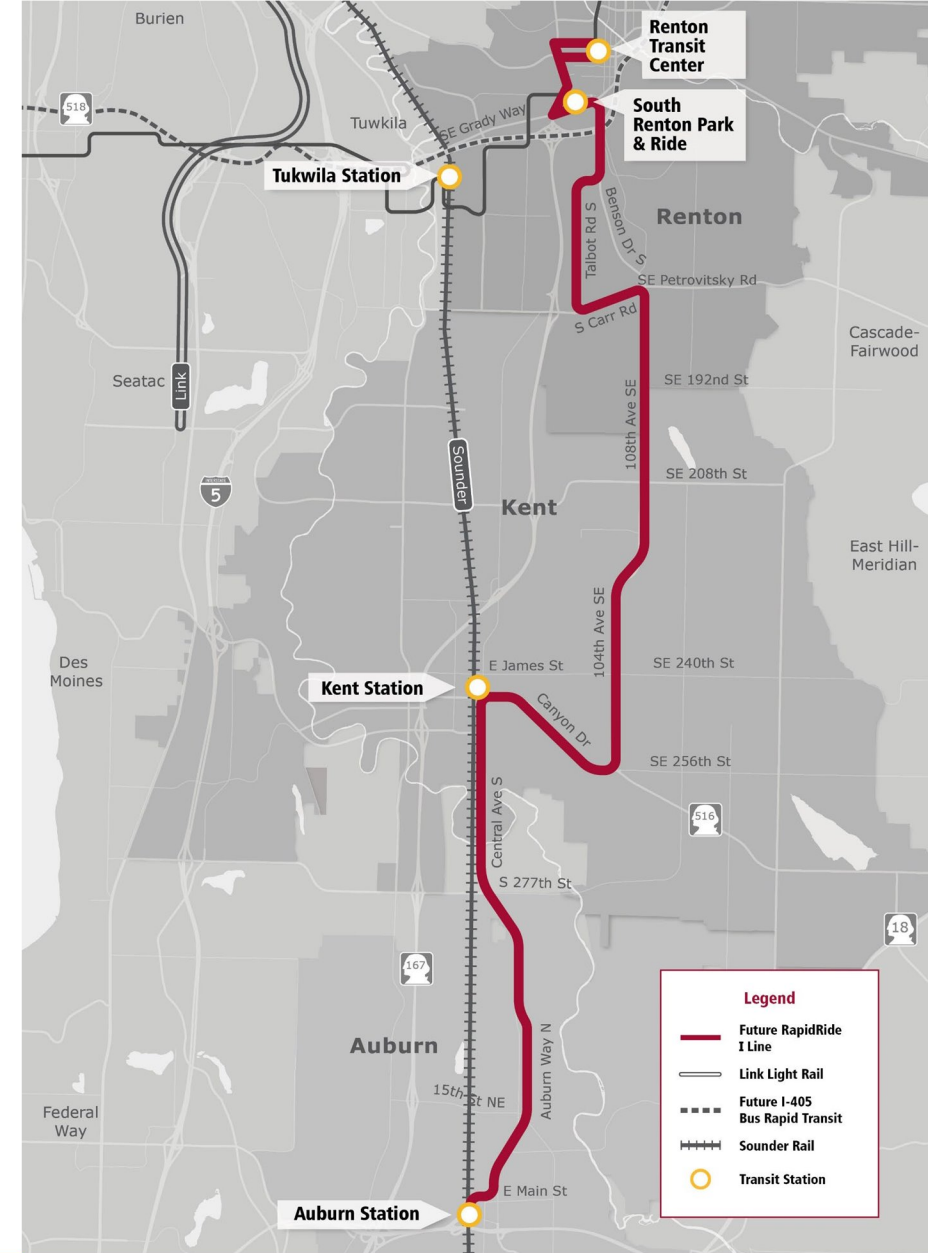


I Line Overview



Benefits:

- Invests in getting people to, from, and around Auburn
- Builds off Renton-Kent-Auburn Area Mobility Plan
- Serves historically underserved communities and improves access for all
- Complements the City's vision to provide a balanced, multi-modal transportation system that addresses both local and regional needs



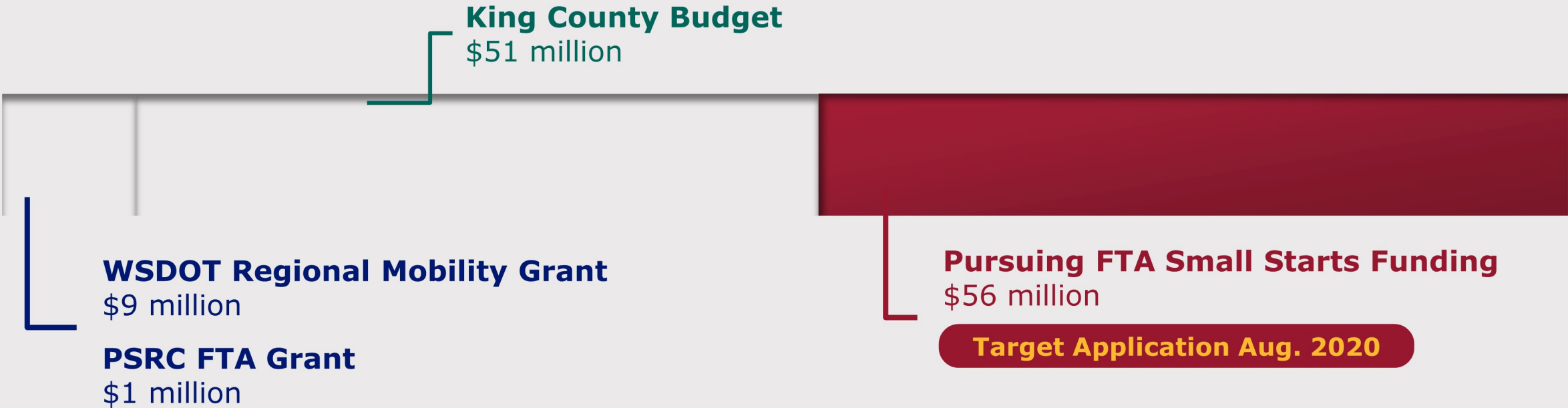
I Line Timeline



I Line Budget (Current)



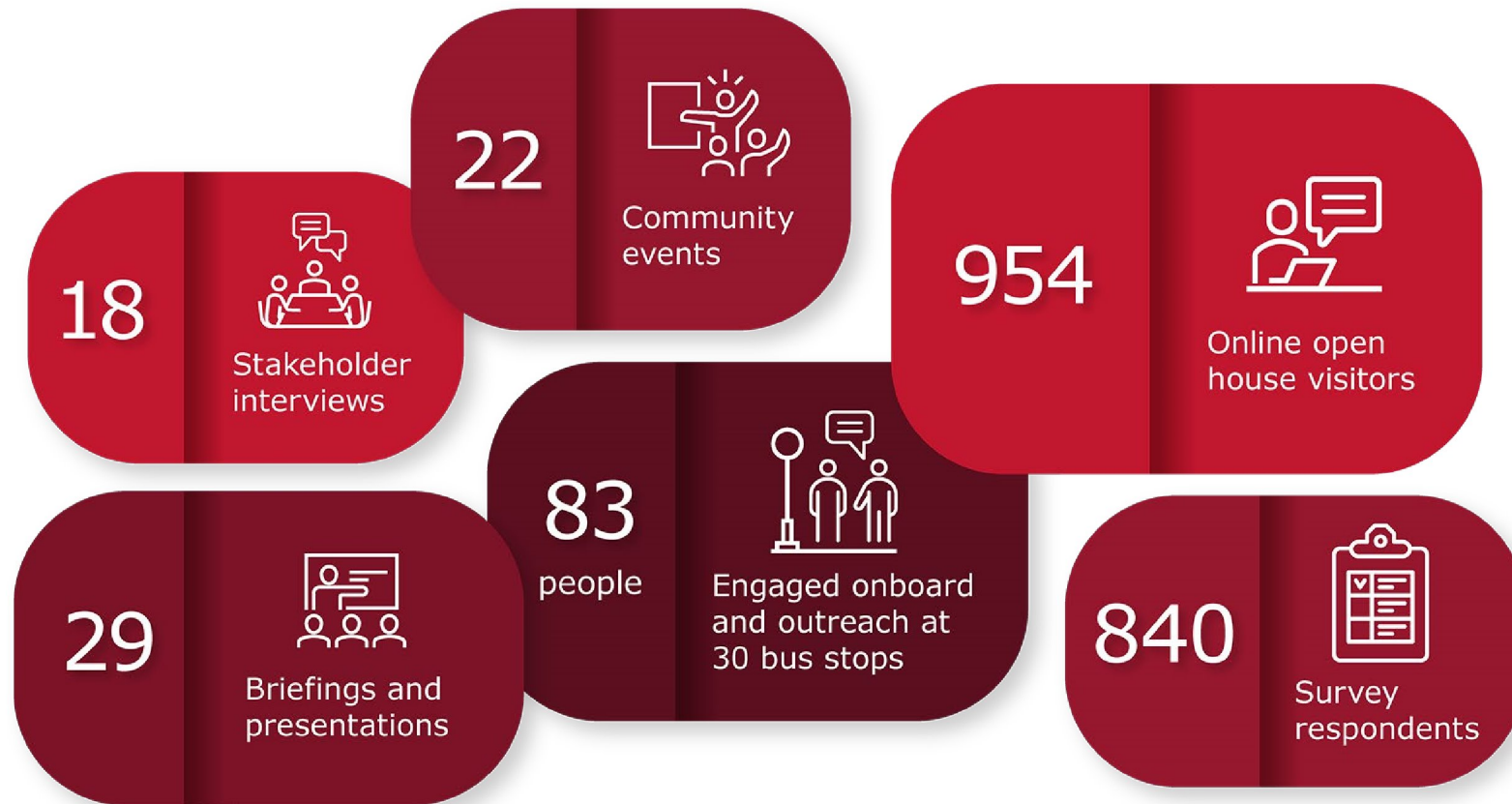
Total: ~\$117 million



Community engagement to date



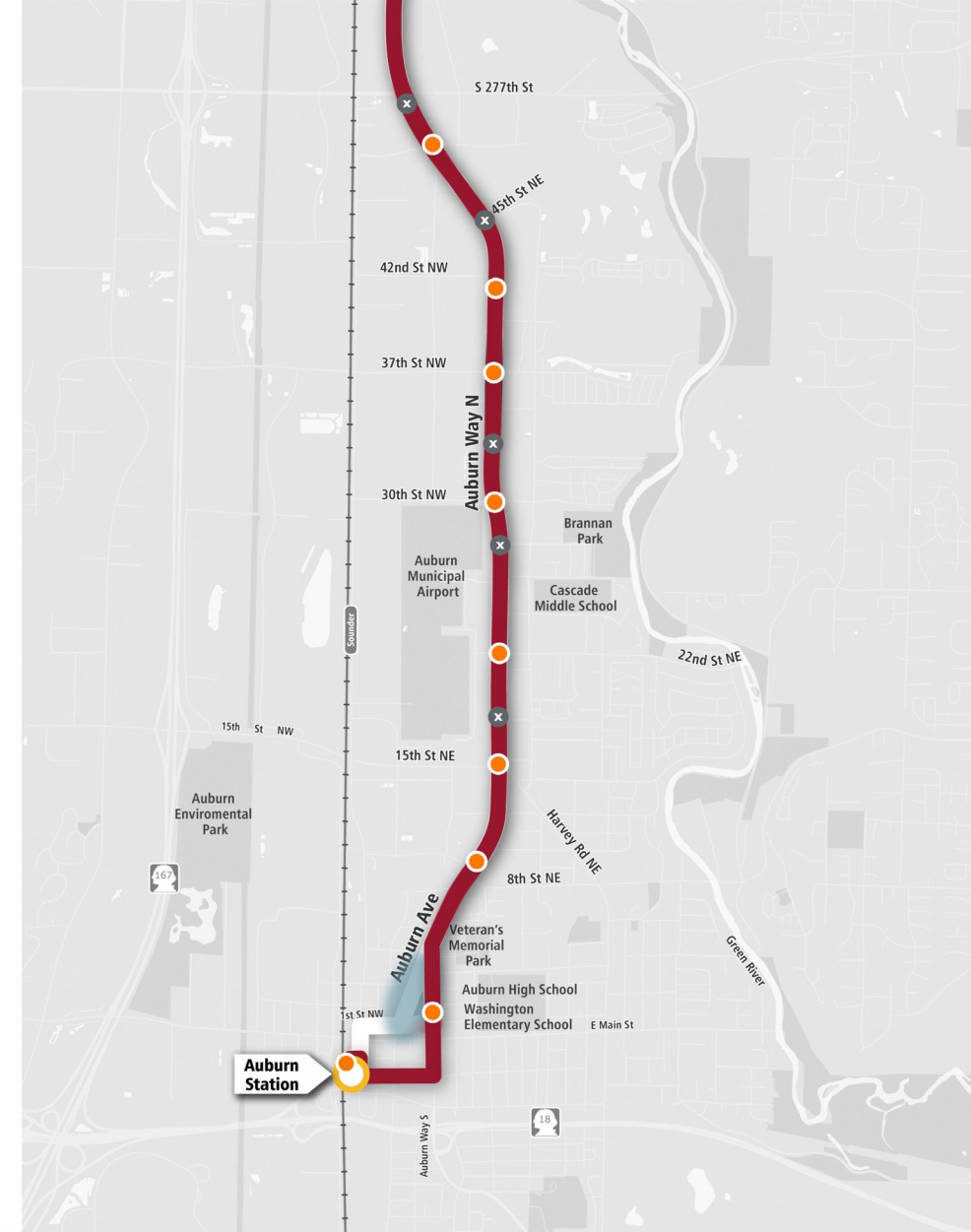
Metro collected feedback and shared project information the following ways:



I Line Auburn Route and Stations

Station locations based on:

- Community needs and feedback
 - Nearby connections to other transit, including Auburn Station
 - Near community facilities and resources
- Areas that have a high number of riders
- Even spacing to prioritize faster trips
- **Next Step:** Identify barriers to walking and rolling to transit



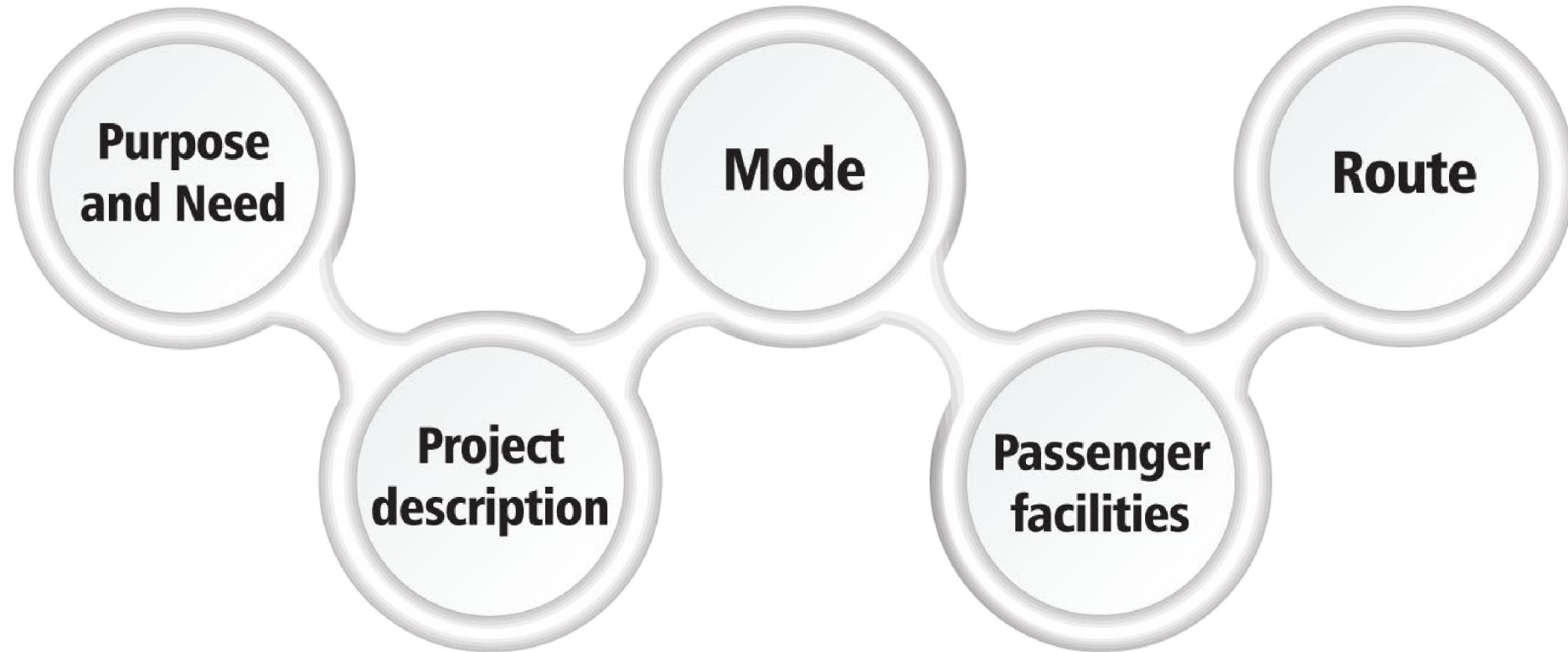
Station Example: Auburn Way N



- Serves community assets and places of employment
- Potential for increased ridership
- Opportunities to improve access to transit



I Line Locally Preferred Alternative



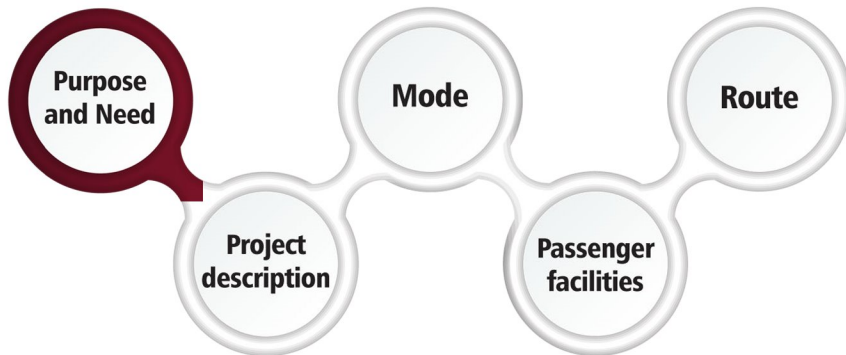
I Line Locally Preferred Alternative

Purpose

Provide more frequent, convenient, and higher quality transit service to attract more riders and move more people than traditional bus service.

Need

- More reliable and faster bus service needed throughout the day, into the evenings, and on weekends
- Serve the transportation needs of communities that have been historically underserved



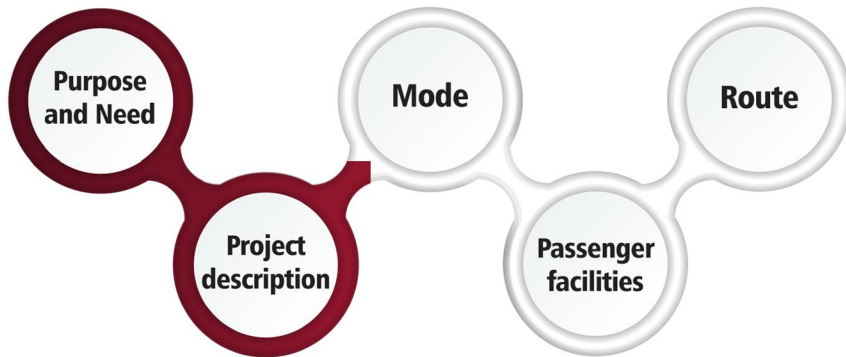
I Line Locally Preferred Alternative

Project description

17-mile north-south bus rapid transit service

Benefits

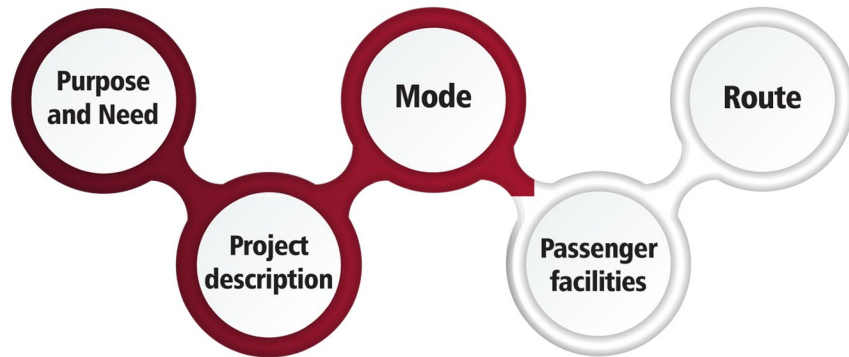
- Connects Regional Growth Centers
- Serves high concentrations of populations and employment
- Connections to regional high-capacity transit



I Line Locally Preferred Alternative

Mode

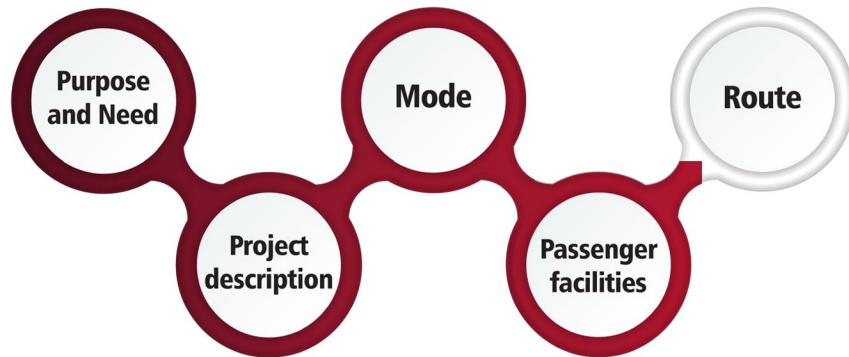
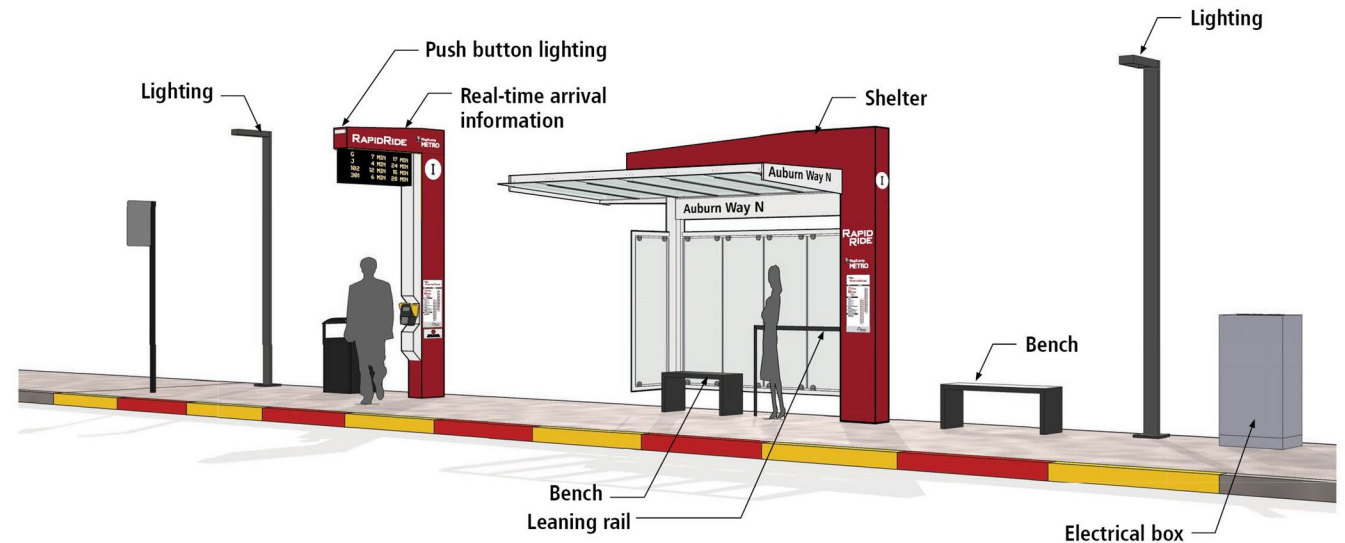
- Bus rapid transit
- Diesel electric hybrid fleet



I Line Locally Preferred Alternative

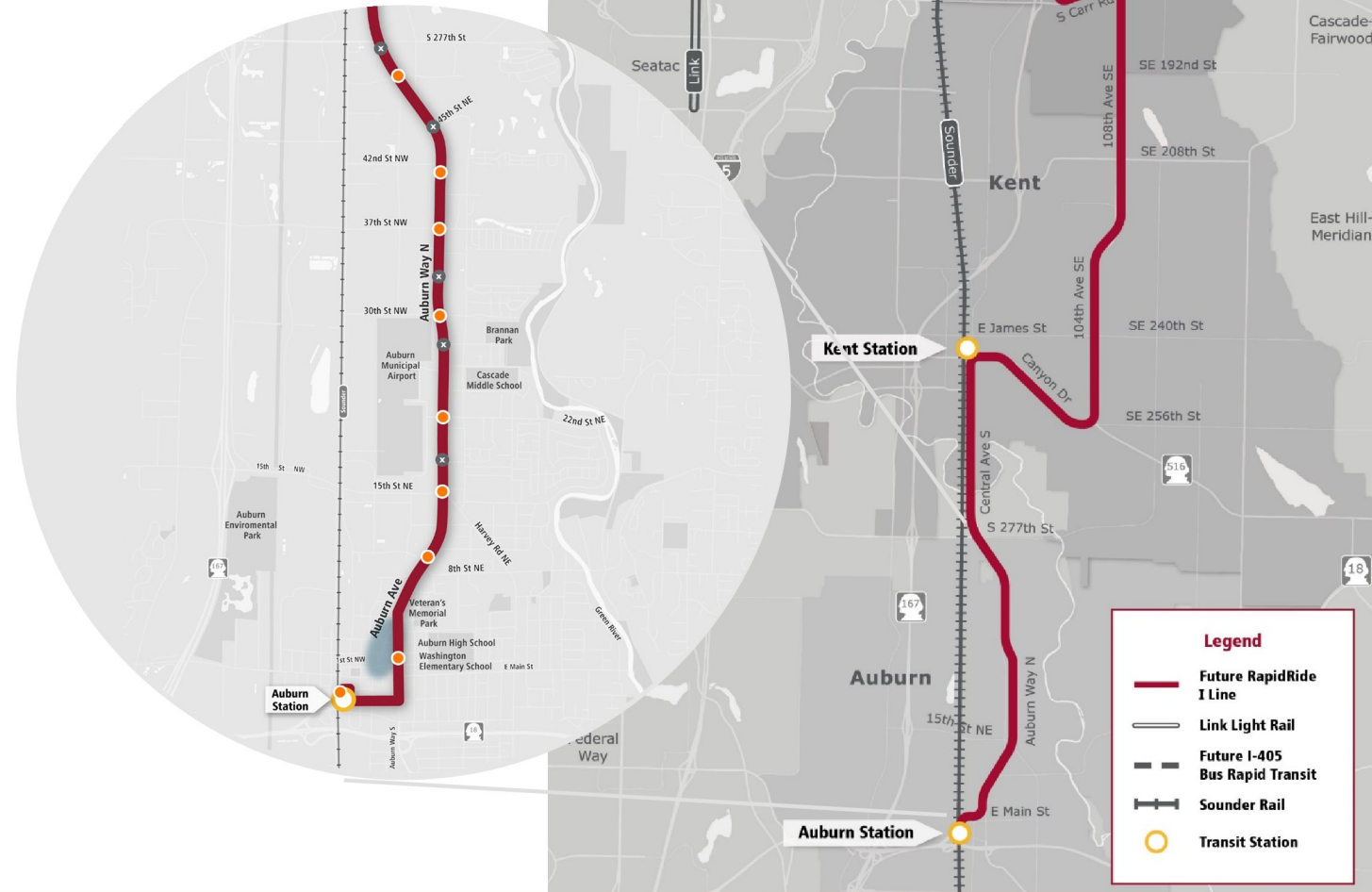
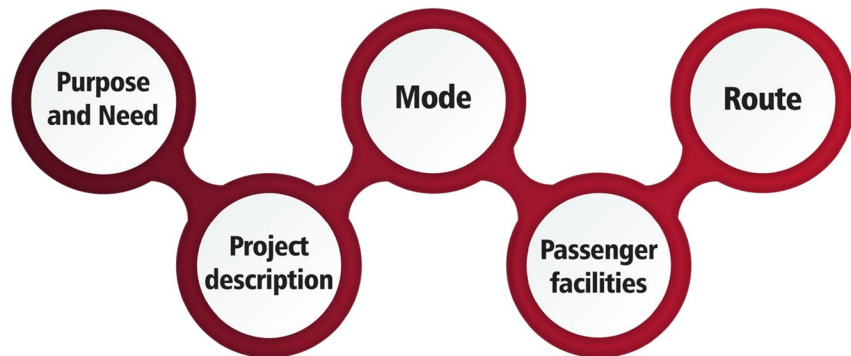
Passenger Facilities and Amenities

- Number of stations
- General station pair locations
- Typical station amenities
- Typical passenger amenities



I Line Locally Preferred Alternative

Route



RAPIDRIDE

Community Engagement: - *What's Happening Now?*

Current Community Engagement



Gather feedback to finalize the preferred concept, including bus station locations, amenities, and projects improving access.

- Community events and information tables
- Community and council briefings
- Conversations with community-based organizations
- I Line online open house through Nov. 29



View the online open house at: www.kingcounty.gov/metro/iline

RAPIDRIDE

Next Steps

Next Steps



I Line Locally Preferred Alternative



Recommendations to King County Council



Continue to work with City on refining the concepts



Ongoing community engagement until RapidRide launches

Questions?



Hannah McIntosh

**RapidRide Program
Director**

(206) 263-9104
HMcintosh@kingcounty.gov

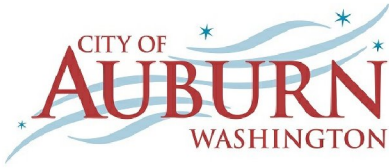


Greg McKnight

I Line Project Manager

(206) 477-0344
gmcknight@kingcounty.gov





AGENDA BILL APPROVAL FORM

Agenda Subject:

Ordinance No. 6753 (Gross)(5 Minutes)

Department:

Legal

Attachments:

[Ordinance No. 6753](#)

Date:

November 20, 2019

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

For discussion only.

Background Summary:

For drug crimes, state law mandates that all local drug crimes have the same penalties as the state penalties. AMC 9.22.010 and 9.22.020 contains a mandatory minimum penalties that state law does not have and should therefore be removed.

Reviewed by Council Committees:**Councilmember:**

Meeting Date: November 25, 2019

Staff:

Gross

Item Number:

ORDINANCE NO. 6753

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
AUBURN, WASHINGTON, RELATING TO PENALTIES FOR
DRUG CRIMES AND AMENDING SECTIONS 9.22.010 AND
9.22.020 OF THE AUBURN CITY CODE

WHEREAS, RCW 69.50.608 requires that city controlled substances crimes, and their associated penalties, be consistent with state crimes and penalties concerning the same matters; and

WHEREAS, the mandatory minimum penalties in the Auburn City Code for possession of drug paraphernalia and crimes related to marijuana are inconsistent with the state penalties for the same crimes; and

WHEREAS, staff recommends that the City amend its penalties for controlled substance crimes to be consistent with those of the state's.

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

Section 1. Amendment to City Code. Sections 9.22.010 and 9.22.020 of the Auburn City Code are amended to read as shown in Exhibit A.

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

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

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

INTRODUCED: _____

PASSED: _____

APPROVED: _____

NANCY BACKUS, MAYOR

ATTEST:

APPROVED AS TO FORM:

Shawn Campbell, MMC, City Clerk

Steven L. Gross, City Attorney

Published: _____

EXHIBIT A

9.22.010 Controlled substances prohibited

A. Restrictions on Marijuana.

1. Except as otherwise authorized by United States Code (USC) Title 21, Chapter 69.50 or 69.51A RCW, it is unlawful for any person to knowingly grow, manufacture, process, deliver, or sell marijuana.
2. Except as otherwise authorized by Chapter 69.50 or 69.51A RCW, it is unlawful for any person aged 21 or older to knowingly possess marijuana in an amount that violates RCW 69.50.4013(3).
3. Except as otherwise authorized by Chapter 69.50 or 69.51A RCW, it is unlawful for any person under age 21 to knowingly possess marijuana in any amount.
4. "Marijuana," also known as "marihuana," means all parts of the plant genus Cannabis and all of its species, subspecies, taxa and hybridizations, whether growing or not; the seeds thereof; the resins extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture, or preparation of such plant, its seeds or resin, and includes all marijuana concentrates, usable marijuana, and marijuana-infused products. Such term does not include the mature stalks of such plant, fiber produced from such stalks, oil or cake made from the seeds of such plant, any other compound, manufacture, salt, derivative, mixture, or preparation of such mature stalks (except the resin extracted therefrom), fiber, oil, or cake, or the sterilized seed of such plant which is incapable of germination.

B. It is unlawful for any person to knowingly possess a controlled substance other than marijuana as defined by RCW 69.50.101(f) unless the substance was obtained directly from, or pursuant to, a valid prescription or order of a practitioner while acting in the course of his or her professional practice.

C. It is unlawful for any person to knowingly possess a legend drug in violation of Chapter 69.41 RCW.

D. Penalties.

1. Violation of subsection A of this section is a misdemeanor. For a first offense, the maximum penalty shall be 90 days in jail and/or a \$1,000 fine. For a second or subsequent offense, the maximum penalty shall be 180 days in jail and/or a \$2,000 fine.

2. Violation of subsection B of this section is a gross misdemeanor punishable by up to 364 days in jail and/or a \$5,000 fine.

3. Violation of subsection C of this section is a misdemeanor punishable by up to 90 days in jail and/or a \$1,000 fine. (Ord. 6697 § 1 (Exh. A), 2018; Ord. 6689 § 2 (Exh. B), 2018; Ord. 6595 § 4, 2016; Ord. 6525 § 4, 2014; Ord. 6300 § 1, 2010; Ord. 5682 § 1, 2002.)

9.22.020 Drug paraphernalia prohibited

A. No person shall knowingly possess any drug paraphernalia as defined in RCW 69.50.102. Possession of drug paraphernalia is a misdemeanor. A first offense of this section is punishable by a maximum penalty of 90 days in jail and/or a \$1,000.00 fine. Subsequent offenses are punishable by a maximum penalty of 180 days in jail and/or a \$2,000.00 fine.

B. In determining whether an object is drug paraphernalia under this section, a court or other authority should consider, in addition to all other logically relevant factors, the following:

1. Statements by an owner or by anyone in control of the object concerning its use;
2. Prior convictions, if any, of an owner, or of anyone in control of the object, under any state or federal law relating to any controlled substance;
3. The proximity of the object, in time and space, to a direct violation of this chapter;
4. The proximity of the object to controlled substances;
5. The existence of any residue of controlled substances on the object;
6. Direct or circumstantial evidence of the intent of an owner, or of anyone in control of the object, to deliver it to persons whom he or she knows, or should reasonably know, intend to use the object to facilitate a violation of this chapter; the innocence of an owner, or of anyone in control of the object, as to a direct violation of this chapter shall not prevent a finding that the object is intended or designed for use as drug paraphernalia;
7. Instructions, oral or written, provided with the object concerning its use;
8. Descriptive materials accompanying the object which explain or depict its use;
9. National and local advertising concerning its use;

10. The manner in which the object is displayed for sale;
11. Whether the owner, or anyone in control of the object, is a legitimate supplier of like or related items to the community, such as a licensed distributor or dealer of tobacco products;
12. Direct or circumstantial evidence of the ratio of sales of the object to the total sales of the business enterprise;
13. The existence and scope of legitimate uses for the object in the community; and
14. Expert testimony concerning its use. (Ord. 6689 § 2 (Exh. C), 2018; Ord. 6300 § 1, 2010; Ord. 5682 § 1, 2002.)



AGENDA BILL APPROVAL FORM

Agenda Subject:

Ordinance No. 6745 (Tate)(10 Minutes)

Date:

November 20, 2019

Department:

Community Development

Attachments:

[Ordinance No. 6745 - 2020 School Impact Fees](#)

[Ordinance No. 6745 - Memo to Council](#)

[Pierce County Proposed Ordinance 2019-92s](#)

[Table Comparison of 2020 School Impact Fees](#)

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

City Council to review and discuss school impact fee ordinance revisions and take action on the ordinance at the next regularly scheduled City Council meeting on December 2, 2019.

Background Summary:

Auburn City Code authorizes the City Council to establish school impact fees within city limits. This action codifies school impact fees for 2020. See attached staff report/Planning Commission agenda bill for background history and text.

Reviewed by Council Committees:

Councilmember: DaCorsi

Staff: Tate

Meeting Date: November 25, 2019

Item Number:

ORDINANCE NO. 6745

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
AUBURN, WASHINGTON AMENDING SECTIONS
19.02.115, 19.02.120, 19.02.130 AND 19.02.140 OF THE
AUBURN CITY CODE RELATING TO SCHOOL IMPACT
FEES

WHEREAS, the City of Auburn has adopted a school impact fee ordinance and collects school impact fees on behalf of certain school districts located in part within the City of Auburn; and

WHEREAS, the Auburn School District, Dieringer School District, Federal Way School District, and the Kent School District, each being located in part within the City of Auburn, have provided the City of Auburn with updated capital facilities plans to be considered during the City's 2019 annual comprehensive plan amendment process that addresses among other things, the appropriate school impact fee for single family residential dwellings and multi- family residential dwellings for each district; and

WHEREAS, on May 16, 2019, the Auburn School District issued a Determination of Non-Significance for the 2019 - 2025 Auburn School District Capital Facilities Plan; on May 14, 2019 the Dieringer School District issued a Determination of Non-Significance for the 2020-2025 Dieringer School District Capital Facilities Plan; on June 12, 2019, the Federal Way School District issued a Determination of Non-Significance for the 2020 Federal Way School District Capital Facilities Plan; and on May 17, 2019, the Kent School District issued a Determination of Non-Significance for the 2018-2019 through 2024-2025 Kent School District Capital Facilities Plan; and

WHEREAS the City of Auburn issued a Determination of Non-Significance (DNS)

on September 23, 2019 for the City of Auburn Year 2019 city-initiated comprehensive plan map and text amendments (File No. SEP19-0028), and

WHEREAS, after proper notice published in the City's official newspaper at least ten (10) days prior to the date of hearing, the Auburn Planning Commission on October 8, 2019 conducted public hearings on the proposed Auburn School District 2019-2025 Capital Facilities Plan, the proposed Dieringer School District 2020-2025 Capital Facilities Plan; the proposed Federal Way School District 2020 Capital Facilities Plan; and the proposed Kent School District 2018-2019 through 2024-2025 Capital Facilities Plan; and

WHEREAS, following the conclusion of the public hearing on October 8, 2019, and subsequent deliberations, the Auburn Planning Commission, following individual positive motions, made separate recommendations to the Auburn City Council on the approval of the Auburn School District 2019-2025 Capital Facilities Plan, the Dieringer School District 2020-2025 Capital Facilities Plan; the Federal Way School District 2020 Capital Facilities Plan; and the Kent School District 2018-2019 through 2024-2025 Capital Facilities Plan; and

WHEREAS, the Auburn City Council reviewed the recommendations of the Auburn Planning Commission for the school districts' capital facilities plans at both a regularly scheduled study session, on November 25, 2019, and a regularly scheduled meeting, on December 2, 2019; and

WHEREAS, on December 2, 2019, the Auburn City Council approved the Auburn School District 2019-2025 Capital Facilities Plan, the Dieringer School District 2020-2025 Capital Facilities Plan; the Federal Way School District 2020 Capital Facilities Plan; and

the Kent School District 2018-2019 through 2024-2025 Capital Facilities; and

WHEREAS, the Auburn City Code Chapter 19.02 provides for adjustments to school impact fees based on a review of the capital facilities plans for each of the districts; and

WHEREAS, on November 25, 2019 the Auburn City Council at a regularly scheduled study session reviewed amendments to Auburn City Code Chapter 19.02 (School Impact Fees) pertaining to school impact fees for single family residential dwelling units and multi-family dwelling units to be applied in the City of Auburn for the Auburn School District; Dieringer School District, Federal Way School District, and the Kent School District; respectively, based on the aforementioned capital facilities plans for each of these districts; and

WHEREAS, Section 19.02.060 (Annual Council Review) of the Auburn City Code specifies that the Auburn City Council will in making its decision to adjust impact fees take into consideration the quality and completeness of the information provided in the applicable school district capital facilities plan and may decide to enact a fee less than the amount supported by the capital facilities plan.

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

Section 1. **Amendment to the City Code.** Section 19.02.115 of the Auburn City Code is amended to read as follows.

19.02.115 Impact fee calculation and schedule for the Dieringer School District.

The impact fee calculation and schedule below is based upon a review of the impact fee calculation for single-family residences and for multifamily residences set forth in the most recent version of the Dieringer School District Capital Facilities Plan adopted by the Auburn city council as an element of the Auburn comprehensive plan. The calculation is the determination of the appropriate proportionate share of the costs of public school capital facilities needed to serve new growth and development to be funded by school impact fees based on the factors defined in ACC 19.02.020.

Effective January 1, 2020, or the effective date of this ordinance whichever is later, the school impact fee shall be as follows:

Per Single-Family Dwelling Unit \$7,729.00

Per Multifamily Dwelling Unit \$3,514.00

(Ord. 6627 § 1, 2016; Ord. 6581 § 1, 2016; Ord. 6542 § 1, 2014; Ord. 6488 § 1, 2013; Ord. 6445 § 1, 2012; Ord. 6393 § 1, 2011; Ord. 6341 § 2, 2011; Ord. 6340 § 1, 2010; Ord. 6279 § 1, 2009; Ord. 6214 § 1, 2008; Ord. 6134 § 1, 2007; Ord. 6060 § 1, 2006; Ord. 5950 § 2, 2005.)

Section 2. Amendment to the City Code. Section 19.02.120 of the Auburn City

Code is hereby amended to read as follows.

19.02.120 Impact fee calculation and schedule for the Auburn School District.

The impact fee calculation and schedule is based upon a review of the impact fee calculation for single-family residences and for multifamily residences set forth in the most recent version of the Auburn School District's Capital Facilities Plan adopted by the Auburn city council as an element of the Auburn comprehensive plan. The calculation is the determination of the appropriate proportionate share of the costs of public school capital facilities needed to serve new growth and development to be funded by school impact fees based on the factors defined in ACC 19.02.020.

Effective January 1, 2020, or the effective date of this ordinance whichever is later, the school impact fee shall be as follows:

Per Single-Family Dwelling Unit	\$6,905.31
---------------------------------	------------

Per Multifamily Dwelling Unit – Studio	\$4,667.45
Per Multifamily Dwelling Unit – 1 Bedrooms	\$6,667.45
Per Multifamily Dwelling Unit – 2 Bedrooms	\$9,667.45
Per Multifamily Dwelling Unit – 3 Bedrooms	\$12,667.45
Per Multifamily Dwelling Unit – 4 or more Bedrooms	\$14,667.45

(Ord. 6627 § 1, 2016; Ord. 6581 § 2, 2016; Ord. 6542 § 2, 2014; Ord. 6488 § 2, 2013; Ord. 6445 § 2, 2012; Ord. 6393 § 2, 2011; Ord. 6341 § 2, 2011; Ord. 6340 § 2, 2010; Ord. 6279 § 2, 2009; Ord. 6214 § 2, 2008; Ord. 6134 § 2, 2007; Ord. 6060 § 2, 2006; Ord. 5950 § 1, 2005; Ord. 5793 § 1, 2003; Ord. 5232 § 1, 1999.)

Section 3. Amendment to the City Code. Section 19.02.130 of the Auburn City

Code is hereby amended as follows.

19.02.130 Impact fee calculation and schedule for the Kent School District.

The impact fee calculation and schedule is based upon a review of the impact fee and calculation for single-family residences and for multifamily residences set forth in the most recent version of the Kent School District's Capital Facilities Plan adopted by the Auburn city council as an element of the Auburn comprehensive plan. The calculation is the determination of the appropriate proportionate share of the costs of public school capital facilities needed to serve new growth and development to be funded by school impact fees based on the factors defined in ACC 19.02.020.

Effective January 1, 2020, or the effective date of this ordinance whichever is later, the school impact fee shall be as follows:

Per Single-Family Dwelling Unit	\$5,554.00
---------------------------------	------------

Per Multifamily Dwelling Unit	\$2,345.00
-------------------------------	------------

(Ord. 6627 § 1, 2016; Ord. 6581 § 3, 2016; Ord. 6542 § 3, 2014; Ord. 6488 § 3, 2013; Ord. 6445 § 3, 2012; Ord. 6393 § 3, 2011; Ord. 6341 § 2, 2011; Ord. 6340 § 3, 2010; Ord. 6279 § 3, 2009; Ord. 6214 § 3, 2008; Ord. 6134 § 3, 2007; Ord. 6060 § 3, 2006; Ord. 5950 § 1, 2005; Ord. 5233 § 1, 1999.)

Section 4. Amendment to the City Code. Section 19.02.140 of the Auburn City

Code is hereby amended to read as follows.

19.02.140 Impact fee calculation and schedule for the Federal Way School District.

The impact fee calculation and schedule is based upon a review of the impact fee and calculation for single-family residences and for multifamily residences set forth in the most recent version of the Federal Way School District's Capital Facilities Plan adopted by the Auburn city council as an element of the Auburn comprehensive plan. The calculation is the determination of the appropriate proportionate share of the costs of public school capital facilities needed to serve new growth and development to be funded by school impact fees based on the factors defined in ACC 19.02.020.

Effective January 1, 2020, or the effective date of this ordinance whichever is later, the school impact fee shall be as follows:

Per Single-Family Dwelling Unit \$5,035.00

Per Multifamily Dwelling Unit \$20,768.00

(Ord. 6627 § 1, 2016; Ord. 6581 § 4, 2016; Ord. 6542 § 4, 2014; Ord. 6488 § 4, 2013; Ord. 6445 § 4, 2012; Ord. 6393 § 4, 2011; Ord. 6341 § 2, 2011; Ord. 6340 § 4, 2010; Ord. 6279 § 4, 2009; Ord. 6214 § 4, 2008; Ord. 6134 § 4, 2007; Ord. 6060 § 4, 2006; Ord. 6042 § 1, 2006.)

Section 5. Constitutionality and Invalidity. If any section, subsection sentence, clause, phrase or portion of this Ordinance, is for any reason held invalid or unconstitutional by any Court of competent jurisdiction such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 6. Implementation. The Mayor is authorized to implement such administrative procedures as may be necessary to carry out the directions of this

legislation.

Section 7. Effective Date. This Ordinance shall take effect and be in force five days from and after its passage, approval and publication as provided by law.

INTRODUCED: _____

PASSED: _____

APPROVED: _____

CITY OF AUBURN

ATTEST:

NANCY BACKUS, Mayor

Shawn Campbell, MMC, City Clerk

APPROVED AS TO FORM:

Steven L. Gross, City Attorney

Published: _____



Memorandum

To: City Council Members

From: Anthony Avery, Senior Planner

CC: Mayor Nancy Backus

Date: November 19, 2019

Re: Ordinance No. 6745 – 2020 School Impact Fees

BACKGROUND SUMMARY:

Title 19 (Impact Fees) of the Auburn City Code contains standards and regulations pertaining to the collection of impact fees in the City of Auburn. Impact fees are authorized by state law. Specifically, Chapter 19.02 (School Impact Fees) addresses the establishment, calculation, collection and amendment of school impact fees within the municipal boundaries of the City of Auburn. The city originally established school impact fees in 1998 by Ordinance No. 5078. Portions of four school districts occur within the City limits.

Pursuant to Code Section 19.02.060 (Annual Council Review) of the Auburn City Code, on at least an annual basis, the Auburn City Council shall review the information submitted by the Districts pursuant to ACC 19.02.050. The review shall be in conjunction with any update of the capital facilities plan element of the city's comprehensive plan. The City Council may also at this time determine if an adjustment to the amount of the impact fees is necessary.

The City of Auburn Annual Comprehensive Plan Amendment process for 2018 included requests for City approval of the Capital Facilities Plans of the four districts as follows:

- * 2019 - 2025 Auburn School District Capital Facilities Plan;
- * 2020 - 2025 Dieringer School District Capital Facilities Plan;
- * 2020 Federal Way School District Capital Facilities Plan; and
- * 2018 - 2019 through 2024 - 2025 Kent School District Capital Facilities Plan.

These requests were submitted in accordance with the provisions of Section 19.02.050 (Submission of District Capital Facilities Plan and Data) of the Auburn City Code.

The School Districts' Capital Facilities Plans are contained in the working notebooks (three-ring binders) for the 2019 Annual Comprehensive Plan Amendments, distributed to the City Council prior to the November 25, 2019 study session.

Definition

The city's code section 19.02 contains the city's regulations governing school impact fees. It provides the following definition:

***"Impact fee"** means a payment of money imposed upon development as a condition of development approval to pay for school facilities needed to serve new growth and development that is reasonably related to the new development that creates additional demand and need for public facilities, that is a proportionate share of the cost of the school facilities, and that is used for such facilities that reasonably benefit the new development.*

Related Authority

Other key points of the city's regulations include:

- ❖ RCW 82.02.050 - .110 and WAC 365-196-850 authorize cities (towns & counties) planning under the Growth Management Act (GMA) to impose impact fees.
- ❖ The impact fee shall be based on a capital facilities plan adopted by the school district and incorporated by reference by the city as part of the capital facilities element of the city's comprehensive plan, adopted pursuant to Chapter 36.70A RCW, for the purpose of establishing the fee program.
- ❖ Separate fees shall be calculated for single-family and multifamily types of dwelling units, and separate student generation rates must be determined by the district for each type of dwelling unit.
- ❖ The fee shall be calculated on a district-wide basis using the appropriate factors and data supplied by the district. The fee calculations shall also be made on a district-wide basis to assure maximum utilization of all available school facilities in the district which meet district standards.
- ❖ As a condition of the city's authorization and adoption of a school impact fee ordinance, the city and the applicable district shall enter into an interlocal agreement governing the operation of the school impact fee program, and describing the relationship and liabilities of the parties. The agreement must provide that the district shall hold the city harmless for all damages.
- ❖ On an annual basis (by July 1st or on a date agreed to by district and the city and stipulated in the interlocal agreement), any district for which the city is collecting impact fees shall submit the Capital facilities plan and supporting information to the city.
- ❖ Applicants for single-family and multifamily residential building permits shall pay the total amount of the impact fees assessed before the building permit is issued, using the impact fee schedules in effect, unless the fee has been deferred pursuant to City Ordinance No. 6341.
- ❖ The impact fee calculation shall be based upon the formula set forth in ACC 19.02.110, "Impact fee formula". The formula is the city's determination of the appropriate proportionate share of the costs of public school capital facilities needed to serve new growth and development to be funded by school impact fees based on the factors defined in ACC 19.02.020. Based on this formula, the "Fee Obligation" is the "Total Unfunded Need" x 50% = Fee Calculation.

The Capital Facilities Plans that were approved by each of the school boards contain proposed school impact fees for each of the Districts. The requests for adjustment of the school impact fees are required to be submitted concurrent with the submittal of the Capital Facilities Plans. Under City regulations a separate letter request is only required to be submitted to the city when the fee adjustment is requesting an increase.

Council Review and Decision

The establishment of the actual fee amount occurs through separate Council action amending Chapter 19.02 of the Auburn City Code. Section 19.02.060, (Annual Council Review) specifies the following:

“On at least an annual basis, the city council shall review the information submitted by the district pursuant to ACC 19.02.050. The review shall be in conjunction with any update of the capital facilities plan element of the city’s comprehensive plan. The city council may also at this time determine if an adjustment to the amount of the impact fees is necessary; provided, that any school impact fee adjustment that would increase the school impact fee shall require the submittal of a written request for the adjustment by the applicable school district concurrent with the submittal of the annual capital facilities plan pursuant to ACC 19.02.050. In making its decision to adjust impact fees, the city council will take into consideration the quality and completeness of the information provided in the applicable school district capital facilities plan and may decide to enact a fee less than the amount supported by the capital facilities plan.”

This Section provides the Auburn City Council is not obligated to accept the fees proposed by the School Districts within their submitted Capital Facilities Plans and may establish fees that the Council determines are more appropriate and consistent with the public’s interest in reasonably mitigating school impacts within the affected portion of the City.

Recommendation (Contained in draft Ordinance No. 6745)

Auburn School District:

The Auburn School District indicated by letter submitted with their Capital Facilities Plan, that they are requesting an increase in school impact fees for the year 2019. The year 2019 fees for single-family dwellings is proposed to be \$6,905.31, an increase of \$1,189.63 and the requested fee for multiple-family dwellings is \$14,667.45, an increase of \$10,179.02. Subsequent discussions amongst city leadership and school district leadership has led to a recommended tiered distribution of multifamily residential school impact fees as follows:

Studio	\$4,667.45
1 Bedroom	\$6,667.45
2 Bedroom	\$9,667.45
3 Bedroom	\$12,667.45
4+ Bedroom	\$14,667.45

Dieringer School District:

The Dieringer School District is requesting an increase for year 2020. The year 2020 fees for single-family dwellings is proposed to be \$7,729.00, an increase of \$4,513.00 and the requested fee for multiple family dwellings is \$3,514.00; an increase of \$3,064.00.

Historically, the City has established fee rates for the Dieringer School district that is the same as the fee implemented in Pierce County's fee since it is more appropriate and consistent with the public's interest in reasonably mitigating school impacts within the affected portion of the City. Both, the school district fee calculations exceed the maximum fee obligation obligations established by Pierce County Ordinance by No. 2019-92s for final consideration at the November 18, 2019 regular council hearing; to be effective February 1, 2020. An adjustment by the City of Auburn is necessary for the fee to be consistent with Pierce County. The proposed ordinance identifies a maximum impact fee obligation for single family dwelling units of \$3,815, and for multi-family dwelling units of \$2,025. The Dieringer School District is the only school district common to both the jurisdictions of the City of Auburn and Pierce County.

Federal Way School District:

The Federal Way School District indicated by letter submitted with their Capital Facilities Plan that they are requesting an increase in school impact fees for year 2020. The year 2020 fees for single-family dwellings is proposed to be \$5,035.00, representing a decrease of \$2,186.00 and the requested fee for multi-family dwellings is \$20,768.00, an increase of \$1,314.00.

Kent School District

The Kent School District indicated by letter submitted with their Capital Facilities Plan that they are requesting a 2.9 percent increase in school impact fees for year 2020. The year 2020 fees for single-family dwellings is proposed to be \$5,554.00, representing an increase of \$157.00 and the requested fee for multi-family dwellings is \$2,345.00, an increase of \$66.00.

ATTACHMENTS:

Pierce County Proposed Ordinance 2019-92s
Table comparison of 2020 school impact fees

Sponsored by: Councilmember Derek Young
Requested by: County Council

ORDINANCE NO. 2019-92s

An Ordinance of the Pierce County Council Amending Section 4A.30.030 of the Pierce County Code, "School Impact Fee Schedule," to Adjust School Impact Fees for 2020 Based Upon Changes in the Construction Cost Index; and Setting an Effective Date.

Whereas, school impact fees in Pierce County are calculated according to the formulas in Section 4A.30.020 of the Pierce County Code (PCC), then the fee is "capped" by a "Maximum Fee Obligation" (MFO) which changes annually based upon changes in the Construction Cost Index (20-City Average) published by the Engineering News Record; and

Whereas, the annual adjustment must be adopted by Ordinance following the adoption of the Capital Facilities Plan and any review of impact fees; and

Whereas, it has been the practice of the Pierce County Council (Council) to only adjust impact fees in increments of five dollars, rounding up to the nearest five-dollar increment; and

Whereas, school impact fees are collected for residential development in the unincorporated County for school districts that meet the requirements in Title 4A PCC; and

Whereas, pursuant to PCC 4A.30.020, the Construction Cost Index for February 2017 is the base value from which changes are calculated; and

Whereas, the Construction Cost Index for February 2017 was calculated to be 10,559; for October 2019 it is 11,326 which is an increase of 7.26 percent; and

Whereas, the MFO for school districts effective February 1, 2019, and adopted in Ordinance No. 2018-88s is \$3,770 for single-family dwelling units, and \$2,000 for each multi-family dwelling unit; and

Whereas, after adjusting for changes to the Construction Cost Index through October 2019 and rounding up to the nearest five-dollar increment, the adjusted school MFOs are \$3,815 for single-family dwelling units and \$2,025 for multi-family dwelling units, an increase of \$45 and \$25, respectively from the 2019 rates; and



1 **Whereas**, pursuant to PCC 4A.10.130 and 4A.30.010 C., the County has
2 reviewed the relevant School Districts' Capital Facilities Plans, County Comprehensive
3 Plan Amendments, and Title 4A PCC; and
4

5 **Whereas**, the Pierce County Council amended Title 4A PCC through Ordinance
6 No. 2018-13 and technical corrections to PCC 4A.30.020 are needed to improve Code
7 clarity; **Now Therefore**,
8

9 **BE IT ORDAINED by the Council of Pierce County:**
10

11 Section 1. Section 4A.30.030 of the Pierce County Code, "School Impact Fee
12 Schedule," is hereby amended as shown in Exhibit A, which is attached hereto and
13 incorporated herein by reference.
14

15 Section 2. This Ordinance shall become effective on February 1, 2020.
16

17 **PASSED this _____ day of _____, 2019.**
18

19
20 ATTEST:

21 **PIERCE COUNTY COUNCIL**
22 Pierce County, Washington
23

24
25 _____
26 **Denise D. Johnson**
27 Clerk of the Council
28

29
30 _____
31 **Douglas G. Richardson**
32 Council Chair
33

34
35 _____
36 **Bruce F. Dammeier**
37 Pierce County Executive
38 Approved _____ Vetoed _____, this
39 _____ day of _____,
2019.

36 Date of Publication of
37 Notice of Public Hearing: _____
38

39 Effective Date of Ordinance: _____



Only those portions of Section 4A.30.030 that are proposed to be amended are shown.
Remainder of text, tables, maps and/or figures is unchanged.

