

City Council Study Session
November 14, 2016 - 5:30 PM
City Hall Annex - 1 East Main Street
AGENDA

[Watch the meeting LIVE!](#)

[Watch the meeting video](#)

Meeting videos are not available until 72
hours after the meeting has concluded.

I. CALL TO ORDER

A. Roll Call

II. ANNOUNCEMENTS, REPORTS, AND PRESENTATIONS

III. AGENDA ITEMS FOR COUNCIL DISCUSSION

A. Valley Communication Annual Report (10 Minute Presentation)
Executive Director Lora Ueland

B. Resolution No. 5252 (10 Minute Presentation)* (Faber)
Presentation from the Auburn Symphony Orchestra regarding the 2015-16 and 2016-17 performing art seasons and inclusion of the 2017 draft contract related to operating support for the Auburn Symphony Orchestra.

C. Ordinance No. 6621 (5 Minute Presentation)* (Coleman)
An Ordinance of the City Council of the City of Auburn, Washington, adopting the 2017-2018 Biennial Budget for the City of Auburn, Washington

D. Ordinance No. 6628 (5 Minute Presentation)* (Coleman)
An Ordinance of the City Council of the City of Auburn, Washington, establishing the levy for regular property taxes by the City of Auburn for collection in 2017 for general City operational purposes in the amount of \$20,962,812.00

E. Ordinance No. 6629 (5 Minute Presentation)* (Coleman)
An Ordinance of the City Council of the City of Auburn, Washington, amending Ordinance No. 6533, the 2015-2016 Biennial Budget Ordinance, as amended by Ordinance No. 6558, Ordinance No. 6563, Ordinance No. 6570, Ordinance No. 6571, Ordinance No. 6580, Ordinance No. 6592, and Ordinance No. 6608, authorizing amendment to the City of Auburn 2015-2016 Budget as set forth in Schedule "A" and Schedule "B"

F. Gambling Tax Overview (5 Minute Presentation)* (Coleman)

G. Innovation & Technology Strategic Initiative Update (5 Minute Presentation)* (Haugan)
Council Strategic Goal # 2: Digital Parity

H. Engineering Design Standards (20 Minute Presentation)* (Snyder)

- I. City Council Organization Committee/Study Session Hybrid
- J. City Council Travel Budget

IV. 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.

*Denotes attachments included in the agenda packet.



AGENDA BILL APPROVAL FORM

Agenda Subject:

Resolution No. 5252 (10 Minute Presentation)

Date:

September 29, 2016

Department:

Parks/Art and Recreation

Attachments:

[Annual Report](#)

Budget Impact:

\$0

Administrative Recommendation:

City Council approve Resolution # 5252

Background Summary:

The City of Auburn has supported the Auburn Symphony Orchestra for the past several years to assist in promoting and marketing Auburn as a destination for arts and events that in turn contribute to the economy. Performing art programs serve as an economic driver and the activities of the Auburn Symphony Orchestra assists in attracting visitors to Auburn. For 2017, it is proposed that the City enters into one contract with a specific scope of services that outlines sponsorship services, marketing, outreach and audience building, and organization efforts that assist in showcasing Auburn as a destination for arts and events.

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

Faber

Meeting Date:

November 14, 2016

Item Number:

DI.B

Annual Report:

Fiscal year and Season July 2015 – June 2016



Overview

Over the course of the 2015-2016 season, the Auburn Symphony Orchestra (ASO) worked to continue to engage, enrich, and inspire our community through artistically vibrant performances while upholding the highest artistic and professional standards.

- Our major events and productions this year consisted of four full symphony programs, four chamber concerts (including one outreach concert in Kent), and three summer outdoor concerts (see *Events*). While we worked to strengthen our connections within the community, including the Auburn School District, Trek Apartments, and the Chamber of Commerce, and helped to support community events, *we did not have the capacity this year to host booths at community event as we had hoped. In our planning for our next season, we are making these events a priority.*
- We continue to offer **student tickets for \$10**, and to extend that offer to families of music students in Auburn middle and high schools (see *Ticketing*). Through our partnership with the Superintendent of Auburn Schools, we will be offering educational events to 1st and 2nd grade students and their families throughout the 2016-2017 season.
- Our **annual fundraiser** in May at Meridian Valley Country Club was quite successful. Generously sponsored by Boeing, Timberland Bank, Segale Properties, and Councilman Bill Pelosa, over 140 people attended, including three city council members and their spouses. We had a goal of generating \$25,000 in revenue, which we met, and raised an additional \$16,000 in individual donations related to the gala. Featuring Principal Cellist Brian Wharton and three young student cellists from Auburn, the guests were treated to fine musical selections and the thoughts of our speaker for the evening, Executive Director of 4 Culture, Jim Kelly.
- To strengthen **communication with city councilmembers and arts commission members** we have recently added all their email addresses to our list. City councilmembers and spouses were invited as our guests to the January 31 concert, *A World-Premiere Tribute to Auburn* and the celebration following at Messiah Lutheran Church. Puyallup native Daniel Ott composed a new work for the Auburn Symphony which was totally funded by the Seattle Commissioning Club.