4A.30.030 School Impact Fee Schedule.

	PER SINGLE-FAMILY DWELLING UNIT		PER MULTI-FAMILY DWELLING UNIT	
SCHOOL DISTRICT	School District Fee Calculation	Impact Fee (Maximum Fee Obligation is \$3,815 \$3,770)	School District Fee Calculation	Impact Fee (Maximum Fee Obligation is \$2,025 \$2,000)
Bethel	\$19,345	\$3,770 \$3,815	\$8,728	\$2,000 \$2,025
Carbonado	\$3,594	\$3,594	\$866	\$866
Dieringer	\$3,216 \$7,729	\$3,216 \$3,815	\$450 \$3,514	\$450 \$2,025
Eatonville	0	0	0	0
Fife	\$4,946 \$4,531	\$3,770 \$3,815	\$2,043 \$319	\$2,000 \$2,025
Franklin Pierce	\$14,038 \$13,595	\$3,770 \$3,815	\$7,071 \$7,003	\$2,000 \$2,025
Orting	\$15,136 \$16,477	\$3,770 \$3,815	\$5,723 \$6,587	\$2,000 \$2,025
Peninsula	\$12,154 \$18,213	\$3,770 \$3,815	\$7,181 \$10,797	\$2,000 \$2,025
Puyallup	\$13,333 \$17,356	\$3,770 \$3,815	\$4,570 \$6,136	\$2,000 \$2,025
Steilacoom	\$4,083 \$3,951	\$3,770 \$3,815	0	0
Sumner-Bonney Lake	\$14,485 \$19,654	\$3,770 \$3,815	\$1,945 \$1,872	\$1,945 \$1,872
White River	\$11,391	\$3,770 \$3,815	\$4,001	\$2,000 \$2,025
Yelm	\$4,450 \$6,417	\$3,770 \$3,815	\$1,812 \$8,387	\$1,812 \$2,025



School Impact Fee Proposal (Effective Year 2020)

School District	Multiple Family				Single Family			
	Past 2019 fee, Per ACC 19.02	CFP says:	Requested Amount	Change?	Past 2019 fee, Per ACC 19.02	CFP says:	Requested Amount	Change?
Auburn	\$4,488.43	\$14,667.45 Page 29	Studio - \$4,667.45 1 BD - \$6,667.45 2 BD - \$9,667.45 3 BD - \$12,667.45 4+ BD - \$14,667.45	Increase of: Studio \$179.02 1 BD - \$2,179.02 2 BD - \$5,179.02 3 BD - \$8,179.02 4+ BD - \$10,179.02	\$5,715.68	\$6,905.31 Page 29	\$6,905.31	Increase of \$1,189.63
Dieringer	\$450.00	\$3,514.00 Page 14	\$2,025.00	Increase of \$1,575.00	\$3,216.00	\$7,729.00 Page 16	\$3,815.00	Increase of \$599.00
Federal Way	\$19,454.00	\$20,768.00 Page 30	\$20,768.00	Increase of \$1,314.00	\$7,221.00	\$5,035.00 Page 30	\$5,035.00	Decrease of \$2,186.00
Kent	\$2,279.00	\$2,345.00 Page 32 & 34	\$2,345.00	Increase of \$66.00	\$5,397.00	\$5,554.00 Page 31 & 32	\$5,554.00	Increase of \$157.00

CFP = Capital Facilities Plan
ACC = Auburn City Code



AGENDA BILL APPROVAL FORM

Agenda Subject:

Ordinance No. 6746 (Tate)(15 Minutes)

Department:

Community Development

Attachments:

[Ordinance No. 6746](#)

[Exhibit A to Ordinance No. 6746 CPA19-0002](#)

[Staff Report](#)

[Exhibit B to Ordinance No. 6746 - Private CPA](#)

[Zoning and Land Use Change](#)

[Exhibit C to Ordinance No. 6746 - City Initiated](#)

[CPA Zoning and Land Use Map Changes](#)

[SEPA DNS - Addendum to Binders](#)

Date:

November 20, 2019

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

Planning Commission recommends to City Council approval of the 2019 City-Initiated Comprehensive Plan Amendments (Policy/Text & Map Amendments).

Background Summary:

Case details and background information is available in the staff report found under the tab "Staff Reports/Presentations" in the working binder presented to council members.

On October 8, 2019 the Planning Commission, at a regular meeting, held a public hearing for all comprehensive plan amendments pertaining to case files CPA19-0001 and CPA19-0002. The planning commission continued the public hearing for P/T#5, COA Capital Facilities Plan. The planning commission recommended city council approval for all other policy/text and map amendments.

On November 6, 2019 the Planning Commission, at a regular meeting, held a public hearing for comprehensive plan policy and text amendment number five (P/T#5). The planning commission recommended city council approval.

Prior to the study session, council members were provided with a binder containing documents related to the 2019 comprehensive plan amendment. Since the development of the binders, omissions have been identified and included as attachments to supplement information contained in the binders.

Reviewed by Council Committees:

Councilmember: DaCorsi

Staff: Tate

Meeting Date: November 25, 2019

Item Number:

ORDINANCE NO. 6 7 4 6

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, RELATING TO PLANNING; ADOPTING 2019 ANNUAL COMPREHENSIVE PLAN MAP AND TEXT AMENDMENTS PURSUANT TO THE PROVISIONS OF RCW CHAPTER 36.70A AND ADOPTING CORRESPONDING REZONES RELATED TO CERTAIN MAP AMENDMENTS

WHEREAS, since 1986 the City of Auburn has maintained a Comprehensive Plan, periodically updated and reaffirmed by the City Council, that includes a Map establishing the location of the Comprehensive Plan Land Use Designations throughout the City; and

WHEREAS, on December 14, 2015, the Auburn City Council adopted an updated Comprehensive Plan by Ordinance No. 6584; and

WHEREAS, in May 2019 the City of Auburn published in the *Seattle Times Newspaper* an advertisement that the City was accepting comprehensive plan amendment applications and established a deadline for submittal of June 7, 2019; and

WHEREAS, the City of Auburn received and processed one private-initiated map amendment for the year 2019 annual amendments; (Auburn School District as CPA19-0001 and REZ19-0001); and

WHEREAS, the City of Auburn initiated two map amendments (File No. CPA19-0002) and seven policy/text amendments (File No. CPA19-0002); and

WHEREAS, one of the City-initiated map amendments and the private initiated map amendments have an associated rezone (zoning map amendment) to maintain consistency with the Comprehensive Plan; and

WHEREAS, the Comprehensive Plan text/policy amendments and map amendments were processed by the Community Development Department as proposed Year 2019 annual amendments to the City of Auburn Comprehensive Plan; and

WHEREAS, the Growth Management Act, RCW 36.70A, requires the City to maintain a current Capital Facilities Plan; and

WHEREAS, the environmental impacts of the proposed Year 2019 Comprehensive Plan amendments and rezones were considered in accordance with procedures of the State Environmental Policy Act (File No. SEP19-0028 (city-initiated amendments) and SEP19-0018 (Auburn School District Elementary Site 16 private-initiated amendment) were determined to have no environmental significance; and

WHEREAS, the proposed amendments were transmitted to the Washington State Department of Commerce, Growth Management Services Division, and other State agencies for the 60-day review period in accordance with RCW 36.70A.106; and

WHEREAS, after proper notice published in the City's official newspaper at least ten (10) days prior to the date of the hearings, the Auburn Planning Commission on October 8, 2019 and November 12, 2019, conducted public hearings on the proposed amendments heard and considered the public testimony, viewed the evidence and exhibits presented to it, and made recommendations to the City Council on the proposed Year 2019 annual Comprehensive Plan map and text amendments and for certain amendments, on the associated rezones; and

WHEREAS, on November 25, 2019, the Auburn City Council reviewed the Planning Commission's recommendations.

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

Section 1. Application CPA19-0001 & REZ19-0001, Auburn School District, Elementary School Elementary Site 16 Comprehensive Plan Map Amendment, requesting a land use designation change from “Single-Family” to “Institutional” and a rezone (zoning map amendment) from “R-5 Residential – Five Dwelling Units per Acre” to “I - Institutional Zone” for four parcels totaling approximately 10.55 acres, identified by King County parcel numbers: 8946700210, 0421059053, 0421059063, & 0421059015 is approved, as set forth in Exhibit B, and the findings and conclusions outlined in the October 8, 2019 staff report to the Planning Commission, as set forth in Exhibit A, are adopted.

Section 2. The 2019 Comprehensive Plan city-initiated Map Amendments (CPA19-0002) are approved, as set forth in Exhibit C, and the findings and conclusions contained in the October 8, 2019 staff report to the Planning Commission, as set forth in Exhibit A, are adopted.

Section 3. The 2019 annual Comprehensive Plan city-initiated Text Amendments (CPA19-0002), as set forth in Exhibit D, are approved. The full text of the Capital Facilities Plan of the City and the four school district’s Capital Facilities Plans are adopted, copies of which shall be on file with the Office of the City Clerk, and the Findings and Conclusions outlined in the October 8, 2019 staff report to the Planning Commission, as set forth in Exhibit A, are adopted.

Section 4. The adopted Comprehensive Plan as amended is designated as a basis for the exercise of substantive authority under the Washington State Environmental

Policy Act by the City's responsible environmental official in accordance with RCW.
43.21C.060.

Section 5. The Mayor is hereby authorized to implement such administrative procedures as may be necessary to carry out the directions of this legislation to include incorporating into one document the adopted Comprehensive Plan map and text amendments, attached as Exhibit A, Exhibit B, Exhibit C, and Exhibit D when preparing and publishing the amended Comprehensive Plan.

Section 6. 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 7. This Ordinance shall take effect and be in force five days from and after its passage, approval and publication as provided by law.

INTRODUCED: _____

PASSED: _____

APPROVED: _____

CITY OF AUBURN

Nancy Backus
MAYOR

ATTEST:

Shawn Campbell, MMC, City Clerk

APPROVED AS TO FORM:

Steven L. Gross, City Attorney

Published: _____

Exhibit A

See Staff Report dated October 8, 2019 transmitted to the Planning Commission for the Public Hearings on October 8, 2019 and November 6, 2019. Findings of Fact and the Planning Commission recommendation is provided on the Planning Commission Agenda Bill cover sheet.

(Please see “Staff Reports/Presentations” tab in the working binder).

Exhibit B

Colored Map as an excerpt of the City's Comprehensive Plan Map showing a change from "Single Family Residential" to "Institutional" for four parcels totaling approximately 10.55 acres, identified by parcel numbers: 894670-0210, 042105-9015, 042105-9053, & 042105-9063 for the Auburn School District Kersey Way SE Site (CPA19-0001)

Colored Map as an excerpt of the City's Zoning Map showing a change from "R-5, Residential Five Dwelling Units Per Acre" to "I, Institutional" for four parcels totaling approximately 10.55 acres, identified by parcel numbers: 894670-0210, 042105-9015, 042105-9053, & 042105-9063 for the Auburn School District SE 304th Street Site (REZ19-0001)

(Please see "Comp. Plan Map Amendments CPA19-0001" tab in the working binder).

Exhibit C

CPM #1 - Change the Comprehensive Plan Map, "Designated Areas, Map # 1.3" to change "M St SE" Designated Area to read "M St SE/NE," reflecting the geographic coverage of the designated area.

CPM #2 - Colored Map as an excerpt of the City's Comprehensive Plan Map showing a change from "Single Family Residential" to "Institutional" for a portion of one parcel totaling approximately 8.4 acres, identified by parcel number: 272105-9012 (CPA19-0002)

Colored Map as an excerpt of the City's Zoning Map showing a change from "R-5, Residential 5 dwelling units per acre" to "I, Institutional Zone" for a portion of one parcels totaling approximately 8.4 acres, identified by parcel numbers: 272105-9012. (REZ19-0003)

(See "Comp. Plan Map Amendments" tab in the working binder)

Exhibit D

Annual Comprehensive Plan Map (CPM) Amendments (CPA19-0002 – City Initiated)

P/T #1 – Incorporate Auburn School District Capital Facilities Plan

P/T #2 – Incorporate Dieringer School District Capital Facilities Plan

P/T #3 – Incorporate Federal Way School District Capital Facilities Plan

P/T #4 – Incorporate Kent School District Capital Facilities Plan

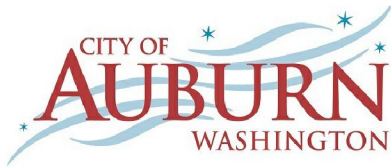
P/T #5 – Incorporate City of Auburn Capital Facilities Plan

P/T #6 - P/T #6 –Transportation Element (Plan) Volume 5, (incorporated by reference) The changes the Transportation element consist of the following:

- Incorporate new language required by state and federal law;*
- Update the current transit service information;*
- Incorporate recent private development;*
- Update to include capital projects completed since 2015;*
- Update TIP information/project list;*
- Update maps as needed to reflect current data and conditions;*
- Remove the policies / goals related to provision of equestrian facilities.*
- Additional minor changes will relate to grammar, punctuation, choice of words, etc.*

P/T #7 - Changing the title of the “M ST SE” boundary from M ST SE to M ST SE/NE related to Map 1.3 “Designated Areas” of the Land Use Element, and change the corresponding references in the text to agree. The text changes affect the listing of economic development strategy areas and in Policy LU-133 to change M ST SE to M ST SE/NE. (see image under Map Amendments CMP #1).

(See “Comp. Plan Policy/Text Amendments” tab in the working binder)



AGENDA BILL APPROVAL FORM PLANNING COMMISSION

Agenda Subject/Title:

CPA19-0002, 2019 Annual Comprehensive Plan Amendments – Specifically, City Initiated Plan Policy/Text & Map Amendments

Date:

October 8, 2019

Department:

Community Development

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation: Planning Commission to conduct public hearing and recommend to City Council approval of the 2019 City-Initiated Comprehensive Plan Amendments (Policy/Text & Map Amendments).

Background Summary: The City of Auburn adopted amendments to its Comprehensive Plan in 1995 in response to the Washington State Growth Management Act (GMA) requirements, as amended. Since then the Auburn Comprehensive Plan has been amended annually. At the end of 2015, the City adopted a substantially updated Comprehensive Plan in compliance with state-required periodic updates.

Annual Comprehensive plan amendments can be initiated by the City of Auburn (city-initiated) and by private parties (private-initiated).

This year the city is initiating:

- Seven policy/text amendments
- Two map amendments

Also, the city received one (1) private-initiated plan map amendment by the submittal deadline which will be presented in separate staff reports for the hearing.

This staff report and recommendation addresses the City initiated amendments and specifically:

- Policy/Text (P/T) Amendments P/T # 1 through # 7 and
- Map (CPM) Amendments # 1 and # 2.

The remaining two private applications for amendments will be addressed in separately provided staff reports for the Planning Commission.

In terms of process, the Comprehensive plan amendments are initially reviewed during a public hearing process before the City of Auburn Planning Commission, who then provides a recommendation to the City Council for final action. City Council consideration and action on the amendments generally occurs but is not required prior to the end of the year.

A. Findings

1. RCW 36.70A.130 (Washington State Growth Management Act (GMA)) provides for amendments to locally adopted GMA comprehensive plans. Except in limited circumstances as provided for in State law and City Code, comprehensive plan amendments shall be considered by the city legislative body no more frequently than once per year.
2. The City of Auburn established a June 7, 2019 deadline for the submittal of private initiated comprehensive plan applications (map or policy/text). Notice to the public of the application submittal deadline was provided on the City's website, posted, advertised in the Seattle Times Newspaper, and sent to a compiled notification list on May 20, 2019. The City received three (3) private initiated map amendment by the submittal deadline.
3. The City of Auburn received annual updates to the four (4) school district Capital Facilities Plans whose districts occur within the City of Auburn. These Capital Facilities Plans, as well as the City's Capital Facilities Plan are proposed to be incorporated by reference in the current Capital Facilities Element (Volume 3), of the 2015 Auburn Comprehensive Plan and are processed as Policy/Text (P/T) amendments.
4. The environmental review decision under the State Environmental Policy Act (SEPA) for the school district capital facilities plans were prepared separately by each school district acting as their own lead agency, as allowed by State law (State Environmental Policy Act (SEPA)).
5. The environmental review under the State Environmental Policy Act (SEPA) for the remaining city initiated amendments, the City Capital Facilities Plan, and the remaining policy/text and map amendments resulted in a Determination of Non-Significance (DNS) issued for the City-initiated Comprehensive Plan Amendments on September 23, 2019 (City File # SEP19-0028). The comment period will end at 5:00 p.m. October 8, 2019 and the appeal period ended October 22, 2018. A copy of the DNS and environmental checklist application is provided in the working binder behind the "Environmental Review" tab.
6. Auburn City Code (ACC) Chapter 14.22 outlines the process for submittal of privately-initiated amendments and the general processing of comprehensive plan amendments as follows:

“Section 14.22.100

- A. The planning commission shall hold at least one public hearing on all proposed amendments to the comprehensive plan. Notice of such public hearing shall be given pursuant to Chapter 1.27 ACC and, at a minimum, include the following:
 1. For site-specific plan map amendments:
 - a. Notice shall be published once in the official newspaper of the city not less than 10 calendar days prior to the date of public hearing;
 - b. Notice shall be mailed by first class mail to all property owners of record within a radius of 300 feet of the proposed map amendment request, not less than 10 calendar days prior to the public hearing;
 2. For area-wide plan map amendments:
 - a. Notice shall be published once in the official newspaper of the city not less than 10 calendar days prior to the date of public hearing;

- b. Notice shall be mailed by first class mail to all property owners of record within the area subject to the proposed amendment;
 - c. Notice shall be posted in at least two conspicuous locations in the area subject to the proposed amendment not less than 10 calendar days prior to the date of the public hearing.
 - B. Notwithstanding the above, the director may expand the minimum noticing provisions noted above as deemed necessary.
 - C. Planning Commission Recommendation. The planning commission shall conduct a public hearing on all potential comprehensive plan amendments and shall make and forward a recommendation on each to the city council. The planning commission shall adopt written findings and make a recommendation consistent with those findings to the city council.
 - D. The city council, if it elects to amend the comprehensive plan, shall adopt written findings and adopt said amendments by ordinance.
 - E. State Review. All comprehensive plan amendments considered by the planning commission shall be forwarded for state agency review consistent with RCW 36.70A.106.
 - F. Any appeal of an amendment to the comprehensive plan shall be made in accordance with Chapter 36.70A RCW. (Ord. 6172 § 1, 2008.)"
- 7. As provided in the City code, the Comprehensive Plan amendments are initially reviewed during a public hearing process before the City of Auburn Planning Commission, who then provides a recommendation to the City Council for final action which generally occurs, but is not required to, prior to the end of the year.
- 8. Pursuant to RCW 36.70A.106, the proposed comprehensive plan amendments outlined in this agenda bill were sent to the Washington State Department of Commerce and other state agencies for the required state review. The Washington State Department of Commerce acknowledged receipt on October 22, 2018 by letter and Material ID # 25425. No comments have been received from the Washington State Department of Commerce or other state agencies as of the writing of this report. A copy of the transmittal and acknowledgement is provided in the working binder behind the "General Information & Correspondence" tab.
- 9. Due to the nature of policy/text changes, and the minimal amount of private-initiated map amendments, the optional process for holding a public open house as provided for in the city code, was not conducted.
- 10. The notice of public hearing was published on September 23, 2019 in the Seattle Times Newspaper and on the city website which is at least 10 days prior to the Planning Commission public hearing scheduled for October 8, 2018. A copy of the request to publish is provided in the working binder behind the "General Information & Correspondence" tab. Since, there are no city initiated site-specific map changes, only city-wide map changes, the site-specific noticing by mailing by first class mail to all property owners of record within a radius of 300 feet was not conducted.

11. The following report identifies Comprehensive Plan Policy/Text (P/T) and Map (CPM) amendments scheduled for the Planning Commission's October 8, 2019 public hearing with a staff recommendation.

Comprehensive Plan Policy/Text Amendments (File No. CPA19-0002, City initiated)

P/T #1

Incorporate the Auburn School District Capital Facilities Plan 2019 through 2025 into the City of Auburn Comprehensive Plan. *The CFP is provided in the working binder behind the "Comp. Plan Policy/Text Amendments" tab.*

Discussion

The Auburn School District has provided the City with its annually updated Capital Facilities Plan (CFP) covering from 2019-2025. The CFP was prepared by the District staff and adopted by the Auburn School District School Board of Directors on June 24, 2019 and has been subject to separate SEPA review and a Determination of Non-Significance (DNS) prepared by the District. Information contained in the School District CFP serves as the basis for the City's collection of school impact fees on behalf of the school district. The Planning Commission action is to incorporate the Auburn School District Capital Facilities Plan into the City's Comprehensive Plan by reference.

The CFP includes the following:

- six-year enrollment projections
- Auburn school district level of service standards
- An inventory of existing facilities
- The district's overall capacity of the 6-year period
- District capital construction Plan
- Impact fee calculations

A review of the Auburn School District's updated Capital Facilities Plan indicates the District is requesting a change in the fee obligations. The net fee obligation for single-family dwellings is proposed to be \$6,905.31, an increase of \$1,189.63 and the requested fee for multiple-family dwellings is \$14,667.45, an increase of \$10,179.02. The actual impact fees are established by ordinance through subsequent City Council action.

Recommendation

Planning Commission to recommend approval of the Auburn School District Capital Facilities Plan 2019 through 2025 to the City Council.

P/T#2

Incorporate the Dieringer School District Capital Facilities Plan 2019-2024 into the City of Auburn Comprehensive Plan. *The CFP is provided in the working binder behind the "Comp. Plan Policy/Text Amendments" tab.*

Discussion

The Dieringer School District has provided the City with its annually updated Capital

Facilities Plan 2020 - 2025. The CFP was adopted by the Dieringer School District Board of Directors on May 28, 2019. The CFP has been subject to separate SEPA review and a DNS prepared by the District. Information contained in the School District CFP serves as the basis for the City's collection of school impact fees on behalf of the school district. The Planning Commission action is to incorporate the School District Capital Facilities Plan into the City's Comprehensive Plan by reference.

The CFP includes the following:

- Overview
- An inventory of existing facilities
- six-year enrollment projections
- standard of service
- Capacity projects
- Finance plan
- Impact fee calculations

A review of the Dieringer School District's updated Capital Facilities Plan indicates the District is requesting a change in the fee obligations. The net fee obligation for single-family dwellings is proposed to be \$7,729, an increase of \$4,513.00 and the requested fee for multiple family dwellings is \$3,514.00; an increase of \$3,064.00. The actual impact fees are established by ordinance through subsequent City Council action.

Recommendation

Planning Commission to recommend approval of the Dieringer School District Capital Facilities Plan 2020-2025 to the City Council.

P/T #3

Incorporate the Federal Way School District 2020 Capital Facilities Plan into the City of Auburn Comprehensive Plan. *The CFP is provided in the working binder behind the "Comp. Plan Policy/Text Amendments" tab.*

Discussion

The Federal Way School District has provided the City with its annually updated Capital Facilities Plan 2020. The CFP was adopted by the Federal Way School District School Board July 23, 2019 by Resolution No. 2019-27. The CFP has been subject to separate SEPA review and a DNS prepared by the District. Information contained in the School District CFP serves as the basis for the City's collection of school impact fees on behalf of the school district. The Planning Commission action is to incorporate the School District Capital Facilities Plan into the City's Comprehensive Plan by reference.

The CFP includes the following:

- Introduction
- Inventory of educational facilities & non-instructional facilities
- Needs forecast, existing & new facilities
- Six-year finance plan
- Maps of district boundaries

- Building capacities & portable locations
- Student forecast
- Capacity summaries
- Impact fee calculations
- Summary of changes from the year 2018 plan

A review of the Federal Way School District's updated Capital Facilities Plan indicates the District is requesting a change in the fee obligations. The net fee obligation for single-family dwellings is proposed to be \$5,035.00, representing a decrease of \$2,186.00 and the requested fee for multi-family dwellings is \$20,768.00, an increase of \$1,314.00. The actual impact fees are established by ordinance through subsequent City Council action.

Recommendation

Planning Commission to recommend approval of the Federal Way School District's 2020 Capital Facilities Plan to the City Council

P/T #4

Incorporate the Kent School District Capital Facilities Plan 2018-2019 to 2024-2025 into the City of Auburn Comprehensive Plan. *The CFP is provided in the working binder behind the "Comp. Plan Policy/Text Amendments" tab.*

Discussion

The Kent School District has provided its annually updated 2018-2019 to 2024-2025 Capital Facilities Plan. The CFP was adopted by the Kent School District School Board on June 12, 2019 and has been subject to separate SEPA review and a DNS prepared by the District. Information contained in the School District CFP serves as the basis for the City's collection of school impact fees on behalf of the school district. The Planning Commission action is to incorporate the School District Capital Facilities Plan into the City's Comprehensive Plan by reference.

The CFP includes the following:

- Executive Summary
- Six-year enrollment projection & history
- District standard of service
- Inventory, capacity & maps of existing schools
- Six-year planning & construction plan
- Portable classrooms
- Projected classroom capacity
- Finance Plan, cost basis and impact fee schedules
- Summary of changes to previous plan

A review of the Kent School District's updated Capital Facilities Plan indicates the District is requesting a change in the fee obligations. The net fee obligation for single-family dwellings is proposed to be \$5,554.00, representing an increase of \$157.00 and the requested fee for multi-family dwellings is \$2,345.00, an increase of \$66.00. The actual impact fees are established by ordinance through subsequent

City Council action.

Recommendation

Planning Commission to recommend approval of the Kent School District Capital Facilities Plan 2018-2019 to 2024-2025 to the City Council.

P/T #5

Incorporate the City of Auburn's 6-year Capital Facilities Plan 2020-2025, into the City's Comprehensive Plan. *The CFP is provided in the working binder behind the "Comp. Plan Policy/Text Amendments" tab.*

Discussion

A Capital Facilities Plan is one of the comprehensive plan elements required by the Washington State Growth Management Act (GMA) (RCW 36.70A). The GMA requires that a capital facilities plan include an inventory of existing capital facilities (showing locations and capacities), a forecast of future needs for such capital facilities, proposed locations and capacities of new or expanded capital facilities, and a minimum of a six-year plan to finance capital facilities with identified sources of funding. The proposed City of Auburn 6-year Capital Facilities Plan 2020-2025 satisfies the GMA requirements for a capital facilities element as part of the Comprehensive Plan.

Each comprehensive plan prepared under the GMA must include a capital facilities plan element. More specifically, RCW 36.70A.070(3) of the GMA requires the following:

"A capital facilities plan element consisting of:

- (a) An inventory of existing capital facilities owned by public entities, showing the locations and capacities of the capital facilities;
- (b) a forecast of the future needs of such capital facilities;
- (c) the proposed locations and capacities of expanded or new capital facilities;
- (d) at least a six-year plan that will finance such capital facilities within projected funding capacities and clearly identifies sources of public money for such purposes; and
- (e) a requirement to reassess the land use element if probable funding falls short of meeting existing needs and to ensure that the land use element, capital facilities plan element, and financing plan within the capital facilities plan element are coordinated and consistent. Park and recreation facilities shall be included in the capital facilities plan element."

A capital facility is defined as a structure, street or utility system improvement, or other long-lasting major asset, including land. Capital facilities are provided for public purposes. Capital facilities include, but are not limited to, the following: streets, roads, highways, sidewalks, street and road lighting systems, traffic signals, domestic water systems, storm and sanitary sewer systems, parks and recreation facilities, and police and fire protection facilities. These capital facilities include necessary ancillary and support facilities.

The City of Auburn 6-year Capital Facilities Plan 2020-2025 is proposed to be incorporated by reference in the Comprehensive Plan, Capital Facilities Element (Volume No. 3).

Recommendation

Planning Commission to recommend approval of the City of Auburn's 6-year Capital Facilities Plan 2002-2025 to the City Council.

P/T #6

Amend text of Volume 5, Transportation Element of Comprehensive Plan. *The changes are shown in strike through and underline in the working binder behind the "Comp. Plan Policy/Text Amendments" tab.*

Discussion

- Since the last major comprehensive plan update in 2015, the City of Auburn has completed multiple projects related to active mobility, traffic safety, and transportation network maintenance. This proposed text amendment will update dates, projects completed in the previous four years, and funding sources for programs that have been changed since 2015.
- Equestrian facilities have been identified as a recreational use, and planning for such facilities will be transferred from Public Works to Parks, Recreation, and Open Space.

Key Changes/Points:

As part of the 2019 Annual Comprehensive Plan Amendments, the city seeks to change the Comprehensive Plan to update the Transportation Element. The main changes to the Comprehensive Plan document include:

- Incorporate new language required by state and federal law;
- Update the current transit service information;
- Incorporate recent private development;
- Update to include capital projects completed since 2015;
- Update TIP information/project list;
- Update maps as needed to reflect current data and conditions;
- Remove the policies/goals related to provision of equestrian facilities; and
- Additional minor changes related to grammar, punctuation, word choice, etc.

Recommendation

Planning Commission to recommend approval of policy text amendments to Volume 5, Transportation Element of Comprehensive Plan.

P/T #7

Modify text in Volume 1, "Land Use Element," item number LU-133, to change the title of the "M St SE" boundary from M St E to M St SE/NE. The same change is being made as a map amendment to Map 1.3 "Designated Areas." *The changes are shown in strike through and underline in the working binder behind the "Comp. Plan Policy/Text Amendments" tab.*

Discussion

The Land Use Element (Volume No. 1) of the Comprehensive Plan at Page LU-133 discusses "Designated Areas." The boundary of the designated boundary along M Street traverses Main Street, meaning the boundary of the designated area exists along both M

Street SE and M Street NE. The proposed text change reflects this distinction. This can be identified as a minor text change.

Recommendation

Planning Commission to recommend approval of policy text amendments to Volume 1, "Land Use Element" to update the text related to the "Designated Area" bounded by M St SE to read "M St SE/NE."

Comprehensive Plan Map Amendments (File No. CPA18-0002, City initiated map changes)

CPM #1

Change the Comprehensive Plan Map, "Designated Areas, and Map #1.3" to change the text of the boundary identified as "M St SE" to "M St SE/NE" to reference both directional locations of the boundary. This is consistent and in conjunction with P/T #7. *The changes are shown in the working binder behind the "Comp. Plan Map Amendments" tab.*

Discussion

(This is the same topic as text amendment P/T #7, but is repeated as a map amendment since it requires revision to both the text and map of the comprehensive plan document. See discussion and analysis under text amendment P/T #7.)

Recommendation

Planning Commission to recommend approval of a map amendment to change the Comprehensive Plan Map, "Designated Areas Map #1.3" to change the text of the boundary identified as "M St SE" to "M St SE/NE" to reference both directional locations of the boundary.

CPM #2

Within the city's comprehensive plan, Land Use Element, Map No. 1.1, change the designation of Parcel No. 2721059012 from split zoned to a single, consistent zoning and land use designation, to "I," Industrial. *The changes are shown in the working binder behind the "Comp. Plan Map Amendments" tab.*

Discussion

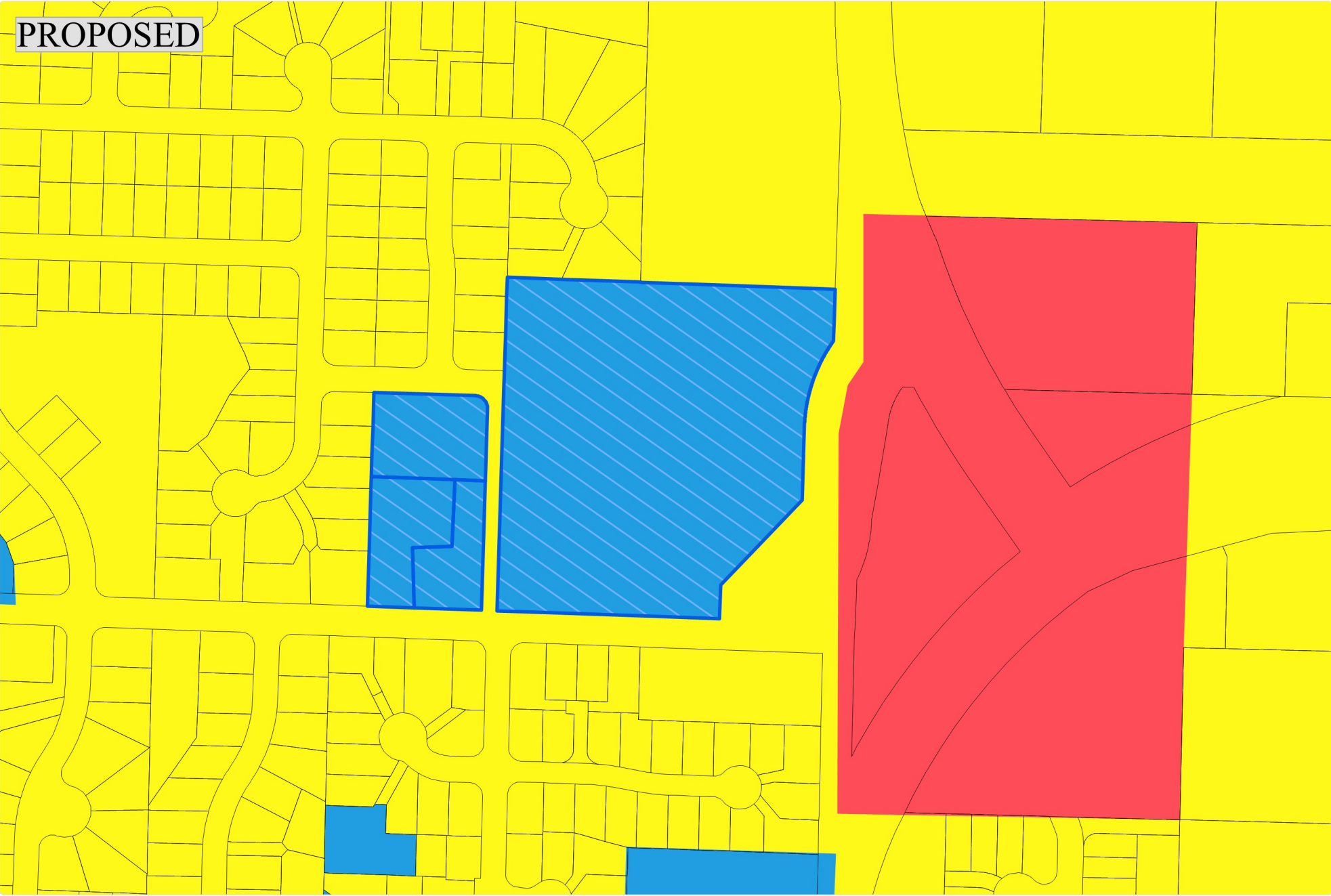
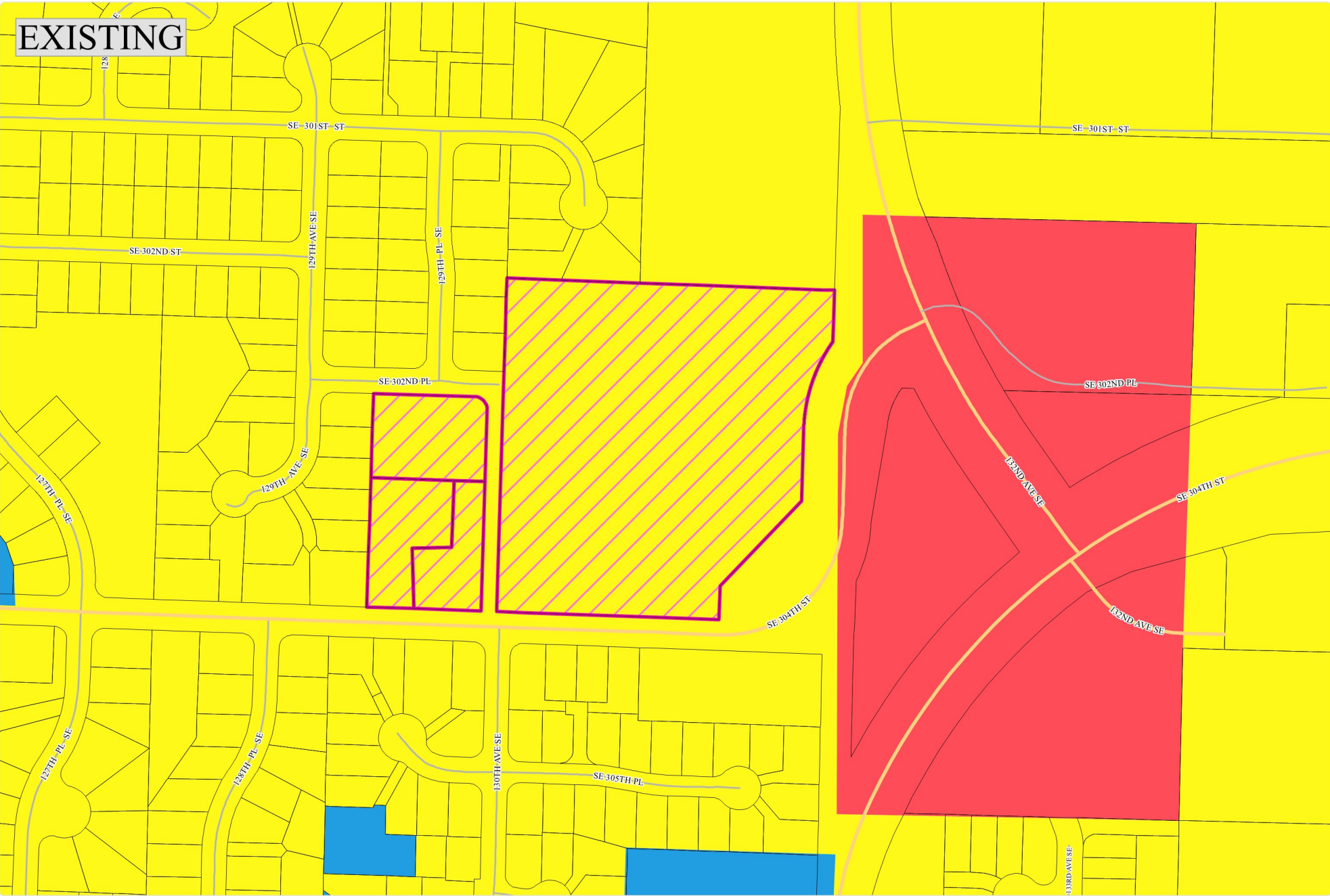
Approval for the construction of a communications tower was authorized by administrative decision on December 5, 2018, subjecting the parcel to the requirements of the majority segment's zoning, I, Institutional. A corresponding Zoning Code Text Amendment (ZOA18-0001) (Ord No. 6716) amended the ACC to address the use of emergency communications devices as a land use.

The proposed action changes the land use designation of the western portion of Parcel No. 2721059012 from "Single Family" to Institutional," and the zoning from "R-5, Residential" to "I, Institutional" to reflect the zoning and land use of the larger portion of the parcel. The re-zone has been assigned case number REZ19-0003. This action serves to reflect on the city's land use and zoning maps the approved use of a communications device.

Recommendation

Planning Commission to recommend approval of a map amendment to change the western portion of Parcel No. 2721059012 from "Single Family" to "Institutional," and subsequently re-zone the same from "R-5 Residential" to "I-Institutional."

Auburn School District Proposed Land Use



Parcels

DOWNTOWN URBAN CENTER

HEAVY COMMERCIAL

HEAVY INDUSTRIAL

INSTITUTIONAL

LIGHT COMMERCIAL

LIGHT INDUSTRIAL

MODERATE DENSITY RESIDENTIAL

MULTIPLE-FAMILY

NEIGHBORHOOD COMMERCIAL

NEIGHBORHOOD COMMERCIAL OVERLAY

OPEN SPACE

RESIDENTIAL CONSERVANCY

RESIDENTIAL TRANSITION OVERLAY

SINGLE FAMILY

Existing Land Use

Proposed Land Use

0

80

160

240

320

400

FEET

Printed On: 08/20/13

Map ID: 6158

N

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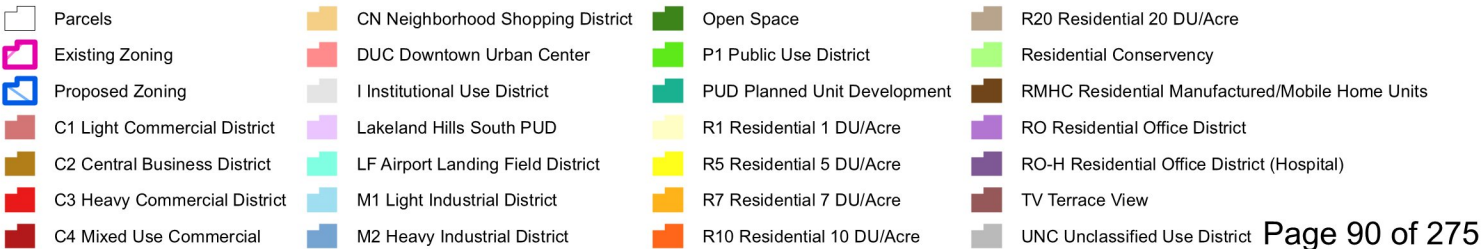
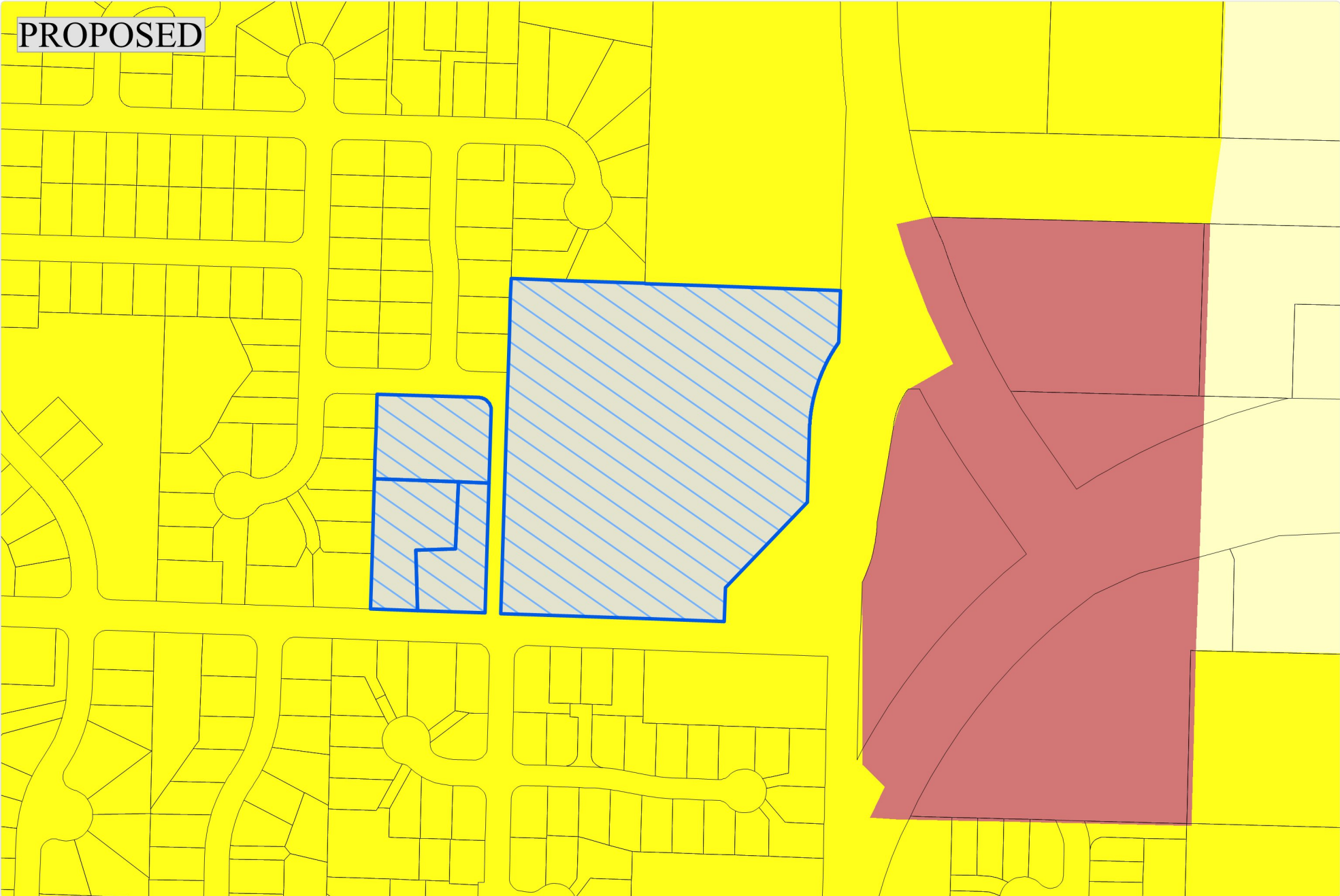
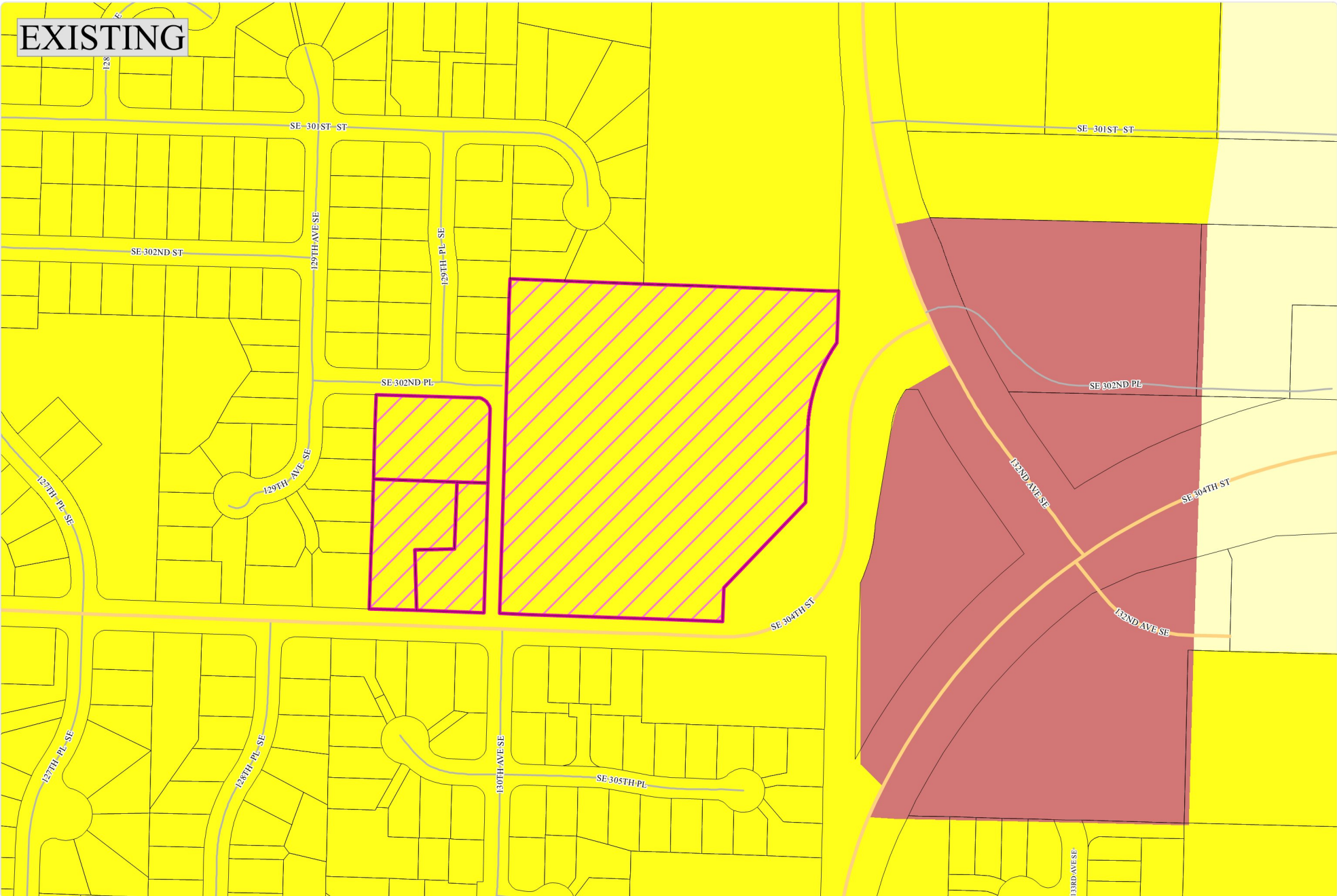
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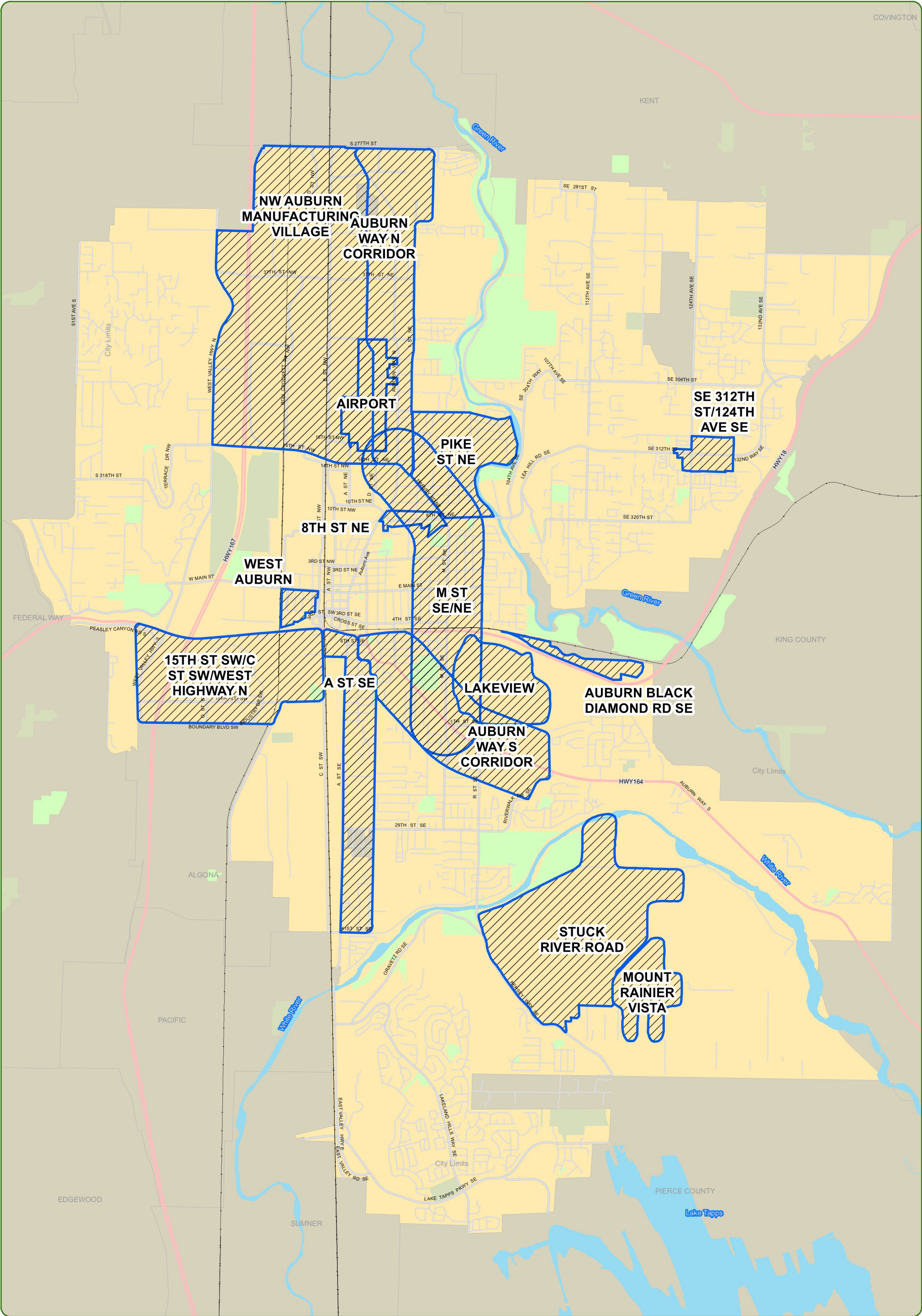
Information shown is for general reference purposes only and does not necessarily represent exact geographic or cartographic data as mapped. The City of Auburn makes no warranty as to its accuracy.