Ticketing

Discounted Tickets – local music students and families

Date	Concert	Tickets Sold
7/9/15	Celebrating America	26
7/23/2015	Magical Strings	9
8/6/2015	Cellists of Auburn Symphony Orchestra	36
10/11/2015	A Spirited Return to the PAC	33
11/20/2015	Impressions of Italy	1
11/22/2015	Impressions of Italy	10
12/8/2016	Home for the Holidays	27
1/30/2016	A World Premiere-Tribute to Auburn	12
1/31/2016	A World Premiere-Tribute to Auburn	13
3/13/2016	Celebrating 10 Years of Chamber Music	20
4/3/2016	Baroque Festival	5
4/30/2016	Symphonic Legends	15
5/1/2016	Symphonic Legends	34

Auburn Symphony Orchestra attendees to the 2015-2016 season by location and percentages

Zip code % Actual

Zip Code	Person Count	Ticket Count	Percentage of Attendees	Percentage of Tickets
98092	140	671	21.28%	24.79%
Not available	81	238	12.31%	8.79%
98002	66	315	10.03%	11.64%
98042	31	129	4.71%	4.77%
98391	30	115	4.56%	4.25%
98001	27	104	4.10%	3.84%
98023	18	65	2.74%	2.40%
98022	17	99	2.58%	3.66%
98030	14	92	2.13%	3.40%
98198	12	84	1.82%	3.10%
98038	11	33	1.67%	1.22%
98058	11	27	1.67%	1.00%
98031	10	59	1.52%	2.18%
98003	9	28	1.37%	1.03%
98390	8	24	1.22%	0.89%
98032	7	25	1.06%	0.92%
98071	7	38	1.06%	1.40%
Various Zip Codes*	159	561	24.16%	20.72%

Total: 658 2,707

*Each of the various zip codes account for a fraction of the audience members.

Marketing

Press Release example attached

Press Coverage

Date	Publication	Notes
7/5/2015	Sun Break	Article about Sunsets at Mary Olson Farm concert series
7/21/2015	Every Life is a Memoir blog	Article about Sunsets opening concert
9/20/2015	Kent Reporter	Article about opening concert at PAC
10/5/2016	The Seattle Times	Article about Brittany Boulding, concertmaster
10/16/2016	Auburn Reporter	Article about retirement of Stewart Kershaw
10/30/2015	Kent Reporter	Concert Preview about Impressions of Italy
1/4/2016	Kent Reporter	Concert Preview about A World Premiere- Tribute to Auburn
6/16/2016	Kent Reporter	Series Preview featuring 2016-2017 MOF concerts
Ongoing	King FM NW Focus Season Showcase	Radio coverage of upcoming concerts

Advertising

Date	Publication	Notes
Per Concert/quarterly	Auburn Reporter	Concert Promo – Print Ad
Per Concert/quarterly	Kent Reporter	Concert Promo – Print Ad
Per Concert/quarterly	Federal Way Mirror	Concert Promo – Print Ad
Per Concert/quarterly	Enumclaw/Bonney Lake Courier Herald	Concert Promo – Print Ad
Per Concert/quarterly	Covington/Maple Valley/Black Diamond Reporter	Concert Promo – Print Ad
Monthly	Lake Tapps Living	Concert Promo – Print Ad
Per Concert/quarterly	Auburn Magazine	Concert Promo – Print Ad
Per Concert/quarterly	98.1 Classical King FM	Concert Promo – Radio Spots
Per Concert/quarterly	Banner on Auburn Way	Concert Promo – Visual over Auburn Way near entrance to Hwy. 18
Per Concert/quarterly	Banner in office window	Concert Promo – “Next Performance” listed on Auburn Way and Main St

Print Collateral

Date	Description and Quantity	Notes
October, December, February, April	400 Posters	Distributed within Seattle, South King County, and Tacoma
Per Concert	2,400 post cards	Mailed to internal lists
October	50 renewal reminders	Sent to lapsed subscribers
December	2,400 annual fund letters	Mailed to internal lists

April	2,400 newsletters	Mailed to internal lists
June	2,400 season brochures	Mailed to internal lists

Electronic Promotions

Date	Publication	Notes
Per Concert	Live Music Project	Online Calendar Inclusion in Eblasts to their constituents
Per Concert	Mail Chimp	Eblasts to email list of 1,854
Per Concert	Facebook	Events and other posts
Per Concert	Twitter	Event information

Events

Title	Date	Musicians	Attendance	Location
2015-2016 Symphony Concerts				
A Spirited Return to the PAC	10/11/2015	70	629	Auburn Performing Arts Center
Home for the Holidays; Nutcracker, Messiah, and More	12/8/2015	58 +50 choristers	522	Auburn Performing Arts Center
A World Premiere: Tribute to Auburn	1/30/2016 1/31/2016	66	574	Auburn Performing Arts Center
Symphonic Legends	4/30/2016 5/1/2016	63	508	Auburn Performing Arts Center
2015-2016 Pre-Concert Lecture				
A Spirited Return to the PAC	10/11/2015	2 spkrs. + slides	150	Auburn Performing Arts Center
A World Premiere: Tribute to Auburn	1/30/2016 1/31/2016	2 spkrs. + slides	225	Auburn Performing Arts Center
Symphonic Legends	4/30/2016 5/1/2016	2 spkrs. + slides	210	Auburn Performing Arts Center
2015-2016 Chamber Concerts				
Impressions of Italy	11/20/2015	6	65	First Christian Church, Kent
Impressions of Italy	11/22/2016	6	116	St. Matthew Episcopal Church
Celebrating 10 Years of Chamber Music	3/13/2016	4	125	St. Matthew Episcopal Church
Baroque Festival	4/3/2016	5	136	St. Matthew Episcopal Church
2015-2016 Sunsets at Mary Olson Farm				
Celebrating America	7/9/2015	8	185	Mary Olson Farm
Magical Strings	7/23/2015	4	124	Mary Olson Farm
Cellists of Auburn Symphony Orchestra	8/6/2016	8	160	Mary Olson Farm