Page 89 of 275

Auburn School District Proposed Zoning



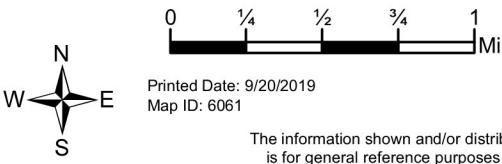
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 Designated Areas

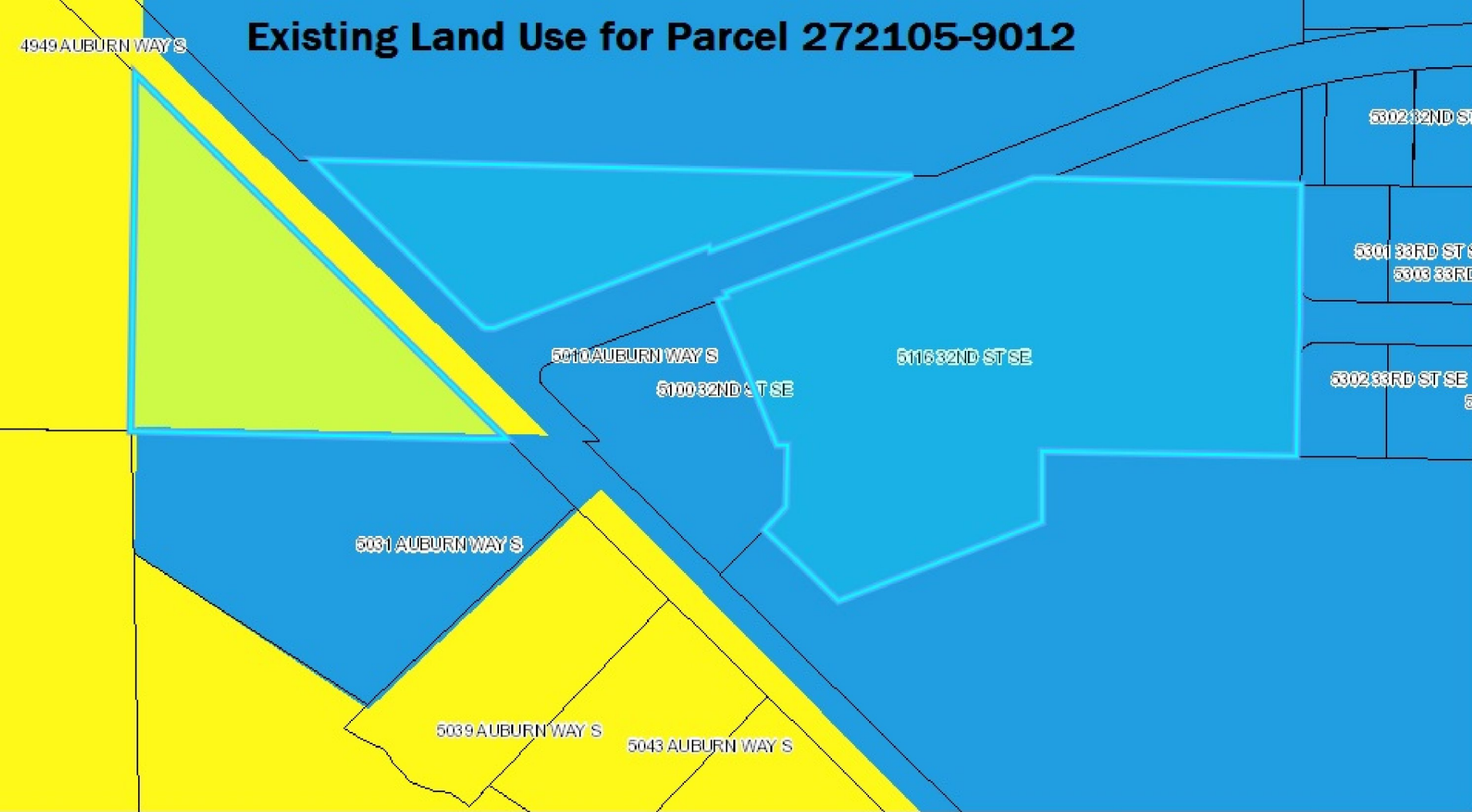
Designated Areas

Proposed Special Planning Areas
(Map 1.3)



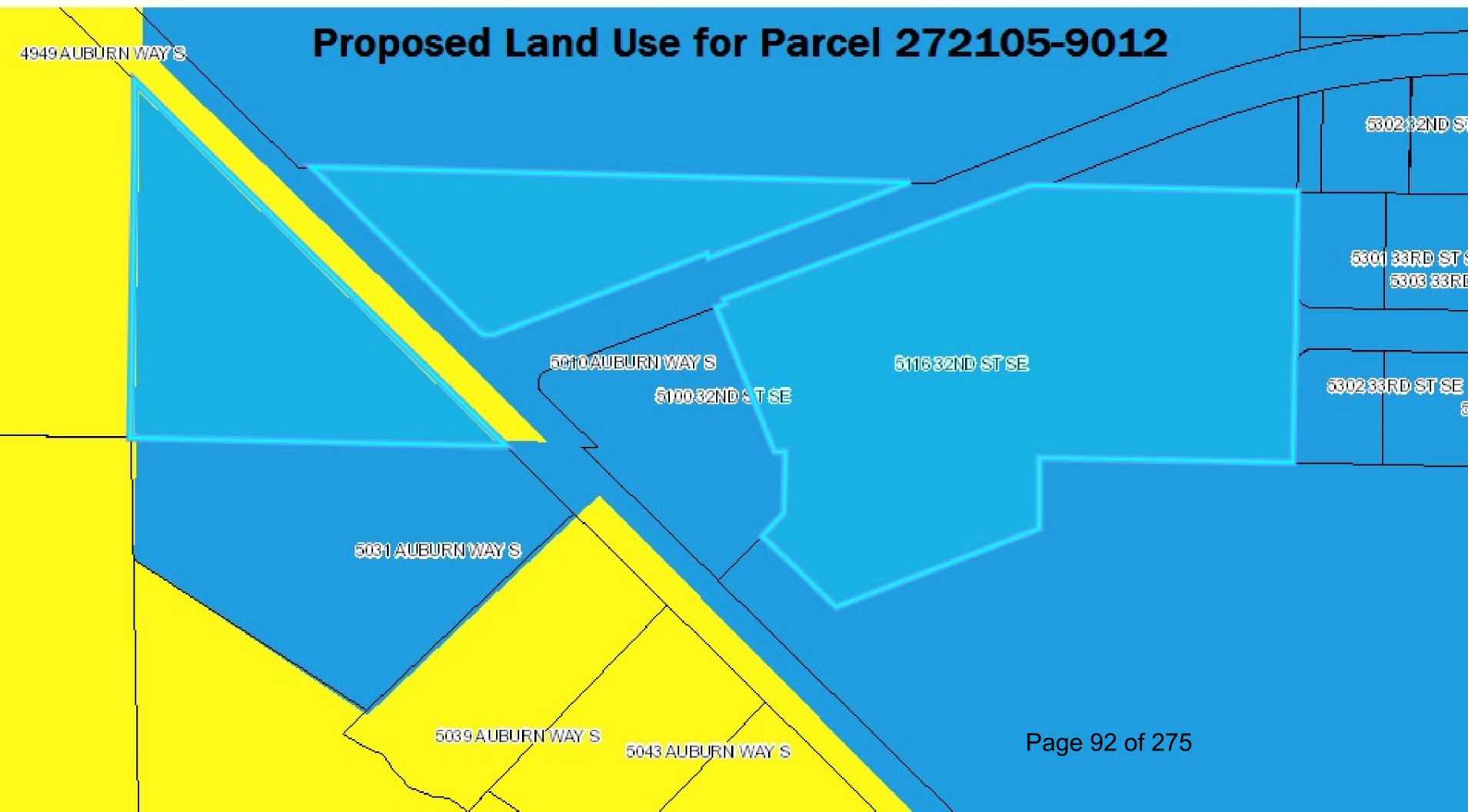
Printed Date: 9/20/2019
Map ID: 6061
The information shown and/or distributed is for general reference purposes only and does not necessarily represent exact geographic or cartographic data. The City of Auburn makes no warranties as to its accuracy.
Map is current through Ordinance No. 6584 & 6698, December 17, 2018

Existing Land Use for Parcel 272105-9012



- Land Use
- DOWNTOWN URBAN CENTER
 - HEAVY COMMERCIAL
 - HEAVY INDUSTRIAL
 - INSTITUTIONAL
 - LIGHT COMMERCIAL
 - LIGHT INDUSTRIAL
 - MODERATE DENSITY RESIDENT
 - MULTIPLE-FAMILY
 - NEIGHBORHOOD COMMERCIAL
 - NEIGHBORHOOD COMMERCIAL
 - OPEN SPACE
 - RESIDENTIAL CONSERVANCY
 - RESIDENTIAL TRANSITION OVER
 - SINGLE FAMILY

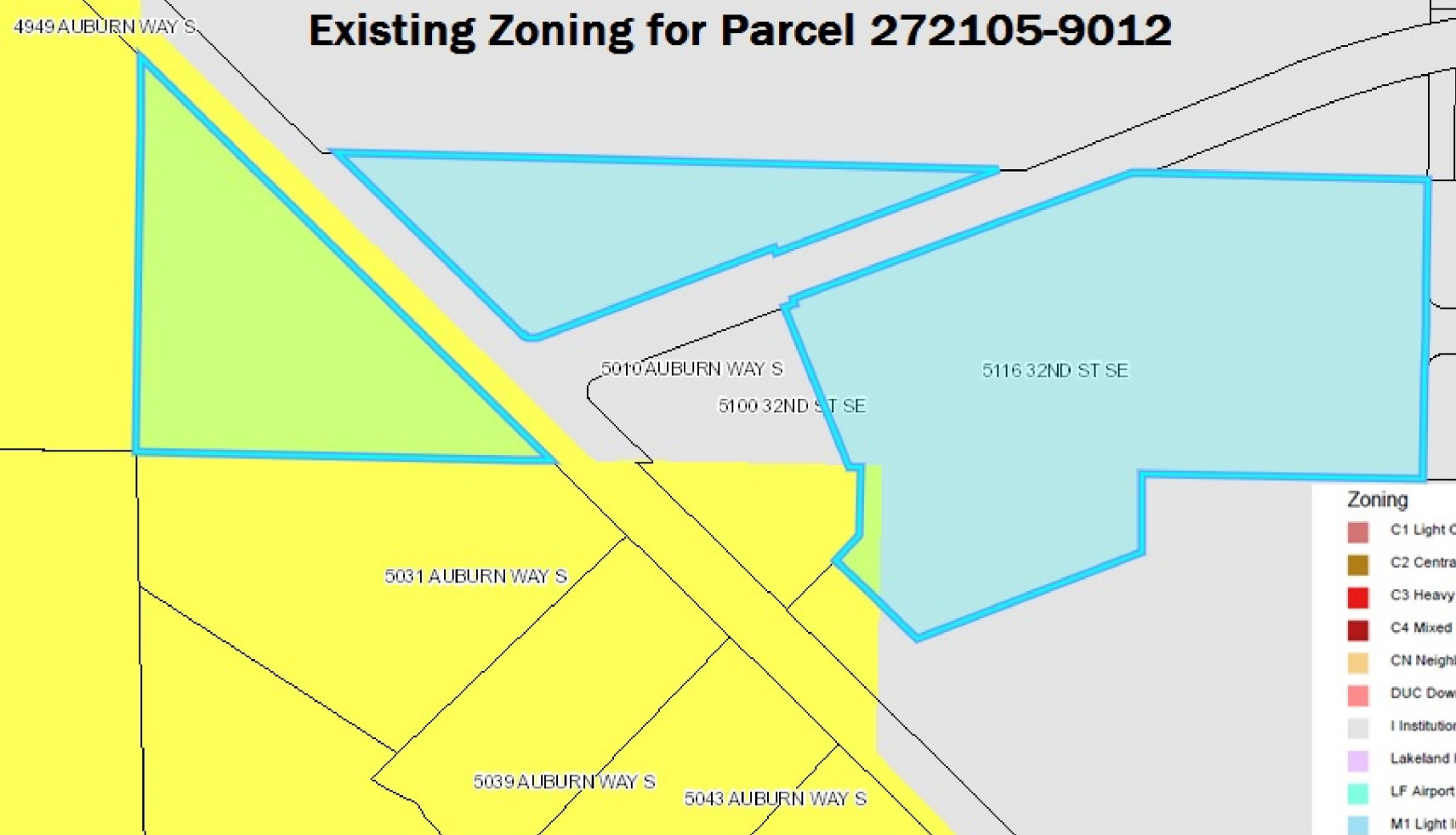
Proposed Land Use for Parcel 272105-9012



- Land Use
- DOWNTOWN URBAN CENTER
 - HEAVY COMMERCIAL
 - HEAVY INDUSTRIAL
 - INSTITUTIONAL
 - LIGHT COMMERCIAL
 - LIGHT INDUSTRIAL
 - MODERATE DENSITY RESIDENT
 - MULTIPLE-FAMILY
 - NEIGHBORHOOD COMMERCIAL
 - NEIGHBORHOOD COMMERCIAL
 - OPEN SPACE
 - RESIDENTIAL CONSERVANCY
 - RESIDENTIAL TRANSITION OVER
 - SINGLE FAMILY

4949 AUBURN WAY S

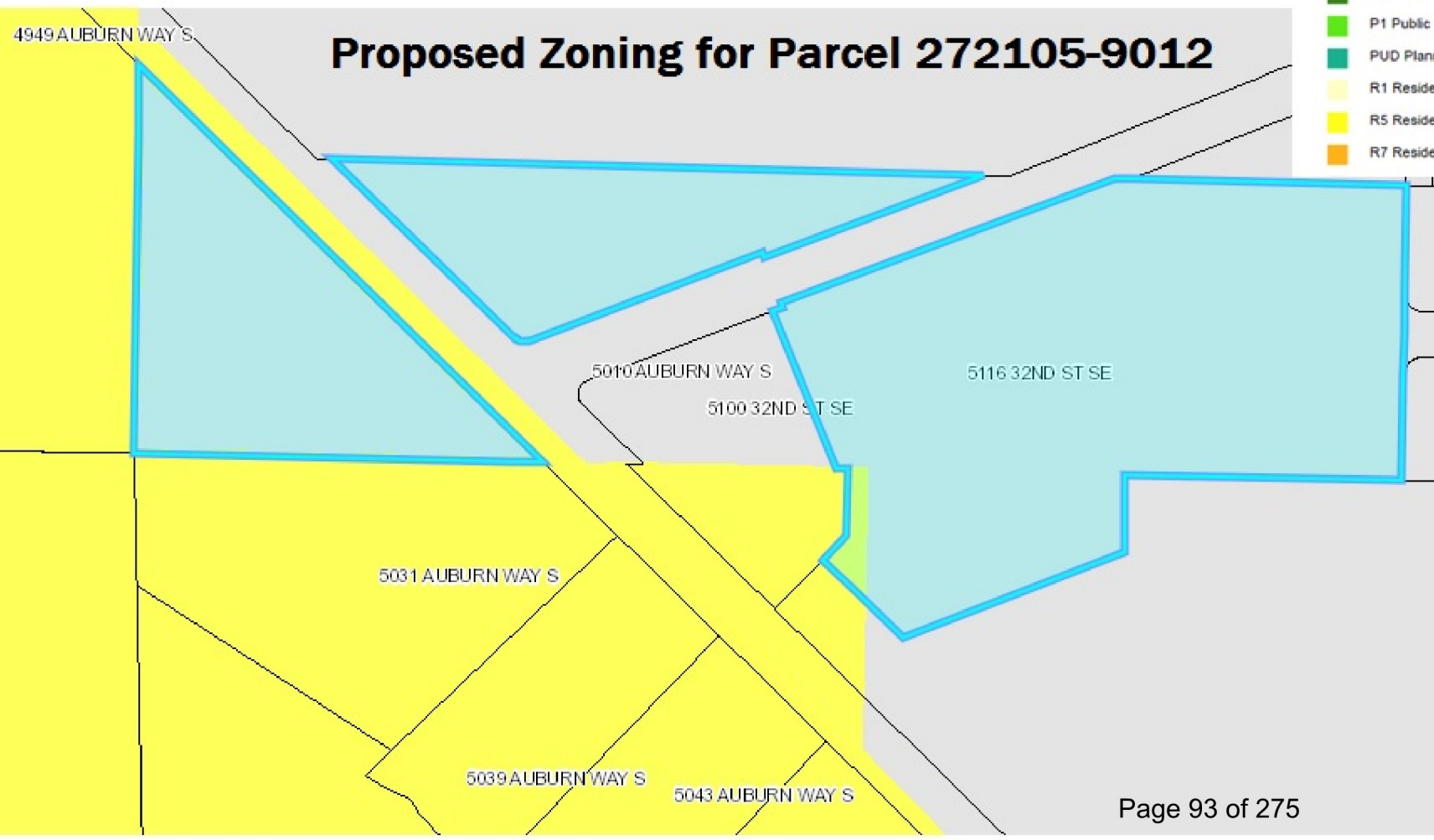
Existing Zoning for Parcel 272105-9012



- Zoning**
- C1 Light Commercial District
 - C2 Central Business District
 - C3 Heavy Commercial District
 - C4 Mixed Use Commercial
 - CN Neighborhood Shopping District
 - DUC Downtown Urban Center
 - I Institutional Use District
 - Lakeland Hills South PUD
 - LF Airport Landing Field District
 - M1 Light Industrial District
 - M2 Heavy Industrial District
 - Open Space
 - P1 Public Use District
 - PUD Planned Unit Development
 - R1 Residential 1 DU/Acre
 - R5 Residential 5 DU/Acre
 - R7 Residential 7 DU/Acre

4949 AUBURN WAY S

Proposed Zoning for Parcel 272105-9012



**NOTICE OF APPLICATION (NOA) and
DETERMINATION OF NON-SIGNIFICANCE (DNS)
2019 Annual Comprehensive Plan Text & Map Amendments
and related zoning map amendments
SEP19-0028 / CPA19-0002**

The City of Auburn is issuing a Notice of Application (NOA) and Determination of Non-Significance (DNS) for the following described proposal. The applications and listed studies may be reviewed at the Community Development & Public Works Department at One E Main St., 2nd Floor, Customer Service Center, Auburn, WA 98001.

Proposal and Location: Adopt amendments to the City's Comprehensive Plan consisting of the following Text (P/T) and Map (CPM) Amendments and amendments to zoning map (rezone) to implement:

Comprehensive Plan Text Amendments

P/T #5 – City of Auburn 2020-2025 Capital Facilities Plan

P/T #6 – Change Volume 5, Transportation Element (incorporated by reference). The changes to the Transportation Element are focused on the following subject areas:

- Incorporate new language required by state and federal law;
- Update the current transit service information;
- Incorporate recent private development;
- Update to include capital projects completed since 2015;
- Update TIP information/project list;
- Update maps as needed to reflect current data and conditions;
- Remove the policies/goals related to provision of equestrian facilities; and
- Additional minor changes will relate to grammar, punctuation, word choice, etc

P/T #7 – Change the title of the “M St SE” boundary from M St SE to M St SE/NE on Map 1.3 “Designated Areas” of the Land Use Element. The list of economic development strategy areas and LU-133 require updating to reflect the same. The minor text change includes M St SE to M St SE/NE (see image under Map Amendments CMP #1).

Comprehensive Plan Map Amendments

CPM #1 - City-initiated request Comprehensive Plan Land Use Map No. 1.3 in Vol. 1, Land Use Element to reflect a minor change to label the title of the M St SE boundary to M St SE/NE. This is consistent and in conjunction with P/T #7.

CMP #2 – City-initiated request Comprehensive Plan Land Use Map No. 1.1 in Vol. 1, Land Use Element 1 to change Parcel No. 272105-9012. This parcel is divided by two public roadways and features a split land use designation between “Institutional” and “Single Family.” The majority (eastern portion) of the parcel is designated as “Institutional.” Similarly, the parcel is split-zoned between “I, Institutional” and “R-5, Residential” with the majority of the parcel zoned “I, Institutional.” As part of the annual amendment cycle, the city would like to change the land use designation and the zoning of the portion of the parcel designated “Single Family” (western portion) and zoned R-5, to being designated and zoned Institutional.

Notice of Application:	September 23, 2019
Application Complete:	September 12, 2019
Permit Application:	August 12, 2019

File Nos.	SEP19-0028 CPA19-0002
------------------	--------------------------

Applicant:	Anthony Avery, Senior Planner
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Community Dev. & Public Works
City of Auburn
25 W Main ST
Auburn, WA 98001

Studies/Plans Submitted With Application:

- None

Other Permits, Plans, and Approvals Needed:

- Comprehensive Plan Land Use Amendment, Rezone

Statement of Consistency and List of Applicable Development Regulations: This proposal is subject to and shall be consistent with the Auburn City Code, Comprehensive Plan, and Public Works Design and Construction Standards.

Lead Agency: City of Auburn

The lead agency for this proposal has determined that it does not have probable significant adverse impact on the environment. An environmental impact statement (EIS) is not required under RCW 43.21C.030(2)(c). This decision was made after review of a completed environmental checklist and other information on file with the lead agency. This information is available to the public on request.

Public Comment Period: This may be your only opportunity to comment on the environmental impact of the proposal. All persons may comment on this application. This DNS is issued under WAC 197-11-340(2); the lead agency will not act on this proposal for 15 days from the date issued below. Comments must be in writing and submitted by 5:00 pm on **October 8, 2019** to the mailing address of 25 W Main ST, Auburn, WA, 98001 or emailed to the contact below. Any person wishing to become a party of record, shall include in their comments that they wish to receive notice of and participate in any hearings, if relevant, and request a copy of decisions once made.

Any person aggrieved of the City's determination may file an appeal with the Auburn City Clerk at 25 West Main Street, Auburn, WA 98001- 4998 within 14 days of the close of the comment period, or by 5:00 p.m. on **October 22, 2019**.

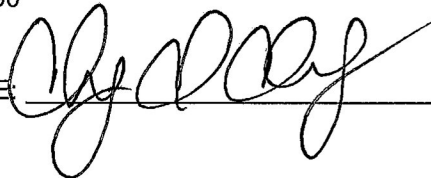
For questions regarding this project, please contact Anthony Avery, Senior Planner, at aavery@auburnwa.gov or 253-804-5064.

Public Hearing: A public hearing is required, however, the date has not yet been set.

RESPONSIBLE OFFICIAL: Jeff Tate
POSITION/TITLE: Director, Dept. of Community Dev.
ADDRESS: 25 West Main Street
Auburn, Washington 98001
253-931-3090

DATE ISSUED: **September 23, 2019**

SIGNATURE



Note: This determination does not constitute approval of the proposal. Approval of the proposal can only be made by the legislative or administrative body vested with that authority. The proposal is required to meet all applicable regulations.



AGENDA BILL APPROVAL FORM

Agenda Subject:

Ordinance No. 6749 (Tate)(5 Minutes)

Date:

November 19, 2019

Department:

Community Development

Attachments:

[Ordinance No. 6749](#)

[Ordinance No. 6749 - Exhibit A](#)

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

For discussion only.

Background Summary:

Over the last 10 years City Council has made it a practice to remove fees from city code in favor of placing them in the City's master fee schedule that is updated on an annual basis. If adopted, Ordinance 6749 has the effect of removing specific fees from city code and placing them in the master fee schedule that is adopted through Resolution. Placing fees in a master fee schedule that is adopted by resolution accomplishes two primary objectives:

1. Places all city fees in a central location. This allows customers to find fees in a single document rather than having them spread through the city code.
2. Enables a more efficient process for considering annual fee updates that can be acted upon through resolution instead of an ordinance change. Ordinance changes require more administrative effort than resolution updates.

Reviewed by Council Committees:

Councilmember: DaCorsi

Staff: Tate

Meeting Date: November 25, 2019

Item Number:

ORDINANCE NO. 6749

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, RELATING TO LICENSE FEES, AMENDING SECTION 5.20.030 OF THE AUBURN CITY CODE

WHEREAS, Section 5.20.030 of the Auburn City Code ("ACC") establishes individual business license fees; and,

WHEREAS, the City has moved administrative fees out of the municipal code to the fee schedule so that amendments are more easily managed, and so that fees are easier for the public to find, and staff recommends these fees also be moved.

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

Section 1. Amendment to City Code. Section 5.20.030 of the Auburn City Code is amended to read as shown in Exhibit A.

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

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

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

INTRODUCED: _____

PASSED: _____

APPROVED: _____

NANCY BACKUS, MAYOR

ATTEST:

APPROVED AS TO FORM:

Shawn Campbell, MMC, City Clerk

Steven L. Gross, City Attorney

Published: _____

Ordinance 6749 – Exhibit A

5.20.030 License required – Fee – Term – Notices – Exemptions.

A. It is unlawful for any person, firm or corporation to engage in any business as provided in this chapter within the city limits without first obtaining a license pursuant to the provisions of this chapter.

B. The fee licensing under the provisions of this chapter shall be as shall be as established in the City's Fee Schedule. follows:

Type	Fee		Term
	Initial	Renewal	
Ambulance Services License			
Business	No Fee	No Fee	1/1—12/31
Attendant	No Fee	No Fee	1/1—12/31
Amusement Device License			
1 to 4	\$40.00	\$20.00	1/1—12/31
5 or more	\$70.00	\$20.00	1/1—12/31
Auto Races License			
	\$70.00	\$20.00	1/1—12/31
Cabaret License			
	\$50.00	\$20.00	1/1—12/31
Carnivals, Circuses, Shows, etc., Licenses			
Carnival/circus	\$70.00	\$20.00	1/1—12/31
Theater	\$70.00	\$20.00	1/1—12/31
Show/exhibition	\$70.00	\$20.00	1/1—12/31
Public amusement	\$70.00	\$20.00	1/1—12/31
Dance License			
	\$50.00	\$20.00	1/1—12/31
Fire Extinguisher			
Without testing	\$30.00	\$20.00	1/1—12/31
With testing	\$45.00	\$20.00	1/1—12/31
Fireworks Stands License			
	\$70.00	\$20.00	Noon 6/28 to Noon 7/6
(Regulation of fireworks stands under Chapter 8.24 ACC)			
Massage Business, Health Salon, Public Bathhouse			

Ordinance 6749 – Exhibit A

Type	Fee		Term
	Initial	Renewal	
License			
Business	\$85.00	\$20.00	1/1—12/31
Attendant	\$85.00	\$20.00	1/1—12/31
Merchant Patrol, Private Detective License			
Merchant patrol—agency	\$55.00	\$20.00	1/1—12/31
Patrolman	\$55.00	\$20.00	1/1—12/31
Detective—agency	\$55.00	\$20.00	1/1—12/31
Detective	\$55.00	\$20.00	1/1—12/31
Motor Vehicle Wreckers License			
	\$70.00	\$20.00	1/1—12/31
Outdoor Musical Entertainment License			
	\$85.00/Event		1/1—12/31
Pawnbrokers/Secondhand Dealers License			
	\$40.00	\$20.00	1/1—12/31
Solicitor License			
Master	\$40.00	\$20.00	1/1—12/31
Agent	\$40.00	\$20.00	1/1—12/31
Individual	\$40.00	\$20.00	1/1—12/31
Taxicab License—Requires King County license only to operate in Auburn			
Tow Truck Business License			
Business	\$60.00	\$20.00	1/1—12/31
Driver	\$40.00	\$20.00	1/1—12/31
Marijuana-Related Businesses			
	\$500.00	\$500.00	1/1—12/31

~~C.~~—A duplicate license shall be issued by the business license clerk, as designated by the mayor, to replace any license previously issued which has been lost, stolen, defaced or destroyed, upon the filing of an affidavit attesting to such fact and the paying to the business license clerk of a fee of \$1.00.

~~D.C.~~ Any notice required by this chapter to be mailed to any licensee shall be sent by ordinary mail, addressed to the address of the licensee shown by the records of the business license clerk or, if no such address is shown, to such address as the business license clerk is able to ascertain by reasonable effort. Failure of the

Ordinance 6749 – Exhibit A

licensee to receive such mailed notice shall not release the licensee from any fees or penalties thereon, nor shall such failure operate to extend any time limit set by the provisions of this chapter.

E. This section grants an exemption from paying a fee for any licenses required under the provisions of this chapter to bona fide nonprofit, charitable, religious, or philanthropic persons or organizations.

1. Any person or organization claiming the exemptions of this section shall file with the business license clerk an affidavit setting forth facts sufficient to show the application of this section and the right to such exemption.
2. Persons or organizations required to be licensed by the state of Washington, wherein the state has preempted the field of endeavor of any such persons or organizations, shall not be required to obtain a license from the city under the provisions of this title; provided however, any such persons or organizations doing business within the city limits of the city shall carry the state license on his or her person at all times when doing business within the city, and shall exhibit such state license whenever he or she is requested to do so by any police officer or any person who asks to see the same. (Ord. 6613 § 6, 2016; Ord. 6309 § 4, 2010; Ord. 5897 § 7, 2005; Ord. 4012 § 2, 1984.)



AGENDA BILL APPROVAL FORM

Agenda Subject:

Ordinance No. 6731 (Gaub)(5 Minutes)

Department:

Public Works

Attachments:

[Renewal Ordinance No. 6731](#)

Date:

November 4, 2019

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

Discussion of Draft Ordinance No. 6731 for Astound Broadband, LLCs Telecommunications System Franchise Renewal.

Background Summary:

Astound Broadband, LLC has applied for renewal and amendment to their existing Franchise Agreement to continue to operate within the City's rights of way a telecommunications system throughout the City. The applicant is currently in compliance with all licensing, bonding and insurance requirements of the existing Franchise Agreement and Auburn City Code. Any construction, maintenance, improvements or changes to Astound's facilities are managed through the City's permitting processes that are a requirement of the existing Franchise Agreement.

Approval of Ordinance No. 6731 would renew Franchise Agreement No. FRN19-0015 for an additional five years from the effective date of Ordinance No. 6731 and amend Ordinance No. 6555 to update Astound's contact address, the Franchise Number, and make minor amendments to the language consistent with the City's current standard language for franchise agreements.

Per Auburn City Code 20.06.130 and Section 3 of existing Franchise Agreement No. 14-51, Ordinance No. 6555, the Grantee may renew this Franchise for an additional five year period upon submission and approval of the application specified under ACC 20.06.130. A Public Hearing for this renewal is scheduled before City Council on December 2, 2019 in accordance with Auburn City Code 20.06.140.

Reviewed by Council Committees:**Councilmember:**

Meeting Date: November 25, 2019

Staff:

Gaub

Item Number:

ORDINANCE NO. 6731

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, AUTHORIZING THE RENEWAL OF ORDINANCE NO. 6555, WITH AMENDMENTS, FOR ASTOUND BROADBAND, LLC, A WASHINGTON LIMITED LIABILITY COMPANY, FRANCHISE AGREEMENT NO. FRN19-0015, FOR A TELECOMMUNICATIONS SYSTEM

WHEREAS, on March 16, 2015, the City Council adopted Ordinance No. 6555, granting a telecommunications franchise to Astound Broadband, LLC; and

WHEREAS, Astound Broadband, LLC wishes to renew said Franchise Agreement for an additional five-year term; and

WHEREAS, the City has changed permitting and tracking systems for such agreements and Franchise Agreement No. 14-51 has an updated system identification number: FRN19-0015 for Astound Broadband LLC; and

WHEREAS, following proper notice, the City Council held a public hearing on Astound Broadband, LLC's request for renewal of Ordinance No. 6555, at which time representatives of Astound Broadband, LLC and interested residents were heard in a full public proceeding affording opportunity for comment by any and all persons desiring to be heard; and

WHEREAS, based upon the foregoing recital clauses and from information presented at such public hearing and from facts and circumstances developed or discovered through independent study and investigation, the City Council now

deems it appropriate and in the best interest of the City that the renewal of Ordinance No. 6555 be granted to Astound Broadband, LLC.

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

Section 1. Renewal. The City approves Astound Broadband, LLC's application for renewal for one five-year period as provided for in Section 3 of Ordinance No. 6555, under the conditions set forth in this Ordinance. Such five-year renewal period shall commence on the effective date of this Ordinance.

Section 2. Amendments to Ordinance No. 6555. Section 2, Paragraph A. of Ordinance No. 6555 regarding Grantee contact information is amended as follows;

Grantee: ~~Jim Penney~~
 ~~Executive Vice President, Business and Legal Affairs~~
 ~~Astound Broadband, LLC~~
 ~~401 Kirkland Parkplace, Suite 500~~
 ~~Kirkland, WA 98033~~
 ~~Telephone: (425) 896-1891~~
 ~~Fax: (425) 896-1911~~

Joseph Kahl
Vice President, Regulatory and Public Affairs
Astound Broadband, LLC
650 College Road East, Suite 3100
Princeton, NJ 08540
Telephone: (609) 681-2184
Email: joseph.kahl@rcn.net

Section 7. Repair and Emergency of Ordinance No. 6555 is amended as follows:

Draft Ordinance No. 6731
Franchise Agreement No. FRN19-0015 Renewal (Former Franchise Agreement No. 14-51)
October 21, 2019
Page 2 of 7

In the event of an emergency, the Grantee may commence such repair and emergency response work as required under the circumstances, provided that the Grantee shall notify the City ~~Engineering Aide~~ in writing as promptly as possible, before such repair or emergency work commences, or as soon thereafter as possible, if advance notice is not practical. The City may act, at any time, without prior written notice in the case of emergency, but shall notify the Grantee in writing as promptly as possible under the circumstances.

Section 10. Grantee Information, Paragraph A of Ordinance No. 6555 is amended as follows;

A. Grantee agrees to supply, at no cost to the City, any information reasonably requested by the City Engineering Aide to coordinate municipal functions with Grantee's activities and fulfill any municipal obligations under state law. Said information shall include, at a minimum, as-built drawings of Grantee Facilities, installation inventory, and maps and plans showing the location of existing or planned facilities within the City. Said information may be requested either in hard copy or electronic format, compatible with the City's data base system, as now or hereinafter existing, including the City's ~~g~~Geographic information Service (GIS) data base. Grantee shall keep the City ~~Engineering Aide~~ informed of its long-range plans for coordination with the City's long range plans.

Section 14. Indemnification and Hold Harmless, Paragraph B of Ordinance No. 6555 are amended as follows;

Draft Ordinance No. 6731
Franchise Agreement No. FRN19-0015 Renewal (Former Franchise Agreement No. 14-51)
October 21, 2019
Page 3 of 7

B. The Grantee shall hold the City harmless from any liability arising out of or in connection with any damage or loss to the Grantee Facilities caused by maintenance and/or construction work performed by, or on behalf of, the City within the Franchise Area or any other City road, right-of-way, or other property, except to the extent any such damage or loss is directly caused by the sole negligence or willful misconduct of the City, or its agent performing such work.

Section 15. Insurance, Paragraphs A 2 and F of Ordinance No. 6555 are amended as follows;

A. 2. Commercial General Liability insurance 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. Coverage shall be ~~written on~~ at least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractor, products-completed operations, stop gap liability, and personal injury and advertising injury and liability assumed under an insured contract. The commercial General Liability insurance shall be endorsed to provide the Aggregate Per Project Endorsement ISO form CG 25 03 11 85. There shall be no endorsement or modification of the Commercial General Liability insurance for liability arising from explosion, collapse, or underground property damage. The City shall be named as an additional insured under the Grantee's Commercial General Liability insurance policy with respect to the work performed under this Franchise 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.

F. Grantees maintenance of insurance its scope of coverage and limits as required by this Franchise shall not be construed to limit the liability of Grantee to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy to which the City is otherwise entitled at law or in equity.

Section 3. Astound Broadband, LLC shall, within thirty (30) days after the effective date of this Ordinance, file with the City, a fully executed Statement of Acceptance of this Ordinance, which written acceptance shall be Exhibit A, attached and incorporated by this this reference.

Section 4. This Ordinance shall supersede Ordinance No. 6555 to the extent that it contains terms and conditions that change, modify, delete, add to, supplement or otherwise amend the terms and conditions of Ordinance No. 6555. All other provisions of Ordinance No. 6555 shall remain unchanged and in full force and effect.

Section 5. Implementation. The Mayor is authorized to implement such administrative procedures as may be necessary to carry out the directions of this legislation.

Section 6. 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 7. **Effective date.** This Ordinance will take effect and be in force five days from and after its passage, approval and publication as provided by law.

INTRODUCED: _____

PASSED: _____

APPROVED: _____

NANCY BACKUS, MAYOR

ATTEST:

APPROVED AS TO FORM:

Shawn Campbell, MMC, City Clerk

Steven L. Gross, City Attorney

Published: _____

EXHIBIT "A"

STATEMENT OF ACCEPTANCE

Astound Broadband, LLC., for itself, its successors and assigns, hereby accepts and agrees to be bound by all lawful terms, conditions and provisions of the Franchise Agreement, Ordinance No. 6555, incorporated herein by this reference as amended by Ordinance No. 6731.

Astound Broadband, LLC
650 College Road East, Suite 3100
Princeton, NJ 08540

By: _____ Date: _____
Name:
Title:

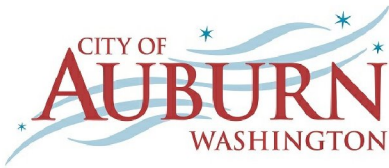
STATE OF _____)
)ss.
COUNTY OF _____)

On this ____ day of _____, 2019, before me the undersigned, a Notary Public in and for the State of _____, duly commissioned and sworn, personally appeared, _____ of _____, the company that executed the within and foregoing instrument, and acknowledged the said instrument to be the free and voluntary act and deed of said company, for the uses and purposes therein mentioned, and on oath stated that he/she is authorized to execute said instrument.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal on the date hereinabove set forth.

Signature

NOTARY PUBLIC in and for the State of _____,
residing at _____
MY COMMISSION EXPIRES: _____



AGENDA BILL APPROVAL FORM

Agenda Subject:

ADA Transition Plan (Gaub)(10 Minutes)

Date:

November 19, 2019

Department:

Public Works

Attachments:

[2019 Draft ADA Transition Plan for Facilities in
the Public Right of Way](#)

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

For discussion only.

Background Summary:

The Americans With Disabilities Act (ADA) requires that all public facilities are readily accessible and usable by persons with disabilities and has a requirement that Agencies adopt a plan for how they plan to manage the transition of facilities that are not compliant into compliant status. Therefore, the Public Works Department has drafted an ADA Transition Plan for Facilities in the Public Right-of-Way. This plan is currently posted on the City's website for public review and comment. The draft plan documents the policies, standards, and general processes that support reaching full compliance with ADA requirements for facilities in the public right-of-way. The Plan includes the following elements that will be presented and discussed:

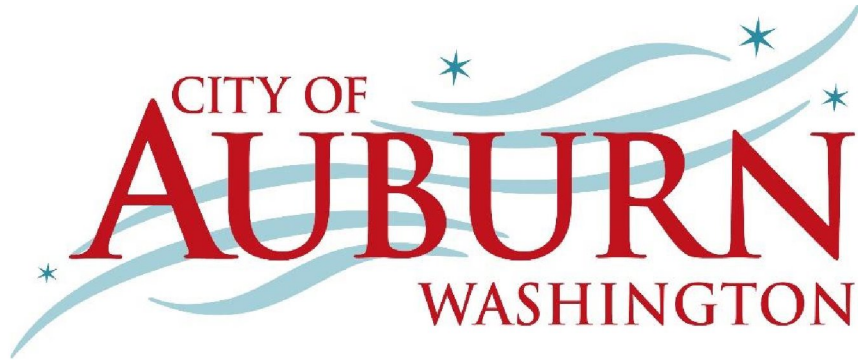
- Overview and Background
- Self-Evaluation
- Policies and Procedures

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

Gaub

Meeting Date: November 25, 2019

Item Number:



AMERICANS WITH DISABILITIES (ADA) TRANSITION PLAN FOR FACILITIES IN THE PUBLIC RIGHT-OF-WAY

DRAFT

October 1, 2019

City of Auburn
Public Works Department
25 West Main Street
Auburn, WA 98001-4998

Table of Contents

Part 1: Overview and Background.....	3
Overview and Purpose	3
American with Disabilities Act (ADA)	3
ADA Transition Plan	4
City of Auburn Transition Plan Approach.....	4
Opportunity for Public Notice & Involvement	4
Part :2 Self-Evaluation.....	6
Curb Ramps	6
Signalized and Enhanced Pedestrian Crossings.....	6
Sidewalks	7
Part 3: ADA Policy	8
Comprehensive Plan	8
City Code & Engineering Standards.....	8
Development Half-Street Policy	9
Pavement Maintenance Policy	9
Sidewalks and Roadway Projects Policy	9
Existing Traffic Signals and Enhanced Crossings Policy	9
Part 4: Procedures	10
Project Development and Execution.....	10
Interim Accommodations.....	11
Project Development and Prioritization.....	12
Funding	13
Special Challenges	13
Implementation Schedule.....	14
Monitoring Progress.....	15
References.....	16

Part 1: Overview and Background

Overview and Purpose

An accessible community enables all people, inclusive of those with disabilities to reach their destinations in the community, gain access to goods, services, and social activities that are needed on a daily basis to improve quality of life.

The City of Auburn is committed to creating and maintaining infrastructure that provides accessibility to programs, services and activities as part of the ADA Title II requirement. Based on 2017 U.S. Census data, approximately 11.2 % of Auburn residents have a disability (U.S. Census Bureau American FactFinder, 2017). Developing a Transition Plan for the public right-of-way is a considerable undertaking and requires dedicated staff, development of policies, detailed evaluation of assets, and an actionable plan to facilitate meeting the goal of a barrier free pedestrian facilities to comply with Title II.

American with Disabilities Act (ADA)

Section 504 of the Rehabilitation Act of 1973 made it illegal for any entity receiving federal financial assistance to discriminate on the basis of disability. Section 504 obligates both state and local governments to ensure equal access to programs, services or activities that are federally funded.

The Americans with Disabilities Act (ADA) was signed by President George W. Bush in January 1990 and prohibits discrimination against individuals with disabilities. The ADA defined disability as a physical or mental impairment that substantially limits one or more major life activities of an individual, a record of an impairment or being regarded as having an impairment (ADA.gov, 2016).

The Act prohibits discrimination in employment, state and local government, public accommodations, transportation and telecommunications. The ADA was assembled upon the groundwork of Section 504 but goes further to require state and local government not receiving federal funding to also meet accessibility standards. The ADA has five titles. Title II of the Act specifically addresses nondiscrimination in all programs, activities and services of public entities to include state and local government (ADA National Network, 2016).

ADA went into effect on January 26, 1992. ADA requires that all facilities constructed after this date are readily accessible and usable by persons with disabilities. Facilities built before this date are referred to as “pre-ADA” facilities. Alteration of pre-ADA facilities generally requires the facilities to be updated to meet ADA requirements. Details of what types of activities and work on facilities in the public right-of-way are considered alterations and therefore trigger the requirement to upgrade the facilities to meet ADA requirements are included in this ADA transition plan.

ADA Transition Plan

Title II requires public agencies with over 50 employees to prepare an ADA Transition Plan. The ultimate goal of the Transition Plan is to identify facilities, programs and services that do not meet Title II of ADA and develop a plan to conform with ADA. The ADA Transition Plan consists of a self-evaluation effort which identifies agency facilities, programs or activities that limit the accessibility to individuals with disabilities. Accessibility means facilities, programs and services that are usable by individuals with disabilities. Once self-evaluation is underway, the Transition Plan can be developed and updated to include detailed methods to remove identified barriers to access and provide a target schedule for taking the necessary steps to comply with Title II. A typical ADA Transition Plan includes the designation of an ADA coordinator; information about public notice; a grievance procedure; development of internal design standards and specifications; development of the plan with a schedule and budget; and finally, a step to monitor the process outlined in the plan.

City of Auburn Transition Plan Approach

This specific Transition Plan exclusively addresses facilities within the public right of way (ROW) of the City of Auburn and is a portion of the City's overall Transition Plan. A plan to address all City facilities, programs, and services outside of the public right-of-way will be completed separately.

The City of Auburn's ADA Transition Plan for facilities within the public right-of-way includes the following elements:

- Overview and background
- Self Evaluation
- Policies and Procedures

The ADA Transition Plan will be updated periodically to reflect regulatory and policy changes. Updates to the Self Evaluation will be provided through an annual publication of updated transition plan metrics or statistics.

Opportunity for Public Notice & Involvement

The ADA Transition Plan was originally developed with input from a variety of different sources. The public comment period for the original plan development was from October 1, 2019 to December 31, 2019. During this time, the City posted a draft version of the initial plan on the City's website for review and comment: www.auburnwa.gov/ADAtransition

A request for public comments was advertised for two weeks in the Seattle Times (the City's newspaper of record). The City presented and discussed the draft plan to the City's Transportation Advisory Board (TAB), which is a citizen advisory board comprised of members representing various interests. The draft plan was also presented and discussed with the City Council during a Council study session.

Additionally, the City has, or will, be reaching out to the following community groups for input and suggestions.

Groups and Organizations
Disabled American Veterans
Auburn Senior Center
Auburn Transportation Advisory Board
Hearing Loss Association of Washington (Renton Chapter)
Auburn Area Chamber of Commerce
Auburn School District
King County Health Department
MultiCare Health Systems
Auburn Youth Resources
Orion Industries
Lighthouse for the Blind
DeafBlind Service Center

The City will continue to receive comments regarding ADA issues and the City's ADA Transition Plan after the public comment period for the initial plan. These comments may be made through the City's webpage or through direct communications with City staff. Periodic updates to the plan would reflect any changes resulting from the additional and on-going public comments.

Part :2 Self-Evaluation

The City's self-evaluation focuses on the following facilities to gauge overall ADA compliance in the public right-of-way:

- Curb Ramps
- Signalized and Enhanced Pedestrian Crossings
- Sidewalks (including driveways)

Other facilities such as railroad crossings, medians and parking are also observed and evaluated but are not specifically inventoried.

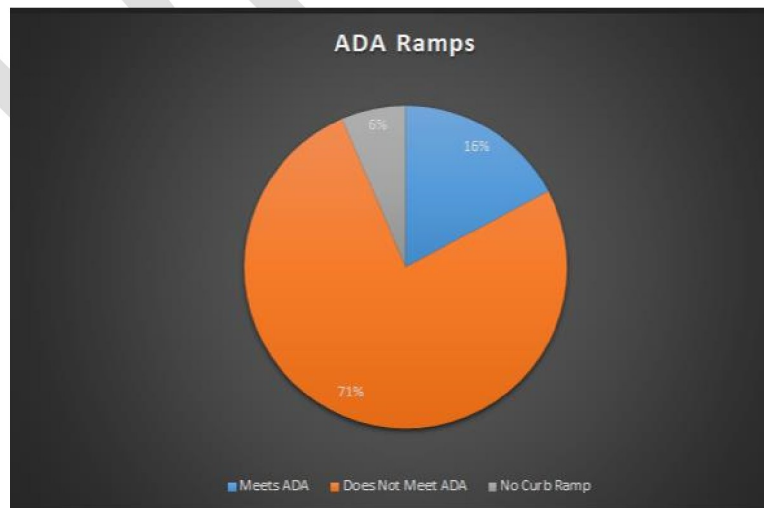
Geographic Information System (GIS) is utilized to spatially track and analyze the findings gathered from the City wide self-evaluation.

Curb Ramps

The following key indicators are utilized to determine if a curb ramp is ADA compliant:

- Ramp Slope
- Landing
- Detectable Surface
- Counter Slope
- Orientation

In 2016, the City compiled an inventory of its existing curb ramps using field surveys and GIS. The inventory collected data needed to determine whether or not an existing curb ramp was ADA compliant. The inventory also identified locations where missing curb ramps created an accessibility obstruction. The inventory revealed the following key statistics that will be compared to future years as a metric of progression towards full ADA compliance:



Signalized and Enhanced Pedestrian Crossings

The three types of signalized and enhanced pedestrian crossings owned and maintained by the City are listed below, along with the number of each type within the City's responsibility:

- Full traffic signal with pedestrian facilities incorporated 85
- Pedestrian only traffic signals 6
- Mid-block crosswalks and crosswalks at un-controlled intersections with enhanced treatment (Rapid Rectangular Flashing Beacon – RRFB, or other treatment) 13

The City's signalized and enhanced pedestrian facilities are included in its asset management system, which allows the City to track the following key indicators utilized to determine if a signal or enhanced crossing is ADA compliant:

- Pedestrian Signal Head (not applicable to RRFB crossings)
- Pedestrian Push Button Function
- Crossing Time (Tracked with our Signal System)

The City plans on field surveying all pushbutton locations and reach distances in the future.

Sidewalks

The information currently within the City's GIS system does not include data required to determine if sidewalks are ADA compliant. Field observations and surveys are performed on a site by site basis as needed to determine details related to ADA compliance. These details include:

- Condition
- Running Slope
- Cross Slope
- Width
- Encroachments or Obstructions

Significant resources, beyond those currently available to the City, would be needed to develop and maintain a Citywide inventory that includes the details listed above. However, City staff is currently evaluating how the City's GIS sidewalk information can be expanded to allow all, or some, of the ADA related data to be entered and managed as it is collected for specific sites.

Part 3: ADA Policy

Comprehensive Plan

The Comprehensive Transportation Plan (Comp Plan) is the framework for transportation planning in Auburn. It functions as the overarching guide for changes to the transportation system. The Plan evaluates the existing system and the deficiencies where improvements are needed. These findings are then incorporated into a needs assessment, which guides the future of the transportation system. Chapter 5 of the Comp Plan establishes transportation objectives and associated policies. It establishes “Complete Streets” as an objective: Ensure Auburn’s transportation system is designed to enable comprehensive, integrated, safe access for users of all ages and abilities including pedestrians, bicyclists, motorists, transit riders and operators, and truck operators. The Comp Plan states the following policy associated with the objective: Ensure the transportation system meets the requirements outlined in the Americans with Disabilities Act. This policy sets the foundation for implementing the ADA Transition Plan in the City.

City Code & Engineering Standards

Auburn City Code (ACC) Section 12.04.020 requires that all public work undertaken by the City and all work within City public rights-of-way conform to the City’s Engineering Design and Construction Standards (Engineering Standards). ACC Section 12.04.010 establishes the City Engineer as the authority to approve, supplement and amend the Engineering Standards in consultation with the City Council on policy issues and for issues with broad citywide implications.

Engineering Standards include ADA related policy, requirements, and specific standards for facilities within the City rights-of-way. The Engineering Standards are generally based on the Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right of Way (PROWAG DRAFT 2011) and also reference and adopt applicable portions of the current Manual on Uniform Traffic Control Devices (MUTCD), WSDOT Design Manual, and WSDOT Standard Plans.

The Engineering Standards include the following key ADA related policies that have been established in consultation with the City Council:

- Establishment that: “All streets shall be designed and constructed to comply with Federal Americans with Disabilities Act (ADA) laws”
- Criteria for utility trenching and roadway restoration work that triggers ADA upgrades and improvements to curbs without ramps, existing curb ramps, and traffic signal pedestrian push buttons

The Engineering Standards include and address the following specific design requirements related to ADA compliance:

- Sidewalk, driveway, curb ramp design criteria
- Crosswalk design requirements

- Pedestrian signal design requirements
- Construction work zone requirements

Development Half-Street Policy

Requiring developers to participate in the replacement and expansion of facilities in the public rights-of-way supports the City's overall ADA Transition Plan. ACC Section 12.64A establishes the types of development activity that require the developer to construct public improvements. The extents of the required public improvements consist of motorized and non-motorized facilities along the development frontage and are referred to as "Half-Street Improvements." Half-Street Improvements typically include the construction of new ADA compliant sidewalks, ramps, and driveways and replacing any existing facilities along the frontage that are not ADA compliant.

Pavement Maintenance Policy

With this ADA Transition Plan, the City adopts the policy established in Chapter 1510.05(2) of the WSDOT Design Manual that establishes which types of pavement maintenance activities trigger ADA improvements as part of the project. Per this policy, the following pavement maintenance activities do not trigger ADA improvements:

- Crack sealing
- Slurry seal
- Spot pavement repairs (pothole repair)
- Lane re-striping (does not alter shoulder usability)

All other pavement maintenance and replacement, including patching and grind/overlaying may require upgrade and/or installation of pedestrian ADA facilities subject to the criteria established in the Engineering Standards and in this Plan.

Sidewalks and Roadway Projects Policy

With this ADA Transition Plan, the City adopts a policy that roadway and utility work on existing roadways without sidewalks do not trigger the requirement to construct new sidewalks where they don't already exist. This policy does not preclude projects that include roadway or utility work from triggering the requirement for new sidewalks construction via other mechanisms, an example being Half-Street Improvements that include sidewalk construction that are triggered by certain development activity as defined in ACC 12.64A.

Existing Traffic Signals and Enhanced Crossings Policy

With this ADA Transition Plan, the City adopts policy for existing signalized and enhanced pedestrian crossings as follows:

- If no curb ramp or electrical work is being performed at a signalized intersections or enhanced crossing location, no work is required for the signal or enhanced crossing pushbuttons as part of the project.

- If a project modifies or expands any portion of the electrical systems of a signalized intersection or enhanced crossing, it must also make all pedestrian pushbutton functions (but not locations) and pedestrian signal heads (as applicable) accessible.
- If a project constructs, modifies, removes/replaces any portion of any curb ramp at a signalized intersection or enhanced crossing, the project must make the pedestrian pushbutton location accessible for that ramp and make the pedestrian pushbutton function accessible for the entire signal or enhanced crossing.

Part 4: Procedures

Project Development and Execution

The City of Auburn is improving access to pedestrian facilities by implementing ADA requirements related to capital projects, private development projects, and third party utility projects that impact the public ROW. The City of Auburn uses its adopted Engineering Design and Construction Standard Manuals. In addition, the MUTCD, WSDOT Design Manual and WSDOT Standard Plans are utilized to ensure all new construction and alterations are designed and constructed to meet current ADA requirements. An alteration typically means a change to a facility within the public ROW that affects or could affect access.

All ADA requirements must be applied to the maximum extent feasible. This means efforts should be made to comply with ADA as is reasonably possible. The Code of Federal Regulations (CFR) recognizes there are times where it is virtually impossible to comply fully with the standards.

Below are the types of projects that are required to comply with the ADA:

1. Capital Improvement Projects:
 - a. Street preservation (grind and overlay, patching, etc.)
 - b. Street reconstruction
 - c. Intersection improvement projects
 - d. Sidewalk improvement projects
 - e. Utility repair, replacement, and improvement projects
2. Private Development Projects:
 - a. Half street improvements including sidewalks, curb ramps and street improvements per Auburn City Code 12.64A
 - b. Plat developments that require construction of street and compliant sidewalk infrastructure
3. Franchise Utility and other 3rd Party Work in the ROW:
 - a. Installation of new utilities that impact the pedestrian corridor
 - b. Repair and/or replacement of existing utilities that impact the pedestrian corridor
 - c. Relocation of utilities to accommodate other facilities in the ROW that impact the pedestrian corridor.

City inspection staff monitors installation of all improvements within City ROW to ensure ADA requirements are met. If ADA requirements are not met, the contractor or developer will be required to repair/replace infrastructure at their expense.

Interim Accommodations

The City of Auburn interim accommodations may be necessary in the public right-of-way. The City will work to accommodate specific requests as feasible.

Residential Disabled On-Street Parking

When applicable, a signed disabled parking space can be requested through the City of Auburn. The City will evaluate the request and make a determination for each situation. This process only intends to shorten the travel distance for residential access. This does not mean other access provisions such as installing or repairing curb ramps, driveways, or sidewalks will be completed at the same time as the designated ADA parking space.

The disabled on-street parking request requires the resident to fill out an application, provide their valid state disabled parking permit number, and justification as to why there is no viable accessible off-street parking. This parking designation is still subject to city codes and ordinances. The disabled parking space does not permit a vehicle to be parked in any street in the city for more than 72 hours consecutively and can be utilized by any user with a valid disabled parking permit. The resident is responsible for notifying the City when the space is no longer needed. The City, once notified, will remove the space and associated signage.

Citizen Requests

Reporting repairs or maintenance needed for ADA compliance is important and can be completed using www.auburnwa.gov/reporting or the *SeeClickFix* app. City Staff has the ability to respond to sidewalk and signal issues. If the issue is beyond the local capability to perform a complete repair, it will be addressed with a temporary fix if possible and/or prioritized for correction by a service or construction contract. In many cases, sidewalk issues can be temporarily addressed by grinding down a portion of the concrete panel or by adding asphalt to smooth the transition. Signal technicians are able to address pedestrian systems where they are installed.

Project Development and Prioritization

The City of Auburn encompasses nearly 30 square miles of land that has been developed over the last century under differing ADA requirements or, for much of the City, prior to ADA requirements being in place. It follows that the broad scope and cost to achieve the goals of the ADA Transition Plan are enormous and require a strategic approach. The City's approach towards planning, funding, and completing projects that help implement the ADA Transition Plan relies heavily on prioritization. As funding is made available to the City to complete capital projects to address ADA issues, projects are identified and selected based on the following prioritization schedule:

ADA Issue Type (listed from highest to lowest priority):

- 1) Obstruction - Damaged or lifted sidewalk with lip greater than ½-inch.
- 2) Obstruction - No curb ramp present at transition from raised sidewalk to roadway crossing.
- 3) Obstruction – Extreme cross slope of sidewalk or curb ramp
- 4) Obstruction – Sidewalk path encroachment that reduces the pathway below the minimum width allowed (street tree, hydrant, sign)
- 5) Non-compliant pedestrian signal head
- 6) Non-compliant pedestrian push-button function
- 7) Non-compliant push button location
- 8) Non-compliant curb ramp
- 9) Non ADA compliant sidewalk (cross-slope) that is not an obstruction (not extreme cross slope)
- 10) Discontinuous pedestrian path between established pedestrian infrastructure

Priority by Location (listed from highest to lowest priority):

- 1) Location for which a complaint has been received that path of use is obstructed due to ADA issues
- 2) Downtown Urban Center Zone
- 3) School walking routes
- 4) Walking routes to transit stops and facilities
- 5) Walking routes to parks, hospital/medical facilities, pharmacies, low-income services
- 6) Walking routes to commercial centers
- 7) Roadway corridors with high levels of pedestrian traffic
- 8) Roadway corridor with medium to low levels of pedestrian traffic

Current standards require the developer of residential neighborhoods and lots to construct sidewalks and curbs (and therefore curb ramps) as part of its project. Many residential neighborhoods in Auburn were constructed prior to this standard being in place and do not have sidewalks and curbs. Unless they fall into one of the categories listed above, utilizing City funds to construct sidewalks and curbs (with ramps) in these under developed residential neighborhoods is not a high priority. Instead, the City suggests neighborhoods without sidewalks that desire them pursue a Local Improvement District (LID) or other means to finance the sidewalk projects. In all cases when a specific request or complaint is made for ADA

accommodations in the public rights-of-way, in residential neighborhoods or otherwise, it is considered to be a high priority.

Funding

Most ADA improvements made in the City's public rights-of-way are associated with public and private projects that trigger the ADA requirement as part of some other activity or project. It follows that the majority of funding spent on ADA improvements is from public and private funds allocated for other activities or projects. These activities and projects include private and public utility work, paving and roadway work, construction and expansion of new building projects, and more.

Funding for projects that specifically address ADA needs within the public rights-of-way is typically from the City's Capital Improvement Fund (328). The Arterial Streets Fund (102) also typically includes funding allocated for ADA improvements on classified streets (arterials and collectors). Funding levels for these programs are set by the City Council as part of the City's Biennial Budget process. Additional funds are sometimes available from grant programs. The Community Development Grant Program (CDBG) administered by the Department of Housing and Urban Development (HUD) has provided funding to construct ADA improvements in low income areas throughout the City.

The City of Auburn has two programs with dedicated funding for annual pedestrian, sidewalk, and ADA improvements as part of the Six-Year Transportation Improvement Program (TIP) and Capital Facilities Plan (CFP). The Citywide ADA and Sidewalk Improvement Program funds citywide accessibility improvements including improving sidewalks, curb ramps, removing barriers, and completing gaps. The Citywide Pedestrian Accessibility and Safety Program is designed to address small pedestrian improvement projects at locations throughout the City based on pedestrian demands, existing deficiencies and citizen requests. These programs have been funded historically at approximately \$200,000 and \$100,000 per year respectively. Future program budgets are determined by the City Council Bi-annually.

Special Challenges

Besides limited funding, other issues make it challenging for the City to improve right-of-way facilities to meet ADA standards. These challenges include coordination with other agencies, the physical topography of the City, and pre-ADA development.

The City of Auburn is unique in that it spans across two counties and is bordered by several different agencies, each with its own jurisdiction over its public rights-of-way (Algona, Pacific, Federal Way, Kent, King County, Pierce County). Three state routes pass through Auburn with interchanges, ramps, bridges, and intersections that fall under the jurisdiction of the Washington State Department of Transportation (WSDOT). Portions of Auburn are lands of the Muckleshoot Indian Tribe, which has sovereignty over most infrastructure within Trust lands. Additionally, Burlington Northern Santa Fe (BNSF) operates a large rail-yard and rail lines that run north-south through the City and east-west from the yard to the eastern City limits. Union Pacific Railway also operates a rail line that runs north-south through the City. Planning and constructing improvements to address ADA needs within the City sometimes requires

coordination, permitting, and separate funding from some or all of these entities which can present logistical challenges. It is also difficult to provide facilities at the connection, and sometimes, overlap locations due to differing standards, timing of available funding, and other constraints.

The City's unique topography presents challenges in transitioning to full ADA compliance. The City's land area consists of a valley area with the Green River, White River, and Mill Creek passing through it, the Lea Hill and Lakeland Hills areas along the east side of the valley, and the West Hill along the west side of the valley. On the hillside areas, it is a challenge to meet slope requirements for sidewalks and ramps. In the flat valley areas, grading to meet ADA requirements sometimes results in standing water or other drainage and maintenance issues.

The downtown and surrounding areas of Auburn were mostly developed before ADA requirements were established. This sometimes results in physical constraints such as buildings, bridges, walls, and other facilities that make it physically infeasible to construct ADA compliant sidewalks, ramps and other infrastructure without significantly impacting those existing facilities.

In cases where special challenges prevent the City from constructing ADA facilities that fully conform to ADA standards, the City has adopted a Maximum Extents Feasible (MEF) process. If during the design or construction of a sidewalk, ramp, or other right-of-way infrastructure physical constraints are present that prevent the infrastructure from being built to meet ADA standards, the Engineer-in-charge will prepare a MEF Document that summarizes the constraints and the standard(s) not being met. Constraints that are considered when evaluating an MEF Document include: physical built features such as buildings, walls, utilities that would be extremely difficult to relocate, environmental constraints such as critical areas (wetlands, streams, mountains), and property impacts that would have significant negative impacts to the property (loss of parking stalls below the minimum required, loss of business functionality), and other factors that are considered on a case-by-case basis as they arise.

Implementation Schedule

Due to funding constraints continuously changing and re-interpretation of ADA standards, full compliance of all public facilities within the rights-of-way will likely not be achieved for several decades, if at all. Instead, the City's prioritization of specific ADA compliance issues will allow for those elements to meet standards within reasonable timeframes given the aforementioned constraints:

- Pedestrian Signal Heads: replacement of non-compliant signal heads within 5 years
- Pedestrian Push-button functionality: replacement of non-compliant push-buttons to meet standards within 5 to 15 years
- Pedestrian Push-button location: relocation of non-compliant push-buttons with 10 to 25 years
- Curb Obstructions: improvements to remove of all obstructions within 10 to 25 years
- Curb Ramps: improve or replace all curb ramps to be compliant – timeframe cannot be estimated at this time.

- Sidewalks: Eliminate sidewalk gaps on arterial streets – timeframe cannot be estimated at this time.
- Sidewalks: Eliminate sidewalk gaps on collector streets – timeframe cannot be estimated at this time.

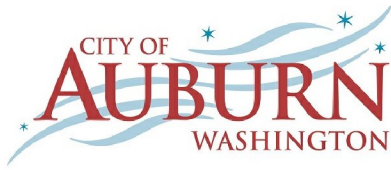
Monitoring Progress

Additional information will be added as significant portions of the self-evaluation are completed. This plan is intended to provide a foundation to work toward an accessible public ROW and will be updated on an ongoing basis to reflect which barriers were removed with a project action or independent remediation. This is a living document. The text, appendices and requirements will likely change with each update.

Routine minor updates to this plan will be made on a regular basis as improvements are completed, new barriers to access are identified or new requests are submitted. GIS and OMS are the tools utilized by the City to monitor progress of the ADA Transition Plan. The City is developing an “ADA Transition Dashboard” that will be posted on the City’s website that shows key metrics indicating the City’s progress towards implementing the goals of the public rights-of-way transition plan.

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AGENDA BILL APPROVAL FORM

Agenda Subject:

3rd Quarter 2019 Financial Report (Thomas)(15 Minutes)

Date:

November 19, 2019

Department:

Finance

Attachments:

[Q3 Report](#)

Budget Impact:**Administrative Recommendation:**

For discussion only.

Background Summary:

The quarterly financial report summarizes the general state of Citywide financial affairs and highlights significant items or trends that the City Council should be aware of. The attachment provides the year to date through September 2019 status report based on financial data available as of October 31, 2019 for the period ending September 30, 2019 and sales tax information representing business activity that occurred through July 2019.

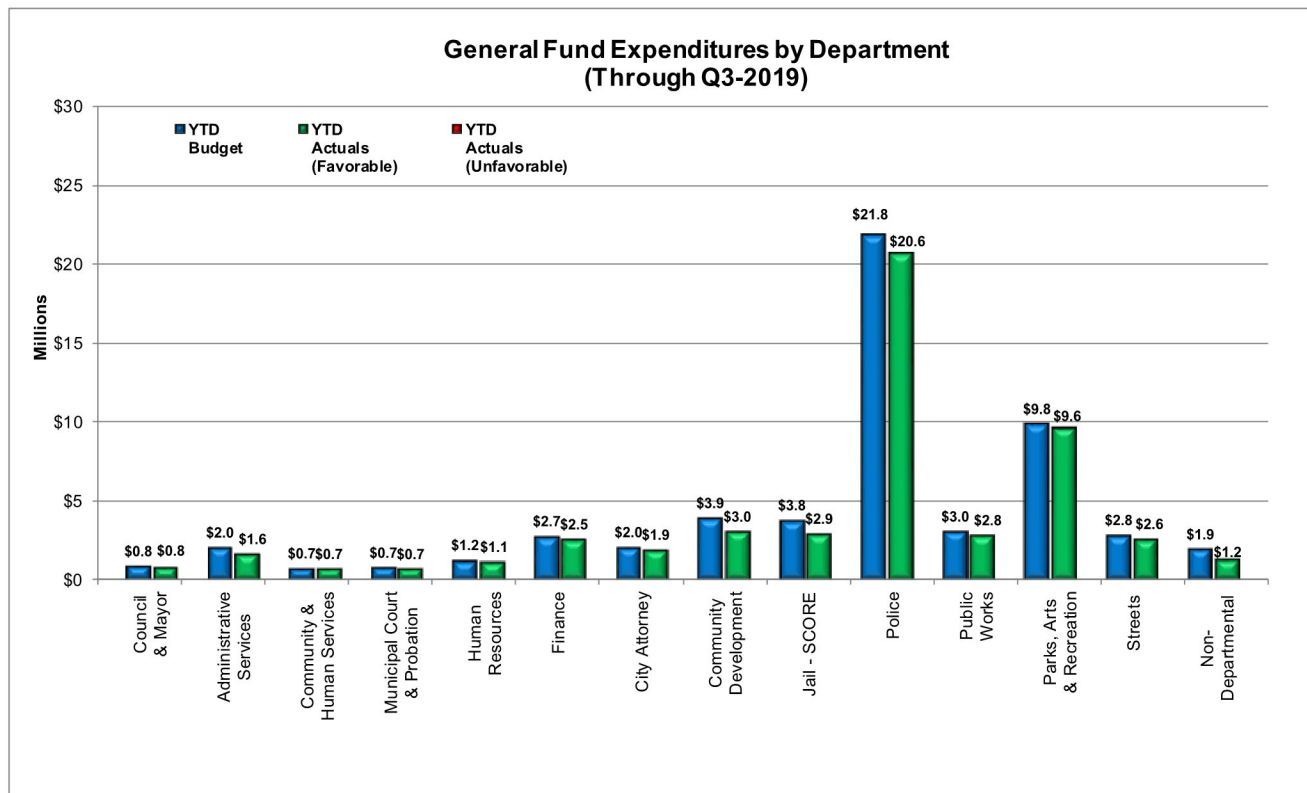
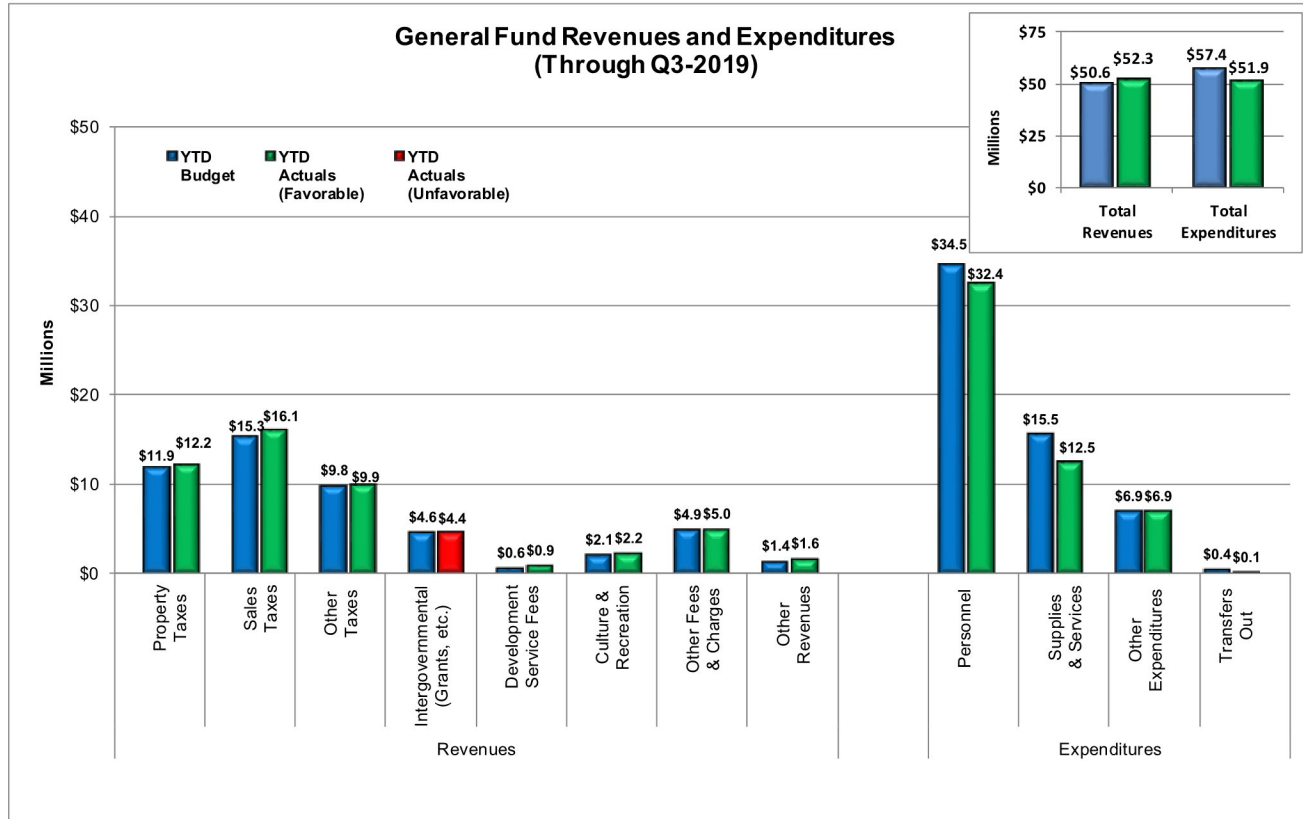
Reviewed by Council Committees:**Councilmember:****Staff:**

Thomas

Meeting Date: November 25, 2019

Item Number:

General Fund Summary



General Fund Summary of Sources and Uses	Page Ref	2019			2018	2019 YTD Budget vs. Actual	
		Annual Budget	YTD Budget	YTD Actual	YTD Actual	Favorable (Unfavorable) Amount	Percentage
Operating Revenues							
Property Tax	7	\$ 21,825,000	\$ 11,935,000	\$ 12,228,024	\$ 11,633,676	293,024	2.5 %
Retail Sales Tax	8-9	18,435,100	13,677,100	13,825,585	11,825,112	148,485	1.1 %
Sales Tax - Pierce County Parks		105,500	78,100	82,419	76,824	4,319	5.5 %
Sales Tax - Annexation Credit		-	-	373,279	1,056,364	373,279	N/A %
Criminal Justice Sales Tax		2,162,000	1,589,700	1,783,637	1,664,826	193,937	12.2 %
Brokered Natural Gas Tax		137,900	109,400	172,481	126,785	63,081	57.7 %
City Utilities Tax	9-10	4,035,600	3,029,300	3,026,859	2,851,226	(2,441)	(0.1) %
Admissions Tax		398,000	298,800	334,077	353,497	35,277	11.8 %
Electric Tax	9-10	3,558,100	2,759,400	2,753,414	2,890,368	(5,986)	(0.2) %
Natural Gas Tax	9-10	1,008,000	901,100	818,958	912,333	(82,142)	(9.1) %
Cable Franchise Fee	11-12	950,500	711,700	694,741	717,171	(16,959)	(2.4) %
Cable Utility Tax	12	1,020,000	765,000	731,470	763,586	(33,530)	(4.4) %
Cable Franchise Fee - Capital		65,000	48,750	48,471	46,766	(279)	(0.6) %
Telephone Tax	9-10	1,177,900	894,500	735,332	966,456	(159,168)	(17.8) %
Garbage Tax (external)	9-10	134,400	100,800	109,116	102,313	8,316	8.3 %
Leasehold Excise Tax		50,000	37,500	197,512	189,560	160,012	426.7 %
Gambling Excise Tax		415,500	171,000	276,973	313,817	105,973	62.0 %
Taxes sub-total		\$ 55,478,500	\$ 37,107,150	\$ 38,192,348	\$ 36,490,680	\$ 1,085,198	2.9 %
Business License Fees	13	\$ 210,000	\$ 136,200	\$ 126,563	\$ 209,934	(9,637)	(7.1) %
Building Permits	14	1,070,000	912,900	627,371	738,697	(285,529)	(31.3) %
Other Licenses & Permits	3	557,900	438,600	766,440	452,625	327,840	74.7 %
Intergovernmental (Grants, etc.)	15	6,235,300	4,579,320	4,420,602	4,678,784	(158,718)	(3.5) %
Charges for Services:	16-19						
General Government Services	16	2,821,110	1,934,100	1,944,889	59,408	10,789	0.6 %
Public Safety	16-17	1,048,200	786,150	847,021	775,086	60,871	7.7 %
Development Services Fees	16-18	805,000	586,300	850,551	613,617	264,251	45.1 %
Culture and Recreation	16-19	2,409,980	2,052,200	2,224,932	2,155,549	172,732	8.4 %
Fines and Penalties	19-20	859,500	668,400	642,069	734,490	(26,331)	(3.9) %
Fees/Charges/Fines sub-total		\$ 16,016,990	\$ 12,094,170	\$ 12,450,437	\$ 10,418,190	\$ 356,267	2.9 %
Interest and Investment Earnings	21	\$ 348,700	\$ 261,000	\$ 291,861	\$ 295,262	30,861	11.8 %
Rents and Leases	21	849,300	703,800	793,273	829,454	89,473	12.7 %
Contributions and Donations	21	25,000	21,400	26,539	46,595	5,139	24.0 %
Other Miscellaneous	21	237,200	184,200	330,377	250,421	146,177	79.4 %
Transfers In		120,506	102,006	104,006	77,500	2,000	2.0 %
Insurance Recoveries - Capital & Operating		125,000	93,750	92,792	84,434	(958)	(1.0) %
Other Revenues sub-total		\$ 1,705,706	\$ 1,366,156	\$ 1,638,848	\$ 1,583,666	\$ 272,692	20.0 %
Total Operating Revenues		\$ 73,201,196	\$ 50,567,476	\$ 52,281,634	\$ 48,492,536	\$ 1,714,158	3.4 %
Operating Expenditures							
Council & Mayor		\$ 1,109,779	\$ 837,400	\$ 762,497	\$ 859,322	74,903	8.9 %
Administration		2,694,148	2,020,500	1,607,681	1,227,242	412,819	20.4 %
Human Resources		1,626,831	1,228,100	1,107,248	895,187	120,852	9.8 %
Municipal Court & Probation		2,879,221	740,003	655,167	578,985	84,836	11.5 %
Finance		3,533,140	2,736,100	2,538,235	1,118,092	197,865	7.2 %
City Attorney		2,795,950	2,042,200	1,877,968	1,531,784	164,232	8.0 %
Community Development		5,221,526	3,886,600	3,028,604	3,016,097	857,996	22.1 %
Community & Human Services (Comm Devel)		1,069,373	700,100	660,205	714,451	39,895	5.7 %
Jail - SCORE	4	5,001,000	3,750,750	2,894,741	2,998,253	856,009	22.8 %
Police	4	29,515,179	21,809,300	20,626,144	19,816,945	1,183,156	5.4 %
Public Works		4,188,425	3,038,000	2,798,423	2,569,827	239,577	7.9 %
Parks, Arts & Recreation		12,962,401	9,844,600	9,558,340	9,598,326	286,260	2.9 %
Streets		4,041,472	2,810,500	2,561,410	2,633,146	249,090	8.9 %
Non-Departmental		2,961,510	1,907,425	1,239,164	3,339,930	668,261	35.0 %
Total Operating Expenditures		\$ 79,599,955	\$ 57,351,578	\$ 51,915,829	\$ 50,897,589	\$ 5,435,750	9.5 %

Executive Summary

This Executive Summary provides an overview of the City's overall financial position for the fiscal period ending September 30, 2019, reflecting financial data available as of October 31, 2019.

General Fund:

Through September 2019, General Fund revenues totaled \$50.6 million and were \$1.7 million (3.5%) higher than budget expectations and \$3.8 million (8.1%) higher than revenues collected through the same period last year. The majority of this year-over-year increase is due to two policy changes: keeping sales taxes on construction revenue in the General Fund versus transferring it to the Local Street Fund (YTD impact = \$1.5M) and reimbursement for support department labor by other funds (YTD impact = \$1.9M).

Some notable variances to budget through September 2019 include:

- Property tax collections through Q3-2019 totaled \$12.2 million, which was \$293,000 (2.5%) higher than budget expectations and exceeded 2018 year-to-date collections by \$594,000 (5.1%). **[page 7]**
- General Fund retail sales tax revenues totaled \$13.8 million, which was \$148,000, or 1.1% favorable to budget. While General Fund sales tax collections through Q3-2019 were \$2.0 million higher than what was collected through Q3-2018, the majority of this increase is due to a policy change: between 2013 and 2018, sales tax dollars collected from sales tax on construction benefitted the Local Street Fund and were not distributed to the General Fund. Effective January 1, 2019, this policy changed and now all sales tax dollars stay in the General Fund to support ongoing operations. **[pages 8-9]**
- While the 10-year annexation sales tax credit expired in 2018, the City of Auburn received \$373,000 in Q3-2019 which was the result of a finding that the Department of Revenue had ended the 2018 final payments two months earlier than they should have. The revenue collected in Q3-2019 was budgeted in 2018. **[page 8]**
- The other taxes category performed favorably to budget in Q3-2019. Actual revenues collected through Q3-2019 were \$9.8 million, which was \$72,000, or 0.7% above budget. Leasehold excise tax revenues collected through Q3-2019 exceeded budget by \$160,000 due to an unbudgeted leasehold excise tax receipt for the Emerald Downs property. Gambling tax revenues collected during the same period exceeded budget by \$106,000. These revenues were somewhat offset by unfavorable variances in telephone tax and natural gas tax revenues in the amount of \$159,000 and \$82,000, respectively. **[pages 10-12]**
- Building permit revenue collected through Q3-2019 totaled \$627,000 as compared to a budget of \$913,000. 407 building permits issued through Q3-2019, representing a 1.0% increase over the number of permits issued through Q3-2018; however, the valuation of those permits also declined by 12.3% during that same period. **[page 14]**
- Other licenses and permit revenues collected year-to-date exceeded budget expectations by \$328,000. A portion of this variance is due to large grading permits issued for the Huntington Woods housing development, as well as the grading permits for two elementary schools. In addition, excavation permit revenues collected year-to-date exceed budget expectations by \$233,000. The increased revenue collected is primarily due to the increase in the fee structure effective this year, where the City is now closer to achieving full cost recovery on construction permits.

- Intergovernmental revenues collected through Q3-2019 totaled \$4.4 million, which was \$159,000 lower than budget expectations due primarily to revenues collected for streamlined sales tax revenues ending the period \$272,000 unfavorable to budget. This was somewhat offset by revenues from marijuana excise tax revenues that exceeded budget expectations by \$55,000.

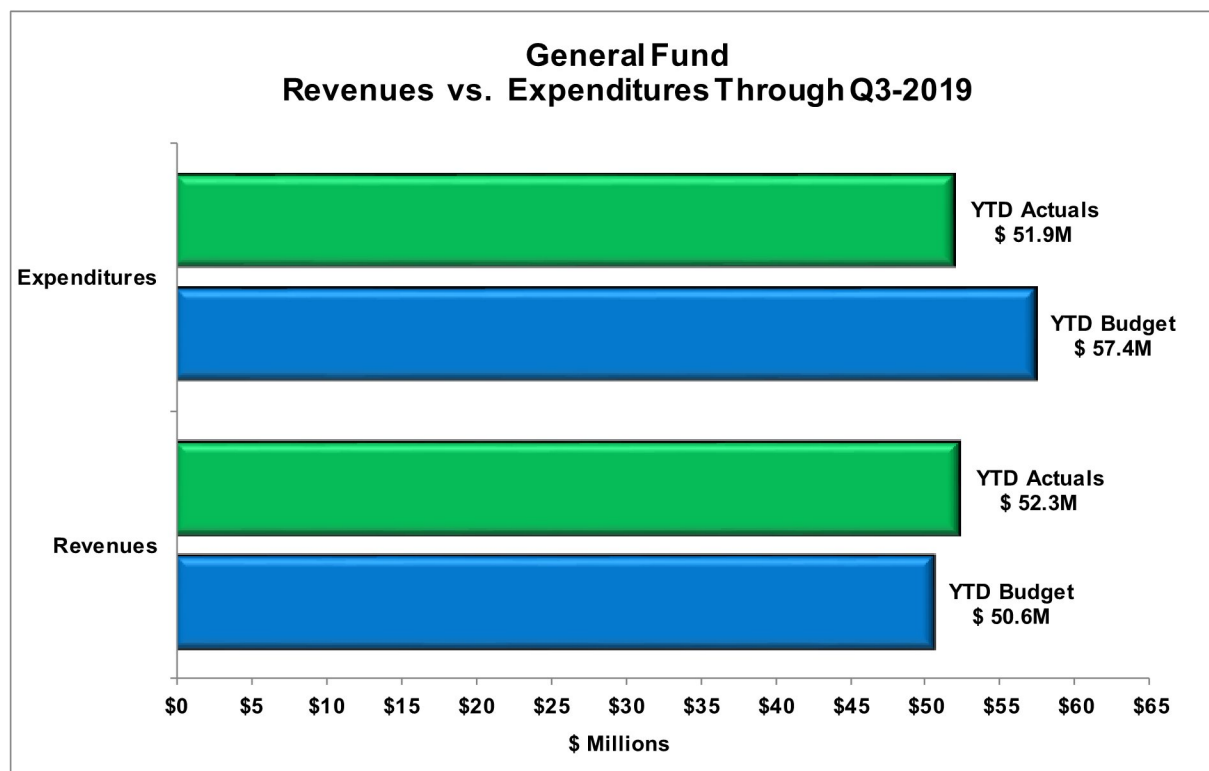
Streamlined sales tax revenues are enhanced by the Marketplace Fairness Act (MFA), which was passed in 2017 to capture the retail sales tax lost from internet and remote sales. However, the bill also phases out and eventually eliminates the streamlined sales tax mitigation payments to local governments. It was anticipated that 2019 would be the last year that the City of Auburn would receive the streamlined sales tax monies, but when the 2019 legislative session adjourned (in May 2019), they voted to continue funding of the mitigation payments through June 2021. While the sales tax revenues collected under MFA are receipted in as sales tax revenue, it is deducted from the amount of revenue the City receives for streamlined sales tax revenues. The amount that the City received for MFA monies through Q3-2019 totaled \$453,000. **[page 15]**

- Culture and recreation revenues collected through Q3-2019 totaled \$2.2 million compared to a budget of \$2.1 million, exceeding budget expectations by \$173,000 and exceeding collections in the same period last year by \$69,000. The primary areas of increased revenues collected compared to last year were greens fees generated at the Auburn Golf Course and ticket sales for performances at the Auburn Avenue Theater. **[pages 18-19]**

General Fund expenditures through September 2019 totaled \$51.9 million compared to a budget of \$57.4 million, representing a 9.5% favorable variance to budget. All departments operated within their allocated year-to-date budget through Q3-2019. It is important to note that due to the delayed timing of the payment to Valley Communications for 911 services and to SCORE for jailing services, a total of \$1.4 million in payments were booked in October versus September.

Year-to-date General Fund expenditures ended the period \$1.0 million, or 2.0% higher than expenditures through Q3-2018. This year-over-year increase was primarily due to increased expenditures for salaries and benefits. This increase reflects increased costs associated with the Police bargaining agreements that were approved earlier this year, the impacts of the cost of living adjustments (COLAs), an increase in Council-approved FTEs (Full Time Equivalents), and increased costs associated with healthcare benefits. While these factors contributed to the year-over-year increase in expenditures, salaries and benefit expenditures ended the period \$2.1 million favorable to budget due to vacancies.

In addition, the year-over-year salary and benefit costs reported in the General Fund in 2019 are higher than salary and benefit costs in 2018 due not only to the reasons noted above but also due to a change in the way salary and benefit costs are allocated. Prior to 2019, salary and benefit costs for support departments (Finance, Human Resources and the Legal Department) were directly charged to other General Fund departments as well as to other City funds. Effective January 1, 2019, all salaries and benefit costs for the support departments mentioned above are now charged 100% to the General Fund. In order to recoup the cost of services, the General Fund now charges other funds for these services via an interfund charge, with an associated revenue in the General Fund (for reference, refer to the general government services line item in the table on page 16 of this report). While this change results in higher salary and benefit costs within the General Fund, the change is actually cost neutral to the bottom line.



Street Funds:

The City's three street funds are special revenue funds wherein the revenue sources and expenditures are legally restricted. These funds are used for street capital construction projects, local street repair, and arterial street repair and preservation projects. Historically, the majority of expenditures in all three street funds occur during the second half of the year when weather conditions are optimal for pavement construction.

Through Q3-2019, **Arterial Street Fund** revenues totaled \$1.5 million as compared to collections of \$2.6 million through Q3-2018, while expenditures totaled \$1.6 million as compared to expenditures of \$3.4 million through Q3-2018. These variances are due to the level of activity on projects in the fund and timing of grant reimbursements and other funding. **[pages 25–26]**

Local Street Fund revenues of \$1.5 million are in line with budget expectations, and compare to collections of \$2.0 million through Q3-2018. This variance is due to a change in funding sources – last year, the Local Street Fund received revenue from sales tax on construction. Starting in 2019, the fund instead receives a set revenue amount from real estate excise tax (REET 2). Expenditures through the second quarter were \$783,000 as compared with \$1.2 million through Q3-2018. **[pages 27–28]**

Lastly, **Arterial Street Preservation Fund** revenues totaled \$2.2 million through Q3-2019, compared to collections of \$2.3 million through Q3-2018. Expenditures totaled \$2.4 million versus \$2.3 million through Q3-2018. These variances are due to the level of activity on projects in the fund and timing of grant reimbursements and other funding. **[pages 29–30]**

Enterprise Funds:

The City's enterprise funds account for operations with revenues primarily provided from user fees, charges or contracts for services.

All City utilities transitioned from bimonthly to monthly usage billing starting in January 2019.

The **Water Fund** ended the third quarter with operating income of \$5.2 million, compared to \$4.4 million during the same period last year. **[page 32]**

The **Sewer Fund** finished Q3-2019 with operating income of \$2.2 million versus \$1.5 million through Q3-2018. **[page 33]**

The **Stormwater Fund** ended the third quarter with operating income of \$2.3 million compared to \$2.0 million through Q2-2018. **[page 33]**

The **Solid Waste Fund** finished Q3-2019 with operating income of \$299,000 compared to \$485,000 through Q3-2018, a variance caused mainly by increased payments to the City's primary solid waste contractor. **[pages 33-34]**

The **Airport Fund** finished Q3-2019 with operating income of \$331,000 compared to \$263,000 through Q3-2018, a variance largely attributable to the purchase and sale of aviation fuel. **[page 35]**

The **Cemetery Fund** had operating income of \$146,000, compared to \$174,000 through Q3-2018. **[page 35]**

Internal Service Funds:

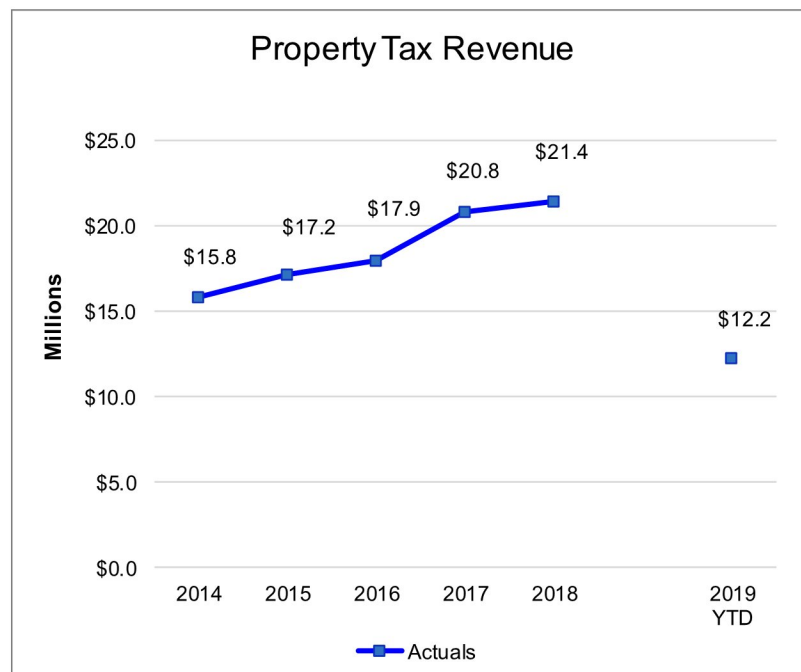
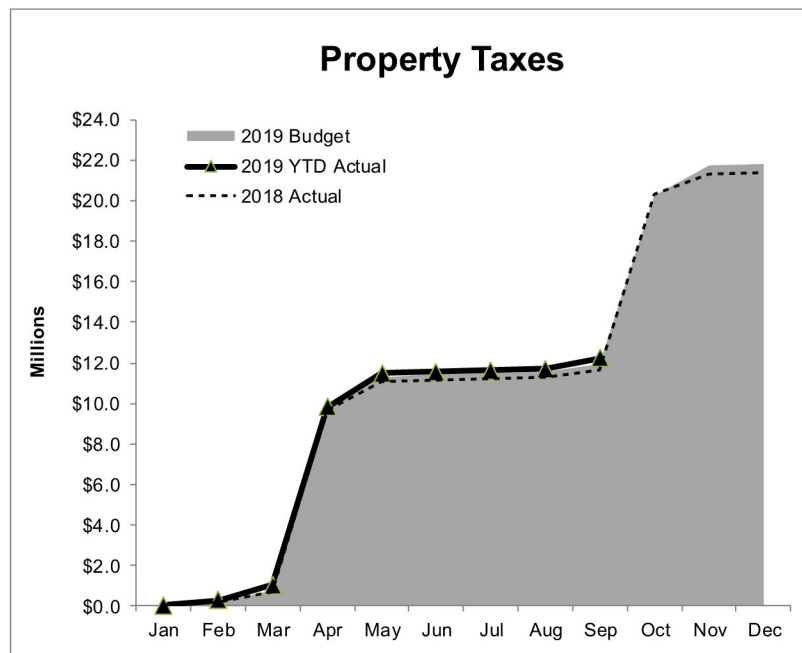
Internal service funds provide services to other City departments and include functions such as Insurance, Worker's Compensation, Facilities, Innovation & Technology, and Equipment Rental. No significant variances were reported in these funds during the second quarter. **[page 36]**

General Fund

Revenues

The combined total of property, sales/use, utility, gambling, and admissions taxes provides 75% to 80% of all resources supporting general governmental activities. The following section provides additional information on these sources.

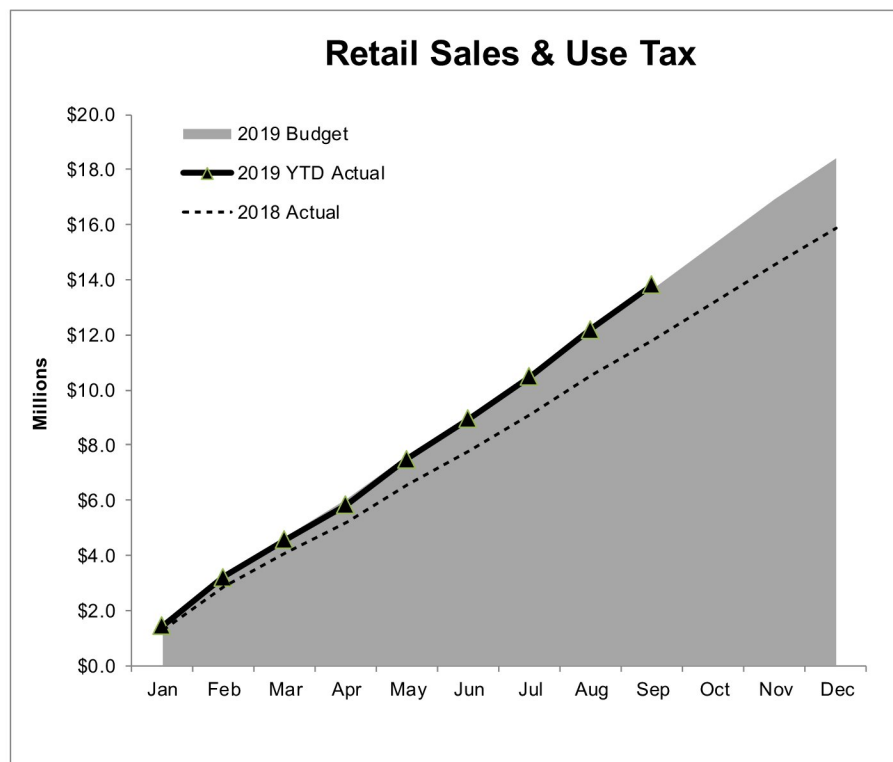
Property Tax collections through Q3-2019 totaled \$12.2 million and were \$293,000, or 2.5% favorable to budget expectations. As depicted in the graphic below, the majority of property taxes are collected during the months of April and October, coinciding with the due dates for the County property tax billings.

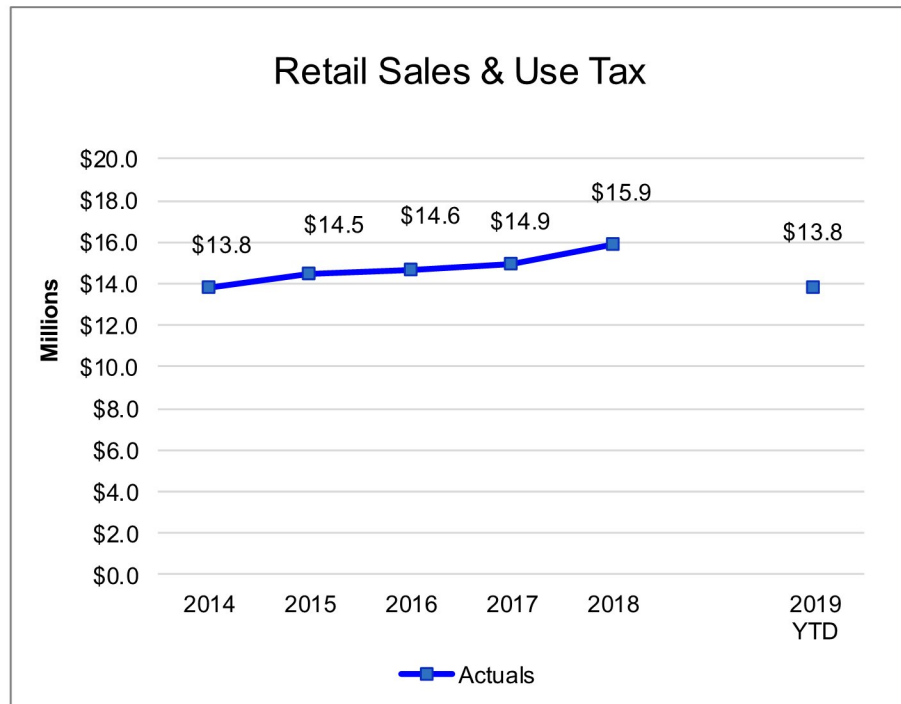


Retail sales tax collections through Q3-2019 totaled \$13.8 million, which was \$148,000 higher than budget expectations. While sales tax revenues collected in the General Fund through Q3-2019 were \$2.0 million more than collections through Q3-2018, this is primarily due to a policy change that became effective on January 1, 2019. Between 2013 and 2018, all sales tax dollars collected from sales tax on construction benefitted the Local Street Fund and were therefore not distributed to the General Fund; effective January 1, 2019, all sales tax dollars now stay in the General Fund to support ongoing operations. In June 2019, the City issued a rebate in the amount of \$47,000 in accordance with the Sales Tax Exemption Program, which is a permanent program that incentivizes construction of new or expanded businesses in specific zoned areas of the City. This rebate is reflective of the differences in retail sales taxes shown in the table on page 9 of this report.

Due to the Marketplace Fairness Act (MFA) which became effective on January 1, 2018, retail sales taxes collected through Q3-2019 included \$453,000 from retail sales taxes collected on internet and remote sales. This is collected as retail sales tax revenue and is deducted from the amount the City receives for streamlined sales tax revenue (see page 15 for more information).

While the 10-year annexation sales tax credit expired in 2018, the City of Auburn received \$373,000 in Q3-2019 which was the result of a finding that the Department of Revenue had ended the 2018 final payments two months earlier than they should have. The revenue collected in Q3-2019 was budgeted in 2018. Pierce County parks sales tax revenue and the criminal justice sales tax revenue both ended the period favorable to budget by \$4,000 and \$194,000 respectively. Total sales tax revenues – including retail and other sales taxes – were \$15.3 million through Q3-2019 as compared to a year-to-date budget of \$16.1 million.



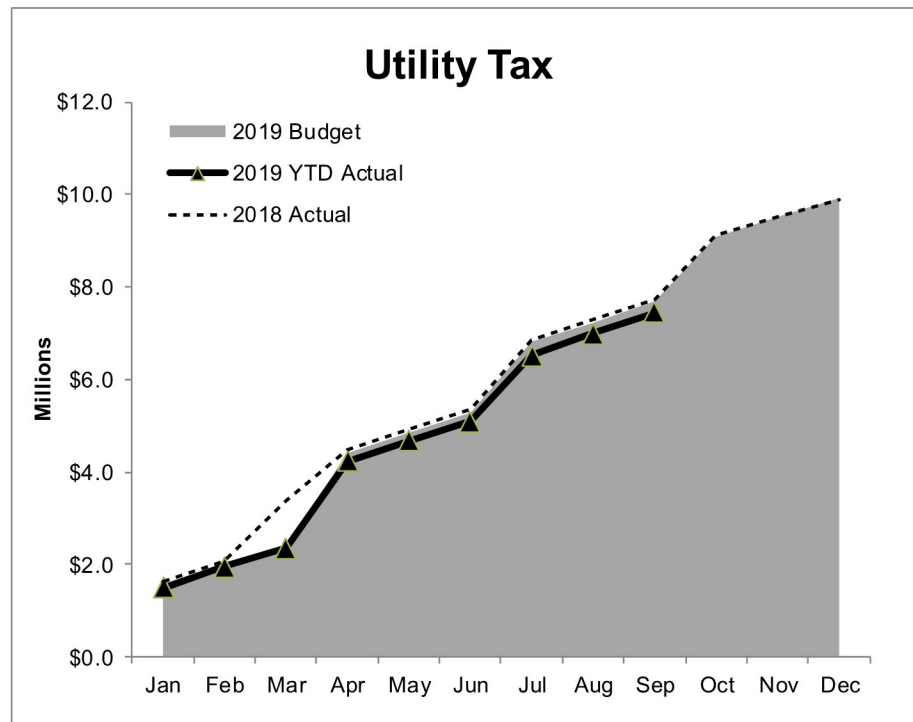


The following table breaks out the City's retail sales taxes by major business sector.

Comparison of Retail Sales Tax Collections by Group Through September				
Component Group	2018 Actual	2019 Actual	Change from 2018	
			Amount	Percentage
Construction	\$ 1,763,440	\$ 1,506,735	\$ (256,705)	(14.6) %
Manufacturing	556,018	589,753	33,735	6.1 %
Transportation & Warehousing	92,685	63,946	(28,739)	(31.0) %
Wholesale Trade	1,100,407	1,133,801	33,395	3.0 %
Automotive	3,092,212	3,037,102	(55,110)	(1.8) %
Retail Trade	3,756,570	4,043,320	286,750	7.6 %
Services	3,131,431	3,305,574	174,143	5.6 %
Miscellaneous	95,789	192,684	96,895	101.2 %
YTD Total	\$ 13,588,552	\$ 13,872,916	\$ 284,365	2.1 %

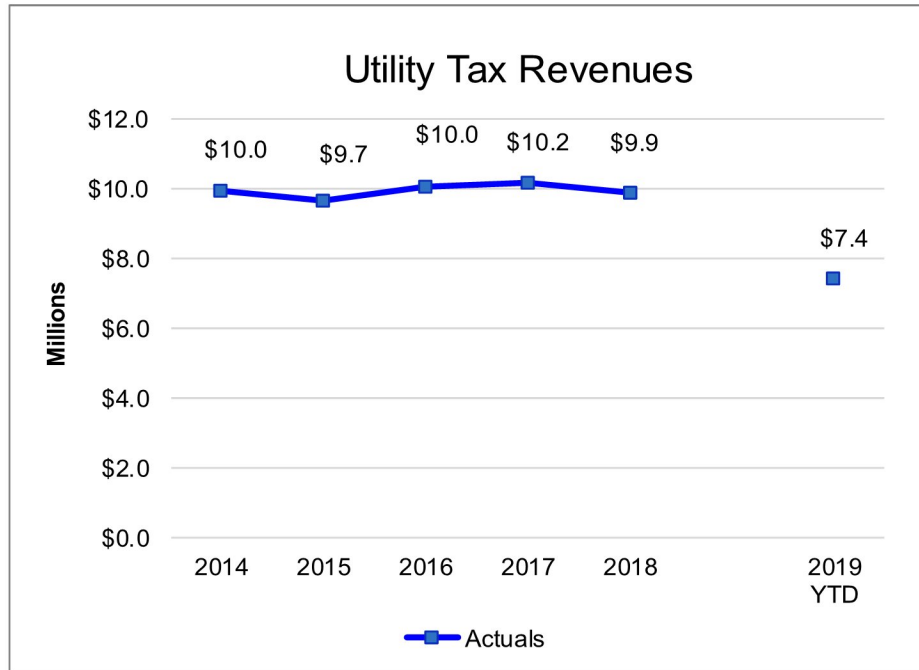
Citywide retail sales tax revenue collected through Q3-2019 was \$284,000, or 2.1%, more than collected through Q3-2018. The business sector that realized the greatest revenue increase compared to the same period last year was in the retail trade category, while the construction category declined 14.6%, or \$257,000, compared to collections through Q3-2018.

Utility Taxes consist of interfund taxes on City utilities (Water, Sewer, Storm and Solid Waste) and taxes on external utilities (Electric, Natural Gas, Telephone and Solid Waste). Utility taxes collected through Q3-2019 totaled \$7.4 million and were \$241,000, or 3.1%, below budget expectations.

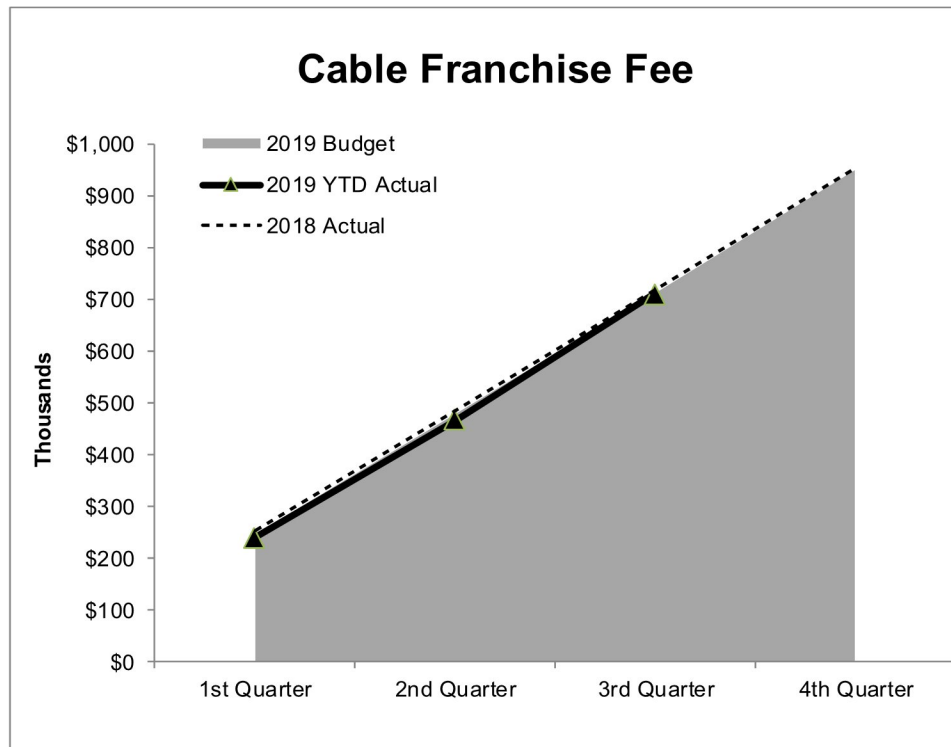


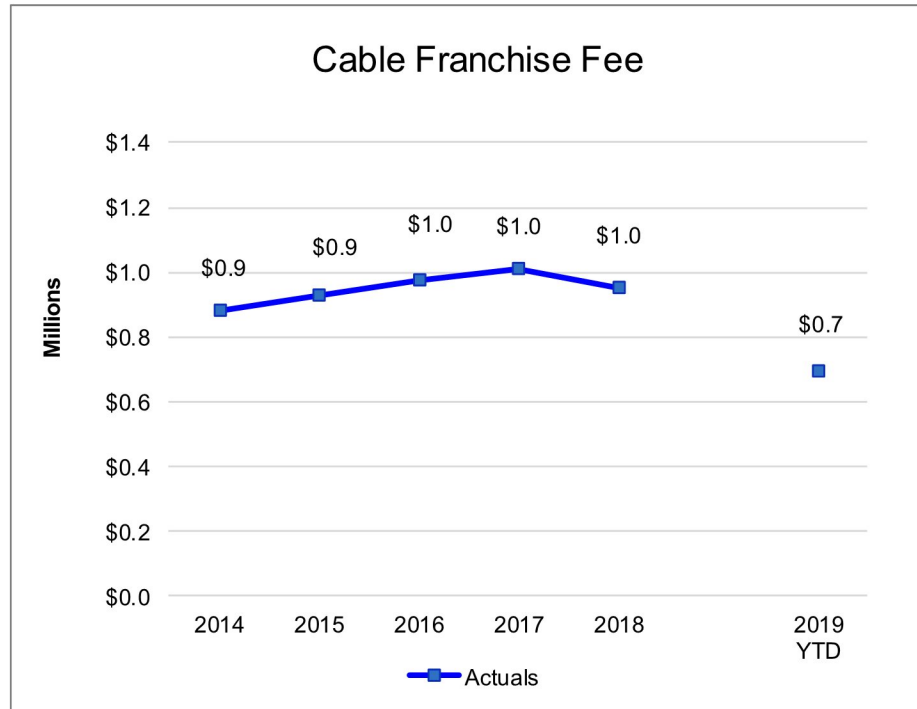
The majority of this unfavorable variance to budget through Q3-2019 was seen in telephone tax collections. This revenue source year-to-date has declined 17.8% compared to collections through the same period last year and overall the telephone utility tax revenue has seen a steady decline since 2010.

Utility Tax by Type Through September 2019							
Utility Tax Type	2018 YTD Actual	2019 YTD Budget	2019 YTD Actual	2019 vs. 2018 Actual		2019 vs. Budget	
				Amount	Percentage	Amount	Percentage
City Interfund Utility Taxes	\$ 2,851,226	\$ 3,029,300	\$ 3,026,859	\$ 175,633	6.2 %	\$ (2,441)	(0.1) %
Electric	2,890,368	2,759,400	2,753,414	(136,954)	(4.7) %	(5,986)	(0.2) %
Natural Gas	912,333	901,100	818,958	(93,375)	(10.2) %	(82,142)	(9.1) %
Telephone	966,456	894,500	735,332	(231,124)	(23.9) %	(159,168)	(17.8) %
Solid Waste (external)	102,313	100,800	109,116	6,803	6.6 %	8,316	8.3 %
YTD Total	\$ 7,722,696	\$ 7,685,100	\$ 7,443,679	\$ (279,017)	(3.6) %	\$ (241,421)	(3.1) %

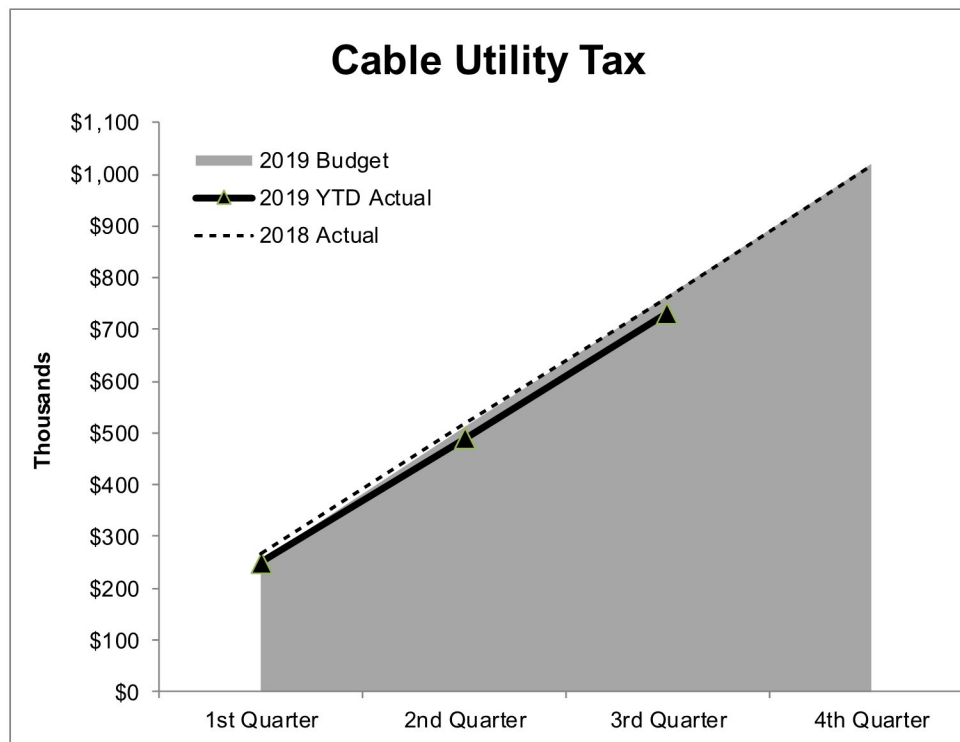


Cable Franchise Fees, which are collected quarterly, totaled \$695,000 through Q3-2019 and were \$17,000, or 2.4%, lower than budget expectations.



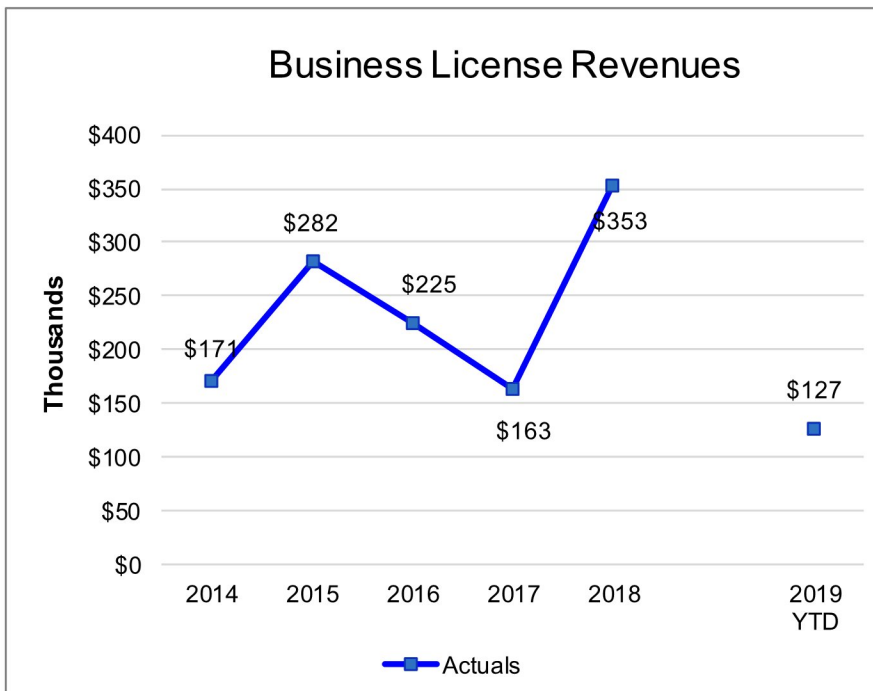
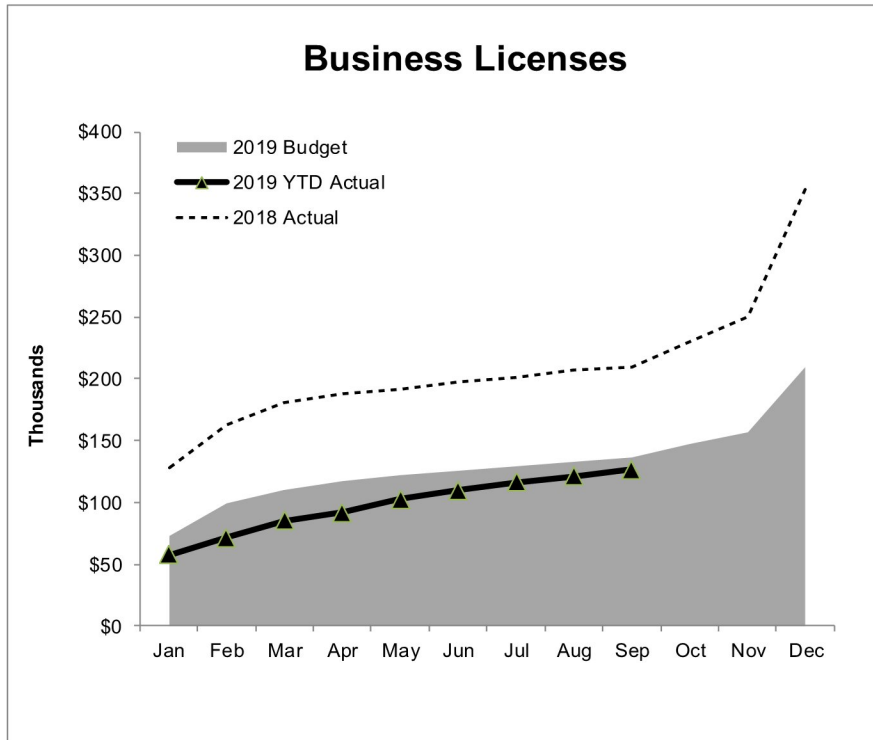


Cable Utility Tax. This tax became effective on January 1, 2017 and is also collected quarterly. Total cable utility tax revenue collected through Q3-2019 totaled \$731,000 and was unfavorable to budget expectations by \$34,000, or 4.4%.



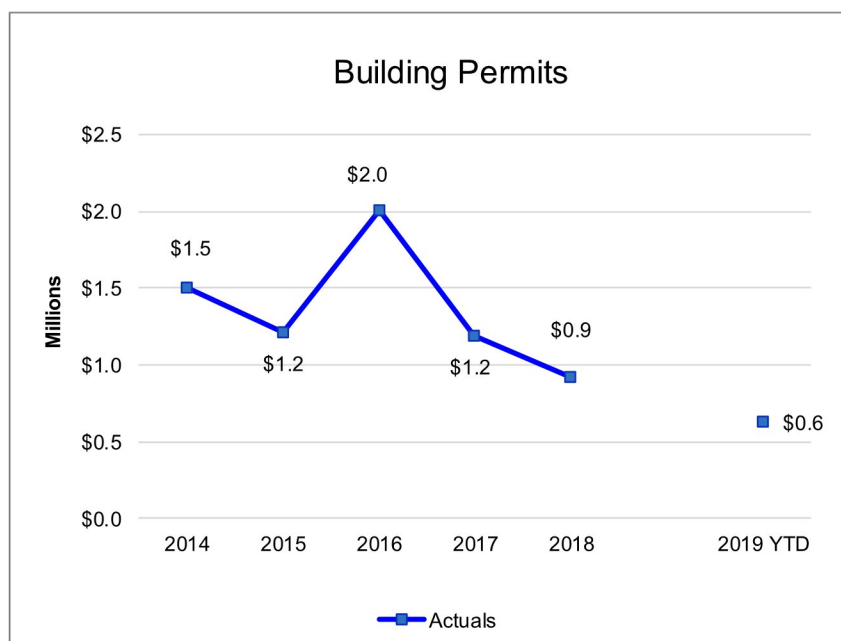
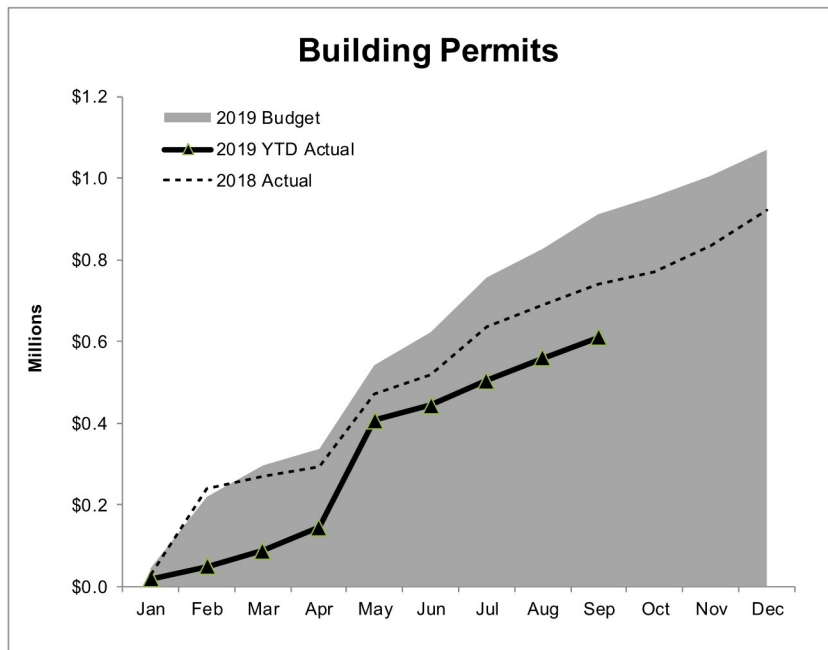
Licenses and Permits include business licenses, building permits, plumbing, electric and other licenses and permit fees. Building permit fees and business licenses make up approximately 70% of the annual budgeted revenue in this category.

Business license revenues collected through September 2019 totaled \$127,000 as compared to a budget of \$136,000. This shortfall relates to the timing of when business license renewal notices are paid: a majority of businesses paid their 2019 business licenses in late 2018.



Building permit revenue collected through Q3-2019 totaled \$627,000 compared to a budget of \$913,000. Revenues collected through Q3-2019 were 15.1% below collections through Q3-2018, while the valuation of permits during these same periods declined by 12.3% (after adjusting for the Auburn Apartments project, for which permits were paid in 2018). The number of building permits issued through Q3-2019 totaled 407, which represents a 1.0% increase over the number of permits issued through Q3-2018. Although the number of permits issued increased slightly, the average valuation of projects thus far this year has declined compared to the same period last year.