2015-2016 Other Community Outreach				
Emergency Room Groundbreaking	9/29/2015	3	100	MultiCare Auburn Hospital
Cello Concerto	April 2016	1	25	Wesley Homes Lea Hill
Chamber of Commerce Dinner performance	4/21/2016	3	200	Muckleshoot Casino
Sponsoring Chamber Luncheon	January 2016		50	Truitt Building
Featured as a Spotlight organization	June 2016			Auburn Chamber of Commerce Online Newsletter
Promoting concert with local service organizations	January 2016			Includes Chamber, Rotary, and Kiwanis
Contributing to local fundraisers with ticket and CD donations	Ongoing			Various

AUBURN SYMPHONY ASSOCIATION

Profit & Loss

July 2015 through June 2016

Ordinary Income/Expense

Income

Board Giving	10,550.00
Sustaining Fund	12,500.00
Merchandise Sales	2,388.00
Government Grants	85,250.00
Corporate Contributions	1,160.00
Corporate Gift Matching	2,443.36
Individual Donations	52,317.67
Foundation Grants	5,000.00
Ticket Sales - Concerts	55,835.03
Ticket Sales - Chamber	11,517.00

Fundraisers

Gala

Sponsorships	5,500.00
Raffle	2,166.44
Tickets	9,380.00
Auction	8,507.00

Total Gala 25,553.44

Receptions 755.00

Concessions 1,461.00

Total Fundraisers 27,769.44

Program Advertising 13,837.50

Outreach Services

Community 375.00

Outreach Services - Other 510.00

Total Outreach Services 885.00

Bank/Investment Interest 49.14

Total Income 281,502.14

Gross Profit 281,502.14

Expense

Compensation - Staff 35,145.00

Administration Expense

Board Expenses 414.20

Advertising 329.00

Bank Charges/Adjustments 4,685.75

Dues and Subscriptions 529.00

Insurance 2,170.00

Licenses and Permits 866.36

Office Rent 8,382.00

Office Supplies 1,679.08

Postage 2,492.64

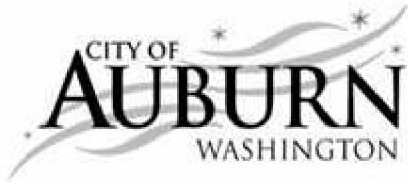
Printing 8,059.15

AUBURN SYMPHONY ASSOCIATION

Profit & Loss

July 2015 through June 2016

Professional Fees	4,236.25	
Telephone	1,324.14	
Total Administration Expense	32,167.57	
Concert Expense		
Travel	692.97	
Broadcast Fees	840.00	
Receptions (Concert)	100.00	
Concession Costs	1,031.13	
Advertising	9,782.78	City Contract
Postage	820.17	City Contract
Printing	4,063.41	City Contract
Facility Rent	11,421.50	
Music Rental	494.26	
Musician Meals & Flowers	1,377.41	
Recording	3,069.49	
Total Concert Expense	33,693.12	
Chamber Expense		
Advertising	814.25	City Contract
Postage	1,219.06	City Contract
Printing	1,227.37	City Contract
Facility Rental	4,829.38	
Total Chamber Expense	8,090.06	
Compact Disc		
CD Production	750.50	
Total Compact Disc	750.50	
Compensation		
xMusician's Salary - Gala	280.00	
xMusician's Salary - Concert	170,754.00	City Contract (\$43,297.96)
xMusician's Salary-Chamber	15,775.00	City Contract (\$13,775)
xMusician's Salary-Education	510.00	
Total Compensation	187,319.00	
Fund Raising Expenses		
Merchandise purchases	296.10	
Gala Event	7,248.78	
Receptions	2,442.25	
Total Fund Raising Expenses	9,987.13	
Total Expense	307,152.38	



AGENDA BILL APPROVAL FORM

Agenda Subject:

Ordinance No. 6621 (5 Minute Presentation)

Date:

November 7, 2016

Department:

Finance

Attachments:

[Ordinance No. 6621](#)

Budget Impact:**Administrative Recommendation:**

City Council to introduce and adopt Ordinance No. 6621, establishing the City's budget for 2017-2018.

Background Summary:

Budget Process: In April, the City began the process of developing the budget for the 2017-2018 biennium. This included budget workshops as follows:

- June 22: Fund and budget process overview (workshop #1)
- August 16: General, Proprietary, Capital and Special Revenue Funds (workshop #2)
- August 23: General, Proprietary, Capital and Special Revenue Funds (workshop #3)
- August 30: General, Proprietary, Capital and Special Revenue Funds (workshop #4)

During these presentations and workshops, Council provided policy guidance to the administration. These included clarifying 2015-2016 accomplishments and expanding upon 2017-2018 goals and objectives.

2017-2018 Preliminary Budget: A copy of the 2017-2018 Preliminary Budget was filed with the City Clerk, distributed to Council, and made available to the public on October 17, 2016.

Ordinance No. 6621: Council's approval of Ordinance No. 6621 will establish the City's 2017-2018 biennial budget. As the budget has been reviewed by Council during the budget workshops, adoption of Ordinance No. 6621 is scheduled as follows:

- October 17: First public hearing.
- November 7: Second public hearing
- November 21: Council adoption.

Staff recommends Council approval of Ordinance No. 6621.