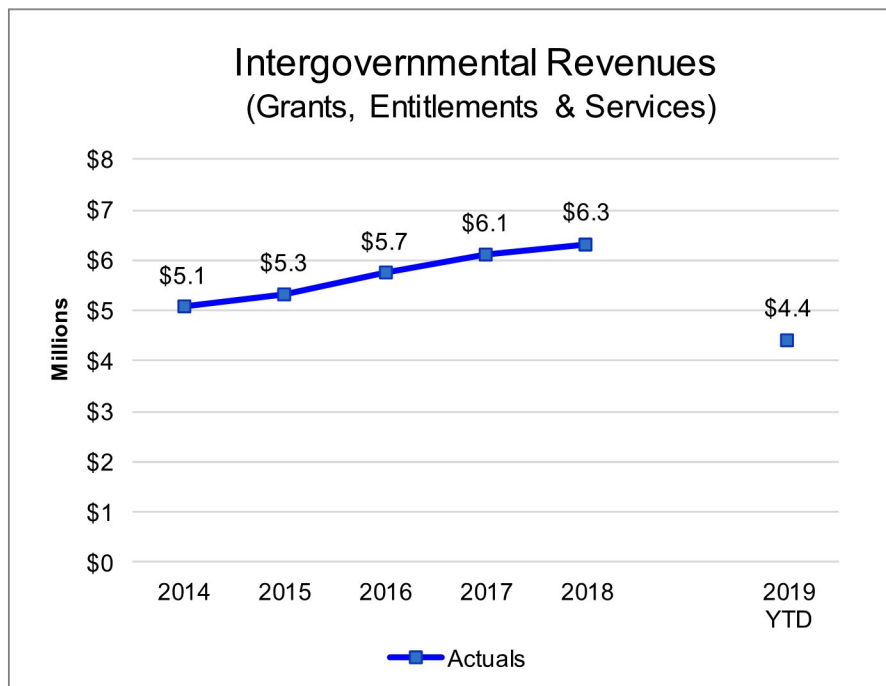
Major projects contributing to building permit revenues this quarter includes duplexes at Country Meadows, Fieldhouse USA (an indoor sports facility at The Outlet Collection), and various projects at Boeing.



Intergovernmental revenues include grants (direct and indirect federal, state and local), revenue from the Muckleshoot Indian Tribe (MIT) compact, intergovernmental service revenues, and state shared revenues. Collections through September 2019 totaled \$4.4 million and were \$159,000 lower than budget expectations.

The majority of the variance to budget was seen in the streamlined sales tax revenue distribution, which was lower than expectations by \$453,000 through Q3-2019 due to the Marketplace Fairness Act (MFA) which was implemented in January 2018 to capture the retail sales tax lost on internet and remote sales. MFA revenues are collected as retail sales tax revenues, which then reduces the amount the City receives in streamlined sales taxes (see also page 8).

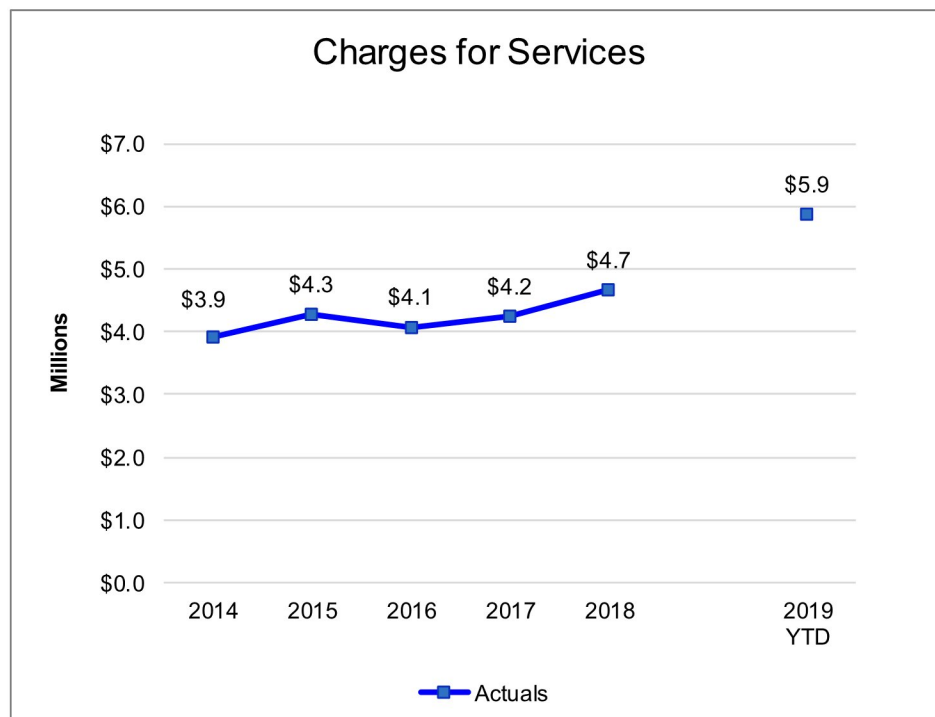
Intergovernmental Revenues (Grants, Entitlements & Services)							
Through September 2019							
Revenue	2018	2019	2019	2019 vs. 2018 Actual		2019 vs. Budget	
	YTD Actual	YTD Budget	YTD Actual	Amount	% Change	Amount	% Change
Federal Grants	\$ 229,475	\$ 249,675	\$ 173,444	\$ (56,031)	(24.4) %	\$ (76,231)	(30.5) %
State Grants	137,359	122,100	148,776	11,418	8.3 %	26,676	21.8 %
Interlocal Grants	47,255	12,000	38,888	(8,366)	0.0 %	26,888	224.1 %
Muckleshoot Casino Services	766,217	902,400	908,419	142,202	18.6 %	6,019	0.7 %
State Shared Revenues:							
Streamlined Sales Tax	1,304,831	1,263,750	991,574	(313,257)	(24.0) %	(272,176)	(21.5) %
Motor Vehicle Fuel Tax	891,422	846,500	867,456	(23,965)	(2.7) %	20,956	2.5 %
Criminal Justice - High Crime	161,902	150,000	169,308	7,406	4.6 %	19,308	12.9 %
Criminal Justice - Population	17,043	16,700	17,958	915	5.4 %	1,258	7.5 %
Criminal Justice - Special Prog.	61,647	61,100	64,666	3,019	4.9 %	3,566	5.8 %
Marijuana Revenues	191,463	81,000	135,977	(55,485)	(29.0) %	54,977	67.9 %
State DUI	8,755	8,700	8,548	(207)	(2.4) %	(152)	(1.8) %
Fire Insurance Tax	79,798	78,900	80,386	588	0.7 %	1,486	1.9 %
Liquor Excise	290,903	292,320	322,324	31,421	10.8 %	30,004	10.3 %
Liquor Profit	490,715	494,175	492,877	2,162	0.4 %	(1,298)	(0.3) %
Total State Shared:	3,498,479	3,293,145	3,151,074	(347,405)	(9.9) %	(142,071)	(4.3) %
YTD Total	\$ 4,678,784	\$ 4,579,320	\$ 4,420,602	\$ (258,182)	(5.5) %	\$ (158,718)	(3.5) %



Charges for Services consist of general governmental service charges, public safety charges, development service fees, and culture and recreation fees. Overall, charges for services collected through Q3-2019 totaled \$5.9 million, which was \$509,000 favorable to budget. The primary areas of increases were in both development services and culture and recreation revenues as explained on pages 17 and 18.

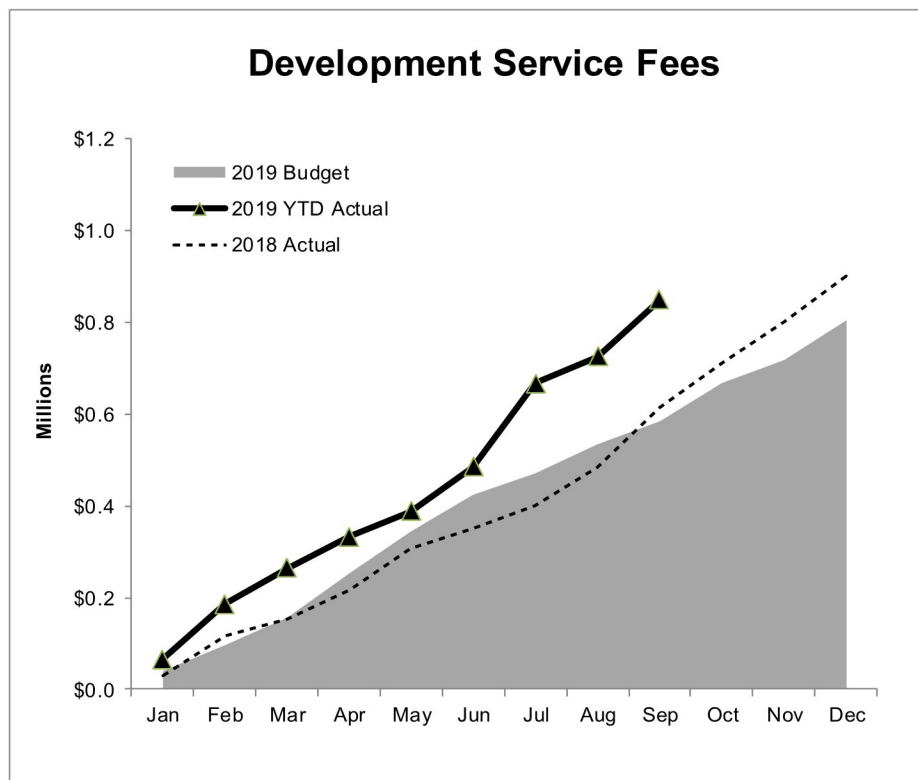
Charges for Services by Type Through September 2019							
Revenue	2018 YTD Actual	2019 YTD Budget	2019 YTD Actual	2019 vs. 2018 Actual		2019 vs. Budget	
				Amount	Percentage	Amount	Percentage
General Government	\$ 59,408	\$ 1,934,100	\$ 1,944,889	\$ 1,885,481	3,173.8 %	\$ 10,789	0.6 %
Public Safety	775,086	786,150	847,021	71,935	9.3 %	60,871	7.7 %
Development Services	613,617	586,300	850,551	236,933	38.6 %	264,251	45.1 %
Culture & Recreation	2,155,549	2,052,200	2,224,932	69,382	3.2 %	172,732	8.4 %
YTD Total	\$ 3,603,661	\$ 5,358,750	\$ 5,867,392	\$ 2,263,732	62.8 %	\$ 508,642	9.5 %

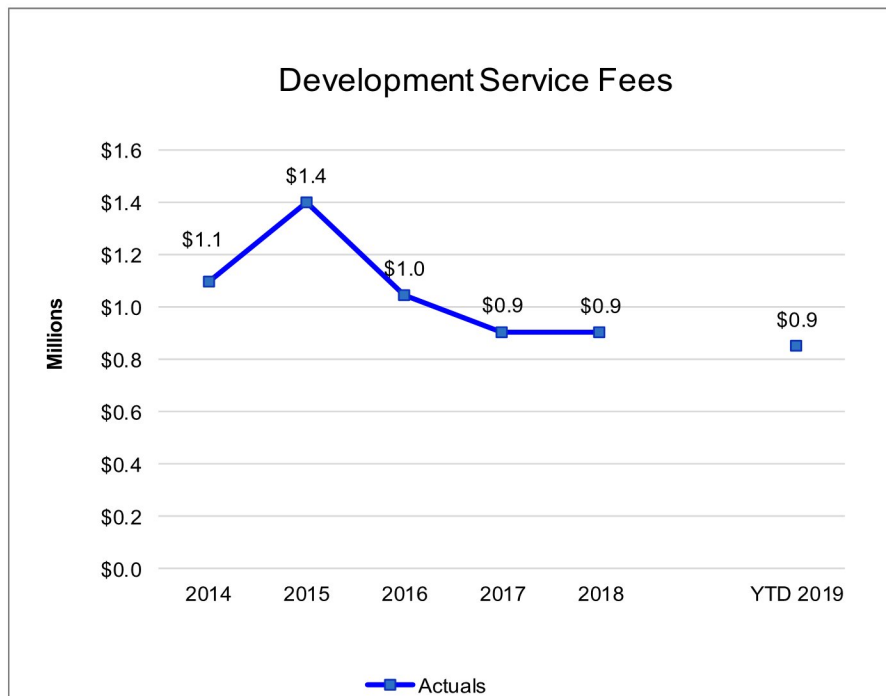
A process change was implemented in 2019 that significantly affects the comparison of year-over-year variances. Prior to 2019, salary and benefit expenditures for support departments (Finance, Human Resources, and Legal) were allocated between the General Fund and other City funds. Effective January 1, 2019, all salary and benefit costs for support departments are now fully charged to their respective General Fund department. The General Fund charges these other funds for these services via an interfund assessment, with a corresponding General Fund revenue shown under "General Government" in the table above (hence the dramatic change from 2018 to 2019 shown in the table above). This policy change results in salary and benefit expenditures within the General Fund to be higher than were previously reported, but the change has a cost-neutral impact on the General Fund due to the revenue offset. Total revenues recouped through Q3-2019 as general governmental revenues in the General Fund for the salary and benefit interfund charges totaled \$1.9 million.



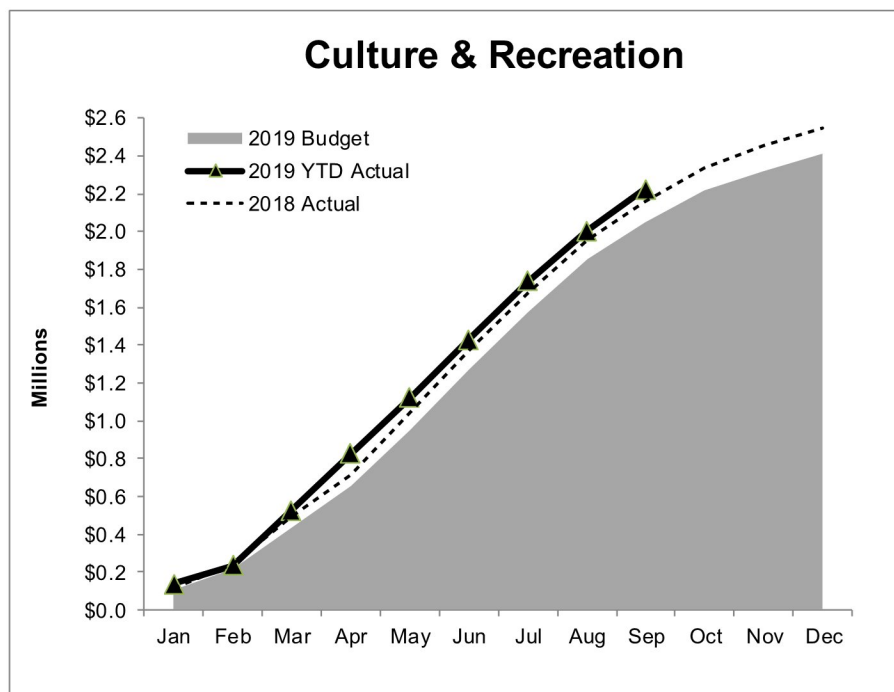
Public safety revenues consist of revenues received for extra duty security services, whereby police officers are contracted for and reimbursement is made by the hiring agency. This also includes reimbursements from the Muckleshoot Indian Tribe (MIT) for a full-time dedicated police officer and associated expenditures as well as monies collected from the Auburn School District and the Criminal Justice Training Commission (CJTC) for services rendered. Public safety revenues collected through September 2019 totaled \$847,000 as compared to a budget of \$786,000. The majority of the favorability seen in this revenue source is due to extra duty overtime reimbursements exceeding budget expectations resulting from increased requests for police officer security services.

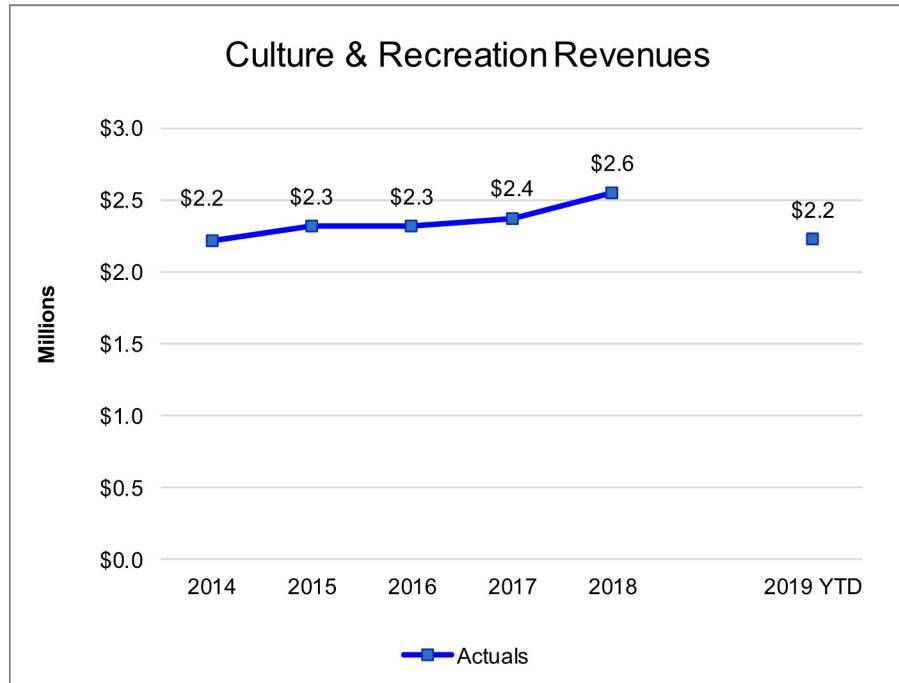
Development services fee collections consist primarily of plan check fees, facility extension charges, and zoning and subdivision fees. Through Q3-2019, development service fees totaled \$851,000 and ended the period \$264,000 favorable to budget expectations. Total plan check revenues collected through Q3-2019 totaled \$481,000 compared to \$326,000 collected through Q3-2018 which is a 47.3% increase in revenues. Plan check revenues collected in the third quarter of 2019 were from numerous commercial and residential projects including the Cooper Gate Apartment complex (a 16 building complex), Divine Court (a 7 story mixed-use building on Main Street), and Huntington Woods which is a new single family housing development. In addition to increased plan check revenues collected through Q3-2019, both zoning/subdivision fees and facility extension fees were higher than anticipated partly due to an increase in the fee structure where the rates were recalibrated effective in January 2019 to be closer to cost of the service(s) provided.





The majority of culture and recreation revenues are derived from greens fees and pro shop sales at the Auburn Golf Course, recreational classes, ticket sales at the Auburn Avenue Theater, special events, and athletic league fees. Culture and recreation revenues collected through Q3-2019 totaled \$2.2 million, exceeding collections in the same period last year by \$69,000 and exceeding Q3-2019 budget by \$173,000. The majority of the year-over-year increase in revenues was in greens fee revenues from the Auburn Golf Course and increased ticket sales at the Auburn Avenue Theater. Through Q3-2019, greens fee revenues increased 2.7%, or \$27,000 and theater ticket sales increased 19.0%, or \$24,000, compared to the same period last year.

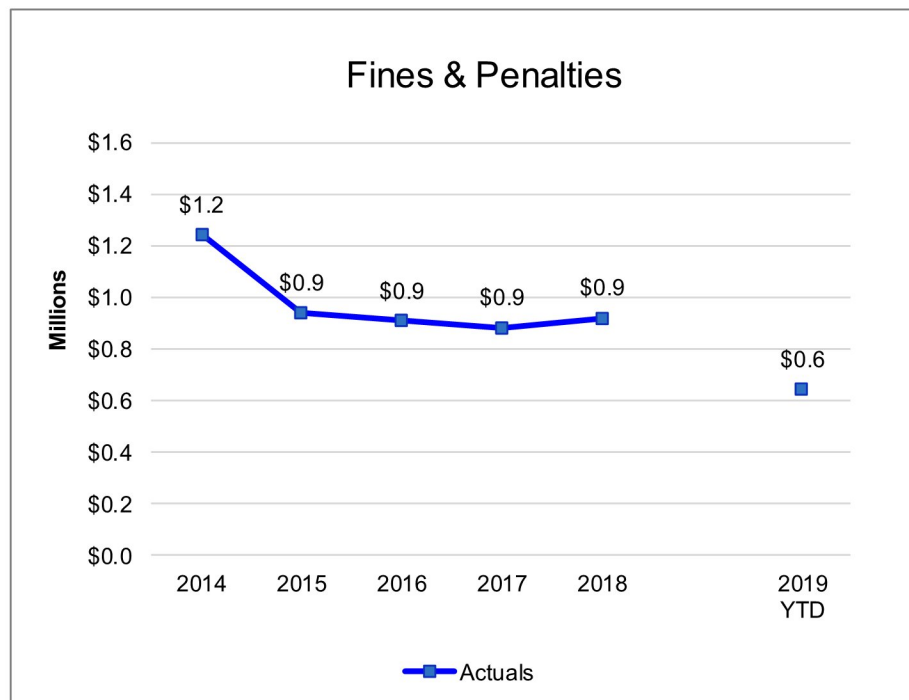
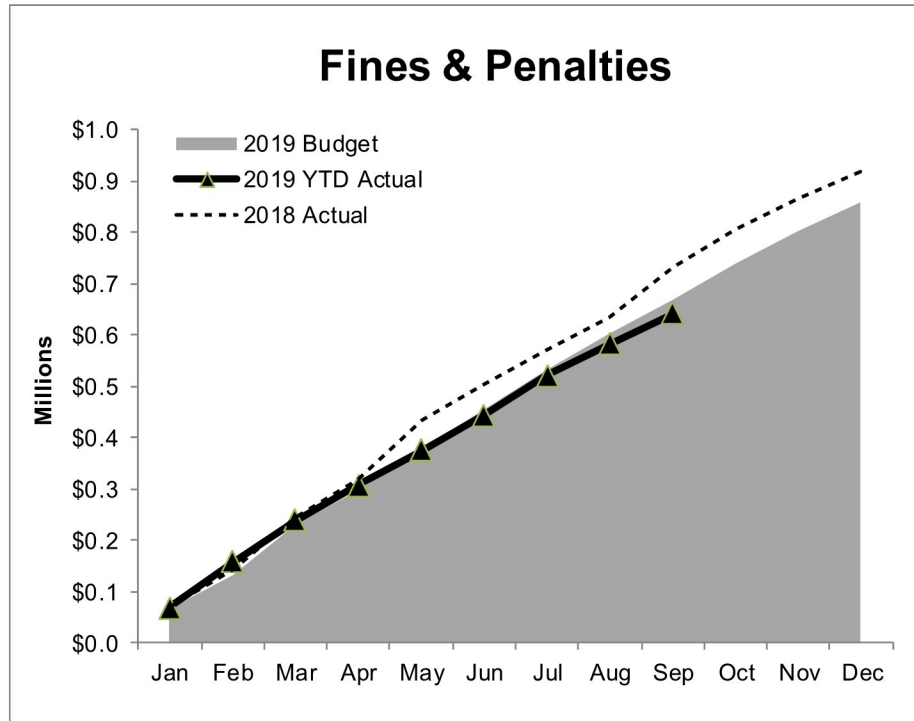




Fines & Penalties include civil penalties (such as code compliance fines), parking and traffic infraction penalties, criminal fines (including criminal traffic, criminal non-traffic and other criminal offenses) as well as non-court fines such as false alarm fines. Total revenues collected through Q3-2019 totaled \$642,000 as compared to a budget of \$668,000.

As seen in the table below, civil penalty revenues collected through Q3-2019 were \$52,000 higher than budget expectations. The favorable variance to budget in civil penalties relates to revenues collected for code compliance penalties, which are largely unbudgeted. Code compliance penalties are revenues collected from banks on vacant bank-owned properties that are neglected and in non-compliance with City code.

Fines & Penalties by Type Through September 2019							
Month	2018 YTD Actual	2019 YTD Budget	2019 YTD Actual	2019 vs. 2018 Actual		2019 vs. Budget	
				Amount	Percentage	Amount	Percentage
Civil Penalties	\$ 94,411	\$ 12,100	\$ 64,560	\$ (29,851)	(31.6) %	\$ 52,460	433.6 %
Civil Infraction Penalties	372,626	368,200	328,685	(43,941)	(11.8) %	(39,515)	(10.7) %
Redflex Photo Enforcement	6,613	0	2,672	(3,942)	(59.6) %	2,672	N/A %
Parking Infractions	99,176	114,000	96,758	(2,418)	(2.4) %	(17,242)	(15.1) %
Criminal Traffic Misdemeanor	38,525	44,900	27,982	(10,543)	(27.4) %	(16,918)	(37.7) %
Criminal Non-Traffic Fines	37,362	32,400	46,259	8,896	23.8 %	13,859	42.8 %
Criminal Costs	31,969	37,800	14,966	(17,003)	(53.2) %	(22,834)	(60.4) %
Non-Court Fines & Penalties	53,807	59,000	60,187	6,380	11.9 %	1,187	2.0 %
YTD Total	\$ 734,490	\$ 668,400	\$ 642,069	\$ (92,421)	(12.6) %	\$ (26,331)	(3.9) %

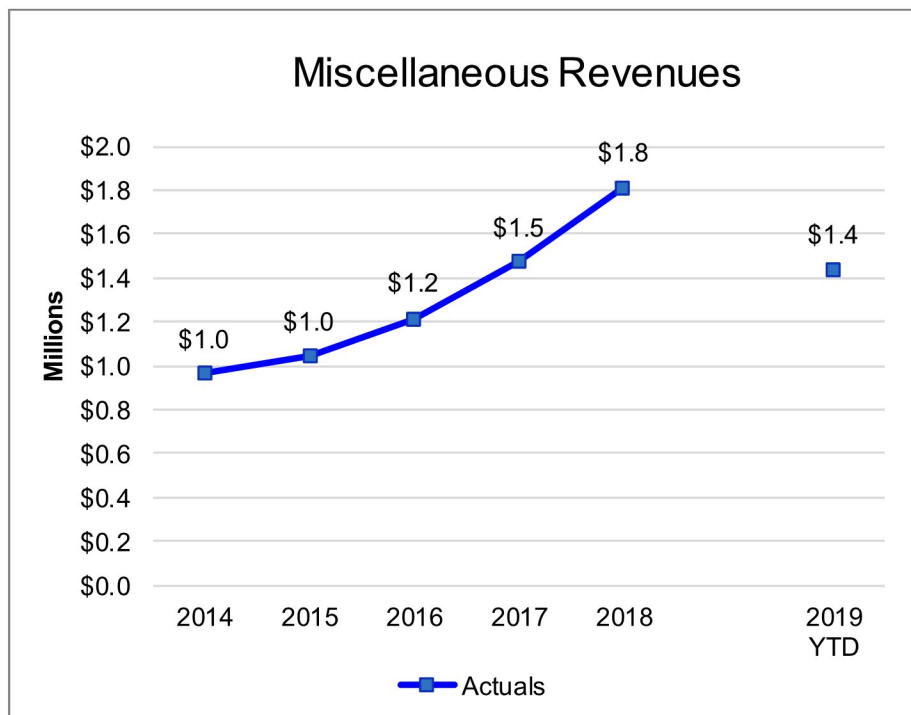


Miscellaneous revenues consist of investment earnings, income from facility rentals, revenue collected on golf cart rentals at the Auburn Golf Course, contributions & donations, and other income including the quarterly purchasing card (P-card) rebate monies (see page 36 for more information on P-cards). Revenues collected in this category through Q3-2019 totaled \$1.4 million and exceeded budget expectations by \$272,000, or 23.2%. The majority of this increase was in the other miscellaneous revenue category and was due to unbudgeted one-time monies.

Miscellaneous Revenues by Type Through September 2019							
Month	2018 YTD Actual	2019 YTD Budget	2019 YTD Actual	2019 vs. 2018		2019 vs. Budget	
				Amount	Percentage	Amount	Percentage
Interest & Investments	\$ 295,262	\$ 261,000	\$ 291,861	\$ (3,401)	(1.2) %	\$ 30,861	11.8 %
Rents & Leases	829,454	703,800	793,273	(36,181)	(4.4) %	89,473	12.7 %
Contributions & Donations	46,595	21,400	26,539	(20,056)	(43.0) %	5,139	24.0 %
Other Miscellaneous Revenue	250,421	184,200	330,377	79,956	31.9 %	146,177	79.4 %
YTD Total	\$ 1,421,732	\$ 1,170,400	\$ 1,442,050	\$ 20,318	1.4 %	\$ 271,650	23.2 %

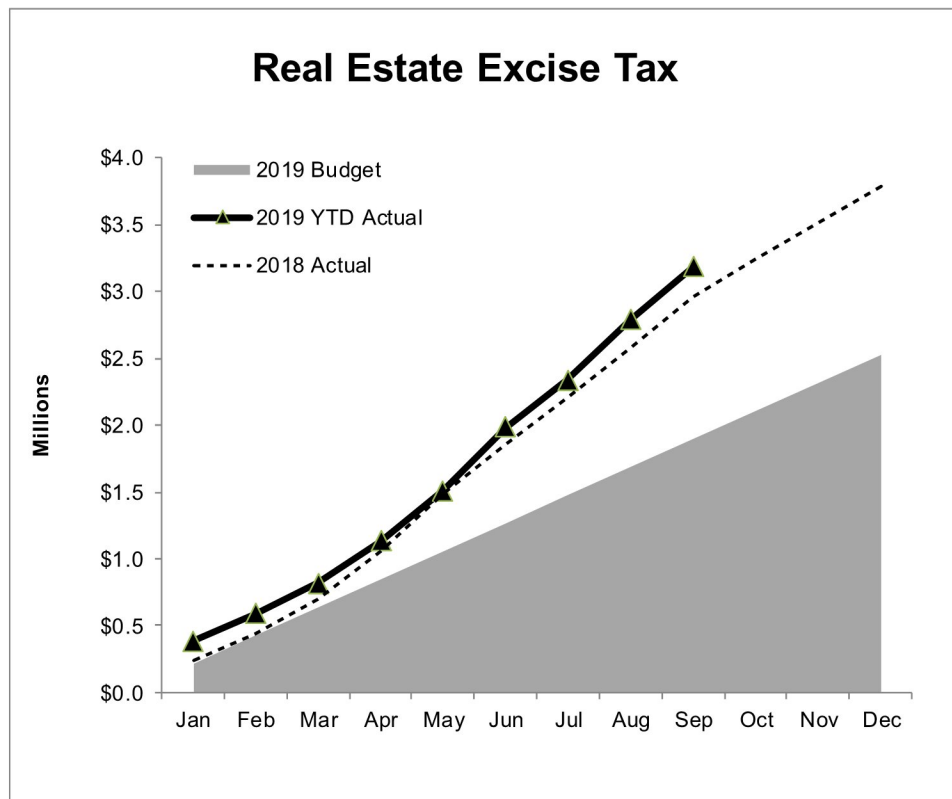
Interest and investments revenue collected through Q3-2019 totaled \$292,000 and exceeded budget expectations by \$31,000, or 11.8%.

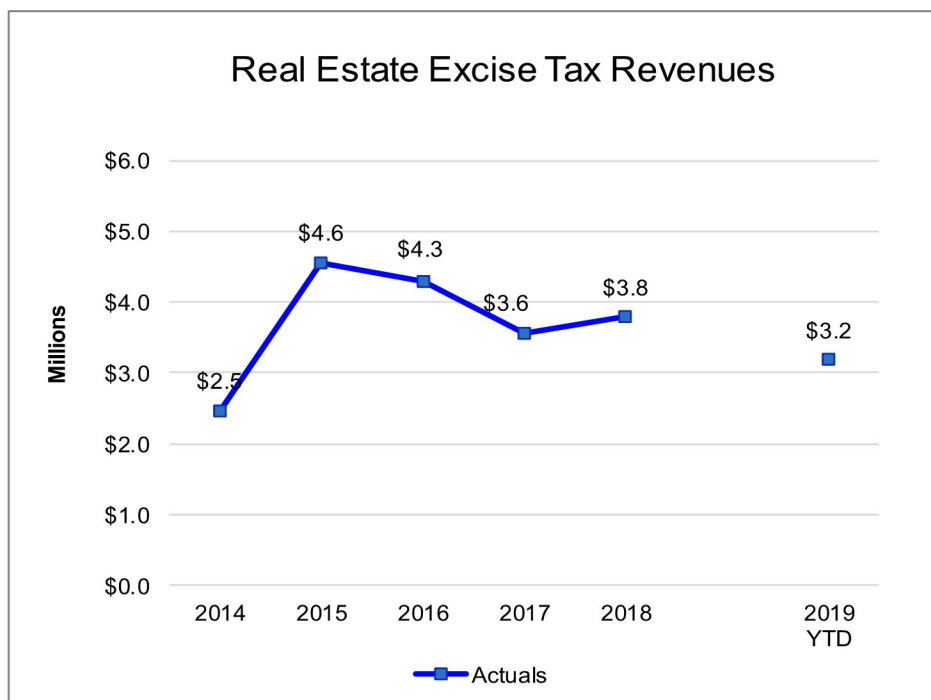
Rents and lease revenues collected through Q3-2019 totaled \$793,000 and were \$36,000 less than revenues collected through the same period last year. Both facilities rental revenues and golf cart rental revenues increased \$13,000 and \$11,000 respectively compared to collections through Q3-2018. Conversely, deposits held through Q3-2019 for facility rentals declined \$47,000 compared to the same period last year. Lastly, due to a reduction of parking space inventory due to construction projects in downtown Auburn, parking lot rental revenues through Q3-2019 were \$14,000 less than revenues collected through Q3-2018.



Real Estate Excise Tax (REET) revenue is receipted into the Capital Improvement Projects Fund and is used for governmental capital projects. REET revenue represents taxes on the sale of both commercial properties and single-family residences. REET revenues collected through Q3-2019 totaled \$3.2 million, exceeding budget expectations by \$1.3 million. Commercial sales in Q3-2019 included the sale of several commercial buildings including warehouses, several multi-family complexes, a hotel, a restaurant, a storage facility and several parcels of vacant land.

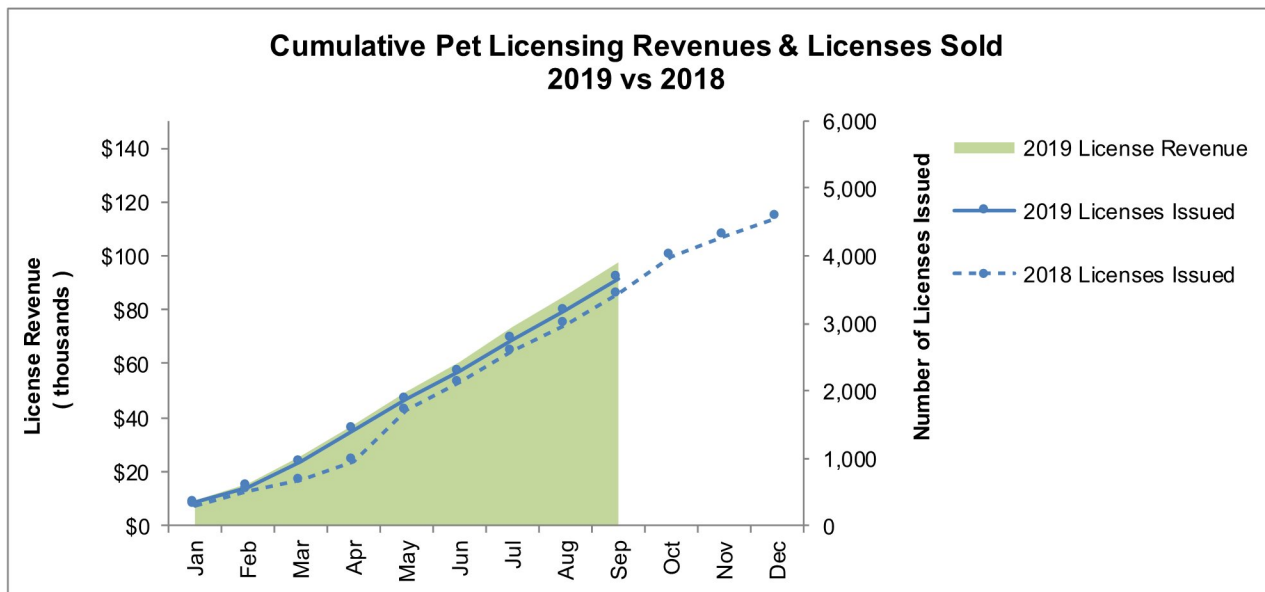
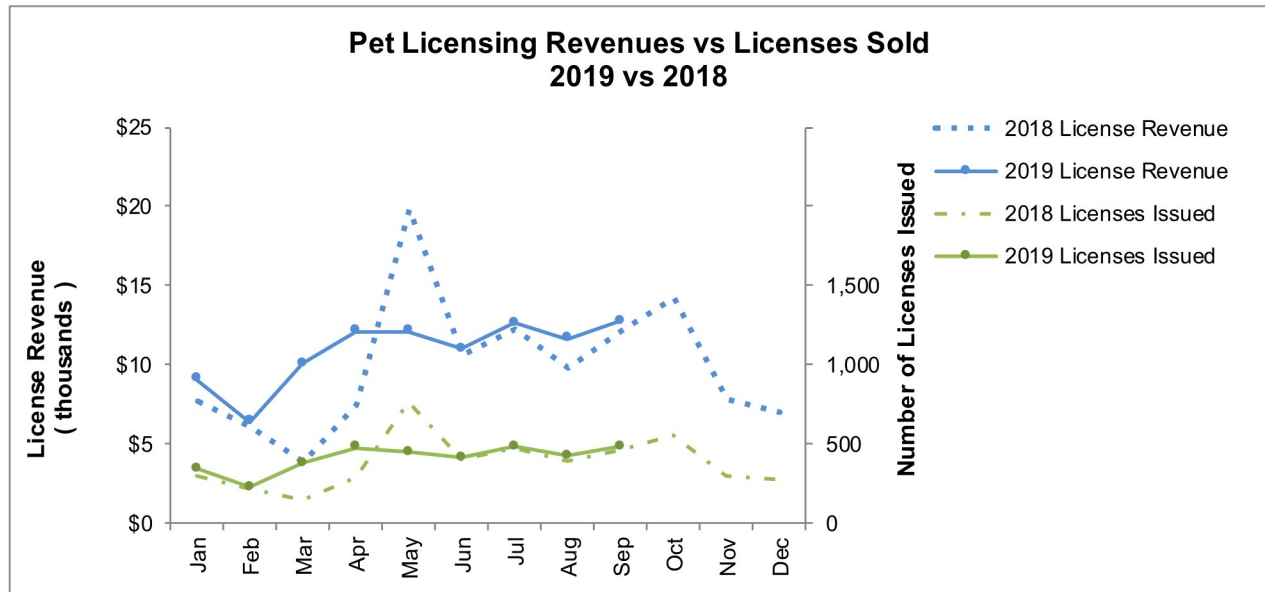
Real Estate Excise Tax Revenues							
September 2019							
Month	2018 Actual	2019 Budget	2019 Actual	2019 vs. 2018		2019 vs. Budget	
				Amount	Percentage	Amount	Percentage
Jan	\$ 240,414	\$ 210,100	\$ 383,547	\$ 143,132	59.5 %	\$ 173,447	82.6 %
Feb	200,783	210,100	206,022	5,239	2.6 %	(4,078)	(1.9) %
Mar	255,218	210,100	229,181	(26,037)	(10.2) %	19,081	9.1 %
Apr	362,999	210,100	315,855	(47,144)	(13.0) %	105,755	50.3 %
May	427,054	210,100	372,394	(54,661)	(12.8) %	162,294	77.2 %
Jun	371,816	210,100	478,537	106,720	28.7 %	268,437	127.8 %
Jul	342,006	210,100	350,228	8,223	2.4 %	140,128	66.7 %
Aug	373,889	210,100	450,095	76,206	20.4 %	239,995	114.2 %
Sep	387,673	210,100	398,420	10,748	2.8 %	188,320	89.6 %
YTD Total	\$ 2,961,854	\$ 1,890,900	\$ 3,184,280	\$ 222,426	7.5 %	\$ 1,293,380	68.4 %





Pet Licensing

Pet licensing services are provided by the Auburn Valley Humane Society. Through Q3-2019, 3,661 pet licenses were sold, resulting in \$97,725 in revenue. Through Q3-2018, a total of 3,426 licenses were sold, resulting in \$89,650 in revenue.



Street Funds

This section provides a financial overview of the City's three street funds for the quarter ending September 30, 2019. The City's three street funds include the Arterial Street Fund (Fund 102), the Local Street Fund (Fund 103), and the Arterial Street Preservation Fund (Fund 105).

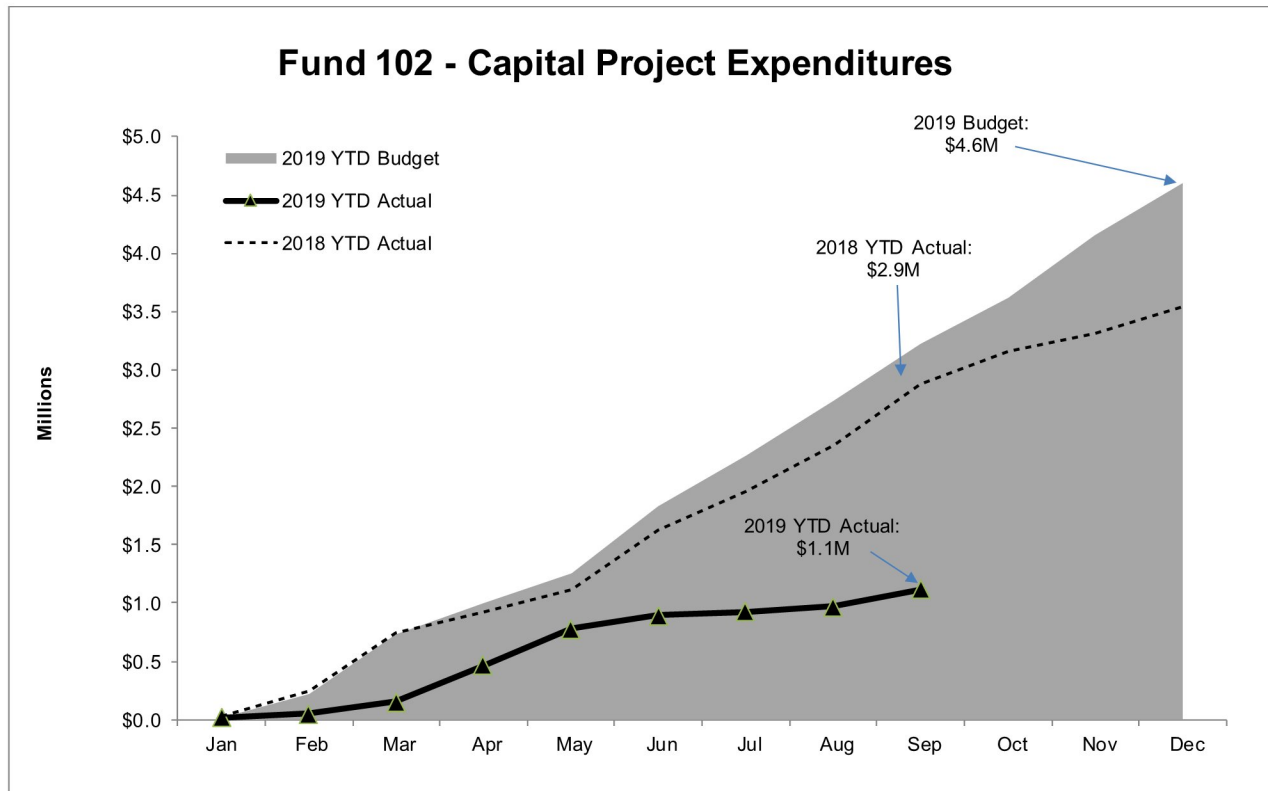
Fund 102 – Arterial Street Fund

The Arterial Street Fund is a special revenue fund that is funded by transportation grants, traffic impact fees, a portion of the City's gas tax receipts, Public Works Trust Fund loans, developer contributions, and other sources. As of September 30, 2019 there were 28 separate street projects budgeted in this fund.

Through Q3-2019, revenues collected totaled \$1.5 million as compared to collections of \$2.7 million through Q3-2018. Total expenditures through Q3-2019 were \$1.6 million as compared to \$3.4 million expended through Q3-2018. Variances in revenues and expenditures are largely due to the timing of capital expenditures and any subsequent reimbursement via grants and/or operating transfers. Expenditure timing is generally determined by the current phase of each individual capital project; expenditures tend to increase as projects move from design phase into construction. In addition, several inclement weather situations during Q1-2019 were not conducive to street construction.

Fund 102 - Arterial Street Summary of Sources and Uses Report Period: September 2019	2019			2018	2019 YTD Budget vs. Actual	
	2019 Budget	2019 YTD Budget	2019 YTD Actual	2018 YTD Actual	Favorable (Unfavorable)	
					Amount	Percentage
Revenues						
Federal Grants	\$ 2,298,881	\$ 1,298,027	\$ 492,609	\$ 711,936	\$ (805,418)	(62.0) %
State Grants	-	-	-	31,585	-	
Motor Vehicle Fuel and Multimodal Taxes	620,000	453,444	457,355	467,618	3,911	0.9 %
Developer Contributions	-	-	-	(0)	-	
Miscellaneous Revenue	-	-	-	498,885	-	
Operating Transfer In	1,595,960	1,132,220	559,429	933,729	(572,790)	(50.6) %
Investment Income	28,300	19,147	33,964	22,567	14,817	77.4 %
Total Revenues	\$ 4,543,141	\$ 2,902,837	\$ 1,543,357	\$ 2,666,321	\$ (1,359,480)	(46.8) %
Expenditures						
Salary and Benefits	\$ 132,000	\$ 103,876	\$ 203,838	\$ 307,635	\$ (99,961)	(96.2) %
Capital Outlay	4,464,858	2,757,459	915,970	2,566,494	1,841,489	66.8 %
Subtotal - Capital Project Expenditures	4,596,858	2,861,336	1,119,808	2,874,128	1,741,528	60.9 %
Services and Charges	400,000	209,551	89,455	215,782	120,096	57.3 %
Interfund Payments for Services	78,100	58,575	58,575	59,148	(0)	(0.0) %
Debt Service Principal and Interest	208,300	208,300	208,122	208,817	178	0.1 %
Operating Transfer Out	143,196	82,964	143,196	23,151	(60,232)	(72.6) %
Total Expenditures	\$ 5,426,454	\$ 3,420,726	\$ 1,619,156	\$ 3,381,025	\$ 1,801,569	52.7 %
Net Change in Fund Balance	\$ (883,313)	\$ (517,889)	\$ (75,800)	\$ (714,705)	\$ 442,089	(85.4) %

Beg. Fund Balance, January 2019	\$ 2,062,371
Net Change in Fund Balance, September 2019	(75,800)
Ending Fund Balance, September 2019	\$ 1,986,571
2019 Budgeted Ending Fund Balance	\$ 1,179,058



The table below presents the status of the projects with the most significant budget impact on the fund. Many capital projects are budgeted over multiple years; what is displayed below is the 2019 portion of each project's budget and year-to-date expenditures.

Fund 102 - Arterial Street			
Capital Projects Status *			
Name	2019 Budget	YTD Actual	Remaining
AWS Improvements - Hemlock to Poplar	\$1.6M	\$0.0M	\$1.5M
F Street SE Non-Motorized Improvements	\$0.5M	\$0.1M	\$0.4M
A St SE Corridor Signal Safety Improvements	\$0.4M	\$0.4M	\$0.0M
All Other Projects (25 Others Budgeted)	\$2.2M	\$0.6M	\$1.5M
Total	\$4.6M	\$1.1M	\$3.5M

*Components may not sum to total due to rounding.

Notes:

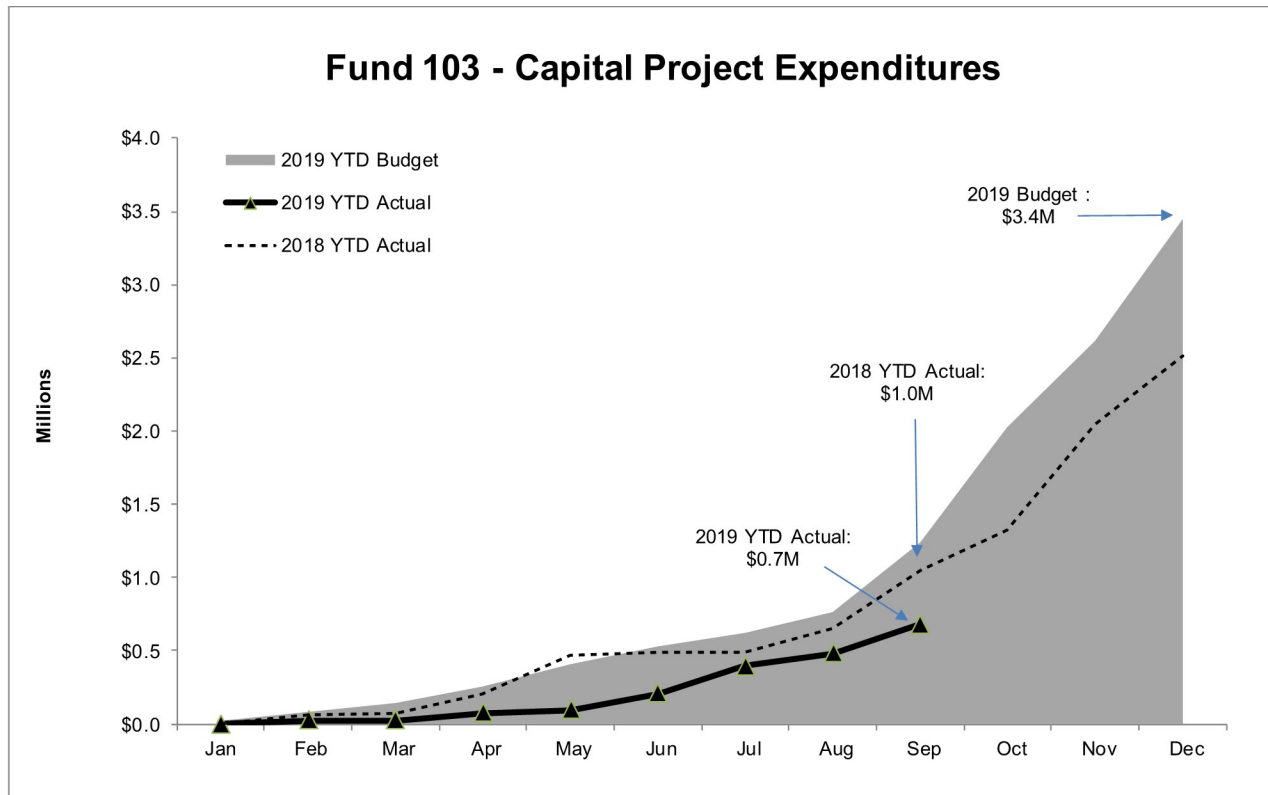
- Several large multi-year projects are reaching completion of construction in 2019 and several large projects are beginning design, with construction anticipated in 2020 or later.

Fund 103 – Local Street Fund

The Local Street Fund is a special revenue fund used for local street preservation. Effective January 1, 2019 through 2020 this fund is funded at a specific annual amount by real estate excise tax (REET 2) whereas, previously, the funding source was sales tax on construction. Through Q3-2019, revenues in this fund totaled \$1.5 million, which is slightly higher than budget expectations due to strong performance in interest earnings. This compares to collections of \$2.0 million through Q3-2018. Expenditures through Q3-2019 were \$783,000 and compare to expenditures of \$1.2 million through Q3-2018. Historically, well over half of this fund's annual expenditures occur in the final four months of each year due to the weather sensitivity of pavement construction (this work needs to be done primarily in the summer and early fall). In addition, several inclement weather situations during Q1-2019 were not conducive to street construction. Highlighted in the table below and shown in the following graph are the fund's total expenditures related to capital projects.

Fund 103 - Local Street Fund Summary of Sources and Uses Report Period: September 2019	2019			2018	2019 YTD Budget vs. Actual	
	2019 Budget	2019 YTD Budget	2019 YTD Actual	2018 YTD Actual	Favorable (Unfavorable) Amount Percentage	
Revenues						
Sales Tax on Construction	\$ -	\$ -	\$ -	\$ 1,763,440	\$ -	
Operating Transfer In	1,900,000	1,462,500	\$ 1,462,500	150,000	-	0.0 %
Interest Earnings	12,000	8,433	\$ 58,470	47,781	50,037	593.3 %
Total Revenues	\$ 1,912,000	\$ 1,470,933	\$ 1,520,970	\$ 1,961,221	\$ 50,037	3.4 %
Expenditures						
Capital Salary and Benefits	231,616	174,264	57,056	-	117,208	67.3 %
Capital Outlay	3,217,860	1,371,303	682,281	1,047,594	689,023	50.2 %
Subtotal - Capital Project Expenditures	3,449,476	1,545,568	739,337	1,047,594	806,231	52.2 %
Admin Salary and Benefits	-	-	13,667	101,947	\$ (13,667)	
Admin Services and Charges	40,700	34,153	19,066	2,414	15,087	44.2 %
Interfund Payments for Services	15,200	11,400	11,400	9,180	(0)	(0.0) %
Operating Transfer Out	-	-	-	229	-	
Total Expenditures	\$ 3,505,376	\$ 1,591,120	\$ 783,469	\$ 1,161,364	\$ 807,652	50.8 %
Net Change in Fund Balance	\$ (1,593,376)	\$ (120,187)	\$ 737,501	\$ 799,856	\$ 857,688	(713.6) %

Beg. Fund Balance, January 2019	\$ 2,799,957
Net Change in Fund Balance, September 2019	737,501
Ending Fund Balance, September 2019	<u>\$ 3,537,458</u>
2019 Budgeted Ending Fund Balance	\$ 1,206,581



The table below presents the status of the projects with the most significant budget impact on the fund. Many capital projects are budgeted over multiple years; what is displayed below is the 2019 portion of each project's budget and year-to-date expenditures.

Fund 103 - Local Street			
Capital Projects Status*			
Name	2019 Budget	YTD Actual	Remaining
2019 Local Street Reconstruction	\$2.6M	\$0.4M	\$2.2M
2018 Citywide Pavement Patch and Overlay	\$0.5M	\$0.3M	\$0.1M
2020 Local Street Pavement Reconstruction	\$0.4M	\$0.0M	\$0.4M
All Other Projects (1 Other Budgeted)	\$0.0M	\$0.0M	\$0.0M
Total	\$3.4M	\$0.7M	\$2.7M

*Components may not sum to total due to rounding.

Notes:

- The 2019 Local Street Pavement Reconstruction project was awarded June 17, 2019.

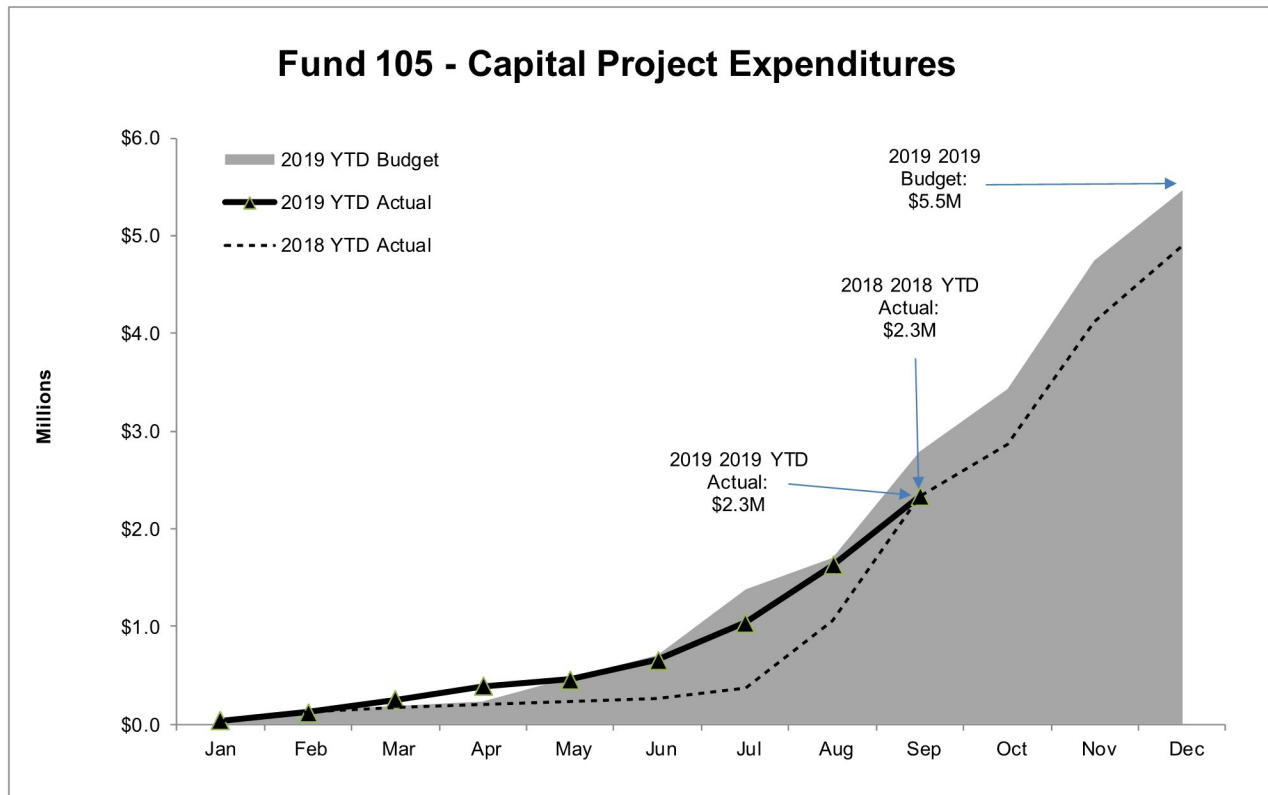
Fund 105 – Arterial Street Preservation Fund

The Arterial Street Preservation Fund is a special revenue fund that is primarily funded by a 1.0% utility tax that was adopted by Council in 2008; these utility tax revenues are restricted for arterial street repair and preservation projects. Major projects budgeted within the Arterial Street Preservation Fund in 2019 include A Street SE Preservation, 2019 Citywide Pavement Patching & Overlay, and 2018 Citywide Pavement Patching & Overlay. Through Q3-2019 revenues totaled \$2.2 million, which is approximately \$166,000 lower than the same period last year. This is primarily due to the timing associated with construction projects and their subsequent cost reimbursements from grants and transfers-in.

Expenditures through Q3-2019 were \$2.4 million as compared to \$2.3 million through Q3-2018. Historically, the majority of this fund's expenditures occur in the second half of each year due to the weather sensitivity of pavement construction (this work needs to be done primarily in the summer and early fall). In addition, several inclement weather situations during Q1-2019 were not conducive to street construction. Highlighted in the table below and shown in the following graph are the fund's total expenditures related to capital projects.

Fund 105 - Arterial Street Preservation Summary of Sources and Uses Report Period: September 2019	2019			2018	2019 YTD Budget vs. Actual	
	2019 Budget	2019 YTD Budget	2019 YTD Actual	2018 YTD Actual	Favorable (Unfavorable)	
					Amount	Percentage
Revenues						
City Utility Tax	\$ 674,600	\$ 506,524	\$ 504,476	\$ 475,204	\$ (2,048)	(0.4) %
Electric Utility Tax	711,600	547,027	550,683	578,074	3,656	0.7 %
Natural Gas Utility Tax	201,600	178,379	163,792	182,467	(14,587)	(8.2) %
Cable TV Tax	190,100	141,765	146,294	152,717	4,529	3.2 %
Telephone Utility Tax	235,600	177,740	147,066	181,330	(30,674)	(17.3) %
Garbage Utility Tax (External Haulers)	22,400	16,800	18,186	16,681	1,386	8.3 %
Grants	940,511	231,235	84,617	106,627	(146,618)	(63.4) %
Operating Transfer In	1,445,679	847,219	500,338	594,560	(346,881)	(40.9) %
Interest Earnings	29,800	22,350	36,365	30,658	14,015	62.7 %
Total Revenues	\$ 4,451,890	\$ 2,669,040	\$ 2,151,818	\$ 2,318,317	\$ (517,222)	(19.4) %
Expenditures						
Salary and Benefits	\$ 241,000	\$ 178,423	\$ 438,878	\$ 287,288	\$ (260,455)	(146.0) %
Capital Outlay	5,230,122	2,901,970	1,894,227	2,033,538	1,007,743	34.7 %
Subtotal - Capital Project Expenditures	5,471,122	3,080,393	2,333,106	2,320,826	747,288	24.3 %
Supplies	-	-	-	-	-	-
Services and Charges	165,000	99,066	18,529	-	80,537	81.3
Operating Transfer Out	26,831	17,887	-	-	17,887	100.0
Total Expenditures	\$ 5,662,953	\$ 3,197,347	\$ 2,351,635	\$ 2,320,826	\$ 845,712	26.5 %
Net Change in Fund Balance	\$ (1,211,063)	\$ (528,307)	\$ (199,817)	\$ (2,509)	\$ 328,490	(62.2) %

Beg. Fund Balance, January 2019	\$ 2,044,459
Net Change in Fund Balance, September 2019	(199,817)
Ending Fund Balance, September 2019	<u>\$ 1,844,642</u>
2019 Budgeted Ending Fund Balance	\$ 833,396



The table below presents the status of the projects with the most significant budget impact on the fund. Many capital projects are budgeted over multiple years; what is displayed below is the 2019 portion of each project's budget and year-to-date expenditures.

Fund 105 - Arterial Street Preservation			
Capital Projects Status*			
Name	2019 Budget	YTD Actual	Remaining
A St SE Preservation	\$1.8M	\$0.4M	\$1.5M
2019 Citywide Pavement Patching & Overlay	\$1.0M	\$0.8M	\$0.3M
2018 Citywide Pavement Patching & Overlay	\$0.9M	\$0.7M	\$0.2M
All Other Projects (8 Others Budgeted)	\$1.7M	\$0.5M	\$1.2M
Total	\$5.5M	\$2.3M	\$3.1M

*Components may not sum to total due to rounding.

Notes:

- The A Street SE Preservation project was awarded June 3, 2019.
- The 2019 Citywide Patch and Overlay project was awarded May 6, 2019.

Fund 124 – Mitigation Fees

The Mitigation Fees fund is a special revenue fund funded from revenues from fees for new development that are assessed at the time applications are received for development activity. These revenues are used to address costs associated with City growth.

The fund houses two types of revenues: mitigation fees and impact fees. Mitigation fees are variable charges collected as a result of State Environmental Policy Act (SEPA) reviews and the City's determination that a project must pay additional fees to compensate for a unique effect that it has on the community. Impact fees are set charges collected automatically for a variety of projects. These fees are adopted annually by the City Council based on projects anticipated in the Capital Facilities Plan over the next six years.

About \$1.8 million, or nearly 111%, of annual budgeted revenues were received through Q3-2019. This significant favorable revenue performance was driven by the receipt of nearly \$600,000 in traffic impact fee revenue in Q2 from the Young's Market truck warehouse and distribution center. Additionally, a transfer-in of approximately \$400,000 was completed in May to pay for traffic mitigation fees related to the Legacy Senior Housing Project and the Auburn Town Center.

Expenditures were significantly below budget due to the timing of capital projects funded by these revenues. Of the twelve projects funded by parks impact fee revenues, only the Brannan Park Synthetic Infield project has seen significant progress. There are three projects budgeted with parks impact fee funding of at least \$500,000 that have had minimal expenditures. Approximately 53% of the year-to-date expenditures of transportation impact fee revenue consists of scheduled debt service payments.

Fund 124 - Mitigation Fees						
Summary of Sources and Uses				BUDGET		
Report Period Through:				YTD ACTUALS		
September 2019						
	Revenues	Expenditures	Ending Fund Balance	Revenues	Expenditures	Ending Fund Balance
Transportation Impact Fees	\$ 800,000	\$ 1,391,629	\$ 4,743,105	\$ 1,045,545	\$ 443,307	\$ 5,936,972
Transportation Mitigation Fees	-	51,100	68,508	1,353	-	120,961
Fire Impact Fees	100,000	75,000	256,758	51,766	-	283,524
Fire Mitigation Fees	-	-	81	-	-	81
Parks Impact Fees	100,000	2,507,077	3,183,719	70,000	424,997	5,235,799
Parks Mitigation Fees	-	300,000	41,614	-	-	341,614
School Impact Admin Fees	1,200	-	67,784	918	-	67,502
Wetland Mitigation Fees	-	36,600	34,372	-	-	70,972
Interest and Investment Income	195,000	-	195,000	221,175	-	221,175
Fees in Lieu of Improvements	-	100,000	25,634	-	100,000	25,634
Operating Transfers-In	416,200	-	416,200	398,528	-	398,528
Total	\$ 1,612,400	\$ 4,461,406	\$ 9,032,775	\$ 1,789,285	\$ 968,304	\$ 12,702,762

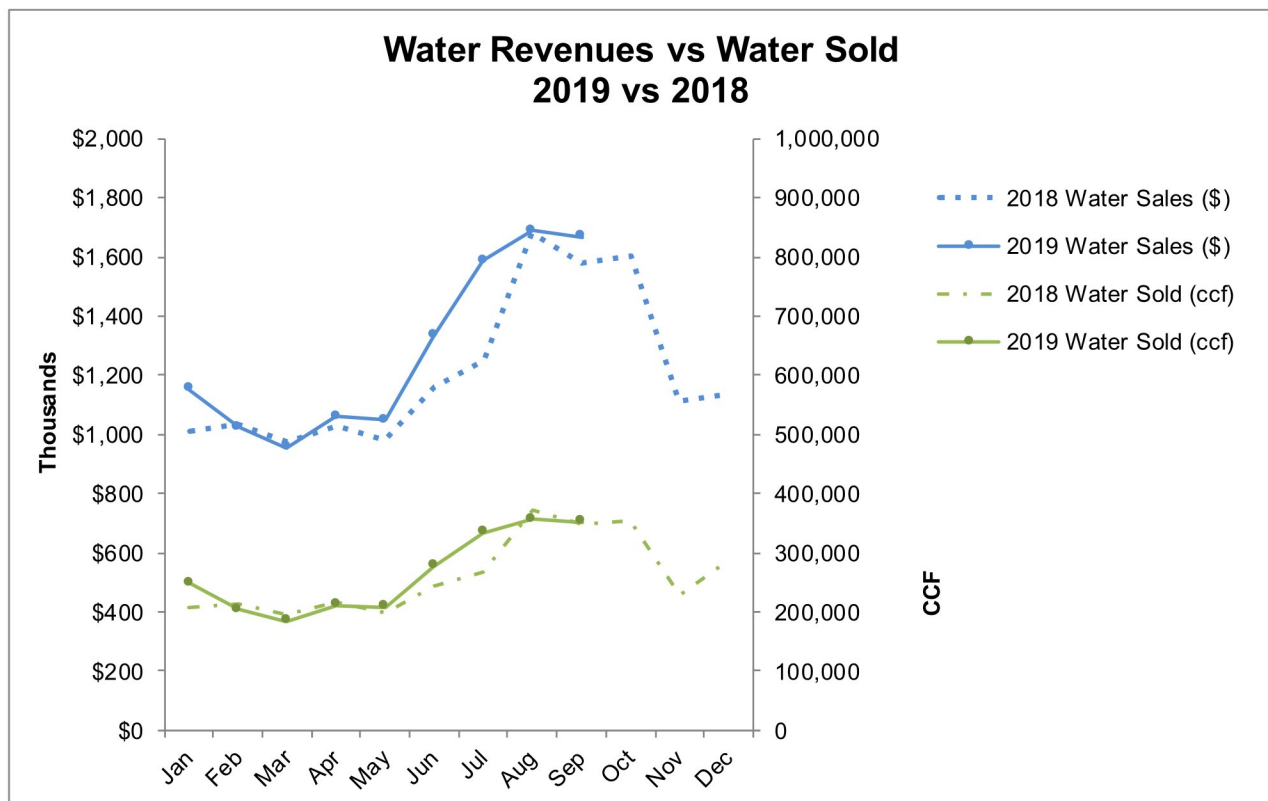
Beginning Fund Balance, January 2019	\$ 11,881,781
Net Change in Fund Balance, September 2019	820,981
Ending Fund Balance, September 2019	\$ 12,702,762
2019 Budgeted Ending Fund Balance	\$ 9,032,775

Enterprise Funds

Detailed income and expense statements for Enterprise and Internal Service funds can be found in an attachment at the end of this report. The attachment provides operating and – as applicable – capital fund reports for these funds showing budget, actuals, and variances. Operating funds house all the operating costs along with debt service and financing obligations. Capital funds show costs associated with capital acquisition and construction. Both the operating and capital funds have a working capital balance. This approach isolates those funds available for capital and cash flow needs for daily operations, and project managers will know exactly how much working capital is available for current and planned projects.

Through Q3-2019 the **Water Utility** had operating income of \$5.2 million as compared to \$4.4 million through Q3-2018. Total Water Fund operating revenues were \$903,000 higher than through Q3-2018, mainly due to strong performance in water sales – particularly the commercial and irrigation categories. Water sales revenue is directly impacted by rate changes, which were implemented across all water consumption categories effective January 1, 2019. Operating expenditures through Q3-2019 were up \$126,000, or 1.9% from Q3-2018. This variance is mainly due to increases in personnel costs and to increased interfund utility taxes associated with higher revenues.

Water sales by volume through September 2019 totaled 2.4 million hundred cubic feet (ccf) as compared to 2.3 million ccf through September 2018, an increase of 5.0%. Total consumption was up across all customer categories except school and wholesale. Significant increases by volume were seen in commercial, irrigation and multifamily usage. While overall consumption has increased compared to the same period last year, the Water Utility has seen a general trend of decreased year-over-year consumption on a *per account* basis due largely to conservation efforts and appliance efficiency improvements.



The **Sewer Utility** finished Q3-2019 with operating income of \$2.2 million as compared to \$1.5 million through Q3-2018. Increased revenues from charges for City sewer service following the rate adjustment in January 2019 account for about half of the favorable variance; the remainder consists mainly of a one-time \$203,000 refund from the Department of Revenue for overpayment of excise tax as well as interest earnings that already significantly exceed budget projections.

Year-to-date operating expenditures in the Sewer Utility were slightly below Q3-2018, with spending at similar levels to last year in each category.

Through Q3-2019, the **Stormwater Utility** had operating income of \$2.3 million compared with \$2.0 million through Q3-2018. Operating revenues are up \$235,000 compared to Q3-2018 due to charges for City storm service, which saw increases to all non-single family variable rates, as well as from strong investment income performance.

Operating expenditures in the Stormwater Utility were down \$56,000 from Q3-2018, contributing to the higher operating income noted above. Factors contributing to this include a decrease in spending on repairs and maintenance and the timing of certain intergovernmental payments.

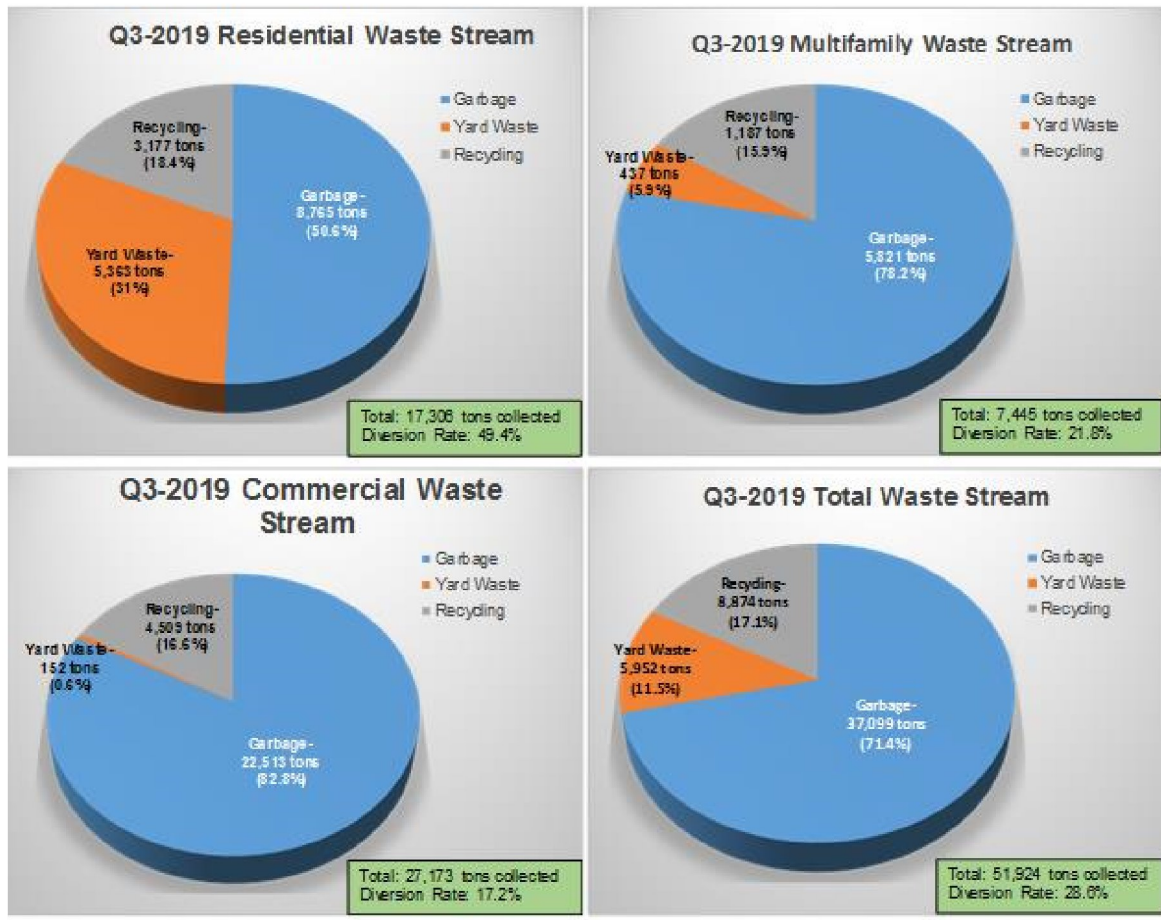
Through Q3-2019 the **Solid Waste Utility** Fund had \$11.9 million in operating revenues, compared to \$11.6 million in operating expenditures. The City of Auburn's Solid Waste services are outsourced to Waste Management and to Republic Services, who manages the contract for the annexed areas. As of September 2019, Waste Management serviced 15,511 customers (79% of customers) and Republic Services serviced 4,155 customers (21% of customers).

The current mix of solid waste customer account types is:

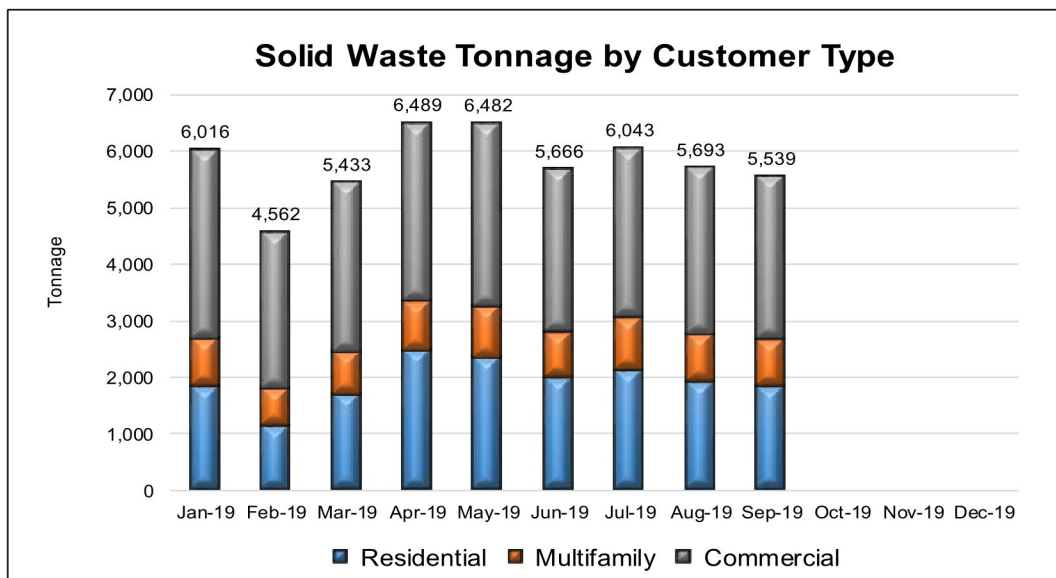
- 89.7% Residential
- 7.8% Commercial
- 2.5% Multifamily

The "diversion rate" is a measure of how much generated waste is not sent to the landfill; i.e., waste that is either recycled or collected yard waste. Through Q3-2019, the total diversion rate was 28.6%, which represents a total of 14,825 tons of waste that was diverted from landfills.

2019 Tons Collected and Diversion Rates:



Of the total tonnage collected through Q3-2019, 33% was collected from residential customers, 14% from multifamily customers, and 53% from commercial customers, as shown in the following graph.

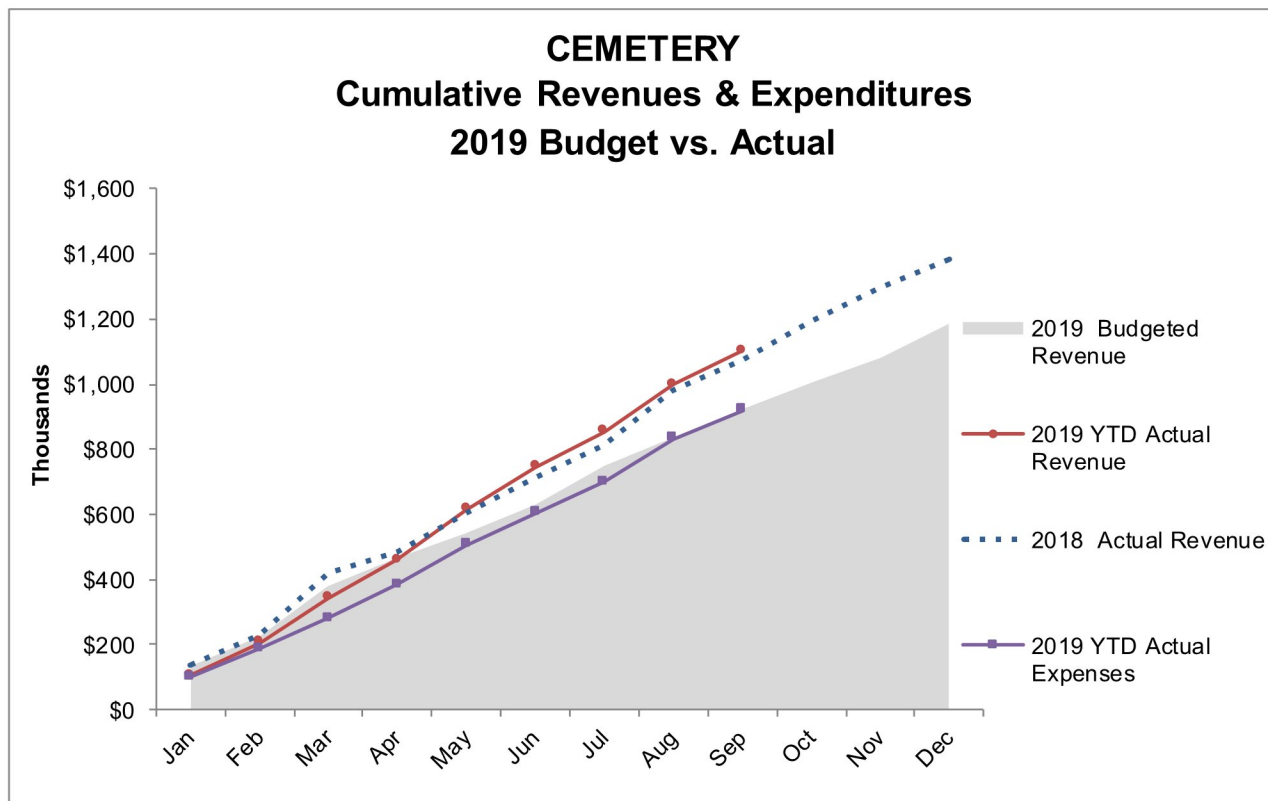


In January 2019, the Auburn Municipal Airport transitioned from contracted management services through a third-party management company to management of the Airport by in-house (City) staff.

The **Airport Fund** finished Q3-2019 with operating income of \$331,000 as compared with operating income of \$263,000 through Q3-2018. Operating revenues in the Airport Fund are up \$363,000 over Q3-2018, largely due to sales of aviation fuel. Aviation fuel was previously sold by AMG, with a portion of the profit remitted to the City. Currently the City sells fuel directly, and recovers all associated revenue.

Operating expenditures in the Airport Fund through Q3-2019 have increased by \$295,000 over the same period last year. A significant portion of this increase is due to the purchase of aviation fuel for resale; the remaining variance consists largely of interfund charges related to City internal services, repairs and maintenance, public utility costs, and interfund transfers to fund one-time technology and vehicle purchases associated with bringing the management of the facilities in-house.

Through Q3-2019, the **Cemetery Fund** experienced operating income of \$146,000 as compared with an operating income of \$174,000 through Q3-2018. While sales of lots have decreased from 2018, this is generally offset by increases in openings/closings and sales of liners and markers. Overall, operating revenues are up by \$32,000, or 3.0% while operating expenditures are up \$60,000 or 6.7% from the same period last year due to inventory purchases and citywide internal service allocations.



Internal Service Funds

Operating expenditures within the **Insurance** Fund represent the premium cost pool that will be allocated monthly to other City funds over the course of 2019. As a result, the expenditure balance gradually diminishes each month throughout the year.

No significant variances are reported in the **Workers' Compensation, Facilities, Innovation & Technology**, or **Equipment Rental** Funds.

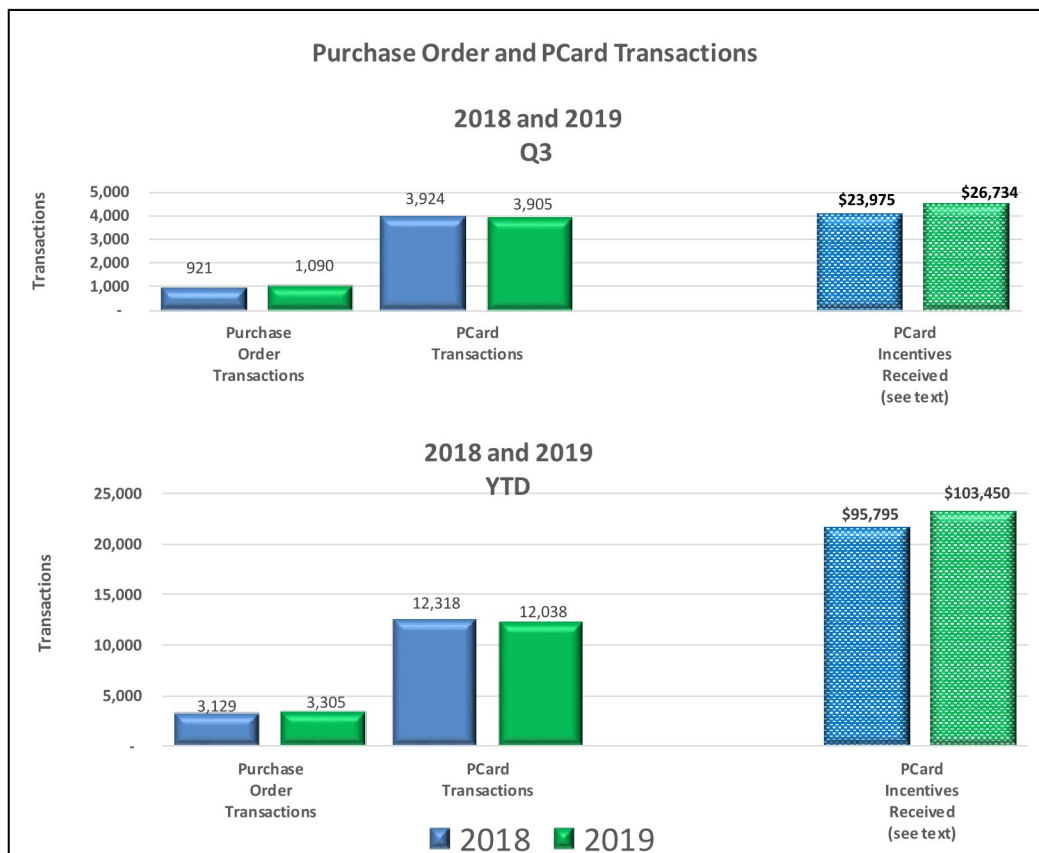
Investment Portfolio

The City's total cash and investments at the end of the Q3-2019 totaled \$148.9 million, and compares to \$147.8 million at the end of Q2-2019. **[attachment]**

P-Card Statistics

The City has been actively promoting the use of P-Cards in lieu of purchase orders to minimize effort and maximize incentive payments from the vendor and the State. In Q3-2019, 3,905 P-Card transactions were processed as compared with 1,090 purchase order transactions.

Total incentive payments received from US Bank in Q3-2019 totaled \$26,734. These are estimated payments since quarterly rebate checks are not actually received until the next quarter. There is also an annual incentive payment from the State that is received in the year following. The annual State incentive payment for 2018 was \$27,723 and was received in April of 2019.



Contact Information

This report is prepared by the Finance Department. Additional financial information can also be viewed at our website: <http://www.auburnwa.gov/>. For any questions about this report please contact Jamie Thomas at jdthomas@auburnwa.gov.

City of Auburn
Investment Portfolio Summary
September 30, 2019

Investment Type	Purchase Date	Book Value	Maturity Date	Yield to Maturity
State Investment Pool	Various	\$ 97,233,193	Various	2.20%
KeyBank Money Market	Various	4,485,883	Various	0.15%
OpusBank Public Interest Acct	Various	10,410,429	Various	2.28%
FHLB	2/28/2018	2,001,840	2/28/2023	2.65%
FFCB	5/21/2018	1,997,160	10/21/2019	2.48%
FAMCA	6/27/2018	1,999,940	7/16/2020	2.50%
FFCB	7/16/2018	2,000,620	7/16/2020	2.60%
TX ST-BABs-A	8/8/2018	1,761,620	4/1/2020	2.68%
FFCB	8/27/2018	2,004,660	2/23/2021	2.70%
RFCSP	10/5/2018	5,032,674	10/15/2019	2.69%
RFCSP	12/14/2018	5,012,903	7/15/2020	2.73%
RFCSP	2/19/2019	4,999,824	1/15/2021	2.52%
RFCSP	5/9/2019	4,999,802	10/15/2020	2.23%
STRIPS	7/26/2019	4,999,777	11/15/2020	1.83%
Total Cash & Investments		<u><u>\$ 148,940,325</u></u>		<u><u>2.206%</u></u>

Investment Mix	% of Total	Summary	
State Investment Pool	65.3%	Current 6-month treasury rate	1.89%
KeyBank Money Market	3.0%	Current State Pool rate	2.20%
OpusBank Public Interest Acct	7.0%	KeyBank Money Market	0.15%
FHLB	1.3%	OpusBank Public Interest Acct	2.28%
FFCB	4.0%	Blended Auburn rate	2.21%
FAMCA	1.3%		
TX ST-BABs-A	1.2%		
RFCSP	13.5%		
STRIPS	3.4%		
	<u><u>100.0%</u></u>		

SALES TAX SUMMARY

SEPTEMBER 2019 SALES TAX DISTRIBUTIONS (FOR JULY 2019 RETAIL ACTIVITY)

CONSTRUCTION		2018 Annual Total (Nov '17-Oct '18)	2018 YTD (Nov '17-Jul '18)	2019 YTD (Nov '18-Jul '19)	YTD % Diff
236	Construction of Buildings	1,257,918	993,660	799,302	-19.6%
237	Heavy and Civil Construction	170,543	117,481	98,473	-16.2%
238	Specialty Trade Contractors	881,157	652,299	608,960	-6.6%
TOTAL CONSTRUCTION		\$ 2,309,617	\$ 1,763,440	\$ 1,506,735	-14.6%
Overall Change from Previous Year				\$ (256,705)	

MANUFACTURING		2018 Annual Total (Nov '17-Oct '18)	2018 YTD (Nov '17-Jul '18)	2019 YTD (Nov '18-Jul '19)	YTD % Diff
311	Food Manufacturing	7,745	5,419	6,802	25.5%
312	Beverage and Tobacco Products	12,379	9,021	8,929	-1.0%
313	Textile Mills	559	394	180	-54.2%
314	Textile Product Mills	1,860	1,243	2,023	62.8%
315	Apparel Manufacturing	347	213	537	152.4%
316	Leather and Allied Products	221	136	267	96.4%
321	Wood Product Manufacturing	16,224	10,250	10,227	-0.2%
322	Paper Manufacturing	12,982	6,856	8,867	29.3%
323	Printing and Related Support	46,020	36,400	33,825	-7.1%
324	Petroleum and Coal Products	9,780	7,682	6,195	-19.4%
325	Chemical Manufacturing	12,512	9,407	9,857	4.8%
326	Plastics and Rubber Products	8,844	7,269	5,819	-19.9%
327	Nonmetallic Mineral Products	21,776	14,703	15,128	2.9%
331	Primary Metal Manufacturing	4,065	950	31,445	3208.5%
332	Fabricated Metal Product Manuf	26,115	19,717	24,399	23.7%
333	Machinery Manufacturing	24,283	19,631	17,475	-11.0%
334	Computer and Electronic Product	7,184	4,858	5,565	14.5%
335	Electric Equipment, Appliances	791	395	174	-55.8%
336	Transportation Equipment Man	488,093	363,573	356,059	-2.1%
337	Furniture and Related Products	19,899	13,802	16,159	17.1%
339	Miscellaneous Manufacturing	32,607	24,097	29,819	23.7%
TOTAL MANUFACTURING		\$ 754,285	\$ 556,018	\$ 589,753	6.1%
Overall Change from Previous Year				\$ 33,735	

TRANSPORTATION AND WAREHOUSING		2018 Annual Total (Nov '17-Oct '18)	2018 YTD (Nov '17-Jul '18)	2019 YTD (Nov '18-Jul '19)	YTD % Diff
481	Air Transportation	3	3	0	-100.0%
482	Rail Transportation	25,453	17,032	16,496	-3.2%
484	Truck Transportation	26,564	23,737	11,049	-53.5%
485	Transit and Ground Passengers	56	44	27	-38.9%
488	Transportation Support	52,211	39,291	28,328	-27.9%
491	Postal Service	1,007	833	541	-35.1%
492	Couriers and Messengers	1,359	1,233	218	-82.3%
493	Warehousing and Storage	13,554	10,513	7,288	-30.7%
TOTAL TRANSPORTATION		\$ 120,208	\$ 92,685	\$ 63,946	-31.0%
Overall Change from Previous Year				\$ (28,739)	

WHOLESALE TRADE		2018 Annual Total (Nov '17-Oct '18)	2018 YTD (Nov '17-Jul '18)	2019 YTD (Nov '18-Jul '19)	YTD % Diff
423	Wholesale Trade, Durable Goods	1,147,872	864,620	897,370	3.8%
424	Wholesale Trade, Nondurable	315,956	232,167	229,311	-1.2%
425	Wholesale Electronic Markets	5,189	3,620	7,120	96.7%
TOTAL WHOLESALE		\$ 1,469,017	\$ 1,100,407	\$ 1,133,801	3.0%
Overall Change from Previous Year				\$ 33,395	

AUTOMOTIVE		2018 Annual Total (Nov '17-Oct '18)	2018 YTD (Nov '17-Jul '18)	2019 YTD (Nov '18-Jul '19)	YTD % Diff
441	Motor Vehicle and Parts Dealer	3,843,704	2,883,183	2,840,445	-1.5%
447	Gasoline Stations	278,087	209,029	196,657	-5.9%
TOTAL AUTOMOTIVE		\$ 4,121,791	\$ 3,092,212	\$ 3,037,102	-1.8%
Overall Change from Previous Year				\$ (55,110)	

RETAIL TRADE		2018 Annual Total (Nov '17-Oct '18)	2018 YTD (Nov '17-Jul '18)	2019 YTD (Nov '18-Jul '19)	YTD % Diff
442	Furniture and Home Furnishings	209,879	152,512	160,025	4.9%
443	Electronics and Appliances	229,028	170,495	204,900	20.2%
444	Building Material and Garden	576,468	427,143	486,621	13.9%
445	Food and Beverage Stores	387,928	285,107	303,970	6.6%
446	Health and Personal Care Store	420,087	312,578	329,890	5.5%
448	Clothing and Accessories	1,170,083	863,543	901,139	4.4%
451	Sporting Goods, Hobby, Books	220,869	160,584	185,343	15.4%
452	General Merchandise Stores	870,096	678,091	620,494	-8.5%
453	Miscellaneous Store Retailers	689,386	498,062	676,134	35.8%
454	Nonstore Retailers	267,088	208,455	174,803	-16.1%
TOTAL RETAIL TRADE		\$ 5,040,912	\$ 3,756,570	\$ 4,043,320	7.6%
Overall Change from Previous Year				\$ 286,750	

SERVICES		2018 Annual Total (Nov '17-Oct '18)	2018 YTD (Nov '17-Jul '18)	2019 YTD (Nov '18-Jul '19)	YTD % Diff
51*	Information	637,625	487,341	505,756	3.8%
52*	Finance and Insurance	140,135	105,510	104,707	-0.8%
53*	Real Estate, Rental, Leasing	367,824	271,291	321,782	18.6%
541	Professional, Scientific, Tech	253,684	190,908	248,422	30.1%
551	Company Management	16	9	1,138	12877.0%
56*	Admin. Supp., Remed Svcs	423,760	303,074	389,522	28.5%
611	Educational Services	47,224	32,771	31,727	-3.2%
62*	Health Care Social Assistance	93,420	62,303	72,041	15.6%
71*	Arts and Entertainment	119,180	89,259	85,220	-4.5%
72*	Accommodation and Food Svcs	1,435,327	1,062,325	1,087,824	2.4%
81*	Other Services	560,054	409,512	456,165	11.4%
92*	Public Administration	150,574	117,127	1,269	-98.9%
TOTAL SERVICES		\$ 4,228,822	\$ 3,131,431	\$ 3,305,574	5.6%
Overall Change from Previous Year				\$ 174,143	

MISCELLANEOUS		2018 Annual Total (Nov '17-Oct '18)	2018 YTD (Nov '17-Jul '18)	2019 YTD (Nov '18-Jul '19)	YTD % Diff
000	Unknown	0	0	0	N/A
111-115	Agriculture, Forestry, Fishing	3,656	2,848	3,719	30.6%
211-221	Mining & Utilities	26,370	19,400	21,471	10.7%
999	Unclassifiable Establishments	123,605	73,541	167,494	127.8%
TOTAL SERVICES		\$ 153,632	\$ 95,789	\$ 192,684	101.2%
Overall Change from Previous Year				\$ 96,895	

GRAND TOTAL	\$ 18,198,285	\$ 13,588,552	\$ 13,872,916	
Overall Change from Previous Year			\$ 284,365	2.1%

Total September 2019 Sales Tax Distributions	\$ 1,604,250
Dollar Increase from September 2018	\$ 84,370
Percent Increase from September 2018	5.6%

Comparisons:	
September 2018	\$ 1,519,880
September 2017	\$ 1,444,240

Includes Adjustments in excess of +/- \$10,000.

a. WA State Department of Revenue audit adjustment to sales tax returns for February 2019 Reporting (adjustment: \$14,165).

b. WA State Department of Revenue audit adjustment to sales tax returns for August 2019 Reporting (adjustment: \$10,411).

OPERATING & CAPITAL FUNDS				ENTERPRISE FUNDS								
Cash Basis through September 2019	WATER			SEWER			SEWER METRO			STORM		
		YTD			YTD			YTD			YTD	
	Budget	Actual	Variance	Budget	Actual	Variance	Budget	Actual	Variance	Budget	Actual	Variance
OPERATING FUND:												
OPERATING REVENUES												
Charges For Service	15,471,500	11,698,945	(3,772,555)	9,014,200	6,700,046	(2,314,154)	18,370,000	13,584,042	(4,785,958)	10,085,900	7,547,429	(2,538,471)
Grants			-			-			-	-		-
Interest Earnings	20,000	176,939	156,939	20,000	107,968	87,968	2,500	19,293	16,793	15,000	104,068	89,068
Rents, Leases, Concessions, & Other	187,000	129,460	(57,540)	70,000	239,151	169,151	-	-	-	56,000	42,908	(13,092)
TOTAL OPERATING REVENUES	15,678,500	12,005,344	(3,673,156)	9,104,200	7,047,165	(2,057,035)	18,372,500	13,603,336	(4,769,164)	10,156,900	7,694,405	(2,462,495)
OPERATING EXPENSES												
Salaries & Wages	2,472,136	1,778,807	693,329	1,478,205	1,049,666	428,539	-	-	-	2,511,990	1,767,469	744,521
Benefits	1,335,528	908,898	426,630	783,349	537,595	245,754	-	-	-	1,329,580	887,397	442,183
Supplies	364,244	221,806	142,438	136,550	64,501	72,049	-	-	-	84,550	71,585	12,965
Other Service Charges	4,455,849	2,219,726	2,236,123	2,912,150	1,965,221	946,929	18,215,600	13,387,096	4,828,504	1,994,100	1,167,618	826,482
Intergovernmental Services (Less Transfers Out)				-	-	-				-	-	-
Waste Management Payments See Note												
Sewer Metro Services							-	-	-			
Debt Service Interest	1,092,600	376,984	715,616	245,500	131,058	114,442	-	-	-	311,100	169,233	141,867
Interfund Operating Rentals & Supplies	1,773,617	1,346,847	426,770	1,391,917	1,059,921	331,997	-	-	-	1,818,400	1,374,827	443,573
TOTAL OPERATING EXPENSES	11,493,974	6,853,068	4,640,906	6,947,671	4,807,963	2,139,708	18,215,600	13,387,096	4,828,504	8,049,720	5,438,129	2,611,591
OPERATING REVENUES LESS EXPENSES BEFORE DEPRECIATION	4,184,526	5,152,276	967,750	2,156,529	2,239,202	82,673	156,900	216,239	59,339	2,107,180	2,256,276	149,096
NON-OPERATING REVENUES												
Operating Transfers-in	-	-	-									
Intergovernmental Loan	3,135,100	39,258	3,095,842									
Other Non-Operating Revenues				-								
NON-OPERATING EXPENSES												
Transfer to Capital Subfund	3,135,100	39,258	3,095,842	-	-	-				-	-	-
Other Operating Transfers-out	381,491	27,296	354,195	328,692	9,676	319,016				404,392	83,676	320,716
Debt Service Principal	1,775,400	650,014	1,125,386	563,400	288,262	275,138				438,000	-	438,000
Net Change in Restricted Net Assets	-	67,435	67,435	-	(14,769)	(14,769)				-	21,527	21,527
Interfund Loan Repayment												
BEGINNING WORKING CAPITAL - January 1, 2019	7,685,258	7,685,258	-	5,187,057	5,187,057	-	3,567,929	3,567,929	-	4,754,678	4,754,678	-
ENDING WORKING CAPITAL - September 30, 2019	9,712,893	12,092,789	2,379,896	6,451,494	7,143,090	691,596	3,724,829	3,784,168	59,339	6,019,466	6,905,751	886,285
NET CHANGE IN WORKING CAPITAL (see Note)	2,027,635	4,407,531	2,379,896	1,264,437	1,956,033	691,596	156,900	216,239	59,339	1,264,788	2,151,073	886,285
CAPITAL FUND:												
CAPITAL REVENUES												
Interest Revenue	10,000	27,420	17,420	80,000	187,447	107,447				80,000	127,249	47,249
Grants	350,592	341,129	(9,463)							181,965	5,792	(176,173)
Contributions			-	-	-	-				-	-	-
Other Non-Operating Revenue	-	10,340	10,340	-	-	-				-	-	-
Increase In Contributions - System Development	937,700	416,463	(521,237)	654,700	616,101	(38,599)				489,900	334,309	(155,591)
Interfund Revenues	-	-	-	-	-	-				-	-	-
Increase In Contributions - FAA	-	-	-	-	-	-				-	-	-
Proceeds of Debt Activity	7,178,324	-	(7,178,324)	-	-	-				-	-	-
Transfers In from Operating Sub-Fund	3,135,100	39,258	(3,095,842)	-	-	-				-	-	-
Transfer In from Other Funds	-	-	-	-	-	-				-	-	-
TOTAL CAPITAL REVENUES	11,611,716	834,610	(10,777,106)	734,700	803,548	68,848				751,865	467,350	(284,515)
CAPITAL EXPENSES												
Other Non-Operating Expense	-	-	-	-	-	-				-	-	-
Increase In Fixed Assets - Salaries	424,300	174,077	250,223	182,900	51,963	130,938				202,900	50,399	152,501
Increase In Fixed Assets - Benefits	169,700	84,240	85,460	73,100	24,796	48,304				81,100	23,540	57,560
Increase In Fixed Assets - Services	300	140	160	1,900	616	1,284				1,900	427	1,473
Increase In Fixed Assets - Site Improvements	-	12,419	(12,419)	-	-	-				-	-	-
Increase In Fixed Assets - Equipment	-	-	-	28,000	-	28,000				-	-	-
Increase In Fixed Assets - Construction	10,666,543	1,427,837	9,238,706	3,617,608	184,037	3,433,571				3,507,258	182,927	3,324,331
Operating Transfers Out	76,400	66,122	10,278	50,000	50,000	-				50,000	50,000	-
TOTAL CAPITAL EXPENSES	11,337,243	1,764,835	9,572,408	3,953,508	311,412	3,642,096				3,843,158	307,293	3,535,865
BEGINNING WORKING CAPITAL - January 1, 2019	1,968,494	1,968,494	-	12,489,613	12,489,613	-				12,397,826	12,397,826	-
ENDING WORKING CAPITAL - September 30, 2019	2,242,967	1,038,269	(1,204,698)	9,270,805	12,981,749	3,710,944				9,306,533	12,557,883	3,251,350
NET CHANGE IN WORKING CAPITAL (see Note)	274,473	(930,225)	(1,204,698)	(3,218,808)	492,136	3,710,944				(3,091,293)	160,057	3,251,350
Total Change in Working Capital	2,302,108	3,477,305	1,175,197	(1,954,371)	2,448,169	4,402,540	156,900	216,239	59,339	(1,826,505)	2,311,130	4,137,635
(*) Depreciation	3,612,800	2,901,840		2,333,400	1,707,785		-	-		2,184,100	1,571,160	
Working Capital = Current Assets minus Current Liabilities												

OPERATING & CAPITAL FUNDS	ENTERPRISE FUNDS						INTERNAL SERVICE FUNDS		
Cash Basis through September 2019	SOLID WASTE			AIRPORT			CEMETERY		
	Budget	YTD Actual	Variance	Budget	YTD Actual	Variance	Budget	YTD Actual	Variance
OPERATING FUND:									
OPERATING REVENUES									
Charges For Service	16,071,700	11,808,013	(4,263,687)	1,285,700	1,055,242	(230,458)	1,086,000	1,088,647	2,647
Grants	88,600	13,925	(74,675)	-	2,000	2,000	-	-	-
Interest Earnings	88,800	84,879	(3,921)	6,900	18,737	11,837	1,000	14,788	13,788
Rents, Leases, Concessions, & Other	-	4,202	4,202	6,000	5,873	(127)	-	214	214
TOTAL OPERATING REVENUES	16,249,100	11,911,019	(4,338,081)	1,298,600	1,081,852	(216,748)	1,087,000	1,103,648	16,648
OPERATING EXPENSES									
Salaries & Wages	-	761	(761)	207,803	157,797	50,006	464,932	349,219	115,713
Benefits	-	69	(69)	149,990	93,743	56,247	269,930	193,344	76,586
Supplies	53,400	3,143	50,257	292,700	293,913	(1,213)	221,700	186,705	34,995
Other Service Charges	2,123,775	1,335,293	788,482	247,400	174,460	72,940	151,500	111,151	40,349
Intergovernmental Services (Less Transfers Out)	-	-	-	-	-	-	-	-	-
Waste Management Payments See Note	13,485,300	9,794,313	3,690,987	-	-	-	-	-	-
Sewer Metro Services	-	-	-	3,700	2,258	1,442	-	-	-
Debt Service Interest	-	-	-	38,600	28,950	9,650	-	-	-
Interfund Operating Rentals & Supplies	612,000	478,664	133,336	-	-	-	155,900	117,390	38,510
TOTAL OPERATING EXPENSES	16,274,475	11,612,244	4,662,231	940,193	751,119	189,074	1,263,962	957,808	306,154
OPERATING REVENUES LESS EXPENSES BEFORE DEPRECIATION	(25,375)	298,775	324,150	358,407	330,733	(27,674)	(176,962)	145,840	322,802
NON-OPERATING REVENUES									
Operating Transfers-in							100,000	-	(100,000)
Intergovernmental Loan									
Other Non-Operating Revenues									
NON-OPERATING EXPENSES									
Transfer to Capital Subfund				350,000	83,179		100,000	-	
Other Operating Transfers-out	21,831	8,082	13,749	10,000	4,236	5,764	-	-	-
Debt Service Principal				186,500	-	186,500	-	-	-
Net Change in Restricted Net Assets				-	(1,766)	(1,766)	-	-	-
Interfund Loan Repayment				42,100	31,175	10,925	-	-	-
BEGINNING WORKING CAPITAL - January 1, 2019	5,647,783	5,647,783	-	590,315	590,315	-	702,687	702,687	-
ENDING WORKING CAPITAL - September 30, 2019	5,600,577	5,938,475	337,898	360,122	804,223	444,101	525,725	848,527	322,802
NET CHANGE IN WORKING CAPITAL (see Note)	(47,206)	290,692	337,898	(230,193)	213,908	444,101	(176,962)	145,840	322,802
CAPITAL FUND:	see Note								
CAPITAL REVENUES									
Interest Revenue				2,000	1,464	(536)	-	4,531	4,531
Grants									
Contributions				104,316	12,610	(91,706)	-	-	-
Other Non-Operating Revenue				-	-	-	-	-	-
Increase In Contributions - System Development				-	-	-	-	-	-
Interfund Revenues				-	-	-	-	-	-
Increase In Contributions - FAA				2,367,730	193,882	(2,173,848)	-	-	-
Proceeds of Debt Activity				-	-	-	-	-	-
Transfers In from Operating Sub-Fund				350,000	83,179	(266,821)	100,000	-	(100,000)
Transfer In from Other Funds				-	-	-	55,442	-	(55,442)
TOTAL CAPITAL REVENUES				2,824,046	291,136	(2,532,910)	155,442	4,531	(150,911)
CAPITAL EXPENSES									
Other Non-Operating Expense				-	-	-	-	-	-
Increase In Fixed Assets - Salaries				4,300	57	4,243	-	-	-
Increase In Fixed Assets - Benefits				1,700	41	1,659	-	-	-
Increase In Fixed Assets - Services				100	8	92	100	19	81
Increase In Fixed Assets - Site Improvements						-	-	-	-
Increase In Fixed Assets - Equipment						-	-	-	-
Increase In Fixed Assets - Construction				2,928,308	322,463	2,605,845	380,442	-	380,442
Operating Transfers Out				73,200	69,034	4,166	-	-	-
TOTAL CAPITAL EXPENSES				3,007,608	391,603	2,616,005	380,542	19	380,523
BEGINNING WORKING CAPITAL - January 1, 2019				211,881	211,881	-	253,352	253,352	-
ENDING WORKING CAPITAL - September 30, 2019				28,319	111,413	83,094	28,252	257,864	229,612
NET CHANGE IN WORKING CAPITAL (see Note)				(183,562)	(100,468)	83,094	(225,100)	4,512	229,612
Total Change in Working Capital	(47,206)	290,692		(413,755)	113,440	527,195	(402,062)	150,352	552,414

(*) Depreciation

Note: Includes September's Waste Management payment (\$1,129,012), which will be made in October.

Working Capital = Current Assets
minus Current Liabilities

OPERATING & CAPITAL FUNDS	INTERNAL SERVICE FUNDS											
Cash Basis through September 2019	WORKER'S COMPENSATION			FACILITIES			INNOVATION & TECHNOLOGY			EQUIPMENT RENTAL		
	YTD			YTD			YTD			YTD		
	Budget	Actual	Variance	Budget	Actual	Variance	Budget	Actual	Variance	Budget	Actual	Variance
OPERATING FUND:												
OPERATING REVENUES												
Charges For Service	1,075,200	814,057	(261,143)	3,436,500	2,609,132	(827,368)	6,276,600	4,714,752	(1,561,848)	2,007,606	1,505,705	(501,901)
Grants			-	-	-	-			-			-
Interest Earnings	46,000	42,516	(3,484)	24,600	34,987	10,387	8,000	49,573	41,573	-	56,416	56,416
Rents, Leases, Concessions, & Other	50,000	4,777	(45,223)	-	-	-	-	-	-	-	153,267	153,267
TOTAL OPERATING REVENUES	1,171,200	861,350	(309,850)	3,461,100	2,644,118	(816,982)	6,284,600	4,764,325	(1,520,275)	2,007,606	1,715,388	(292,218)
OPERATING EXPENSES												
Salaries & Wages	-	-	-	728,510	504,504	224,006	2,070,555	1,503,359	567,196	604,034	450,353	153,681
Benefits	250,000	108,949	141,051	424,233	294,895	129,338	1,072,035	730,879	341,156	324,807	225,067	99,740
Supplies	-	-	-	144,720	78,236	66,484	469,150	251,011	218,139	1,092,000	723,752	368,248
Other Service Charges	448,315	203,520	244,795	1,995,950	1,194,440	801,510	2,861,600	2,216,311	645,289	493,050	287,687	205,363
Intergovernmental Services (Less Transfers Out)	-	-	-	-	-	-	-	-	-	-	-	-
Waste Management Payments See Note												
Sewer Metro Services												
Debt Service Interest	-	-	-	-	-	-	-	-	-	2,700	1,222	1,478
Interfund Operating Rentals & Supplies	119,800	93,793	26,007	159,700	119,775	39,925	183,000	137,250	45,750	291,600	219,626	71,974
TOTAL OPERATING EXPENSES	818,115	406,262	411,853	3,453,113	2,191,850	1,261,263	6,656,340	4,838,809	1,817,531	2,808,191	1,907,706	900,485
OPERATING REVENUES LESS EXPENSES BEFORE DEPRECIATION	353,085	455,088	102,003	7,987	452,269	444,282	(371,740)	(74,484)	297,256	(800,585)	(192,319)	608,266
NON-OPERATING REVENUES												
Operating Transfers-in				44,500	40,000	(4,500)	276,210	54,582	(221,628)	-	-	-
Intergovernmental Loan												
Other Non-Operating Revenues												
NON-OPERATING EXPENSES												
Transfer to Capital Subfund										-	-	-
Other Operating Transfers-out				733,950	321,688	412,262	30,000	17,000	13,000	-	-	-
Debt Service Principal										-	-	-
Net Change in Restricted Net Assets				-	-	-	-	-	-	-	(57,631)	(57,631)
Interfund Loan Repayment												
BEGINNING WORKING CAPITAL - January 1, 2019	1,165,108	1,165,108	-	1,767,017	1,767,017	-	2,613,666	2,613,666	-	3,361,101	3,361,101	-
ENDING WORKING CAPITAL - September 30, 2019	1,518,193	1,620,196	102,003	1,085,554	1,937,598	852,044	2,488,136	2,576,764	88,628	2,560,516	3,226,413	665,897
NET CHANGE IN WORKING CAPITAL (see Note)	353,085	455,088	102,003	(681,463)	170,581	852,044	(125,530)	(36,902)	88,628	(800,585)	(134,688)	665,897
CAPITAL FUND:												
CAPITAL REVENUES												
Interest Revenue							-	26,717	26,717	-	75,723	75,723
Grants										60,000	60,000	-
Contributions							-	-	-	-	-	-
Other Non-Operating Revenue							-	-	-	-	-	-
Increase In Contributions - System Development							-	-	-	-	-	-
Interfund Revenues							-	-	-	1,771,194	1,328,396	(442,798)
Increase In Contributions - FAA							-	-	-	-	-	-
Proceeds of Debt Activity							-	-	-	-	-	-
Transfers In from Operating Sub-Fund							-	-	-	-	-	-
Transfer In from Other Funds							34,700	-	(34,700)	1,048,000	139,434	(908,566)
TOTAL CAPITAL REVENUES							34,700	26,717	(7,983)	2,879,194	1,603,552	(1,275,642)
CAPITAL EXPENSES												
Other Non-Operating Expense							-	-	-	-	-	-
Increase In Fixed Assets - Salaries							-	4,357	(4,357)	-	-	-
Increase In Fixed Assets - Benefits							-	2,277	(2,277)	-	-	-
Increase In Fixed Assets - Services							300	116	184	500	314	186
Increase In Fixed Assets - Site Improvements												-
Increase In Fixed Assets - Equipment							883,700	76,777	806,923	2,489,450	981,495	1,507,955
Increase In Fixed Assets - Construction							20,000	13,255	6,745	1,140,000	-	1,140,000
Operating Transfers Out							-	-	-	-	-	-
TOTAL CAPITAL EXPENSES							904,000	96,782	807,218	3,629,950	981,809	2,648,141
BEGINNING WORKING CAPITAL - January 1, 2019							1,526,533	1,526,533	-	3,770,132	3,770,132	-
ENDING WORKING CAPITAL - September 30, 2019							657,233	1,456,468	799,235	3,019,376	4,391,875	1,372,499
NET CHANGE IN WORKING CAPITAL (see Note)							(869,300)	(70,065)	799,235	(750,756)	621,743	1,372,499
Total Change in Working Capital	353,085	455,088	102,003	(681,463)	170,581	852,044	(994,830)	(106,967)	887,863	(1,551,341)	487,055	2,038,396

(*) Depreciation

Working Capital = Current Assets
minus Current Liabilities



AGENDA BILL APPROVAL FORM

Agenda Subject:

Ordinance No. 6751 (Thomas)(15 Minutes)

Date:

November 19, 2019

Department:

Finance

Attachments:

[Ord 6751 BA#5 Transmittal Memo](#)

[Ord 6751 BA#5](#)

[Ord 6751 Sched A](#)

[Ord 6751 Sched B](#)

[Ord 6751 Attachment](#)

Budget Impact:**Administrative Recommendation:**

City Council to introduce and adopt Ordinance No. 6751.

Background Summary:

Budget Amendment #5 represents the fifth budget amendment for the 2019-2020 biennium and the first budget amendment for 2020. For details, see the attached transmittal memorandum and supporting materials.

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

Thomas

Meeting Date: November 25, 2019

Item Number:



Interoffice Memorandum

To: City Council
From: Jamie Thomas, Finance Director
CC: Nancy Backus, Mayor
Date: November 5, 2019
Re: Ordinance #6751 – 2019-2020 Budget Amendment #5

The City's biennial 2019-2020 budget was approved by Council as two one-year appropriations. Budget Amendments #1, #2, and #3 amended the budget for calendar year 2019. Budget Amendment #4, which will also amend the 2019 budget, will be brought to Council for consideration on November 25, 2019.

This amendment will be the fifth budget amendment for the biennium and the first budget amendment for calendar year 2020. The purpose of this amendment is to 1) realign significant revenue sources; 2) adopt the continuation of previously approved requests by council; 3) adjust capital project budgets to match the 2020-2025 Capital Facilities Plan (CFP); 4) add budget authority for new programs and other expected changes in 2020; and 5) adjust projected 2020 beginning fund balance.

Realign Significant Revenue Sources. With new legislation and policies adopted throughout 2019, and three quarters of revenue collection data for 2019, there is an opportunity to fine-tune revenue projections for 2020. Total general fund revenue adjustment increases totaled \$1,425,000 and include:

- Property tax to reflect actual levy amount (\$100,000)
- Business license fees to reflect increases (\$200,000)
- Streamlined sales tax mitigation increase due to legislative extension through 2021 (\$925,000)
- Certain developer fees and permits due to fee schedule increases (\$200,000)

Adopt the continuation of previously approved requests by Council. Amend the 2020 budget for changes adopted in 2019 for which there is an ongoing fiscal impact in 2020. Items in this category were previously approved by Council in 2019. In total, these items decreases budgeted 2020 ending fund balance by a net of \$7,900, and include:

- Ongoing costs associated with the continuation of two new school resource officers, authorized in 2018 and 2019 budget amendments (net fund balance decrease of \$39,300);
- Impacts of the Police collective bargaining agreement, which was negotiated in 2019 (net fund balance decrease \$790,300);
- Adjust SCORE owner agency cost based on adopted SCORE budget (fund balance increase \$400,000); and
- Reduction of LEOFF1 benefit costs to better reflect historical actuals (fund balance increase \$421,700).

Adjust capital project budgets. Represent changes to project budgets to align with the updated 2020-2025 Capital Facilities Plan (CFP) that is scheduled to be adopted in December, excluding unspent capital project budgets from 2019 that are automatically carried forward into 2020 due to the adoption of multi-year capital budgeting, as authorized in Ordinance No. 6682 (June 2018).