Reviewed by Council Committees:

Councilmember:

Staff: Coleman

Meeting Date: November 14, 2016

Item Number: DI.C

ORDINANCE NO. 6 6 2 1

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
AUBURN, WASHINGTON, ADOPTING THE 2017-2018
BIENNIAL BUDGET FOR THE CITY OF AUBURN,
WASHINGTON

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

Section 1. That pursuant to the provisions of Chapter 35A.34, the Mayor of the City of Auburn has heretofore duly completed and placed on file with the City Clerk of the City of Auburn a preliminary biennial budget for 2017-2018, and that notice was thereupon duly published, as required by law, stating that the Mayor had completed and placed on file such preliminary budget and a copy would be furnished to any taxpayer who would call therefore at the office of the City Clerk, and that the City Council of the City of Auburn would meet on November 21, 2016 at 7:00 p.m. for the purpose of fixing the budget and any taxpayer might appear at such time and be heard for or against any part of such budget, and designated the place of such meetings as the Auburn Community and Events Center, 910 9th Street SE, Auburn, Washington; That the Mayor of the City of Auburn duly provided a suitable number of copies of such detailed preliminary budget to meet the reasonable demands of taxpayers therefore; That the Mayor and the City Council of the City of Auburn met at the time designated in said notice in the Auburn Community and Events Center, 910 9th Street SE, Auburn, Washington on November 21 at 7:00 p.m.; That any and all taxpayers of the City of Auburn were given full opportunity to be heard for or against such budget; That the City Council has conducted public hearings on October 17, 2016, November 7, 2016, and

November 21, 2016 to consider this preliminary budget; That at said meetings said budget was considered; and that, at the meeting held by the City Council on the 21st day of November 2016 the City Council considered modifications of said budget and thereafter approved the 2017-2018 biennial budget for the City of Auburn as herein adopted by this Ordinance as shown on Schedule A.

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

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

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

INTRODUCED: _____

PASSED: _____

APPROVED: _____

NANCY BACKUS, MAYOR

ATTEST:

Danielle E. Daskam
City Clerk

APPROVED AS TO FORM:

Daniel B. Heid
City Attorney

PUBLISHED:_____

Schedule A

2017 BUDGET SUMMARY - ALL FUNDS

Fund		Beginning Fund Balance	2017 Resources	2017 Expenditures	Ending Fund Balance
GENERAL FUND		\$16,191,731	\$65,919,560	\$69,487,982	\$12,623,309
SPECIAL REVENUE FUNDS	Arterial Street	1,632,556	2,539,076	2,794,818	1,376,814
	Local Street	1,401,882	1,909,100	2,417,839	893,143
	Hotel/Motel Tax	84,044	110,400	110,400	84,044
	Arterial Street Preservation	1,378,878	3,755,600	4,768,470	366,008
	Drug Forfeiture	357,897	87,100	251,016	193,981
	Housing & Community Development	54,905	710,000	712,450	52,455
	Recreational Trails	49,658	7,340	-	56,998
	Business Improvement Area	48,516	55,200	55,000	48,716
	Cumulative Reserve	7,546,199	20,500	200,000	7,366,699
	Mitigation Fees	4,274,362	1,520,200	1,365,081	4,429,481
DEBT SERVICE FUNDS	1998 Library Bond	-	283,850	283,850	-
	City Hall Annex 2010 A&B Bond	-	1,683,192	1,683,192	-
	Local Revitalization 2010 C&D Bond	-	589,071	589,071	-
	LID #350	11,706	7,499	7,246	11,959
	Golf / Cemetery 2016 Refunding	-	554,393	554,393	-
	SCORE 2009 A&B Bond	-	2,033,474	2,033,474	-
CAPITAL PROJECTS	Municipal Park Construction	453,426	2,186,796	2,358,106	282,116
	Capital Improvements	7,347,302	3,172,114	2,722,117	7,797,299
	Local Revitalization	325,651	600	326,251	-
ENTERPRISE FUNDS	Water	4,641,113	22,153,450	21,172,517	5,622,046
	Sewer	9,518,732	9,695,290	10,158,093	9,055,929
	Sewer Metro	2,374,705	17,238,490	17,294,700	2,318,495
	Storm Drainage	13,319,582	11,218,627	12,414,086	12,124,123
	Solid Waste	3,849,877	14,912,500	14,528,476	4,233,901
	Airport	346,975	1,129,967	1,041,034	435,908
	Cemetery	434,887	1,128,300	1,161,977	401,210
INTERNAL SERVICE FUNDS	Insurance	1,312,689	1,500	229,980	1,084,209
	Workers' Compensation	787,022	1,056,900	850,777	993,145
	Facilities	1,330,105	3,462,500	3,507,030	1,285,575
	Innovation and Technology	1,992,399	6,184,022	6,661,610	1,514,811
	Equipment Rental	3,634,008	4,792,733	4,566,369	3,860,372
FIDUCIARY FUNDS					
	Fire Pension	2,417,899	84,000	177,717	2,324,182
PERMANENT FUNDS					
	Cemetery Endowment Care	1,720,479	37,800	-	1,758,279
TOTAL		\$88,839,185	\$180,241,144	\$186,485,122	\$82,595,207
TOTAL BUDGET		\$269,080,329		\$269,080,329	

Ordinance No. 6621

November 8, 2016

Page 4 of 5

DI.C

Page 16 of 52

Schedule A

2018 BUDGET SUMMARY - ALL FUNDS

Fund		Beginning Fund Balance	2018 Resources	2018 Expenditures	Ending Fund Balance
GENERAL FUND		\$12,623,309	\$66,091,810	\$72,860,044	\$5,855,075
SPECIAL REVENUE FUNDS	Arterial Street	1,376,814	6,215,417	6,643,292	948,939
	Local Street	893,143	1,909,100	2,418,270	383,973
	Hotel/Motel Tax	84,044	113,700	113,700	84,044
	Arterial Street Preservation	366,008	3,067,340	2,880,440	552,908
	Drug Forfeiture	193,981	87,100	253,221	27,860
	Housing & Community Development	52,455	460,000	468,446	44,009
	Recreational Trails	56,998	7,340	-	64,338
	Business Improvement Area	48,716	55,200	55,000	48,916
	Cumulative Reserve	7,366,699	20,500	250,000	7,137,199
	Mitigation Fees	4,429,481	1,520,200	1,219,817	4,729,864
DEBT SERVICE FUNDS	1998 Library Bond	-	282,150	282,150	-
	City Hall Annex 2010 A&B Bond	-	1,675,120	1,675,120	-
	Local Revitalization 2010 C&D Bond	-	589,595	589,595	-
	LID #350	11,959	7,812	7,246	12,525
	Golf / Cemetery 2016 Refunding	-	554,367	554,367	-
	SCORE 2009 A&B Bond	-	2,021,294	2,021,294	-
CAPITAL PROJECTS	Municipal Park Construction	282,116	664,590	872,000	74,706
	Capital Improvements	7,797,299	3,869,857	4,015,148	7,652,008
	Local Revitalization	-	-	-	-
ENTERPRISE FUNDS	Water	5,622,046	20,432,455	20,550,922	5,503,579
	Sewer	9,055,929	8,837,670	9,207,219	8,686,380
	Sewer Metro	2,318,495	18,190,923	18,250,200	2,259,218
	Storm Drainage	12,124,123	11,120,902	11,097,770	12,147,255
	Solid Waste	4,233,901	16,065,850	15,691,927	4,607,824
	Airport	435,908	2,571,467	2,547,309	460,066
	Cemetery	401,210	1,183,800	1,197,391	387,619
INTERNAL SERVICE FUNDS	Insurance	1,084,209	1,500	241,230	844,479
	Workers' Compensation	993,145	1,103,700	862,683	1,234,162
	Facilities	1,285,575	3,875,400	3,911,293	1,249,682
	Innovation and Technology	1,514,811	6,803,327	7,097,732	1,220,406
	Equipment Rental	3,860,372	4,753,014	4,336,260	4,277,126
FIDUCIARY FUNDS					
	Fire Pension	2,324,182	84,000	178,225	2,229,957
PERMANENT FUNDS					
	Cemetery Endowment Care	1,758,279	39,900	-	1,798,179
TOTAL		\$82,595,207	\$184,276,400	\$192,349,311	\$74,522,296
TOTAL BUDGET		\$266,871,607		\$266,871,607	

Ordinance No. 6621

November 8, 2016

Page 5 of 5

DI.C



AGENDA BILL APPROVAL FORM

Agenda Subject:

Ordinance No. 6628 (5 Minute Presentation)

Date:

November 8, 2016

Department:

Finance

Attachments:

[Transmittal Memo](#)
[Ordinance No. 6628](#)

Budget Impact:

\$0

Administrative Recommendation:

City Council to introduce and adopt Ordinance No. 6628, establishing the Property Tax levy for calendar year 2017

Background Summary:

Attached is proposed Ordinance No. 6628, establishing the 2017 Property Tax Levy. The 2017 Property Tax Levy is based upon preliminary information from King County as of November 7, 2016 and represents an increase over the 2016 levy of \$2,583,723 plus the increase due to new construction of \$279,369 and refund levy of \$29,860. These numbers are as of November 7, 2016. King County will not finalize the City's assessed valuation (AV), new construction, and refund levies until December. Therefore the levy is based upon preliminary information as it is scheduled for Council adoption on November 21, 2016. The following table summarizes the 2017 Property Tax levy:

Table 1. 2017 Property Tax Levy Calculations

2016 property tax levy	\$ 18,069,860
Use of banked capacity	2,388,752
0.953% inflation increase	194,971
Estimated new construction	279,369
Estimated refund levy	29,860
Total Estimated property tax levy	\$ 20,962,812

As of this date the County has preliminarily established the 2017 assessed valuation (including estimated new construction) for the City of Auburn at \$9,387,700,988 which is a 6.4% increase over the 2016 level of \$8,826,618,865. The total 2017 Property Tax Levy will be distributed to the General Fund to support general governmental operations.

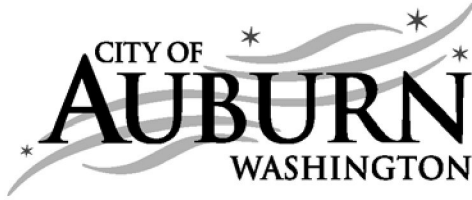
Reviewed by Council Committees:

Councilmember:

Staff: Coleman

Meeting Date: November 14, 2016

Item Number: DI.D



Interoffice Memorandum

To: City Council
From: Shelley Coleman, Finance Director
CC: Nancy Backus, Mayor
Date: November 7, 2017
Re: 2017 Property Tax Ordinance No. 6628

Attached is proposed Ordinance No. 6628, establishing the 2017 Property Tax Levy. The 2017 Property Tax Levy is based upon preliminary information from King County and represents an increase over the 2016 levy of \$2,583,723, not including new construction and refund levy.

The estimated increase on new construction is \$279,369. King County will not finalize the City's assessed valuation (AV) and new construction until December therefore the levy will be based upon preliminary information as it is scheduled for Council adoption on November 16, 2016. The following table summarizes the 2017 Property Tax levy:

Table 1. 2017 Property Tax Levy Calculations

2016 property tax levy	\$	18,069,860
Use of banked capacity		2,388,752
0.953% inflation increase		194,971
Estimated new construction		279,369
Refund levy		29,860
Estimated Property Tax Levy	\$	20,962,812

As of this date the County has preliminarily established the 2017 assessed valuation (including estimated new construction) for the City of Auburn at \$9,387,700,988 which is a 6.4% increase over the 2016 level of \$8,826,618,865.

The total 2017 Property Tax Levy will be distributed to the General Fund to support general governmental operations.