Significant project adjustments included in this budget amendment include:

- (Fund 102) Updated budget for F St. SE Non-Motorized Improvements project, funded by new federal grant and traffic impact fees (\$3,250,000)
- (Fund 102) Updated budget for Auburn Way South Improvements project, funded by new federal grant and traffic impact fees (\$1,500,000)
- (Fund 460) Move budget from 2021 to 2020 to accelerate the Lea Hill AC Main replacement project, partially funded by bond proceeds (\$2,778,000)
- (Fund 460) Move budget from 2022 to 2020 to accelerate the Academy Pump Station pump replacement project, partially funded by bond proceeds (\$2,196,000)
- (Fund 465) Increase budget for Airport Runway project, largely funded by state and federal grants (\$3,124,900)
- Miscellaneous Project delays, deferrals, and deletions - see Attachment 1 (\$1,512,900)
- Reallocate funding for water utility system capital projects from working capital to bond funding - see Attachment 1 (\$1,176,400)

Add budget authority for new programs and other expected changes in 2020. These include revenue adjustments to reflect new revenue sources revenue streams; requests for increased funding for existing programs, and funding requests for new projects or programs. New requests include:

- Replace 24 golf carts, fully funded through equipment replacement (\$103,800)
- Marketing for Auburn Adventure Film Festival (\$30,000)
- Establish 2020 SKHPP budget, offset mostly through partnerships with other agencies (net \$12,400)

Adjustments of 2020 beginning fund balance due to 2019 budget amendments. Each approved budget amendment in 2019 (in BAs #1, #2, #3, and proposed BA#4) that amended the 2019 budgeted ending fund balance also affects the budgeted 2020 beginning fund balance. These adjustments, which affect most funds, increase 2020 budgeted fund balance by \$9,012,155.

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

Table 1: 2020 Budget as Amended

2020 Adopted Budget	\$ 297,361,591
Budget Amendment #5 (Ord #6751)	<u>31,783,475</u>
2020 Budget as Amended	\$ 329,145,066

Attachments:

- ❖ Ordinance # 6751
- ❖ Schedule "A" – Summary of 2020 Budget Adjustments by Fund
- ❖ Schedule "B" – 2020 Appropriations by Fund
- ❖ Attachment 1 – Summary of 2020 CIP Changes per 2020-2025 CFP

ORDINANCE NO. 6751

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, AMENDING ORDINANCE NO. 6693, THE 2019-2020 BIENNIAL BUDGET ORDINANCE, AS AMENDED BY ORDINANCE NO. 6712, ORDINANCE NO. 6719, AND ORDINANCE NO. 6720, AUTHORIZING AMENDMENTS TO THE CITY OF AUBURN 2019-2020 BUDGET AS SET FORTH IN SCHEDULE "A" AND SCHEDULE "B"

WHEREAS, the Auburn City Council at its regular meeting of December 3, 2018, adopted Ordinance No. 6693 which adopted the City of Auburn 2019-2020 Biennial budget; and

WHEREAS, the Auburn City Council at its regular meeting of April 1, 2019, adopted Ordinance No. 6712 (BA#1) which amended Ordinance No. 6693 which adopted the City of Auburn 2019-2020 Biennial budget; and

WHEREAS, the Auburn City Council at its regular meeting of May 20, 2019, adopted Ordinance No. 6719 (BA#2) which amended Ordinance No. 6712 which amended the City of Auburn 2019-2020 Biennial budget; and

WHEREAS, the Auburn City Council at its regular meeting of July 15, 2019, adopted Ordinance No. 6720 (BA#3) which amended Ordinance No. 6719 which amended the City of Auburn 2019-2020 Biennial budget; and

WHEREAS, the Auburn City Council at its regular meeting of December 2, 2019, adopted Ordinance No. 6752 (BA#4) which amended Ordinance No. 6720 which amended the City of Auburn 2019-2020 Biennial budget; and

WHEREAS, the City of Auburn deems it necessary to appropriate additional funds to the various funds of the 2020 budget as outlined in this Ordinance (BA#5); 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 2019-2020 Biennial Budget.** The 2019-2020 Biennial Budget of the City of Auburn is amended pursuant to Chapter 35A.34 RCW, to reflect the revenues and expenditures as shown on Schedule “A” attached hereto and incorporated herein by reference. The Mayor of the City of Auburn, Washington is hereby authorized to utilize revenue and expenditure amounts shown on said Schedule “A” and Schedule “B”. A copy of said Schedule “A” and Schedule “B” is on file with the City Clerk and available for public inspection.

Section 2. **Severability.** The provisions of this ordinance are declared to be separate and severable. The invalidity of any clause, sentence, paragraph, subdivision, section, or portion of this ordinance, or the invalidity of the application of it to any person or circumstance, will not affect the validity of the remainder of this ordinance, or the validity of its application to other persons or circumstances.

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

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

INTRODUCED: _____

PASSED: _____

APPROVED: _____

NANCY BACKUS, MAYOR

ATTEST:

APPROVED AS TO FORM:

Shawn Campbell, MMC, City Clerk

Steven L. Gross, City Attorney

Schedule A
Summary of 2020 Budget Adjustments by Fund
Budget Amendment #5 (Ordinance #6751)

	Beg. Fund Balance	2020 Revenues	2020 Expenditures	Ending Fund Balance
General Fund (#001)				
2020 Adopted Budget	12,394,863	75,249,867	80,586,405	7,058,325
BA#5 (Ordinance #6XXX, Proposed):	2,856,654	1,742,520	298,720	4,300,454
General Fund Revenues:				
Increase budgeted property tax receipts to better match long-term forecast	-	100,000	-	100,000
Increase budgeted business license revenue due to rate increase	-	200,000	-	200,000
Increase budget due to extension of streamlined sales tax mitigation (SST) pmts	-	925,000	-	925,000
Incr budget for excavation and related permit revenues due to rate increase	-	200,000	-	200,000
Community Development Department:				
2020 budget for South King Housing and Homelessness Partners (SKHHP)	-	312,820	300,420	12,400
SCORE				
SCORE budget adjustment	-	-	(400,000)	400,000
Police Department:				
Continue 2nd SRO (authorized in 2018 BA#6), partly funded by Auburn School Dist	-	-	123,600	(123,600)
Continue 3rd SRO (authorized in 2019 BA#3), partly funded by Auburn School Dist.	-	109,700	25,400	84,300
Reduce private security revenues and associated expenditures	-	(130,000)	(130,000)	-
Increase Police salaries and benefits to reflect CBAs negotiated in 2019	-	-	776,000	(776,000)
Public Works Department:				
Increase overtime budget to respond to traffic signal emergencies	-	25,000	25,000	-
Non-Departmental:				
Reduce estimated LEOFF1 benefit expenditures to better reflect historical actuals	-	-	(421,700)	421,700
Adjust beginning fund balance for budget amendments in 2019	2,856,654	-	-	2,856,654
Revised 2020 Budget - Fund 001	15,251,517	76,992,387	80,885,125	11,358,779

Schedule A
Summary of 2020 Budget Adjustments by Fund
Budget Amendment #5 (Ordinance #6751)

	Beg. Fund Balance	2020 Revenues	2020 Expenditures	Ending Fund Balance
Arterial Street Fund (#102)				
2020 Adopted Budget	1,344,477	3,694,600	3,995,900	1,043,177
BA#5 (Ordinance #6XXX, Proposed):	(165,419)	4,275,000	4,895,000	(785,419)
Adjust beginning fund balance for budget amendments in 2019	(165,419)	-	-	(165,419)
Update budget for Auburn Way South Improvements project for federal grant	-	1,500,000	1,500,000	-
Update budget for F St. SE Non-Motorized Improvements project for federal grant	-	2,750,000	3,250,000	(500,000)
Budget for Lea Hill Road Segment 1a project per TIP	-	150,000	150,000	-
Budget for Traffic Signal Replacement Program (from 2021 plus new funding)	-	-	150,000	(150,000)
Adjustments to capital projects per 2020-2025 CFP	-	(125,000)	(155,000)	30,000
Revised 2020 Budget - Fund 102	1,179,058	7,969,600	8,890,900	257,758
Local Street Fund (#103)				
2020 Adopted Budget	956,880	1,902,000	1,916,300	942,580
BA#5 (Ordinance #6XXX, Proposed):	249,701	-	-	249,701
Adjust beginning fund balance for budget amendments in 2019	249,701	-	-	249,701
Revised 2020 Budget - Fund 103	1,206,581	1,902,000	1,916,300	1,192,281
Hotel/Motel Tax Fund (#104)				
2020 Adopted Budget	102,121	164,000	170,310	95,811
BA#5 (Ordinance #6XXX, Proposed):	47,454	5,000	35,000	17,454
Adjust beginning fund balance for budget amendments in 2019	47,454	-	-	47,454
Increase marketing funds for the annual Auburn Adventure Film Festival	-	5,000	35,000	(30,000)
Revised 2020 Budget - Fund 104	149,575	169,000	205,310	113,265
Arterial Street Preservation Fund (#105)				
2020 Adopted Budget	1,369,417	3,832,640	3,967,840	1,234,217
BA#5 (Ordinance #6XXX, Proposed):	(536,021)	-	(182,000)	(354,021)
Adjust beginning fund balance for budget amendments in 2019	(536,021)	-	-	(536,021)
Adjustments to capital projects per 2020-2025 CFP	-	-	(182,000)	182,000
Revised 2020 Budget - Fund 105	833,396	3,832,640	3,785,840	880,196

Schedule A
Summary of 2020 Budget Adjustments by Fund
Budget Amendment #5 (Ordinance #6751)

	Beg. Fund Balance	2020 Revenues	2020 Expenditures	Ending Fund Balance
Drug Forfeiture Fund (#117)				
2020 Adopted Budget	233,460	152,000	310,956	74,504
BA#5 (Ordinance #6XXX, Proposed):	71,297	-	14,300	56,997
Adjust beginning fund balance for budget amendments in 2019	71,297	-	-	71,297
Increase salaries and benefits in the Drug Forfeiture Fund to reflect Police CBA	-	-	14,300	(14,300)
Revised 2020 Budget - Fund 117	304,757	152,000	325,256	131,501
Housing & Comm Develop Fund (#119)				
2020 Adopted Budget	36,458	539,970	539,970	36,458
BA#5 (Ordinance #6XXX, Proposed):	6,446	-	-	6,446
Adjust beginning fund balance for budget amendments in 2019	6,446	-	-	6,446
Revised 2020 Budget - Fund 119	42,904	539,970	539,970	42,904
Recreation Trails Fund (#120)				
2020 Adopted Budget	71,426	7,100	-	78,526
BA#5 (Ordinance #6XXX, Proposed):	1,550	-	-	1,550
Adjust beginning fund balance for budget amendments in 2019	1,550	-	-	1,550
Revised 2020 Budget - Fund 120	72,976	7,100	-	80,076
BIA Fund (#121)				
2020 Adopted Budget	74,673	55,200	90,000	39,873
BA#5 (Ordinance #6XXX, Proposed):	940	-	-	940
Adjust beginning fund balance for budget amendments in 2019	940	-	-	940
Revised 2020 Budget - Fund 121	75,613	55,200	90,000	40,813

Schedule A
Summary of 2020 Budget Adjustments by Fund
Budget Amendment #5 (Ordinance #6751)

	Beg. Fund Balance	2020 Revenues	2020 Expenditures	Ending Fund Balance
Cumulative Reserve Fund (#122)				
2020 Adopted Budget	10,162,312	197,800	4,100,000	6,260,112
BA#5 (Ordinance #6XXX, Proposed):	33,754	-	-	33,754
Adjust beginning fund balance for budget amendments in 2019	33,754	-	-	33,754
Revised 2020 Budget - Fund 122	10,196,066	197,800	4,100,000	6,293,866
Mitigation Fees Fund (#124)				
2020 Adopted Budget	9,101,987	1,306,700	741,600	9,667,087
BA#5 (Ordinance #6XXX, Proposed):	(69,211)	-	1,751,250	(1,820,461)
Update budget for F St. SE Non-Motorized Improvements project for federal grant	-	-	750,000	(750,000)
Adjust beginning fund balance for budget amendments in 2019	(69,211)	-	-	(69,211)
Update budget for Auburn Way South Improvements project for federal grant	-	-	851,250	(851,250)
Budget for Lea Hill Road Segment 1a project per TIP	-	-	150,000	(150,000)
Revised 2020 Budget - Fund 124	9,032,776	1,306,700	2,492,850	7,846,626
Local Revitalization 2010 C&D Bond Fund (#231)				
2020 Adopted Budget	11,896	575,100	574,600	12,396
BA#5 (Ordinance #6XXX, Proposed):	3,436	-	-	3,436
Adjust beginning fund balance for budget amendments in 2019	3,436	-	-	3,436
Revised 2020 Budget - Fund 231	15,332	575,100	574,600	15,832
LID Guarantee Fund (#249)				
2020 Adopted Budget	1,648	40	-	1,688
BA#5 (Ordinance #6XXX, Proposed):	15	-	-	15
Adjust beginning fund balance for budget amendments in 2019	15	-	-	15
Revised 2020 Budget - Fund 249	1,663	40	-	1,703

Schedule A
Summary of 2020 Budget Adjustments by Fund
Budget Amendment #5 (Ordinance #6751)

	Beg. Fund Balance	2020 Revenues	2020 Expenditures	Ending Fund Balance
LID 350 Fund (#275)				
2020 Adopted Budget	8,659	100	-	8,759
BA#5 (Ordinance #6XXX, Proposed):	(4,956)	-	-	(4,956)
Adjust beginning fund balance for budget amendments in 2019	(4,956)	-	-	(4,956)
Revised 2020 Budget - Fund 275	3,703	100	-	3,803
Golf/Cemetery 2016 Refunding Fund (#276)				
2020 Adopted Budget	-	376,000	376,000	-
BA#5 (Ordinance #6XXX, Proposed):	19	-	-	19
Adjust beginning fund balance for budget amendments in 2019	19	-	-	19
Revised 2020 Budget - Fund 276	19	376,000	376,000	19
Parks Construction Fund (#321)				
2020 Adopted Budget	365,772	590,100	470,000	485,872
BA#5 (Ordinance #6XXX, Proposed):	120,757	-	-	120,757
Adjust beginning fund balance for budget amendments in 2019	120,757	-	-	120,757
Revised 2020 Budget - Fund 321	486,529	590,100	470,000	606,629
Capital Improvements Fund (#328)				
2020 Adopted Budget	7,679,377	2,605,200	3,944,300	6,340,277
BA#5 (Ordinance #6XXX, Proposed):	362,010	-	-	362,010
Adjust beginning fund balance for budget amendments in 2019	362,010	-	-	362,010
Revised 2020 Budget - Fund 328	8,041,387	2,605,200	3,944,300	6,702,287

Schedule A
Summary of 2020 Budget Adjustments by Fund
Budget Amendment #5 (Ordinance #6751)

	Beg. Fund Balance	2020 Revenues	2020 Expenditures	Ending Fund Balance
Water Fund (#430)				
2020 Adopted Budget	5,131,610	16,323,800	14,408,831	7,046,579
BA#5 (Ordinance #6XXX, Proposed):	4,581,283	3,726,400	9,607,400	(1,299,717)
Adjust beginning fund balance for budget amendments in 2019	4,581,283	-	-	4,581,283
Transfer to F460 to provide funding for accelerated projects	-	-	5,881,000	(5,881,000)
Adjustments to capital projects per 2020-2025 CFP	-	3,726,400	3,726,400	-
Revised 2020 Budget - Fund 430	9,712,893	20,050,200	24,016,231	5,746,862
Sewer Fund (#431)				
2020 Adopted Budget	5,528,686	9,394,700	7,777,448	7,145,938
BA#5 (Ordinance #6XXX, Proposed):	894,808	-	-	894,808
Adjust beginning fund balance for budget amendments in 2019	894,808	-	-	894,808
Revised 2020 Budget - Fund 431	6,423,494	9,394,700	7,777,448	8,040,746
Storm Drainage Fund (#432)				
2020 Adopted Budget	4,151,402	10,399,200	8,831,070	5,719,532
BA#5 (Ordinance #6XXX, Proposed):	1,868,064	-	-	1,868,064
Adjust beginning fund balance for budget amendments in 2019	1,868,064	-	-	1,868,064
Revised 2020 Budget - Fund 432	6,019,466	10,399,200	8,831,070	7,587,596
Sewer Metro Sub Fund (#433)				
2020 Adopted Budget	3,341,367	18,549,300	18,397,800	3,492,867
BA#5 (Ordinance #6XXX, Proposed):	383,462	-	-	383,462
Adjust beginning fund balance for budget amendments in 2019	383,462	-	-	383,462
Revised 2020 Budget - Fund 433	3,724,829	18,549,300	18,397,800	3,876,329

Schedule A
Summary of 2020 Budget Adjustments by Fund
Budget Amendment #5 (Ordinance #6751)

	Beg. Fund Balance	2020 Revenues	2020 Expenditures	Ending Fund Balance
Solid Waste Fund (#434)				
2020 Adopted Budget	5,508,969	16,351,600	16,684,052	5,176,517
BA#5 (Ordinance #6XXX, Proposed):	91,608	-	-	91,608
Adjust beginning fund balance for budget amendments in 2019	91,608	-	-	91,608
Revised 2020 Budget - Fund 434	5,600,577	16,351,600	16,684,052	5,268,125
Airport Fund (#435)				
2020 Adopted Budget	257,640	1,258,800	1,085,701	430,739
BA#5 (Ordinance #6XXX, Proposed):	102,482	134,100	242,650	(6,068)
Adjust beginning fund balance for budget amendments in 2019	102,482	-	-	102,482
Budget for Airport pavement repair and maintenance for runway and taxiways	-	-	25,000	(25,000)
Increase budget for Airport Runway project to include additional elements	-	-	80,400	(80,400)
Change airport management from contract to in-house and other adjustments	-	134,100	137,250	(3,150)
Revised 2020 Budget - Fund 435	360,122	1,392,900	1,328,351	424,671
Cemetery Fund (#436)				
2020 Adopted Budget	264,098	1,187,000	1,343,743	107,355
BA#5 (Ordinance #6XXX, Proposed):	261,627	-	-	261,627
Adjust beginning fund balance for budget amendments in 2019	261,627	-	-	261,627
Revised 2020 Budget - Fund 436	525,725	1,187,000	1,343,743	368,982

Schedule A
Summary of 2020 Budget Adjustments by Fund
Budget Amendment #5 (Ordinance #6751)

	Beg. Fund Balance	2020 Revenues	2020 Expenditures	Ending Fund Balance
Water Capital Fund (#460)				
2020 Adopted Budget	2,562,724	2,070,200	4,282,305	350,619
BA#5 (Ordinance #6XXX, Proposed):	(319,757)	9,507,400	6,640,400	2,547,243
Adjust beginning fund balance for budget amendments in 2019	(319,757)	-	-	(319,757)
Move budget from 2021 to 2020 for Lea Hill AC Main replacement (cp1929)	-	3,013,000	2,778,000	235,000
Replace state grant with DWSRF loan to fund Lead Service Line Repl project	-	-	-	-
460.334.018 STATE GRANTS - MILITARY DEPT	-	(100,000)	-	-
460.397.100 OPERATING TRANSFERS-IN	-	100,000	-	-
Funding for Comprehensive Plan planning and analysis (from 2021-2022 CFP)	-	122,000	122,000	-
Funding for F St SE Non-Motorized Improvements (from 2021 CFP)	-	384,000	302,000	82,000
Funding for AWS - Hemlock St SE to Poplar St SE (from 2021 CFP)	-	66,000	66,000	-
Move budget from 2022 to 2020 for Academy Pump Station replacement (cp1916)	-	2,196,000	2,196,000	-
Adjustments to capital projects per 2020-2025 CFP	-	3,726,400	1,176,400	2,550,000
Revised 2020 Budget - Fund 460	2,242,967	11,577,600	10,922,705	2,897,862
Sewer Capital Fund (#461)				
2020 Adopted Budget	9,049,491	750,500	1,265,000	8,534,991
BA#5 (Ordinance #6XXX, Proposed):	249,314	-	-	249,314
Adjust beginning fund balance for budget amendments in 2019	249,314	-	-	249,314
Revised 2020 Budget - Fund 461	9,298,805	750,500	1,265,000	8,784,305
Storm Drainage Capital Fund (#462)				
2020 Adopted Budget	10,701,488	581,800	2,063,900	9,219,388
BA#5 (Ordinance #6XXX, Proposed):	(1,394,955)	-	(797,000)	(597,955)
Adjust beginning fund balance for budget amendments in 2019	(1,394,955)	-	-	(1,394,955)
Budget to address open detention storage ponds at the Airport (from 2021 CFP)	-	-	276,000	(276,000)
Adjustments to capital projects per 2020-2025 CFP	-	-	(1,073,000)	1,073,000
Revised 2020 Budget - Fund 462	9,306,533	581,800	1,266,900	8,621,433

Schedule A
Summary of 2020 Budget Adjustments by Fund
Budget Amendment #5 (Ordinance #6751)

	Beg. Fund Balance	2020 Revenues	2020 Expenditures	Ending Fund Balance
Airport Capital Fund (#465)				
2020 Adopted Budget	99,605	775,700	778,000	97,305
BA#5 (Ordinance #6XXX, Proposed):	33,414	2,995,000	3,047,000	(18,586)
Adjustments to capital projects per 2020-2025 CFP	-	(50,200)	(102,900)	52,700
Adjust beginning fund balance for budget amendments in 2019	(71,286)	-	-	(71,286)
Increase budget for Airport Runway project to include additional elements	104,700	3,020,200	3,124,900	-
Budget for Airport pavement repair and maintenance for runway and taxiways	-	25,000	25,000	-
Revised 2020 Budget - Fund 465	133,019	3,770,700	3,825,000	78,719
Cemetery Capital Fund (#466)				
2020 Adopted Budget	35,937	-	25,100	10,837
BA#5 (Ordinance #6XXX, Proposed):	(7,685)	-	-	(7,685)
Adjust beginning fund balance for budget amendments in 2019	(7,685)	-	-	(7,685)
Revised 2020 Budget - Fund 466	28,252	-	25,100	3,152
Insurance Fund (#501)				
2020 Adopted Budget	1,768,470	23,100	180,600	1,610,970
BA#5 (Ordinance #6XXX, Proposed):	4,456	-	-	4,456
Adjust beginning fund balance for budget amendments in 2019	4,456	-	-	4,456
Revised 2020 Budget - Fund 501	1,772,926	23,100	180,600	1,615,426
Workers' Comp Fund (#503)				
2020 Adopted Budget	2,482,073	1,261,900	833,415	2,910,558
BA#5 (Ordinance #6XXX, Proposed):	(963,880)	-	-	(963,880)
Adjust beginning fund balance for budget amendments in 2019	(963,880)	-	-	(963,880)
Revised 2020 Budget - Fund 503	1,518,193	1,261,900	833,415	1,946,678

Schedule A
Summary of 2020 Budget Adjustments by Fund
Budget Amendment #5 (Ordinance #6751)

	Beg. Fund Balance	2020 Revenues	2020 Expenditures	Ending Fund Balance
Facilities Fund (#505)				
2020 Adopted Budget	1,050,811	4,034,500	4,115,862	969,449
BA#5 (Ordinance #6XXX, Proposed):	34,743	(20,700)	95,000	(80,957)
2020 budget for South King Housing and Homelessness Partners (SKHHP)	-	12,000	-	12,000
Adjust beginning fund balance for budget amendments in 2019	34,743	-	-	34,743
Change airport management from contract to in-house and other adjustments	-	(32,700)	-	(32,700)
Restore funding for City Hall wet well pump and elevator upgrade projects	-	-	95,000	(95,000)
Revised 2020 Budget - Fund 505	1,085,554	4,013,800	4,210,862	888,492
Innovation & Technology Fund (#518)				
2020 Adopted Budget	2,564,974	6,724,153	7,182,511	2,106,616
BA#5 (Ordinance #6XXX, Proposed):	(76,838)	20,000	-	(56,838)
Adjust beginning fund balance for budget amendments in 2019	(76,838)	-	-	(76,838)
2020 budget for South King Housing and Homelessness Partners (SKHHP)	-	20,000	-	20,000
Revised 2020 Budget - Fund 518	2,488,136	6,744,153	7,182,511	2,049,778
Equipment Rental Fund (#550)				
2020 Adopted Budget	2,352,641	2,075,495	2,785,735	1,642,401
BA#5 (Ordinance #6XXX, Proposed):	164,875	9,900	103,800	70,975
Continue 2nd SRO (authorized in 2018 BA#6), partly funded by Auburn School Dist	-	9,900	-	9,900
Funding to replace 24 golf carts (fully paid-in)	-	-	103,800	(103,800)
Adjust beginning fund balance for budget amendments in 2019	164,875	-	-	164,875
Revised 2020 Budget - Fund 550	2,517,516	2,085,395	2,889,535	1,713,376
Equipment Rental Capital Fund (#560)				
2020 Adopted Budget	3,302,654	1,594,605	1,331,000	3,566,259
BA#5 (Ordinance #6XXX, Proposed):	(283,278)	15,500	-	(267,778)
Adjust beginning fund balance for budget amendments in 2019	(283,278)	-	-	(283,278)
Continue 2nd SRO (authorized in 2018 BA#6), partly funded by Auburn School Dist	-	15,500	-	15,500
Revised 2020 Budget - Fund 560	3,019,376	1,610,105	1,331,000	3,298,481

Schedule A
Summary of 2020 Budget Adjustments by Fund
Budget Amendment #5 (Ordinance #6751)

	Beg. Fund Balance	2020 Revenues	2020 Expenditures	Ending Fund Balance
IT Capital Fund (#568)				
2020 Adopted Budget	300,697	500,000	500,300	300,397
BA#5 (Ordinance #6XXX, Proposed):	356,536	-	-	356,536
Adjust beginning fund balance for budget amendments in 2019	356,536	-	-	356,536
Revised 2020 Budget - Fund 568	657,233	500,000	500,300	656,933
Fire Pension Fund (#611)				
2020 Adopted Budget	2,111,149	125,100	222,320	2,013,929
BA#5 (Ordinance #6XXX, Proposed):	22,922	-	-	22,922
Adjust beginning fund balance for budget amendments in 2019	22,922	-	-	22,922
Revised 2020 Budget - Fund 611	2,134,071	125,100	222,320	2,036,851
SKHHP Fund (#654)				
2020 Adopted Budget	-	-	-	-
BA#5 (Ordinance #6XXX, Proposed):	78,250	256,500	312,820	21,930
2020 budget for South King Housing and Homelessness Partners (SKHHP)	78,250	256,500	312,820	21,930
Revised 2020 Budget - Fund 654	78,250	256,500	312,820	21,930
Cemetery Endowment Fund (#701)				
2020 Adopted Budget	1,829,409	45,000	-	1,874,409
BA#5 (Ordinance #6XXX, Proposed):	56,978	-	-	56,978
Adjust beginning fund balance for budget amendments in 2019	56,978	-	-	56,978
Revised 2020 Budget - Fund 701	1,886,387	45,000	-	1,931,387

Schedule A
Summary of 2020 Budget Adjustments by Fund
Budget Amendment #5 (Ordinance #6751)

	Beg. Fund Balance	2020 Revenues	2020 Expenditures	Ending Fund Balance
Grand Total - All Funds				
2020 Adopted Budget	108,311,321	189,050,270	199,654,274	97,707,317
TOTAL BA#5 (Ordinance #6XXX, Proposed)	9,116,855	22,666,620	26,064,340	5,719,135
Revised 2020 Budget	<u>117,428,176</u>	<u>211,716,890</u>	<u>225,718,614</u>	<u>103,426,452</u>
		329,145,066		329,145,066

Schedule B

2020 Appropriations by Fund

Fund	2020 Adopted Budget	BA#5 (Ord #6751)	Revised Budget
General Fund (#001)	87,644,730	4,599,174	92,243,904
Arterial Street Fund (#102)	5,039,077	4,109,581	9,148,658
Local Street Fund (#103)	2,858,880	249,701	3,108,581
Hotel/Motel Tax Fund (#104)	266,121	52,454	318,575
Arterial Street Preservation Fund (#105)	5,202,057	(536,021)	4,666,036
Drug Forfeiture Fund (#117)	385,460	71,297	456,757
Housing & Comm Develop Fund (#119)	576,428	6,446	582,874
Recreation Trails Fund (#120)	78,526	1,550	80,076
BIA Fund (#121)	129,873	940	130,813
Cumulative Reserve Fund (#122)	10,360,112	33,754	10,393,866
Mitigation Fees Fund (#124)	10,408,687	(69,211)	10,339,476
1998 GO Library Bond Fund (#229)	-	-	-
City Hall Annex 2010 A&B Bond Fund (#230)	1,658,400	-	1,658,400
Local Revitalization 2010 C&D Bond Fund (#231)	586,996	3,436	590,432
SCORE Debt Service Fund (#238)	2,117,000	-	2,117,000
LID Guarantee Fund (#249)	1,688	15	1,703
LID 350 Fund (#275)	8,759	(4,956)	3,803
Golf/Cemetery 2016 Refunding Fund (#276)	376,000	19	376,019
Parks Construction Fund (#321)	955,872	120,757	1,076,629
Capital Improvements Fund (#328)	10,284,577	362,010	10,646,587
Local Revitalization Fund (#330)	-	-	-
Water Fund (#430)	21,455,410	8,307,683	29,763,093
Sewer Fund (#431)	14,923,386	894,808	15,818,194
Storm Drainage Fund (#432)	14,550,602	1,868,064	16,418,666
Sewer Metro Sub Fund (#433)	21,890,667	383,462	22,274,129
Solid Waste Fund (#434)	21,860,569	91,608	21,952,177
Airport Fund (#435)	1,516,440	236,582	1,753,022
Cemetery Fund (#436)	1,451,098	261,627	1,712,725
Water Capital Fund (#460)	4,632,924	9,187,643	13,820,567
Sewer Capital Fund (#461)	9,799,991	249,314	10,049,305
Storm Drainage Capital Fund (#462)	11,283,288	(1,394,955)	9,888,333
Airport Capital Fund (#465)	875,305	3,028,414	3,903,719
Cemetery Capital Fund (#466)	35,937	(7,685)	28,252
Insurance Fund (#501)	1,791,570	4,456	1,796,026
Workers' Comp Fund (#503)	3,743,973	(963,880)	2,780,093
Facilities Fund (#505)	5,085,311	14,043	5,099,354
Innovation & Technology Fund (#518)	9,289,127	(56,838)	9,232,289
Equipment Rental Fund (#550)	4,428,136	174,775	4,602,911
Equipment Rental Capital Fund (#560)	4,897,259	(267,778)	4,629,481
IT Capital Fund (#568)	800,697	356,536	1,157,233
Fire Pension Fund (#611)	2,236,249	22,922	2,259,171
SKHHP Fund (#654)	-	334,750	334,750
Cemetery Endowment Fund (#701)	1,874,409	56,978	1,931,387
Total	297,361,591	31,783,475	329,145,066

**2020 CIP CHANGES PER 2020-2025 CFP
SUMMARY**

				Requested Budget Adjustment				
Fund		Project		Description	Beginning Fund Balance	Revenues	Expenditures	Ending Fund Balance
102	Arterial Street	asbd28	Downtown Transit Center Access Imp.	Decrease project budget; project moved to 2022	-	(100,000)	(125,000)	25,000
		asbd29	SE 320th Street/116th Avenue SE Roundabout	Decrease project budget; project moved to 2023	-	(25,000)	(30,000)	5,000
		Total			-	(125,000)	(155,000)	30,000
105	Arterial Street Preservation	spbd06	C Street SW Preservation	Decrease project budget; project moved to 2023	-	-	(182,000)	182,000
430	Water Operations	wabd09	Annual Distribution System Improvement	Transfer revenue bond proceeds to capital fund	-	1,000,000	1,000,000	-
		wabd02	Water Repair & Replacements	Transfer revenue bond proceeds to capital fund	-	300,000	300,000	-
		cp1925	2020 Local Street Reconstruction	Transfer revenue bond proceeds to capital fund	-	500,000	500,000	-
		cp1926	2020 Arterial Street Preservation	Transfer revenue bond proceeds to capital fund	-	500,000	500,000	-
		cp1917	Deduct Meter Replacement Prgm -Phase 1	Transfer revenue bond proceeds to capital fund	-	450,000	450,000	-
		cp1807	Meter Vaults and Lids	Transfer revenue bond proceeds to capital fund	-	976,400	976,400	-
		Total			-	3,726,400	3,726,400	-

**2020 CIP CHANGES PER 2020-2025 CFP
SUMMARY**

Fund	Project	Description	Requested Budget Adjustment			Ending Fund Balance
			Beginning Fund Balance	Revenues	Expenditures	
460 Water Capital	wabd09 Annual Distribution System Improvement	Funding change from working capital to revenue bond proceeds	-	1,000,000	-	1,000,000
	wabd02 Water Repair & Replacements	Funding change from working capital to revenue bond proceeds	-	300,000	-	300,000
	cp1925 2020 Local Street Reconstruction	Funding change from working capital to revenue bond proceeds	-	500,000	-	500,000
	cp1926 2020 Arterial Street Preservation	Funding change from working capital to revenue bond proceeds	-	500,000	-	500,000
	cp1917 Deduct Meter Replacement Prgm -Phase 1	Funding change from working capital to revenue bond proceeds	-	450,000	200,000	250,000
	cp1807 Meter Vaults and Lids	Funding change from working capital to revenue bond proceeds	-	976,400	976,400	-
	Total		-	3,726,400	1,176,400	2,550,000
462 Storm Drainage Capital	sdbd12 Vegetation Sorting Facility	Decrease project budget; project moved to 2021	-	-	(902,000)	902,000
	sdbd17 23rd Street SE Storm Improvement	Decrease project budget; project moved to 2021	-	-	(171,000)	171,000
	Total		-	-	(1,073,000)	1,073,000
465 Airport Capital	apbd04 Jet A Fueling Facility	Decrease project budget; project moved to 2022	-	-	(50,000)	50,000
	apbd09 West Side Fencing	Decrease project budget; project deleted	-	(50,200)	(52,900)	2,700
	Total		-	(50,200)	(102,900)	52,700



AGENDA BILL APPROVAL FORM

Agenda Subject:

Ordinance No. 6752 (Thomas)(10 Minutes)

Date:

November 19, 2019

Department:

Finance

Attachments:

[Transmittal Memo](#)

[Ordinance No. 6752](#)

[Schedule A](#)

[Schedule B](#)

Budget Impact:**Administrative Recommendation:**

City Council to introduce and adopt Ordinance No. 6752, amending the 2019 budget.

Background Summary:

Ordinance No. 6752 (Budget Amendment #4) represents the fourth budget amendment for the 2019-2020 biennium and the final budget amendment for 2019. For details, see the attached transmittal memorandum and supporting materials.

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

Thomas

Meeting Date: November 25, 2019

Item Number:



Interoffice Memorandum

To: City Council
From: Jamie Thomas, Finance Director
CC: Nancy Backus, Mayor
Date: November 20, 2019
Re: Ordinance #6752 – 2019-2020 Budget Amendment #4

The City's biennial 2019-2020 budget was approved by Council as two one-year appropriations. Budget Amendments #1 through #3 amended the budget for calendar year 2019. This amendment is the fourth budget amendment for the biennium and the final budget amendment for calendar year 2019.

Proposed amendments to the 2019 budget are as follows:

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.

Significant project funding requests include:

- **Increase revenue and associated expenditures in the Solid Waste Fund:** This amendment provides an additional \$600,000 in expenditure authority to cover the possibility of higher-than-expected rolloff quantities, as has been experienced in the last few months of the year for the past two years. These costs will be offset by increased revenues collected.
- **Increase budget for King County District Court services:** This amendment provides an additional \$109,000 in funding to cover the additional costs due to KCDC for court services.

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. Significant items in this category include:

- Budget for federal grant revenue for the A Street SE Preservation project. \$ 760,600
- Appropriate REET funding to cover the purchase of the Auburn Avenue Theater, which was authorized by Council in Resolution 5465. 650,000
- Budget for federal grant for the Citywide Street Light LED Retrofit project (replacing a smaller state grant). 500,000
- Provide expenditure authority in the Equipment Rental Capital Fund to replace two backhoes that have reached the end of their useful lives (fully paid-in). 315,400
- Budget for the City's share of a King County Veterans, Seniors and Human Services Levy grant for the South King County Senior Centers and Resources Hub. Program costs are offset by new program revenue. 109,150
- Budget for state grant for Increasing Residential Building Capacity. 100,000

FTE Additions: 1.5 new positions are being requested in this amendment as part of the South King County Senior Centers and Resources Hub. These positions will be fully funded by the King County grant for the duration of the grant.

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

Table 1: 2019 Budget as Amended

2019 Amended Budget	\$ 351,281,455
Budget Amendment #4 (Ord #6752)	<u>2,467,450</u>
2019 Budget as Amended	\$ 353,748,905

Attachments:

- ❖ 1. Proposed Ordinance #6752 (budget adjustment #4)
- ❖ 2. Summary of proposed 2019 budget adjustments by fund (Schedule A)
- ❖ 3. Summary of approved changes to adopted 2019 budget by fund (Schedule B)

ORDINANCE NO. 6752

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, AMENDING ORDINANCE NO. 6693, THE 2019-2020 BIENNIAL OPERATING BUDGET ORDINANCE, AS AMENDED BY ORDINANCE NO. 6712, ORDINANCE NO. 6719, AND ORDINANCE NO. 6720, AUTHORIZING AMENDMENT TO THE CITY OF AUBURN 2019-2020 BUDGET AS SET FORTH IN SCHEDULE "A" AND SCHEDULE "B"

WHEREAS, the Auburn City Council at its regular meeting of December 3, 2018, adopted Ordinance No. 6693 which adopted the City of Auburn 2019-2020 Biennial budget; and

WHEREAS, the Auburn City Council at its regular meeting of April 1, 2019, adopted Ordinance No. 6712 (BA#1) which amended Ordinance No. 6693 which adopted the City of Auburn 2019-2020 Biennial budget; and

WHEREAS, the Auburn City Council at its regular meeting of May 20, 2019, adopted Ordinance No. 6719 (BA#2) which amended Ordinance No. 6712 which amended the City of Auburn 2019-2020 Biennial budget; and

WHEREAS, the Auburn City Council at its regular meeting of July 15, 2019, adopted Ordinance No. 6720 (BA#3) which amended Ordinance No. 6719 which amended the City of Auburn 2019-2020 Biennial budget; and

WHEREAS, the City of Auburn deems it necessary to appropriate additional funds to the various funds of the 2019 budget as outlined in this Ordinance (BA#4); 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 2019-2020 Biennial Budget. The 2019-2020 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 authorized to implement those administrative procedures necessary to carry out the directives of this legislation.

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

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

INTRODUCED: _____

PASSED: _____

APPROVED: _____

NANCY BACKUS, MAYOR

ATTEST:

APPROVED AS TO FORM:

Shawn Campbell, MMC, City Clerk

Steven L. Gross, City Attorney

Schedule A
Summary of 2019 Budget Adjustments by Fund
Budget Amendment #4 (Ordinance #6752)

	Beg. Fund Balance	2019 Revenues	2019 Expenditures	Ending Fund Balance
General Fund (#001)				
2019 Adopted Budget	18,037,042	72,145,986	77,788,165	12,394,863
Previous Budget Amendments	3,613,234	1,055,210	1,811,790	2,856,654
2019 Amended Budget	21,650,276	73,201,196	79,599,955	15,251,517
BA#4 (Ordinance #6752, Proposed):	-	93,950	378,150	(284,200)
Parks Department:				
Increase budget for facility rentals and associated expenditures	-	60,000	60,000	-
King County Veterans, Seniors and Human Services Levy grant for Resource Hub	-	109,150	109,150	-
Community Development Department:				
WA Dept of Commerce grant for Increasing Residential Building Capacity	-	100,000	100,000	-
Human Resources Department				
Increase budget for King County District Court services	-	-	109,000	(109,000)
Non-Departmental:				
Adjust budget to reflect new promissory note for the Iron Horse Casino	-	(175,200)	-	(175,200)
Revised 2019 Budget - Fund 001	21,650,276	73,295,146	79,978,105	14,967,317
Arterial Street Fund (#102)				
2019 Adopted Budget	1,492,777	1,633,100	1,781,400	1,344,477
Previous Budget Amendments and CIP Carry-Forwards	569,594	2,910,041	3,645,054	(165,419)
2019 Amended Budget	2,062,371	4,543,141	5,426,454	1,179,058
BA#4 (Ordinance #6752, Proposed):	-	50,900	-	50,900
Incr federal grant for A Street SE Corridor Signal Safety Improvements project	-	50,900	-	50,900
Revised 2019 Budget - Fund 102	2,062,371	4,594,041	5,426,454	1,229,958

Schedule A
Summary of 2019 Budget Adjustments by Fund
Budget Amendment #4 (Ordinance #6752)

	Beg. Fund Balance	2019 Revenues	2019 Expenditures	Ending Fund Balance
Arterial Street Preservation Fund (#105)				
2019 Adopted Budget	1,582,337	2,959,320	3,172,240	1,369,417
Previous Budget Amendments and CIP Carry-Forwards	462,122	1,492,570	2,490,713	(536,021)
2019 Amended Budget	2,044,459	4,451,890	5,662,953	833,396
BA#4 (Ordinance #6752, Proposed):	-	760,600	60,600	700,000
Adjust budget to reflect federal grant for A St. SE Preservation project	-	760,600	60,600	700,000
Revised 2019 Budget - Fund 105	2,044,459	5,212,490	5,723,553	1,533,396
Drug Forfeiture Fund (#117)				
2019 Adopted Budget	376,497	155,000	298,037	233,460
Previous Budget Amendments	80,697	-	9,400	71,297
2019 Amended Budget	457,194	155,000	307,437	304,757
BA#4 (Ordinance #6752, Proposed):	-	-	17,600	(17,600)
Increase overtime for Drug Forfeiture Fund	-	-	17,600	(17,600)
Revised 2019 Budget - Fund 117	457,194	155,000	325,037	287,157
Housing & Comm Develop Fund (#119)				
2019 Adopted Budget	36,458	590,000	590,000	36,458
Previous Budget Amendments	6,446	269,900	269,900	6,446
2019 Amended Budget	42,904	859,900	859,900	42,904
BA#4 (Ordinance #6752, Proposed):	-	40,000	40,000	-
Reimburse CDBG Fund for sidewalk imprvmnts completed in 2019 (T/F from F328)	-	40,000	40,000	-
Revised 2019 Budget - Fund 119	42,904	899,900	899,900	42,904

Schedule A
Summary of 2019 Budget Adjustments by Fund
Budget Amendment #4 (Ordinance #6752)

	Beg. Fund Balance	2019 Revenues	2019 Expenditures	Ending Fund Balance
Parks Construction Fund (#321)				
2019 Adopted Budget	310,222	2,070,550	2,015,000	365,772
Previous Budget Amendments and CIP Carry-Forwards	305,681	1,150,085	1,335,009	120,757
2019 Amended Budget	615,903	3,220,635	3,350,009	486,529
BA#4 (Ordinance #6752, Proposed):	-	650,000	650,000	-
REET funding for acquisition of the Auburn Avenue Theater (Transfer from F328)	-	650,000	650,000	-
Capital Improvements Fund (#328)				
2019 Adopted Budget	10,404,627	5,775,300	8,500,550	7,679,377
Previous Budget Amendments and CIP Carry-Forwards	2,921,037	914,333	3,473,360	362,010
2019 Amended Budget	13,325,664	6,689,633	11,973,910	8,041,387
BA#4 (Ordinance #6752, Proposed):	-	200,000	890,000	(690,000)
Reimburse CDBG Fund for sidewalk imprvmnts completed in 2019 (T/F to F119)	-	-	40,000	(40,000)
Federal grant to replace state grant for Citywide Street Light LED Retrofit project	-	200,000	200,000	-
REET funding for acquisition of the Auburn Avenue Theater (Transfer to F321)	-	-	650,000	(650,000)
Revised 2019 Budget - Fund 328	13,325,664	6,889,633	12,863,910	7,351,387
Solid Waste Fund (#434)				
2019 Adopted Budget	5,556,175	16,249,100	16,296,306	5,508,969
Previous Budget Amendments	91,608	-	-	91,608
2019 Amended Budget	5,647,783	16,249,100	16,296,306	5,600,577
BA#4 (Ordinance #6752, Proposed):	-	600,000	600,000	-
Increase rolloff revenue and expenditure to reflect potential increased quantities	-	600,000	600,000	-
434.343.750 BILLING		550,000		
434.343.752 YARD WASTE		50,000		
Revised 2019 Budget - Fund 434	5,647,783	16,849,100	16,896,306	5,600,577

Schedule A
Summary of 2019 Budget Adjustments by Fund
Budget Amendment #4 (Ordinance #6752)

	Beg. Fund Balance	2019 Revenues	2019 Expenditures	Ending Fund Balance
Airport Fund (#435)				
2019 Adopted Budget	434,633	1,218,600	1,353,493	299,740
Previous Budget Amendments	155,682	80,000	133,200	102,482
2019 Amended Budget	590,315	1,298,600	1,486,693	402,222
BA#4 (Ordinance #6752, Proposed):	-	50,000	80,000	(30,000)
Adjust budget to reflect sale of aviation fuel and incr supplies and utility costs	-	50,000	80,000	(30,000)
Revised 2019 Budget - Fund 435	590,315	1,348,600	1,566,693	372,222
Water Capital Fund (#460)				
2019 Adopted Budget	138,010	9,037,400	6,612,686	2,562,724
Previous Budget Amendments and CIP Carry-Forwards	1,830,484	2,574,316	4,724,557	(319,757)
2019 Amended Budget	1,968,494	11,611,716	11,337,243	2,242,967
BA#4 (Ordinance #6752, Proposed):	-	22,000	22,000	-
Extend water main (A St Preservation project) funded by developer contribution	-	22,000	22,000	-
Revised 2019 Budget - Fund 460	1,968,494	11,633,716	11,359,243	2,242,967
Equipment Rental Capital Fund (#560)				
2019 Adopted Budget	3,663,110	2,741,994	3,102,450	3,302,654
Previous Budget Amendments and CIP Carry-Forwards	107,022	137,200	527,500	(283,278)
2019 Amended Budget	3,770,132	2,879,194	3,629,950	3,019,376
BA#4 (Ordinance #6752, Proposed):	-	-	315,400	(315,400)
Replace two Case backhoes (fully paid-in)	-	-	315,400	(315,400)
Revised 2019 Budget - Fund 560	3,770,132	2,879,194	3,945,350	2,703,976

Schedule A
Summary of 2019 Budget Adjustments by Fund
Budget Amendment #4 (Ordinance #6752)

	Beg. Fund Balance	2019 Revenues	2019 Expenditures	Ending Fund Balance
Grand Total - All Funds				
2019 Adopted Budget	121,191,833	194,308,846	207,147,258	108,353,421
Previous Budget Amendments	20,351,408	15,429,368	26,768,621	9,012,155
2019 Amended Budget	141,543,241	209,738,214	233,915,879	117,365,576
TOTAL BA#4 (Ordinance #6752, Proposed)	-	2,467,450	3,053,750	(586,300)
Revised 2019 Budget	141,543,241	212,205,664	236,969,629	116,779,276
		353,748,905		353,748,905

Schedule B 2019 Appropriations by Fund

Fund	2019 Adopted Budget	BA#1 (Ord #6712)	CIP CFs	BA#2 (Ord #6719)	BA#3 (Ord #6720)	BA#4 (Ord #6752)	Total Amendments	Revised Budget
General Fund (#001)	90,183,028	511,300	-	141,910	4,015,234	93,950	4,762,394	94,945,422
Arterial Street Fund (#102)	3,125,877	-	1,995,054	-	1,484,581	50,900	3,530,535	6,656,412
Local Street Fund (#103)	3,562,780	-	899,476	-	249,701	-	1,149,177	4,711,957
Hotel/Motel Tax Fund (#104)	262,171	6,650	-	-	82,454	-	89,104	351,275
Arterial Street Preservation Fund (#105)	4,541,657	-	1,791,313	-	163,379	760,600	2,715,292	7,256,949
Drug Forfeiture Fund (#117)	531,497	-	-	-	80,697	-	80,697	612,194
Housing & Comm Develop Fund (#119)	626,458	269,900	-	-	6,446	40,000	316,346	942,804
Recreation Trails Fund (#120)	71,426	-	-	-	1,550	-	1,550	72,976
BIA Fund (#121)	164,673	5,400	-	-	940	-	6,340	171,013
Cumulative Reserve Fund (#122)	10,304,512	-	-	-	33,754	-	33,754	10,338,266
Mitigation Fees Fund (#124)	12,082,337	150,000	1,228,556	-	33,289	-	1,411,845	13,494,182
1998 GO Library Bond Fund (#229)	-	-	-	-	-	-	-	-
City Hall Annex 2010 A&B Bond Fund (#230)	1,664,900	-	-	-	-	-	-	1,664,900
Local Revitalization 2010 C&D Bond Fund (#231)	601,696	-	-	-	3,436	-	3,436	605,132
SCORE Debt Service Fund (#238)	2,129,800	-	-	-	-	-	-	2,129,800
LID Guarantee Fund (#249)	1,648	-	-	-	15	-	15	1,663
LID 350 Fund (#275)	16,059	-	-	-	(4,956)	-	(4,956)	11,103
Golf/Cemetery 2016 Refunding Fund (#276)	374,100	-	-	-	19	-	19	374,119
Parks Construction Fund (#321)	2,380,772	-	1,285,009	-	170,757	650,000	2,105,766	4,486,538
Capital Improvements Fund (#328)	16,179,927	54,000	2,494,960	-	1,286,410	200,000	4,035,370	20,215,297
Local Revitalization Fund (#330)	484,500	-	6,000	-	(4,512)	-	1,488	485,988
Water Fund (#430)	19,465,675	115,200	13,000	-	6,904,983	-	7,033,183	26,498,858
Sewer Fund (#431)	13,371,349	12,100	13,000	-	894,808	-	919,908	14,291,257
Storm Drainage Fund (#432)	13,016,714	13,800	13,000	-	1,868,064	-	1,894,864	14,911,578
Sewer Metro Sub Fund (#433)	21,556,967	-	-	-	383,462	-	383,462	21,940,429
Solid Waste Fund (#434)	21,805,275	-	-	-	91,608	600,000	691,608	22,496,883
Airport Fund (#435)	1,653,233	40,000	-	-	195,682	50,000	285,682	1,938,915
Cemetery Fund (#436)	1,628,060	-	-	-	261,627	-	261,627	1,889,687
Water Capital Fund (#460)	9,175,410	-	3,408,057	-	996,743	22,000	4,426,800	13,602,210
Sewer Capital Fund (#461)	11,945,391	-	1,029,608	-	249,314	-	1,278,922	13,224,313
Storm Drainage Capital Fund (#462)	13,898,388	-	646,258	-	(1,394,955)	-	(748,697)	13,149,691
Airport Capital Fund (#465)	2,240,105	-	830,908	-	(35,086)	-	795,822	3,035,927
Cemetery Capital Fund (#466)	394,037	-	22,442	-	(7,685)	-	14,757	408,794
Insurance Fund (#501)	1,949,070	-	-	-	4,456	-	4,456	1,953,526
Workers' Comp Fund (#503)	3,300,188	-	-	-	(963,880)	-	(963,880)	2,336,308
Facilities Fund (#505)	4,945,374	104,600	-	4,500	218,143	-	327,243	5,272,617
Innovation & Technology Fund (#518)	9,002,614	242,700	-	13,500	(84,338)	-	171,862	9,174,476
Equipment Rental Fund (#550)	5,099,232	-	-	-	269,475	-	269,475	5,368,707
Equipment Rental Capital Fund (#560)	6,405,104	82,600	39,000	-	122,622	-	244,222	6,649,326
IT Capital Fund (#568)	1,169,997	22,500	-	-	368,736	-	391,236	1,561,233
Fire Pension Fund (#611)	2,326,269	-	-	-	27,922	-	27,922	2,354,191
SKHHP Fund (#654)	-	-	-	220,160	-	-	220,160	220,160
Cemetery Endowment Fund (#701)	1,862,409	-	22,442	-	56,978	-	79,420	1,941,829
Total	315,500,679	1,630,750	15,738,083	380,070	18,031,873	2,467,450	38,248,226	353,748,905



AGENDA BILL APPROVAL FORM

Agenda Subject:

Resolution No. 5463 (Hinman)(5 Minutes)

Department:

Administration

Attachments:

[RES 5463 - Airport Land Lease Amendments](#)

[Exhibit A - Auburn Condo Hangars Association](#)

[Exhibit B - James Jacobsen](#)

[Exhibit C Auburn Hangars Owners Association](#)

[Exhibit D - Auburn Flyers Condo I](#)

[Exhibit E - Auburn Flyers Condo II](#)

[Exhibit F - Auburn Flyers Condo III](#)

Date:

November 20, 2019

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

Adopt Resolution 5463 so that those land leases on the Auburn Municipal Airport subject to the 2020 Fair Market Value assessment can have their rate increase implemented incrementally over a two year period.

Background Summary:

Six of the airport land leases are subject to Fair Market Value (FMV) lease rate adjustments in the upcoming 2020 term. Valbridge Property Advisors delivered an MAI appraisal dated September 30, 2019 establishing the current FMV for airport land at \$0.825 per square foot per year. This valuation represents roughly a 36% increase over the 2019 lease rate.

Amending the lease agreements to allow for implementing the 2020 term FMV increase in two separate increments between the 2020 & 2021 terms would ease the financial burden of the Airport tenants.

Reviewed by Council Committees:**Councilmember:**

Meeting Date: November 25, 2019

Staff:

Hinman

Item Number:

RESOLUTION NO 5 4 6 3.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, AUTHORIZING THE MAYOR TO EXECUTE AMENDMENTS TO CERTAIN AUBURN MUNICIPAL AIRPORT LAND LEASES RELATING TO THE IMPLEMENTATION OF THE 2020 FAIR MARKET VALUE LEASE RATE ADJUSTMENT.

WHEREAS, the City of Auburn has entered into various land leases over the last several years for land located on the Auburn Municipal Airport; and

WHEREAS, each of the land leases contains a Fair Market Valuation (FMV) rent escalation clause; and

WHEREAS, the appraisal establishing the FMV rent for the 2020 term calculated a rent amount that is substantially higher than the current lease rate; and

WHEREAS, the City and those tenants subject to the 2020 FMV escalation each desire to increase the rent over two years in an effort to ease the financial burden on those Airport land tenants.

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

Section 1. That the Mayor is authorized to execute lease amendments to the six Airport land leases subject to the 2020 FMV escalation provided that each amendment is in substantial conformity to the respective exhibit, attached as Exhibits "A", "B," "C," "D," "E," and "F."

Section 2. That the Mayor is authorized to implement such administrative procedures as may be necessary to carry out the directives of this legislation.

Section 3. That this Resolution shall take effect and be in full force upon passage and signatures hereon.

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

EXHIBIT A

CITY OF AUBURN / Auburn Condo Hangars Association (FOURTH AMENDMENT)

COVER SHEET

**FOURTH AMENDMENT TO THE LEASE AGREEMENT
BETWEEN THE CITY OF AUBURN AND AVIATION PROPERTIES, INC.**

THIS AMENDMENT is made and entered into this ____ day of _____, 2019, by and between the **CITY OF AUBURN**, a municipal corporation of the State of Washington (hereinafter referred to as the "CITY"), and **Auburn Condo Hangars Association** (hereinafter referred to as Lessee), as an addendum to the Lease Agreement between the parties for land located on the Auburn Municipal Airport ("Airport") executed on the 8th day of June, 2001.

WITNESSETH:

WHEREAS, the City of Auburn ("CITY"), and Aviation Properties, Inc. ("API") entered into a Lease Agreement dated June 8, 2001, a memorandum of which was recorded with the Auditor of King County, Washington, under Auditor's File No. 20020627002407 on the 27th day of June, 2002; and

WHEREAS, Pursuant to Paragraph 12 of the Lease Agreement between API and the CITY, API had the right to create a Condominium Association which was created and recorded with the Auditor of King County, Washington, under Auditor's File No. 20030415000674; and

WHEREAS, Pursuant to Paragraph 12(b) of the Lease Agreement between API and the CITY, the Lease was automatically assigned to the Auburn Condo Hangars Association ("ACHA") for the assumption of all responsibilities under this Lease Agreement; and

WHEREAS, The Lease Agreement has twice been amended; The first dated November 19, 2002 and the second dated August 3, 2016; and

WHEREAS, Sections 5(a) and 5(d) provide for annual periodic rent adjustments including adjustments based upon "fair market rental value" (FMV) of the Premises; and

WHEREAS, Due to the size and maintenance responsibilities of the tenant this leasehold has in the past realized a discount rate applied to the FMV appraisal; and

WHEREAS, Resolution 5457 amended the FMV adjustment schedule;

NOW THEREFORE in consideration of their mutual covenants, conditions and promises, the Parties agree as follows:

The following Paragraph 5(e) is hereby added to the Lease Agreement:

5(e) The 2020 FMV adjustment as defined in Section 5 of this Lease Agreement as amended will be implemented over two years in the following manner:

- (i) For the 2020 calendar year term the FMV adjustment will be charged at a per square foot rate of \$0.465.
- (ii) For the 2021 calendar year term a rate of \$0.54 per square foot will be charged in place of the scheduled CPI adjustment.

All other terms and conditions of this Lease Agreement as amended shall remain the same.

[SIGNATURES ON THE FOLLOWING PAGES]

Dated and Signed on this 24th day of October, 2019

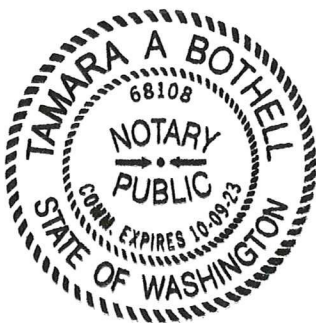
Auburn Condo Hangars Association

[Signature] _____
Name: Title: PRESIDENT

STATE OF WASHINGTON)
) ss.
County of King)

The undersigned Notary Public hereby certifies: That on this 24th day of Oct, 2019, personally appeared before me Douglas Happe (name), President (title), to me known to be the individual(s) described in and who executed the within instrument, and acknowledged that he/she signed and sealed the same as his/her free and voluntary act and deed, for the purposes and uses therein mentioned, and on oath stated that he/she was duly authorized to execute said document on behalf of Auburn Condo Hangars Assoc.