Attachments:

- ❖ 1. Ordinance No. 6628

ORDINANCE NO. 6 6 2 8

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, ESTABLISHING THE LEVY FOR REGULAR PROPERTY TAXES BY THE CITY OF AUBURN FOR COLLECTION IN 2017 FOR GENERAL CITY OPERATIONAL PURPOSES IN THE AMOUNT OF \$20,962,812.00

WHEREAS, the City Council of the City of Auburn has met and considered its budget for the calendar year 2017; and

WHEREAS, pursuant to RCW 84.55.120 the City Council held public hearings on October 17, 2016, November 7, 2016, and November 21, 2016, after proper notice was given, to consider the City of Auburn's 2017 budget and the regular property tax levy to support it; and

WHEREAS, the City Council of the City of Auburn, after public hearing, and after duly considering all relevant evidence and testimony presented, has determined that the City of Auburn requires property tax revenue and any increase of new construction and improvements to property, any increase in the value of state-assessed property, annexations, and any refund levies in order to discharge the expected expenses and obligations of the City and in its best interest; and

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

Section 1. Regular property taxes for collection in the City of Auburn for the year 2017 are authorized in the amount of \$20,962,812.00. Not

including the addition of new construction and improvements to property, any increases related to the value of state assessed property, and any refund levies available, the regular property tax levy for 2017 collection represents an increase from regular property taxes levied for collection in 2016 of \$2,583,723 which is a 14.3% increase in revenue from the previous year.

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

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

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

INTRODUCED: _____

PASSED: _____

APPROVED: _____

NANCY BACKUS, MAYOR

ATTEST:

Danielle E. Daskam, City Clerk

APPROVED AS TO FORM:

Daniel B. Heid, City Attorney

PUBLISHED: _____



AGENDA BILL APPROVAL FORM

Agenda Subject:

Ordinance No. 6629 (5 Minute Presentation)

Date:

November 8, 2016

Department:

Finance

Attachments:

[Transmittal Memo](#)
[Ordinance No. 6629](#)
[Schedule A - BA#7](#)
[Schedule B - BA#7](#)

Budget Impact:

\$8,459,390 (see attached)

Administrative Recommendation:

City Council to introduce and adopt Ordinance No. 6629, amending the 2016 budget

Background Summary:

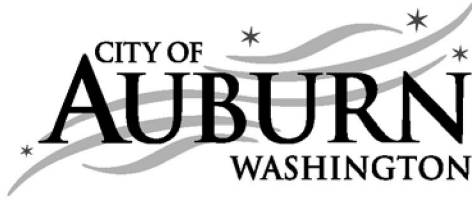
Ordinance No. 6629 (Budget Amendment #7) represents the seventh and final budget amendment for the 2015-2016 biennium and the fourth budget amendment for 2016. For details, see the attached transmittal memorandum and supporting attachments.

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

Coleman

Meeting Date: November 14, 2016

Item Number: DI.E



Interoffice Memorandum

To: City Council
From: Shelley Coleman, Finance Director
CC: Nancy Backus, Mayor
Date: November 9, 2016
Re: Ordinance #6629 – 2015-2016 Budget Amendment #7

The City's biennial 2015-2016 budget was approved by Council as two one-year appropriations. Budget Amendments #1 through #3 amended the budget for calendar year 2015 and Budget Amendments #4 through #6 amended the budget for calendar year 2016. This amendment is the seventh and final budget amendment for the biennium and the fourth budget amendment for calendar year 2016.

Proposed amendments to the 2016 budget are as follows:

FTE Additions: No new FTEs are authorized under this amendment.

Project Funding Requests: Project funding requests included in this budget amendment establish spending authority for new projects or changes in spending authority for existing projects.

- Facilities Fund (Fund 505: –\$35,000.00)
 - Increase budget for the Justice Center painting project (\$40,000.00).
 - Reduce budget for Municipal Court carpet upgrades (–\$75,000.00).

Other Requests: Other requests included in this budget amendment establish spending authority for new items such as contracts for services, receipt of grant revenues, purchase of vehicles and equipment, Innovation and Technology items, etc.

- General Fund (Fund 001: –\$55,600.00)
 - Police – \$19,400.00 Target Zero Task Force grant from the WA Traffic Safety Commission for patrol overtime.
 - Human Resources– \$75,000.00 reduction in interfund charges for Municipal Court carpet upgrades.
- Mitigation Fees Fund (Fund 124: \$350,000.00)
 - Increase budgeted expenditures by \$350,000.00 to fund acquisition of a replacement fire engine, offset by \$250,000.000 in fire impact fees.
- Capital Improvements Fund (Fund 328: \$10,000.00)
 - \$10,000.00 4Culture Preservation Special Projects grant for the new Arts & Culture Center.

- Sewer Utility Fund (Funds 431/461: \$3,000,000.00)
 - Transfer \$3,000,000.00 from Sewer Operations to Sewer Capital to provide adequate working capital in that subfund.
- Storm Drainage Utility Fund (Funds 432/462: \$2,000,000.00)
 - Transfer \$2,000,000.00 from Storm Operations to Storm Capital to provide adequate working capital in that subfund.
- Solid Waste Fund (Fund 434: \$29,990.00)
 - \$29,990.00 Commercial Food Waste Outreach grant from King County.
- Airport Fund (Funds 435/465: \$150,000.00)
 - Transfer \$150,000.00 from Airport Operations to Airport Capital to provide adequate working capital in that subfund.
- Innovation & Technology Fund (Funds 518/568: \$1,500,000.00)
 - Transfer \$1,500,000.00 from IT Operations to IT Capital to provide adequate working capital in that subfund.
- Equipment Rental Fund (Funds 550/560: \$1,000,000.00)
 - Transfer \$1,000,000.00 from ER&R Operations to ER&R Capital to provide adequate working capital in that subfund.

Council approval of proposed Ordinance No. 6629 would amend the 2016 budget as follows:

Table 1: 2016 Budget as Amended

2016 Budget as Amended	\$ 301,802,917.89
Budget Amendment #7 (Ord #6629)	<u>8,459,390.00</u>
Revised Budget as Amended	\$310,262,307.89

Attachments:

- ❖ 1. Proposed Ordinance #6629 (budget adjustment #7).
- ❖ 2. Summary of proposed 2016 budget adjustments by fund and department (Schedule A).
- ❖ 3. Summary of approved changes to adopted 2016 budget by fund (Schedule B).

ORDINANCE NO. 6629

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, AMENDING ORDINANCE NO. 6533, THE 2015-2016 BIENNIAL BUDGET ORDINANCE, AS AMENDED BY ORDINANCE NO. 6558, ORDINANCE NO. 6563, ORDINANCE NO. 6570, ORDINANCE NO. 6571, ORDINANCE NO. 6580, ORDINANCE NO. 6592, AND ORDINANCE NO. 6608, AUTHORIZING AMENDMENT TO THE CITY OF AUBURN 2015-2016 BUDGET AS SET FORTH IN SCHEDULE "A" AND SCHEDULE "B"

WHEREAS, the Auburn City Council at its regular meeting of December 1, 2014, adopted Ordinance No. 6533 which adopted the City of Auburn 2015-2016 Biennial budget; and

WHEREAS, the Auburn City Council at its regular meeting of April 6, 2015, adopted Ordinance No. 6558 (BA#1) which amended Ordinance No. 6533 which adopted the City of Auburn 2015-2016 Biennial budget; and

WHEREAS, the Auburn City Council at its regular meeting of July 6, 2015, adopted Ordinance No. 6563 (BA#2) which amended Ordinance No. 6558 which amended the City of Auburn 2015-2016 Biennial budget; and

WHEREAS, the Auburn City Council at its regular meeting of December 7, 2015, adopted Ordinance No. 6570 (BA#3) which amended Ordinance No. 6563 which amended the City of Auburn 2015-2016 Biennial budget; and

WHEREAS, the Auburn City Council at its regular meeting of December 7, 2015, adopted Ordinance No. 6571 (BA#4) which amended Ordinance No. 6570 which amended the City of Auburn 2015-2016 Biennial budget; and

WHEREAS, the Auburn City Council at its regular meeting of January 19, 2016, adopted Ordinance No. 6580 (Comprehensive Plan) which amended Ordinance No. 6571 which amended the City of Auburn 2015-2016 Biennial budget; and

WHEREAS, the Auburn City Council at its regular meeting of April 4, 2016, adopted Ordinance No. 6592 (BA#5) which amended Ordinance No. 6580 which amended the City of Auburn 2015-2016 Biennial budget; and

WHEREAS, the Auburn City Council at its regular meeting of June 27, 2016, adopted Ordinance No. 6608 (BA#6) which amended Ordinance No. 6592 which amended the City of Auburn 2015-2016 Biennial budget; and

WHEREAS, the City of Auburn deems it necessary to appropriate additional funds to the various funds of the 2016 budget as outlined in this Ordinance (BA#7); and

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

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

Section 1. Amendment of the 2015-2016 Biennial Budget. The 2015-2016 Biennial Budget of the City of Auburn is amended pursuant to Chapter 35A.34 RCW, to reflect the revenues and expenditures as shown on Schedule "A" attached hereto and incorporated herein by reference. The Mayor of the City of Auburn, Washington is hereby authorized to utilize revenue and expenditure amounts

shown on said Schedule "A" and Schedule "B". A copy of said Schedule "A" and Schedule "B" is on file with the City Clerk and available for public inspection.

Section 2. Implementation. The Mayor is hereby authorized to implement such administrative procedures as may be necessary to carry out the directions of this legislation.

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

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

INTRODUCED: _____

PASSED: _____

APPROVED: _____

NANCY BACKUS, MAYOR

ATTEST:

Danielle E. Daskam, City Clerk

APPROVED AS TO FORM:

Daniel B. Heid, City Attorney

PUBLISHED: _____

Schedule A
Summary of 2016 Budget Adjustments by Fund
Budget Amendment #7 (Ordinance #6629)

	Beg. Fund Balance	2016 Revenues	2016 Expenditures	Ending Fund Balance
General Fund (#001)				
2016 Adopted Budget	10,547,126	59,354,240	64,735,515	5,165,851
Previous Budget Amendments	9,019,640	804,239	3,797,998	6,025,880
2016 Amended Budget	19,566,766	60,158,479	68,533,514	11,191,731
BA#7 (Ordinance #6629, Proposed):	-	19,400	(55,600)	75,000
Police Department:				
Target Zero Task Force Grant (WA Traffic Safety Commission)	-	19,400	19,400	-
Non-Departmental:				
Reduce Interfund Charge for Municipal Court Carpet Upgrades (F505)	-	-	(75,000)	75,000
Revised 2016 Budget - Fund 001	19,566,766	60,177,879	68,477,914	11,266,731
Mitigation Fees Fund (#124)				
2016 Adopted Budget	2,614,431	994,890	1,221,827	2,387,494
Previous Budget Amendments	3,239,938	400,000	2,369,018	1,270,920
2016 Amended Budget	5,854,369	1,394,890	3,590,845	3,658,414
BA#7 (Ordinance #6629, Proposed):	-	250,000	350,000	(100,000)
Increase Budget to Fund Acquisition of Replacement Fire Engine	-	250,000	350,000	(100,000)
Revised 2016 Budget - Fund 124	5,854,369	1,644,890	3,940,845	3,558,414
Capital Improvements Fund (#328)				
2016 Adopted Budget	8,627,868	1,756,036	5,561,324	4,822,580
Previous Budget Amendments	3,363,114	2,254,210	3,788,602	1,828,722
2016 Amended Budget	11,990,982	4,010,246	9,349,926	6,651,302
BA#7 (Ordinance #6629, Proposed):	-	10,000	10,000	-
4Culture Preservation Special Projects Grant	-	10,000	10,000	-
Revised 2016 Budget - Fund 328	11,990,982	4,020,246	9,359,926	6,651,302