In Witness Whereof I have hereunto set my hand and affixed my official seal the day and year first above written.



Tamara A. Bothell
Notary Public in and for the State of Washington,
Residing at Auburn WA
My commission expires 10-09-23

Dated and Signed on this _____ day of _____, 2019

City of Auburn

Mayor: Nancy Backus

Approved as to form:

City Attorney: Steven L. Gross

STATE OF WASHINGTON)
) ss.
County of _____)

The undersigned Notary Public hereby certifies: That on this ____ day of _____, 20____, personally appeared before me _____ (name), _____ (title), to me known to be the individual(s) described in and who executed the within instrument, and acknowledged that he/she signed and sealed the same as his/her free and voluntary act and deed, for the purposes and uses therein mentioned, and on oath stated that he/she was duly authorized to execute said document on behalf of _____.

In Witness Whereof I have hereunto set my hand and affixed my official seal the day and year first above written.

Notary Public in and for the State of Washington,
Residing at _____
My commission expires _____

EXHIBIT B

**CITY OF AUBURN /
JAMES E. JACOBSEN
(SECOND AMENDMENT)**

COVER SHEET

**SECOND AMENDMENT TO THE LEASE AGREEMENT
BETWEEN THE CITY OF AUBURN AND JAMES E. JACOBSEN.**

THIS AMENDMENT is made and entered into this _____ day of _____, 2019, by and between the **CITY OF AUBURN**, a municipal corporation of the State of Washington (hereinafter referred to as the "CITY"), and **JAMES E. JACOBSEN** (hereinafter referred to as Lessee), as an amendment to the Lease Agreement between the parties for land located on the Auburn Municipal Airport ("Airport") dated the 3rd day of June, 2002.

WITNESSETH:

WHEREAS, the City of Auburn and James E. Jacobsen entered into a Lease Agreement dated June 3, 2002 authorized under resolution 3474; and

WHEREAS, Sections 5(a) and 5(d) provide for annual periodic rent adjustments including adjustments based upon "fair market rental value" (FMV) of the Premises,

WHEREAS, Resolution 5457 amended the FMV adjustment schedule;

NOW THEREFORE in consideration of their mutual covenants, conditions and promises, the Parties agree as follows:

The following Paragraph 5(e) is hereby added to the Lease Agreement:

- 5(e)** The 2020 FMV adjustment as defined in Section 5 of this Lease Agreement as amended will be implemented over two years in the following manner:
- (i)** For the 2020 calendar year term the FMV adjustment will be charged at a per square foot rate of \$0.715.
 - (ii)** For the 2021 calendar year term a rate of \$0.825 per square foot will be charged in place of the scheduled CPI adjustment.

All other terms and conditions of this Lease Agreement as amended shall remain the same.

[SIGNATURES ON THE FOLLOWING PAGES]

Dated and Signed on this 21st day of October, 2019

James E. Jacobsen

Name: *James E. Jacobsen* Title: *owner*

STATE OF WASHINGTON)
) ss.
County of *King*)

The undersigned Notary Public hereby certifies: That on this 21st day of Oct, 2019, personally appeared before me *James E. Jacobsen* (name), *owner* (title), to me known to be the individual(s) described in and who executed the within instrument, and acknowledged that he/she signed and sealed the same as his/her free and voluntary act and deed, for the purposes and uses therein mentioned, and on oath stated that he/she was duly authorized to execute said document on behalf of *Jacobsen Hangan*.

In Witness Whereof I have hereunto set my hand and affixed my official seal the day and year first above written.



Tamara A. Bothell
Notary Public in and for the State of Washington,
Residing at *Auburn, WA*
My commission expires *10-09-23*

EXHIBIT C

**CITY OF AUBURN /
AUBURN HANGARS OWNERS ASSOCIATION
(THIRD AMENDMENT)**

COVER SHEET

**THIRD AMENDMENT TO THE LEASE AGREEMENT
BETWEEN THE CITY OF AUBURN AND HU, INC.**

THIS AMENDMENT is made and entered into this 21 day of October, 2019, by and between the **CITY OF AUBURN**, a municipal corporation of the State of Washington (hereinafter referred to as the "CITY"), and **Auburn Hangars Owners Association** (hereinafter referred to as Lessee), as an addendum to the Lease Agreement between the parties for land located on the Auburn Municipal Airport ("Airport") dates the 14th day of September, 2001.

WITNESSETH:

WHEREAS, the City of Auburn, and HU, Inc., doing business as Hangars Unlimited ("HU") entered into a Lease Agreement dated September 14, 2001, a memorandum of which was recorded with the Auditor of King County, Washington, under Auditor's File No 20030512000474 on the 12th day of May, 2003; and

WHEREAS, Pursuant to Paragraph 12 of the Lease Agreement between HU, Inc. and the CITY, HU, Inc. had the right to create a Condominium Association which was created and recorded with the Auditor of King County, Washington, under Auditor's File No. 20030416002595; and

WHEREAS, Pursuant to Paragraph 12(b) of the Lease Agreement between HU, Inc. and the CITY, the Lease was automatically assigned to the Auburn Hangars Owners Association for the assumption of all responsibilities under this Lease Agreement; and

WHEREAS, The Lease Agreement was previously amended on April 23, 2002; and

WHEREAS, Sections 5(a) and 5(d) provide for annual periodic rent adjustments including adjustments based upon "fair market rental value" (FMV) of the Premises,

WHEREAS, Resolution 5457 amended the FMV adjustment schedule

NOW THEREFORE in consideration of their mutual covenants, conditions and promises, the Parties agree as follows:

The following Paragraph 5(e) is hereby added to the Lease Agreement:

- 5(e)** The 2020 FMV adjustment as defined in Section 5 of this Lease Agreement as amended will be implemented over two years in the following manner:
 - (i)** For the 2020 calendar year term the FMV adjustment will be charged at a per square foot rate of \$0.715.

- (ii) For the 2021 calendar year term a rate of \$0.825 per square foot will be charged in place of the scheduled CPI adjustment.

All other terms and conditions of this Lease Agreement as amended shall remain the same.

[SIGNATURES ON THE FOLLOWING PAGES]

Dated and Signed on this 21 day of October, 2019

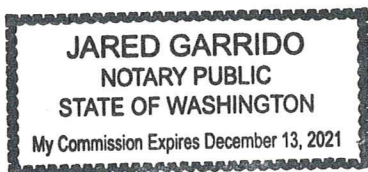
Auburn Hangars Owners Association

Randall Snodgrass PRESIDENT
Name: Title:

STATE OF WASHINGTON)
) ss.
County of King)

The undersigned Notary Public hereby certifies: That on this 21 day of October, 2019, personally appeared before me RANDALL SNODGRASS (name), PRESIDENT (title), to me known to be the individual(s) described in and who executed the within instrument, and acknowledged that he/she signed and sealed the same as his/her free and voluntary act and deed, for the purposes and uses therein mentioned, and on oath stated that he/she was duly authorized to execute said document on behalf of AUBURN HANGARS OWNERS ASSOCIATION

In Witness Whereof I have hereunto set my hand and affixed my official seal the day and year first above written.



[Signature]
Notary Public in and for the State of Washington,
Residing at Auburn
My commission expires 12-13-2021

EXHIBIT D

**CITY OF AUBURN /
AUBURN FLYERS CONDO I
(SECOND AMENDMENT)**

COVER SHEET

**SECOND AMENDMENT TO THE LEASE AGREEMENT
BETWEEN THE CITY OF AUBURN AND NW HANGARS, LLC.**

THIS AMENDMENT is made and entered into this 25 day of October, 2019, by and between the **CITY OF AUBURN**, a municipal corporation of the State of Washington (hereinafter referred to as the "CITY"), and **Auburn Flyers Condo I** (hereinafter referred to as Lessee), as an addendum to the Lease Agreement between the parties for land located on the Auburn Municipal Airport ("Airport") executed on the 17th day of June, 2002.

WITNESSETH:

WHEREAS, the City of Auburn ("CITY"), and NW Hangars, LLC. ("Lessee") entered into a Lease Agreement dated June 17, 2002, recorded with the Auditor of King County, Washington, under Auditor's File No. 20021212002550 on the 12th day of December, 2002; and

WHEREAS, Pursuant to Paragraph 12 of the Lease Agreement between Lessee and the CITY, Northwest Hangars LLC had the right to create a Condominium Association which was created and recorded with the Auditor of King County, Washington, under Auditor's File No. 20021212000129; and

WHEREAS, Pursuant to Paragraph 12(b) of the Lease Agreement between NW Hangars LLC and the CITY, the Lease was automatically assigned to the Auburn Flyers Condo I ("AFC I") for the assumption of all responsibilities under this Lease Agreement; and

WHEREAS, Sections 5(a) and 5(d) provide for annual periodic rent adjustments including adjustments based upon "fair market rental value" (FMV) of the Premises,

WHEREAS, Resolution 5457 amended the FMV adjustment schedule;

NOW THEREFORE in consideration of their mutual covenants, conditions and promises, the Parties agree as follows:

The following Paragraph 5(e) is hereby added to the Lease Agreement:

- 5(e)** The 2020 FMV adjustment as defined in Section 5 of this Lease Agreement as amended will be implemented over two years in the following manner:
- (i)** For the 2020 calendar year term the FMV adjustment will be charged at a per square foot rate of \$0.715.
 - (ii)** For the 2021 calendar year term a rate of \$0.825 per square foot will be charged in place of the scheduled CPI adjustment.

All other terms and conditions of this Lease Agreement as amended shall remain the same.

Dated and Signed on this 25 day of October, 2019

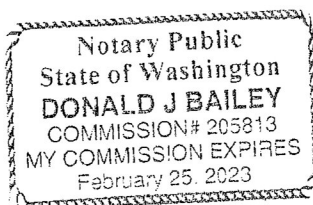
Auburn Flyers Condo I

Nicholas Raissis President
Name: NICHOLAS RAISSIS Title:

STATE OF WASHINGTON)
) ss.
County of King)

The undersigned Notary Public hereby certifies: That on this 25th day of October, 2019, personally appeared before me Don J. Nicholas Raissis (name), President of Auburn Flyers Condo I (title), to me known to be the individual(s) described in and who executed the within instrument, and acknowledged that he/she signed and sealed the same as his/her free and voluntary act and deed, for the purposes and uses therein mentioned, and on oath stated that he/she was duly authorized to execute said document on behalf of Auburn Flyers Condo I.

In Witness Whereof I have hereunto set my hand and affixed my official seal the day and year first above written.



Donald J. Bailey
Notary Public in and for the State of Washington,
Residing at Kenston, WA.
My commission expires Feb 25, 2023

City of Auburn

Mayor: Nancy Backus

Approved as to form:

City Attorney: Steven L. Gross

STATE OF WASHINGTON)
) ss.
County of _____)

The undersigned Notary Public hereby certifies: That on this ____ day of _____,
20____, personally appeared before me _____ (name),
_____ (title), to me known to be the individual(s) described in
and who executed the within instrument, and acknowledged that he/she signed and sealed the same
as his/her free and voluntary act and deed, for the purposes and uses therein mentioned, and on
oath stated that he/she was duly authorized to execute said document on behalf of
_____.

In Witness Whereof I have hereunto set my hand and affixed my official seal the day and
year first above written.

Notary Public in and for the State of Washington,
Residing at _____
My commission expires _____

EXHIBIT E

**CITY OF AUBURN /
AUBURN FLYERS CONDO II
(SECOND AMENDMENT)**

COVER SHEET

**SECOND AMENDMENT TO THE LEASE AGREEMENT
BETWEEN THE CITY OF AUBURN AND NW HANGARS, LLC.**

THIS AMENDMENT is made and entered into this 31st day of November, 2019, by and between the **CITY OF AUBURN**, a municipal corporation of the State of Washington (hereinafter referred to as the "CITY"), and **Auburn Flyers Condo II** (hereinafter referred to as Lessee), as an addendum to the Lease Agreement between the parties for land located on the Auburn Municipal Airport ("Airport") dated the 23rd day of January, 2004.

WITNESSETH:

WHEREAS, the City of Auburn, and NW Hangars, LLC. entered into a Lease Agreement dated January 23, 2004, recorded with the Auditor of King County, Washington, under Auditor's File No. 20040202001780 on the 2nd day of February, 2004; and

WHEREAS, Pursuant to Paragraph 12 of the Lease Agreement between Lessee and the CITY, Northwest Hangars LLC had the right to create a Condominium Association which was created and recorded with the Auditor of King County, Washington, under Auditor's File No. 20040202002409; and

WHEREAS, Pursuant to Paragraph 12(b) of the Lease Agreement between Northwest Hangars LLC and the CITY, the Lease was automatically assigned to the Auburn Flyers Condo II ("AFC II") for the assumption of all responsibilities under this Lease Agreement; and

WHEREAS, Sections 5(a) and 5(d) provide for annual periodic rent adjustments including adjustments based upon "fair market rental value" (FMV) of the Premises,

WHEREAS, Resolution 5457 amended the FMV adjustment schedule;

NOW THEREFORE in consideration of their mutual covenants, conditions and promises, the Parties agree as follows:

The following Paragraph 5(e) is hereby added to the Lease Agreement:

- 5(e)** The 2020 FMV adjustment as defined in Section 5 of this Lease Agreement as amended will be implemented over two years in the following manner:
- (i)** For the 2020 calendar year term the FMV adjustment will be charged at a per square foot rate of \$0.715.
 - (ii)** For the 2021 calendar year term a rate of \$0.825 per square foot will be charged in place of the scheduled CPI adjustment.

All other terms and conditions of this Lease Agreement as amended shall remain the same.

Dated and Signed on this 4th day of November, 2019

Auburn Flyers Condo II

[Signature]
Name:

Secretary / Treasurer
Title:

STATE OF WASHINGTON)
) ss.
County of King)

The undersigned Notary Public hereby certifies: That on this 4th day of November, 2019, personally appeared before me Dixon Smith (name), Secretary / Treasurer (title), to me known to be the individual(s) described in and who executed the within instrument, and acknowledged that he/she signed and sealed the same as his/her free and voluntary act and deed, for the purposes and uses therein mentioned, and on oath stated that he/she was duly authorized to execute said document on behalf of Auburn Flyers Condo II.

In Witness Whereof I have hereunto set my hand and affixed my official seal the day and year first above written.



[Signature]
Notary Public in and for the State of Washington,
Residing at Auburn, WA
My commission expires 9/20/23

City of Auburn

Mayor: Nancy Backus

Approved as to form:

City Attorney: Steven L. Gross

STATE OF WASHINGTON)
) ss.
County of _____)

The undersigned Notary Public hereby certifies: That on this ____ day of _____,
20____, personally appeared before me _____ (name),
_____(title), to me known to be the individual(s) described in
and who executed the within instrument, and acknowledged that he/she signed and sealed the same
as his/her free and voluntary act and deed, for the purposes and uses therein mentioned, and on
oath stated that he/she was duly authorized to execute said document on behalf of
_____.

In Witness Whereof I have hereunto set my hand and affixed my official seal the day and
year first above written.

Notary Public in and for the State of Washington,
Residing at _____
My commission expires _____

EXHIBIT F

**CITY OF AUBURN /
AUBURN FLYERS CONDO III
(SECOND AMENDMENT)**

COVER SHEET

**SECOND AMENDMENT TO THE LEASE AGREEMENT
BETWEEN THE CITY OF AUBURN AND NW HANGARS, LLC.**

THIS AMENDMENT is made and entered into this 5th day of November, 2019, by and between the **CITY OF AUBURN**, a municipal corporation of the State of Washington (hereinafter referred to as the "CITY"), and **Auburn Flyers Condo III** (hereinafter referred to as Lessee), as an addendum to the Lease Agreement between the parties for land located on the Auburn Municipal Airport ("Airport") dated the 14TH day of September, 2005.

WITNESSETH:

WHEREAS, the City of Auburn, and NW Hangars, LLC. entered into a Lease Agreement dated September 14, 2005, recorded with the Auditor of King County, Washington, under Auditor's File No. 20060724001167 on the 24th day of July, 2006; and

WHEREAS, Pursuant to Paragraph 13 of the Lease Agreement between Lessee and the CITY, Northwest Hangars LLC had the right to create a Condominium Association which was created and recorded with the Auditor of King County, Washington, under Auditor's File No. 20060724001166; and

WHEREAS, Pursuant to Paragraph 13(b) of the Lease Agreement between NW Hangars LLC and the CITY, the Lease was automatically assigned to the Auburn Flyers Condo III ("AFC III") for the assumption of all responsibilities under this Lease Agreement; and

WHEREAS, Sections 6(a) and 6(d) provide for annual periodic rent adjustments including adjustments based upon "fair market rental value" (FMV) of the Premises,

WHEREAS, Resolution 5457 amended the FMV adjustment schedule

NOW THEREFORE in consideration of their mutual covenants, conditions and promises, the Parties agree as follows:

The following Paragraph 6(e) is hereby added to the Lease Agreement:

- 6(e) The 2020 FMV adjustment as defined in Section 5 of this Lease Agreement as amended will be implemented over two years in the following manner:
- (i) For the 2020 calendar year term the FMV adjustment will be charged at a per square foot rate of \$0.715.
 - (ii) For the 2021 calendar year term a rate of \$0.825 per square foot will be charged in place of the scheduled CPI adjustment.

All other terms and conditions of this Lease Agreement as amended shall remain the same.

Dated and Signed on this 5th day of November, 2019

Auburn Flyers Condo III

Hannah McFarlane
Name:

Director of Business + Account Management
Title:

STATE OF WASHINGTON)
) ss.
County of King)

The undersigned Notary Public hereby certifies: That on this 5th day of November, 2019, personally appeared before me, Hannah McFarlane (name), President + Acct. Management (title), to me known to be the individual(s) described in and who executed the within instrument, and acknowledged that he/she signed and sealed the same as his/her free and voluntary act and deed, for the purposes and uses therein mentioned, and on oath stated that he/she was duly authorized to execute said document on behalf of Auburn Flyers Condo III.

In Witness Whereof I have hereunto set my hand and affixed my official seal the day and year first above written.



[Signature]
Notary Public in and for the State of Washington,
Residing at Auburn, WA
My commission expires 9/20/23

City of Auburn

Mayor: Nancy Backus

Approved as to form:

City Attorney: Steven L. Gross

STATE OF WASHINGTON)
) ss.
County of _____)

The undersigned Notary Public hereby certifies: That on this ____ day of _____,
20____, personally appeared before me _____ (name),
_____ (title), to me known to be the individual(s) described in
and who executed the within instrument, and acknowledged that he/she signed and sealed the same
as his/her free and voluntary act and deed, for the purposes and uses therein mentioned, and on
oath stated that he/she was duly authorized to execute said document on behalf of
_____.

In Witness Whereof I have hereunto set my hand and affixed my official seal the day and
year first above written.

Notary Public in and for the State of Washington,
Residing at _____
My commission expires _____



AGENDA BILL APPROVAL FORM

Agenda Subject:

Resolution No. 5474 (Hinman)(5 Minutes)

Date:

November 20, 2019

Department:

Administration

Attachments:

[RES 5474 - SCA 2020 Legislative Priorities](#)

[SCA 2020 Legislative Committee Draft](#)

[Priorities](#)

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

Endorse the Sound Cities Association 2020 State Legislative Agenda.

Background Summary:

As a member city of the Sound Cities Association (SCA), the Sound Cities Association 2020 Legislative Agenda is presented to the Auburn City Council for endorsement.

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

Hinman

Meeting Date: November 25, 2019

Item Number:

RESOLUTION NO. 5474

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
AUBURN, WASHINGTON, ENDORSING THE SOUND
CITIES ASSOCIATION 2020 STATE LEGISLATIVE
AGENDA

WHEREAS, the actions of the Washington State Legislature in respect to local government issues, services, and funding have a profound effect on the City's ability to provide local services to its residents; and

WHEREAS, the City is a member of the Sound Cities Association, and which represents 38 cities of King County, and provides a voice for over one million people; and,

WHEREAS, the Auburn City Council believes that it is appropriate to communicate its support for the Sound Cities Association's legislative agenda.

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

Section 1. The City Council endorses the Sound Cities Association 2020 Legislative Agenda as set forth in Exhibit A.

Section 2. The Mayor shall cause a copy of this Resolution to the City's State Legislative District representatives and to other regional government entities.

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

Dated and Signed: _____

CITY OF AUBURN

NANCY BACKUS, MAYOR

ATTEST:

APPROVED AS TO FORM:

Shawn Campbell, MMC, City Clerk

Steven L. Gross, City Attorney

DRAFT SCA 2020 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:

- *Allow cities to create and preserve affordable housing through optional local tools, including extending the timeline to approve a “qualifying local tax” provided under HB 1406 adopted in the 2019 legislative session*
- *Continue to expand investment in the Housing Trust Fund*
- *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. Cities have increased investments in local transportation systems, but still face an annual funding gap for maintenance and operation of those systems of \$1 billion statewide. Sound Cities Association urges the Legislature to:

- *Partner with cities to develop a comprehensive transportation bill that provides new resources and options for local government to address transportation and mobility needs*

Fully Fund the Public Works Trust Fund and Provide Options for Local Infrastructure Needs

Today’s cities are building the infrastructure necessary to accommodate a growing population and economy. Investments in infrastructure keep communities vibrant, protect the environment, and attract economic development. Cities need tools to lower the cost of providing local infrastructure and to avoid further exacerbating the housing affordability crisis. Sound Cities Association urges the Legislature to:

- *Fully fund the Public Works Trust Fund*
- *Support economic development tools that help maintain and expand local infrastructure, such as Tax Increment Financing and similar tools*

Preserve Local Decision-Making Authority

Cities possess strong local knowledge and authority to keep communities safe, healthy, and improve quality of life. It is critical cities maintain the authority to provide the necessary services and retain local control over land use planning that will help communities thrive.

Provide the Tools for Cities to Address 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 responsibilities. Sound Cities Association urges the Legislature to:

- *Replace the arbitrary 1% cap on annual property tax increases with a limit tied to inflation plus population growth*
- *Meet the state’s commitment to revenues intended to be shared with cities to serve our shared constituents*
- *Continue streamlined sales tax mitigation to affected cities*



AGENDA BILL APPROVAL FORM

Agenda Subject:

Resolution No. 5475 (Hinman)(10 Minutes)

Date:

November 20, 2019

Department:

Administration

Attachments:

[RES 5475 - City of Auburn 2020 Legislative](#)

[Priorities](#)

[2020 City of Auburn DRAFT Legislative Agenda](#)

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

Adopt the 2020 City of Auburn State and Federal Legislative Agendas.

Background Summary:

Each year, the City of Auburn adopts a State and Federal 2020 Legislative Agenda to guide our work throughout the year as we work with our legislative delegations in Olympia and Washington, D.C. on the issues that will benefit Auburn. These priorities are presented as the top priorities for Auburn in the 2020 legislative sessions in Olympia and the Washington, D.C.

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

Hinman

Meeting Date: November 25, 2019

Item Number:

RESOLUTION NO. 5474

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AUBURN, WASHINGTON, ENDORSING THE SOUND
CITIES ASSOCIATION 2020 STATE LEGISLATIVE
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Section 1. The City Council endorses the Sound Cities Association 2020 Legislative Agenda as set forth in Exhibit A.

Section 2. The Mayor shall cause a copy of this Resolution to the City's State Legislative District representatives and to other regional government entities.

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

Dated and Signed: _____

CITY OF AUBURN

NANCY BACKUS, MAYOR

ATTEST:

APPROVED AS TO FORM:

Shawn Campbell, MMC, City Clerk

Steven L. Gross, City Attorney

DRAFT SCA 2020 Legislative Agenda

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Fully Fund the Public Works Trust Fund and Provide Options for Local Infrastructure Needs

Today’s cities are building the infrastructure necessary to accommodate a growing population and economy. Investments in infrastructure keep communities vibrant, protect the environment, and attract economic development. Cities need tools to lower the cost of providing local infrastructure and to avoid further exacerbating the housing affordability crisis. Sound Cities Association urges the Legislature to:

- *Fully fund the Public Works Trust Fund*
- *Support economic development tools that help maintain and expand local infrastructure, such as Tax Increment Financing and similar tools*

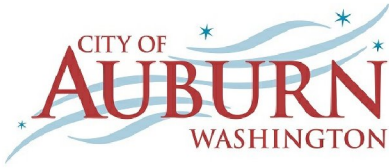
Preserve Local Decision-Making Authority

Cities possess strong local knowledge and authority to keep communities safe, healthy, and improve quality of life. It is critical cities maintain the authority to provide the necessary services and retain local control over land use planning that will help communities thrive.

Provide the Tools for Cities to Address 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 responsibilities. Sound Cities Association urges the Legislature to:

- *Replace the arbitrary 1% cap on annual property tax increases with a limit tied to inflation plus population growth*
- *Meet the state’s commitment to revenues intended to be shared with cities to serve our shared constituents*
- *Continue streamlined sales tax mitigation to affected cities*



AGENDA BILL APPROVAL FORM

Agenda Subject:

AVHS Board Update (Thomas)(10 Minutes)

Date:

November 19, 2019

Department:

Finance

Attachments:

No Attachments Available

Budget Impact:**Administrative Recommendation:**

For discussion only.

Background Summary:

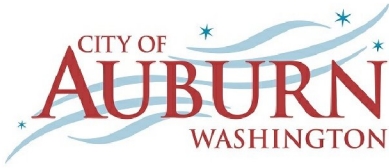
Auburn Valley Humane Society (AVHS) is the contracted service provider for the City's pet licensing program. AVHS has served in that capacity since March 2018. A presentation will be provided which draws upon highlights contained within the AVHS 2018 Annual Report.

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

Thomas

Meeting Date: November 25, 2019

Item Number:



AGENDA BILL APPROVAL FORM

Agenda Subject:

2019 Fireworks Update (Pierson)(15 Minutes)

Department:

Police

Attachments:

[Fireworks PPT](#)

Date:

November 20, 2019

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

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

Meeting Date: November 25, 2019

Staff:

Pierson

Item Number:

Fireworks 2019



November 25, 2019

Commander D. O'Neil

Chief B. Pierson



Courage Honor Integrity Professionalism

Page 243 of 275

Agenda

- **Infractions vs Citations**
- **State Law vs Auburn Municipal Code**
- **Ban vs State Law**
- **Challenges to arrest**
- **Challenges to prosecution**
- **Review of Valley Cities**
- **Review of Surrounding Cities**
- **Plans For Next Year**



Infraction vs Citation

- **Infractions:** Are civil and result in a monetary fine. The fine can be paid or challenged in court by way of a civil hearing. The proof is preponderance of the evidence meaning that it more than likely occurred. (Example: Speeding ticket)
- **Citations:** Are misdemeanors and require a mandatory court appearance. Prosecutorial discretion. Can be amended to civil penalty, dismissed, or resolved through a bench or jury trial. The burden is proof beyond a reasonable doubt.



State Law

- **RCW 70.77.395** Times when fireworks can be sold and discharged in Washington State

Holiday	Date	Sales Period	Discharge Period
4 th of July	June 28	12PM to 11PM	12PM to 11PM
	June 29 to July 3	9AM to 11PM	9AM to 11PM
	July 4	9AM to 11PM	9AM to Midnight
	July 5	9AM to 9PM	9AM to 11 PM



State Law

- **RCW 70.77.401** No fireworks may be sold or offered for sale to the public as consumer fireworks which are classified as sky rockets, or missile-type rockets, firecrackers, salutes, or chasers as defined by the United States department of transportation and the federal consumer products safety commission. (Except on Tribal Land)
- **RCW 70.77.136** "Consumer fireworks" means any small firework device designed to produce visible effects by combustion and which must comply with the construction, chemical composition, and labeling regulations of the United States consumer product safety commission, as set forth in 16 C.F.R. Parts 1500 and 1507 and including some small devices designed to produce audible effects, such as whistling devices, ground devices containing 50 mg or less of explosive materials, and aerial devices containing 130 mg or less of explosive materials and classified as fireworks UN0336 by the United States department of transportation at 49 C.F.R. Sec. 172.101 as of June 13, 2002, and not including fused set pieces containing components which together exceed 50 mg of salute powder.

(Fountains, spinners, smoke devices, roman candles, parachutes, wheels, shells, mortars, sparklers.)



Ban vs State Law

- Jurisdictions that impose a complete ban do not allow the possession or discharge of any fireworks.
- Jurisdictions that follow state law allow the possession and discharge of fireworks as outlined in RCW 70.77.136
- **(Fountains, spinners, smoke devices, roman candles, parachutes, wheels, shells, mortars, sparklers.)**



Auburn Municipal Code

- **AMC 8.24.030:** The following fireworks are able to be manufactured, possessed, used or detonated within the City of Auburn Washington.
- Sparkler
- Cylindrical Fountain
- Cone Fountain
- Illuminating Torch
- Wheel
- Ground Spinner
- Filter Sparkler
- Smoke Device



Auburn Municipal Code

- **AMC 8.24.050**
- Any person violating any provision of this chapter is guilty of a misdemeanor, and upon conviction shall be punished by a fine in an amount not exceeding \$1,000, or by imprisonment in jail for a term not exceeding 90 days, or by both. In the case of a conviction for a violation of this chapter, the city's fire marshal or designee may order the fireworks stand closed and may deny approval of a request by the person for a fireworks license for the next year.
- **AMC 2.22.250**
- Unless specifically designated in the Auburn City Code as a gross misdemeanor or misdemeanor, or if specified to be enforced pursuant to other law, including, but not limited to, another section, chapter, or title of the Auburn City Code, any violation of this chapter shall constitute a Class 1 infraction, not to exceed \$250.00, not including statutory assessments. (Civil Infraction to discharge fireworks in the park but a misdemeanor throughout the rest of the city.)



Challenges to Arrest

- In order to issue a citation for a fireworks violation, officers must establish probable cause. Officers must identify facts and circumstances that a violation occurred and a specific person is responsible for that violation.
- Typical scenario involves officers showing up to a fireworks complaint. Upon arrival, a group of adults are standing around fireworks. When no one claims ownership, officers are left with no other alternative except to seize the fireworks.
- Despite zero tolerance, officers still exercise discretion in order to avoid arresting otherwise law abiding citizens. (Example, Law abiding Boeing Engineer is discharging fireworks with his kids on the 4th of July during a BBQ. If he receives a criminal citation for unlawfully discharging fireworks his security clearance could be in jeopardy and ultimately cost him his job.)



Challenges to Prosecution

- Public defender funds since it is a misdemeanor crime.
- Most jurors view it as a minor offense and are less likely to convict.
- Most citizens who are cited are law abiding with no criminal history. Prosecutorial discretion results in alternatives to filing charges.
- Since 2016, 19 cases have been referred to the prosecutors office. 11 were dismissed or have no charging decision yet. 5 have been amended to infractions with a monetary fine attached. 3 have gone to warrant status.



Valley Cities 2019

- **Federal Way:**
- Firework Enforcement Teams 1 Commander, 1 LT, and 10 Officers.
- Firework Enforcement Teams issued 19 charges and 7 warnings between June 30 and July 6.
- Firework violations in Federal Way are civil infractions.
- Total calls from June 30 to July 6 180
- Calls from 1100 on 07/04/2019 to 0800 on 07/05 126
- Zero tolerance and officers are expected to issue civil infractions



Valley Cities 2019

- **Renton:**

- Civil infractions with fines ranging between \$100 and \$500.
- Violations are enforced by the Fire Department.
- Calls between 06/30 and 07/06 198
- Calls between 1100 on 07/04/2019 to 0800 on 07/05 128
- Zero Tolerance and complete ban



Valley Cities 2019

- **Kent:**
- Complete ban of all fireworks for the second straight year.
- Civil Infraction \$250
- 4 two officer cars for fireworks emphasis. (2 Sergeants and 1 Commander)
- Between July 1 thru July 6th 266 firework related calls.
- Fireworks Seized 31 pounds
- Warnings 4
- Infractions 16



Valley Cities 2019

- **Auburn:**
- State approved fireworks are legal on the 4th of July. If it goes up or blows up it is illegal.
- Criminal Citation
- 1 Sergeant and 6 Officers at the Stands
- 2 Sergeants and 14 Officers assigned to fireworks emphasis
- 6 Arrests



	Ban	Citation	Infraction	Penalty
Auburn	No	Yes	No	Mandatory Appearance
Kent	Yes	No	Yes	\$250
Renton	Yes	No	Yes	\$205/\$410/\$615
Tukwila	Yes	No	Yes	\$100/\$175/\$250
Federal Way	Yes	No	Yes	\$300



	Ban	Citation	Infraction	Penalty
Bellevue	Yes	No	Yes	\$1,000
Bonney Lake	No	No	No	N/A
Burien	Yes	No	Yes	\$125
Edgewood	No	No	No	N/A
Enumclaw	No	No	No	N/A
King County	No	No	No	N/A
Pierce County	No	No	No	N/A



Complete Ban in Kent

- In 2017 The City of Kent banned all fireworks.

1100 on 07/04 until 0800 on 07/05	Kent	Auburn
2016	175	114
2017 (First Year of Ban)	297	181
2018	193	154
2019	174	172



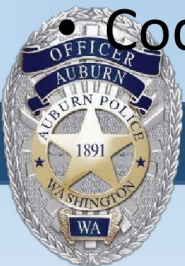
Challenges to Enforcement

- Identifying the specific location where the firework violation came from.
- Responding in a timely manner to catch the offender still on site.
- Identifying the offender once on site.
- Officer observing the offender at the time of the violation. Finding witnesses who will cooperate with prosecution.
- Largest distributor of fireworks in the region is located within the city.
- The city cannot control what is sold on the reservation. Regulations as to what can be sold on the reservation are based on federal standards.



Recommendations for 2020

- Close the city parks around 1900. This will allow officers to focus on residential areas.
- Encourage businesses to post no trespassing signs or rent barricades closing parking lots.
- Keep the discharge area open after the stands close in order to prevent the discharge of fireworks from other locations within the city.
- Emphasis on education through social media and public service announcements.
- Post firework signs at city boundaries.
- Reader boards on Auburn Way S letting patrons know when the discharge area is closed.
- Code Red message on the 4th reminding citizens of firework laws.





AGENDA BILL APPROVAL FORM

Agenda Subject:

Resolution No. 5473 (Faber)(10 Minutes)

Date:

November 14, 2019

Department:

Parks/Art and Recreation

Attachments:

[Resolution 5473](#)

[Res 2555 / Park Naming](#)

[Kersey A](#)

[Kersey B](#)

[Park Inventory](#)

[Parks Policy 1130 / Naming Parks](#)

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

City Council approve Resolution 5473 assigning names to 2 City of Auburn Parks.

Background Summary:

The Kersey 3 development was required to construct two public parks as part of the development agreement. Upon completion of these parks were turned over to the City of Auburn. For the last three years they have operated without formally approved names. Park Board, following Park Policy 1130 and Resolution 2555 (which sets forth policies and procedures related to the naming of public property and facilities) approve of these two names. Park Board members and staff gathered information from the public related to proposed names and approved the names of Evergreen Park in Kersey A and Edgeview Park in Kersey B of the Kersey 3 development at the September Park Board meeting.

Reviewed by Council Committees:

Municipal Services

Councilmember: Brown

Staff:

Faber

Meeting Date: November 25, 2019

Item Number:

RESOLUTION NO. 5473

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, NAMING TWO PUBLIC FACILITIES LOCATED WITHIN THE CORPORATE LIMITS OF THE CITY OF AUBURN

WHEREAS, Resolution 2555 established the City's procedure for naming public parks, property, and facilities; and

WHEREAS, in accordance with that Resolution, the City considers such factors as the names of geographical areas or references; natural or geological features; historical or cultural significance; or individuals (or entities) who have made substantial donations to the public park or facilities or who have been otherwise instrumental in the acquisition or development of the public park or facilities; and

WHEREAS, the City owns and maintains a park located in the "Kersey A" portion of the Kersey 3 (Edgeview) development that is unnamed; and .

WHEREAS, the City owns and maintains a park located in the "Kersey B" portion of the Kersey 3 (Edgeview) development that also lacks a name; and .

WHEREAS, the Auburn Parks and Recreation Board, using the criteria stated in Resolution 2555, and following the city procedure for naming parks, has identified names for both of the Kersey 3 parks and recommends them to the City Council.

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

Section 1. The City Council of the City of Auburn finds that "Evergreen Park" meets the naming criteria in Resolution 2555 and is a suitable name for the park located

in the Kersey A development at Charlotte Avenue SE and Evergreen Way SE in Auburn, Washington.

Section 2. The city-owned park located at Charlotte Avenue SE and Evergreen Way SE in the Kersey A development shall be named the “Evergreen Park.”

Section 3. The City Council of the City of Auburn finds that “Edgeview Park” meets the naming criteria in Resolution 2555 and is a suitable name for the park located in the Kersey B development at Udall Avenue SE and 56th Street SE in Auburn, Washington.

Section 4. The city-owned park located at Udall Avenue SE and 56th Street SE in the Kersey B development shall be named the “Edgeview Park.”

Section 5. The Mayor is authorized to implement those administrative procedures necessary to carry out the directives of this legislation.

Section 6. This Resolution will take effect and be in full force on passage and signatures.

Dated and Signed: _____

CITY OF AUBURN

NANCY BACKUS, MAYOR

ATTEST:

APPROVED AS TO FORM:

Shawn Campbell, MMC, City Clerk

Steven L. Gross, City Attorney

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RESOLUTION NO. 2 5 5 5

A RESOLUTION OF THE CITY OF AUBURN, WASHINGTON, SETTING FORTH
POLICY CONSIDERATIONS AND PROCEDURES RELATING TO THE NAMING OF
PUBLIC PARK PROPERTY AND FACILITIES.

WHEREAS, the City Council believes that uniform rules
should govern naming of parks, recreation, and other public
facilities, hereinafter City public facilities; and

WHEREAS, the City Council further believes that the
setting forth by resolution, certain considerations and
procedures governing and regulating the naming of City public
facilities is in the public interest;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE
CITY OF AUBURN, WASHINGTON, AS FOLLOWS:

SECTION 1. Selection of names to be used to designate
City public facilities shall be based upon the relationship of
that parcel of land or facility to one of several criteria:

1. Neighborhood, geographic, or common usage or referral
identification;
2. A historical figure, place, event, or other instance
of historical or cultural significance;
3. Natural or geological features;
4. An individual (living or deceased) who has made a
significant land and/or monetary contribution to the
park system or who has had such contribution made "in

1
2 memoriam" with the name stipulated as a condition of
3 donation. Land dedicated for parks as a result of
4 mitigation agreement(s) shall not be considered a
5 donation or contribution.

- 6 5. An individual (living or deceased) who has
7 contributed outstanding civic service to the City,
8 community, or City government. A period of at least
9 one year shall expire before naming of a park or
10 facility honoring a deceased person.

11 SECTION 2. DESIGNATION OF NAME BY CITY COUNCIL. The
12 City Council shall name public parks, recreation land, or
13 other facilities by official action of the Council. In
14 selecting a name for a City public facility, the Council shall
15 consider the written recommendations of the appropriate City
16 board or commission which shall be responsible for
17 solicitation of public input from individuals and
18 organizations. Such written recommendation shall outline the
19 supporting rationale, including a statement describing how the
20 proposed name(s) meet the five criteria included in Section 1.

21 SECTION 3. NAMING OF INTERIOR FEATURES OR FACILITIES.
22 The interior features and/or facilities of a City public
23 facility may be identified/designated by names other than that
24 of the facility itself. Names selected shall be subject to
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1
2 criteria designated in Section 1 and the selection process
3 outlined in Section 2.

4 SECTION 4. NAME PERMANENCE. A City public facility
5 should be named with the intent that the name will be
6 permanent.

7 SECTION 5. SIGNING. City signage shall identify the
8 specific park or facility by appropriate signage specifying
9 the name.

10 DATED and SIGNED this 19th day of September, 1994.

11 CITY OF AUBURN

12
13 Charles A. Booth

14 M A Y O R

15
16 ATTEST:

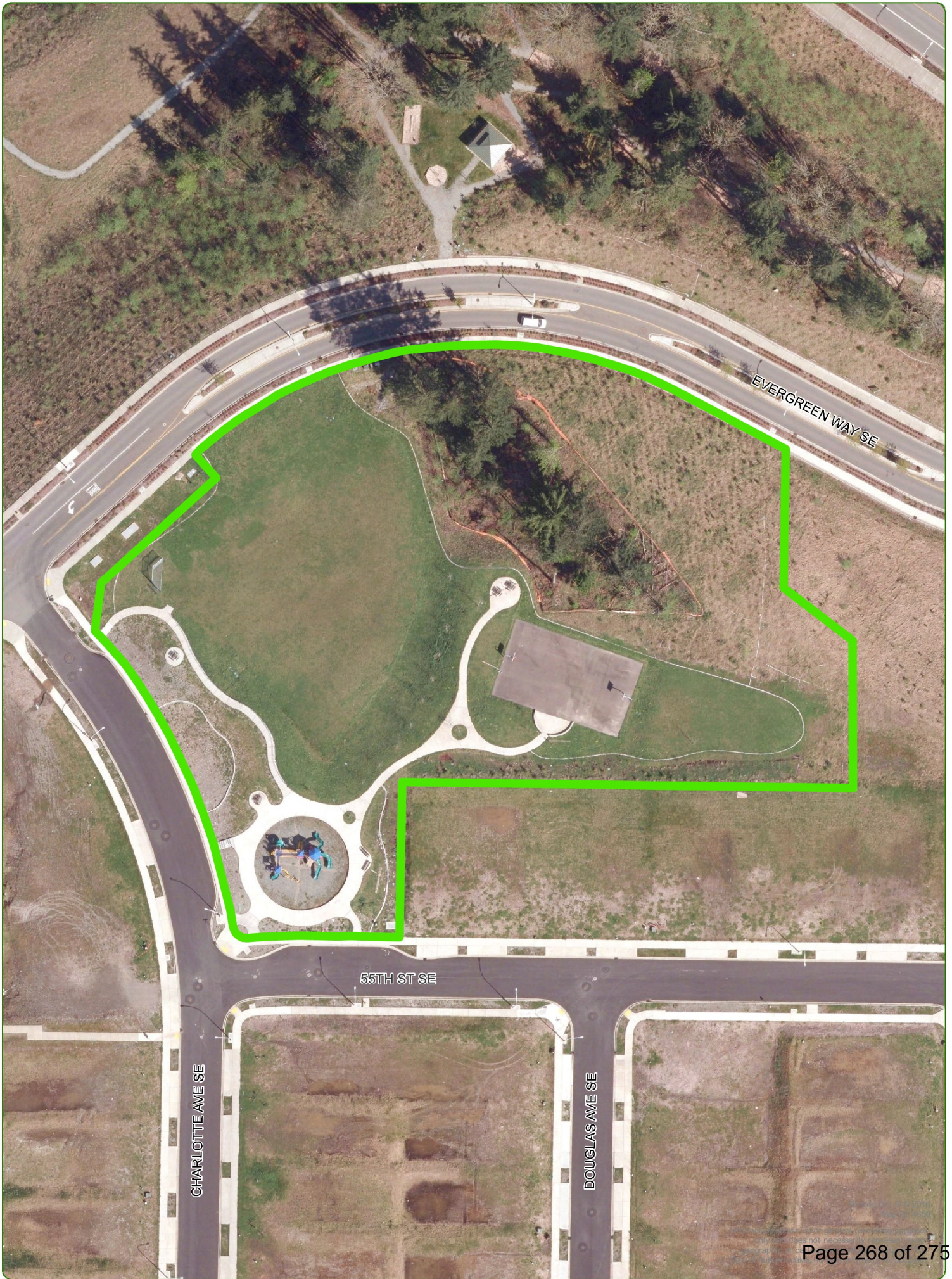
17 Robin Wohlhueter

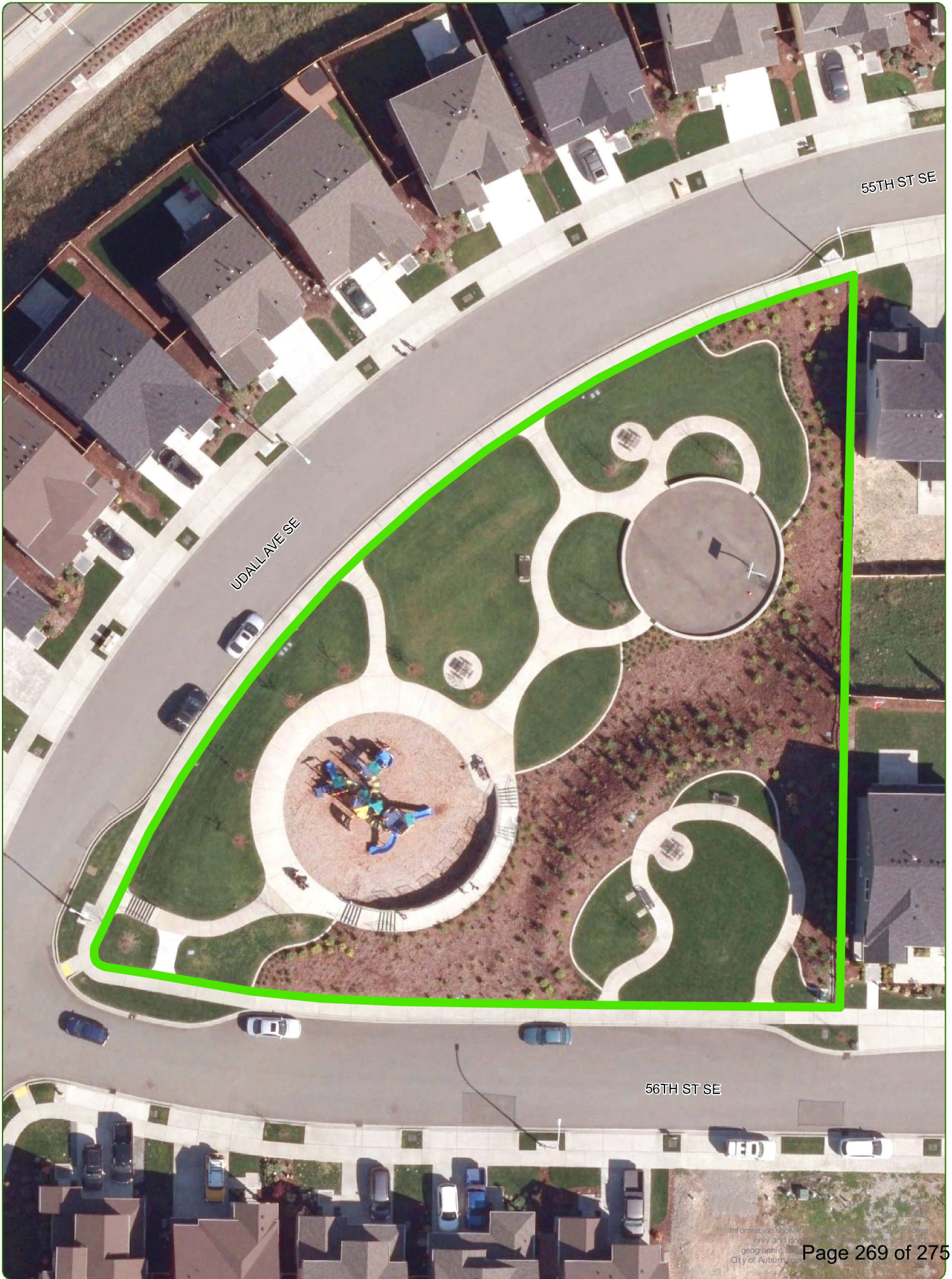
18 Robin Wohlhueter,
19 City Clerk

20
21 APPROVED AS TO FORM:

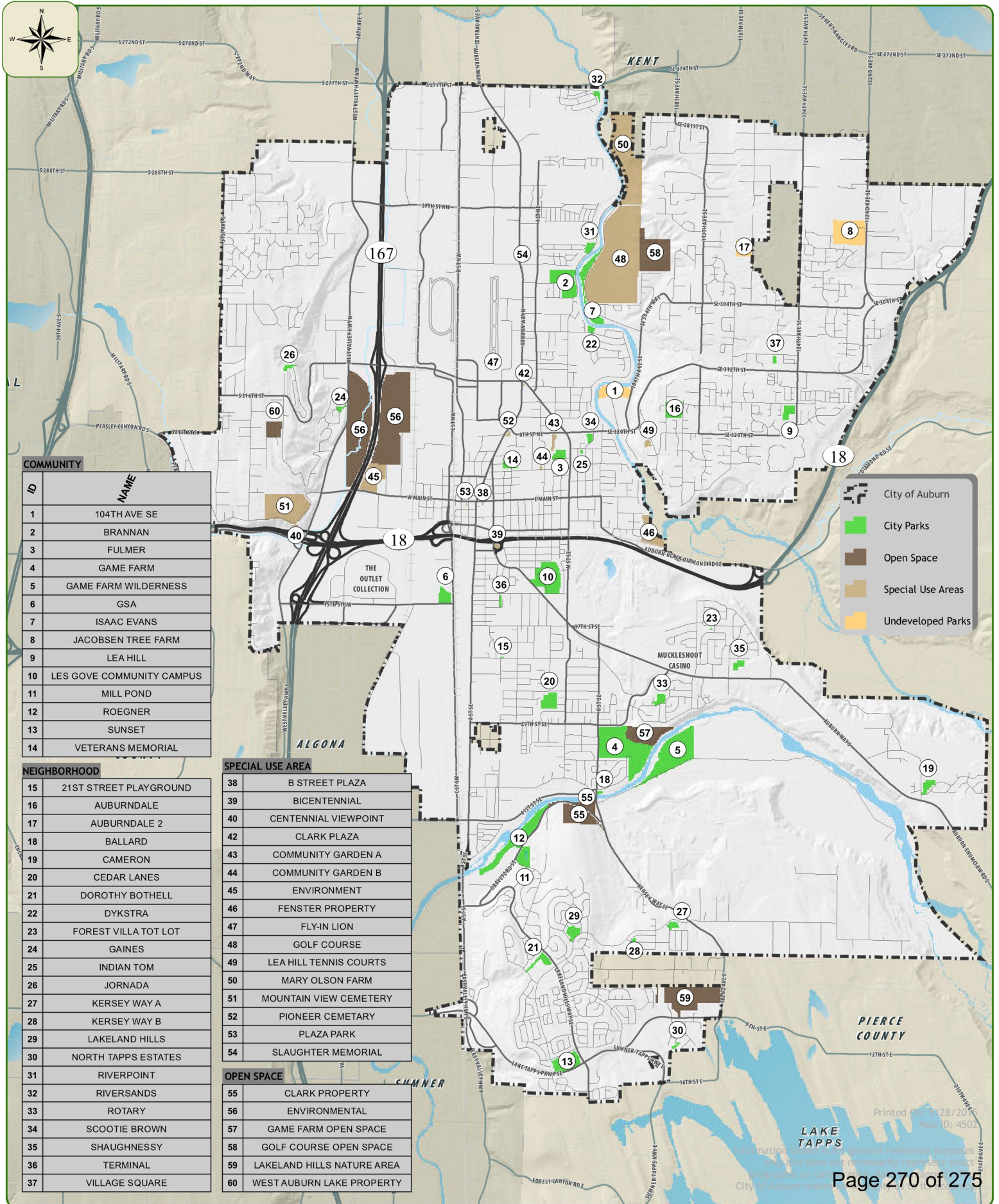
22 Michael J. Reynolds

23 Michael J. Reynolds,
24 Acting City Attorney





City of Auburn Parks Inventory Map



MANUAL OF POLICIES AND PROCEDURES
Auburn Parks, Arts and Recreation Board
Auburn, Washington
Number 1130

Effective: October 15, 2013 (supercedes November 2, 2004)
Section 1000 Administration
Subject 100 Authority and Objectives
Title 30 Naming Parks

PURPOSE: To establish policy for the City of Auburn Parks, Arts and Recreation to name newly acquired or developed or as-yet unnamed parks and recreation facilities, after following the procedures outlined here and in compliance with Resolution No. 2555.

1. Responsibility

- 1.1 The Auburn Parks and Recreation Board shall make a recommendation to the council. The Board shall solicit public input from individuals and organizations.
- 1.2 The City Council has the final authority for naming City public facilities.

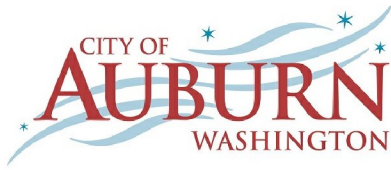
2. Procedures

- 2.1 The Parks and Recreation Board will meet on their normal schedule, unless a special meeting is called. The Parks and Recreation Director, or his designee, will provide staff support.
- 2.2 The Parks and Recreation Board will use public input to solicit suggestions for names from organizations and individuals. The Board will acknowledge, and record for consideration, all suggestions, solicited or not.
- 2.3 After considering the submitted names and applying the criteria set forth in 3 below, the Board will recommend names to the Mayor and City Council, and provide the historical or other supportive information as appropriate to justify the recommendation.
- 2.4 The Parks and Recreation Director, with the advice of the Parks and Recreation Board, will take all necessary steps to submit the recommendation to the Mayor and City Council at their next scheduled meeting.

3. Criteria

- 3.1 To avoid duplication, confusing similarity, or inappropriateness, the Board, in considering name suggestions, will review existing park and facility names in the park system

- 3.2 In naming a park or facility, the Board will consider geographical location, historical or cultural significance, distinctive natural or geological features, and the wishes of the community in which it is located.
- 3.3 In naming community centers and other facilities, the Board will give considerable weight to names that reflect the geographic location that gives identity to the community.
- 3.4 Selection of names to be used to designate public facilities shall be based on the relationship of that parcel of land or facility based on the following criteria: (a) neighborhood, geographic, or common usage or referral identification; historical figure, place, event, or other instance of historical or cultural significance; (b) natural or geological feature; (c) an individual, living or deceased, who has made a significant land and/or monetary contribution to the park system or who has had such contribution made “in memoriam” with the name stipulated as a condition of donation; (d) an individual, living or deceased, who contributed outstanding civic service to the City, community, or City government. A period of at least one year shall expire before naming of a park or facility honoring a deceased person.
- 3.5 As a general rule, portions of a park or recreation facility will not have a name other than that of the entire facility; the Board may consider exceptions in cases where, as a revenue or fundraising opportunity, a nomination is submitted to name a room within a community center after a corporate sponsor, or in cases where an area within a park is distinctive enough, in the view of the Board, to merit its own name.
- 3.6 Because temporary “working” designations tend to be retained, the Director will carry out the naming process for a new park facility as early as possible after its acquisition or development. Facilities will bear number designations until the naming process results in adoption of a name.
- 3.7 Recommendations of the Board will be taken to the Mayor and City Council for final approval.
- 3.8 A name, once bestowed, should be so named with the intent that it is permanent.
- 3.9 City signage shall identify the specific park or facility by placing appropriate signage specifying the name.



AGENDA BILL APPROVAL FORM

Agenda Subject:

Matrix

Date:

November 19, 2019

Department:

City Council

Attachments:

[Special Focus Area 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 25, 2019

Staff:

Item Number:

SPECIAL FOCUS AREAS

COMMUNITY WELLNESS	FINANCE, TECHNOLOGY, & ECONOMIC DEVELOPMENT	PUBLIC WORKS & COMMUNITY DEVELOPMENT	MUNICIPAL SERVICES
PUBLIC HEALTH AND WELLNESS COMMUNITY & NEIGHBORHOOD SERVICES HOMELESSNESS & HOMELESSNESS PREVENTION HOUSING QUALITY, AFFORDABILITY & ATTAINABILITY HUMAN & SOCIAL SERVICES DOMESTIC VIOLENCE SERVICES COMMUNITY EQUITY	EQUIPMENT RENTAL FACILITIES INNOVATION & TECHNOLOGY CITY REAL PROPERTY BUSINESS DEVELOPMENT SISTER CITIES INTERNATIONAL	UTILITIES TRANSPORTATION SUSTAINABILITY ENVIRONMENTAL PROTECTION CULTURAL ARTS & PUBLIC ARTS PLANNING & ZONING PERMITS & DEVELOPMENT RIGHT OF WAY MANAGEMENT AIRPORT AIRPORT BUSINESS	POLICE SCORE JAIL DISTRICT COURT PARKS & RECREATION ANIMAL CONTROL SOLID WASTE EMERGENCY PLANNING MULTIMEDIA CEMETERY
Councilmember Trout-Manuel, Chair Councilmember DaCorsi, Vice Chair	Councilmember Wales, Chair Councilmember Holman, Vice Chair	Councilmember DaCorsi, Chair Councilmember Baggett, Vice Chair	Councilmember Brown, Chair Deputy Mayor Pelozo, Vice Chair
2019 MEETING DATES February 11, 2019 April 8, 2019 June 10, 2019 August 12, 2019 October 14, 2019 December 9, 2019	2019 MEETING DATES February 25, 2019 April 22, 2019 June 24, 2019 August 26, 2019 October 28, 2019 December 23, 2019	2019 MEETING DATES January 14, 2019 March 11, 2019 May 13, 2019 July 8, 2019 September 9, 2019 November 12, 2019	2019 MEETING DATES January 28, 2019 March 25, 2019 May 27, 2019 July 22, 2019 September 23, 2019 November 25, 2019

COUNCIL MATRIX

NO.	TOPIC	Chair	STAFF LEAD(S)	STUDY SESSION REVIEW DATE(S)	COUNCIL DISCUSSION SUMMARY	ACTION DATE
1	Metro Bus Barn Site	Chair DaCorsi Vice Chair Baggett	Director Gaub Director Tate	TBD		
2	WRIA 9 - 101 Indoctrination	Chair DaCorsi Vice Chair Baggett	Director Gaub Director Tate	TBD - 2020		
3	Funding Options	Chair Wales Vice Chair Holman	Director Thomas	Ongoing		
4	2019 Fireworks Update	Chair Brown Vice Chair Peloza	Chief Pierson	11/25/2019		
5	AVHS Board Update	Chair Brown Vice Chair Peloza	Director Thomas	11/25/2019		