Schedule A
Summary of 2016 Budget Adjustments by Fund
Budget Amendment #7 (Ordinance #6629)

	Beg. Fund Balance	2016 Revenues	2016 Expenditures	Ending Fund Balance
Sewer Fund (#431)				
2016 Adopted Budget	8,825,703	8,171,011	9,793,074	7,203,640
Previous Budget Amendments	(4,562,844)	(242,303)	(2,367,120)	(2,438,027)
2016 Amended Budget	4,262,859	7,928,708	7,425,954	4,765,613
BA#7 (Ordinance #6629, Proposed):	-	-	3,000,000	(3,000,000)
Transfer from Operating to Capital Subfund	-	-	3,000,000	(3,000,000)
Revised 2016 Budget - Fund 431	4,262,859	7,928,708	10,425,954	1,765,613
Storm Drainage Fund (#432)				
2016 Adopted Budget	7,781,286	9,576,161	9,784,729	7,572,718
Previous Budget Amendments	(5,089,904)	(302,135)	(1,896,560)	(3,495,479)
2016 Amended Budget	2,691,382	9,274,026	7,888,169	4,077,239
BA#7 (Ordinance #6629, Proposed):	-	-	2,000,000	(2,000,000)
Transfer from Operating to Capital Subfund	-	-	2,000,000	(2,000,000)
Revised 2016 Budget - Fund 432	2,691,382	9,274,026	9,888,169	2,077,239
Solid Waste Fund (#434)				
2016 Adopted Budget	2,858,461	13,427,400	13,040,599	3,245,262
Previous Budget Amendments	618,926	150,000	164,310	604,616
2016 Amended Budget	3,477,387	13,577,400	13,204,910	3,849,877
BA#7 (Ordinance #6629, Proposed):	-	29,990	29,990	-
Commercial Food Waste Outreach Grant from King County	-	29,990	29,990	-
Revised 2016 Budget - Fund 434	3,477,387	13,607,390	13,234,900	3,849,877

Schedule A
Summary of 2016 Budget Adjustments by Fund
Budget Amendment #7 (Ordinance #6629)

	Beg. Fund Balance	2016 Revenues	2016 Expenditures	Ending Fund Balance
Airport Fund (#435)				
2016 Adopted Budget	292,109	881,900	826,807	347,202
Previous Budget Amendments	24,495	(133,031)	(99,898)	(8,637)
2016 Amended Budget	316,604	748,869	726,908	338,565
BA#7 (Ordinance #6629, Proposed):	-	-	150,000	(150,000)
Transfer from Operating to Capital Subfund	-	-	150,000	(150,000)
Revised 2016 Budget - Fund 435	316,604	748,869	876,908	188,565
Sewer Capital Fund (#461)				
2016 Adopted Budget	-	-	-	-
Previous Budget Amendments	8,600,000	242,303	4,138,460	4,703,843
2016 Amended Budget	8,600,000	242,303	4,138,460	4,703,843
BA#7 (Ordinance #6629, Proposed):	-	3,000,000	-	3,000,000
Transfer from Operating to Capital Subfund	-	3,000,000	-	3,000,000
Revised 2016 Budget - Fund 461	8,600,000	3,242,303	4,138,460	7,703,843
Storm Drainage Capital Fund (#462)				
2016 Adopted Budget	-	-	-	-
Previous Budget Amendments	11,900,000	659,941	4,783,512	7,776,429
2016 Amended Budget	11,900,000	659,941	4,783,512	7,776,429
BA#7 (Ordinance #6629, Proposed):	-	2,000,000	-	2,000,000
Transfer from Operating to Capital Subfund	-	2,000,000	-	2,000,000
Revised 2016 Budget - Fund 462	11,900,000	2,659,941	4,783,512	9,776,429

Schedule A
Summary of 2016 Budget Adjustments by Fund
Budget Amendment #7 (Ordinance #6629)

	Beg. Fund Balance	2016 Revenues	2016 Expenditures	Ending Fund Balance
Airport Capital Fund (#465)				
2016 Adopted Budget	-	-	-	-
Previous Budget Amendments	200,000	278,321	469,911	8,410
2016 Amended Budget	200,000	278,321	469,911	8,410
BA#7 (Ordinance #6629, Proposed):				
	-	150,000	-	150,000
Transfer from Operating to Capital Subfund	-	150,000	-	150,000
Revised 2016 Budget - Fund 465	200,000	428,321	469,911	158,410
Insurance Fund (#501)				
2016 Adopted Budget	1,395,231	1,000	218,900	1,177,331
Previous Budget Amendments	135,358	-	-	135,358
2016 Amended Budget	1,530,589	1,000	218,900	1,312,689
BA#7 (Ordinance #6629, Proposed):				
	-	500,000	-	500,000
T/F In from GF for Ongoing Payments for Employment Security Taxes	-	500,000	-	500,000
Revised 2016 Budget - Fund 501	1,530,589	501,000	218,900	1,812,689
Facilities Fund (#505)				
2016 Adopted Budget	1,346,478	3,598,400	3,797,528	1,147,350
Previous Budget Amendments	1,064,276	(100,000)	781,520	182,756
2016 Amended Budget	2,410,754	3,498,400	4,579,048	1,330,105
BA#7 (Ordinance #6629, Proposed):				
	-	-	(35,000)	35,000
Increase Budget for the Justice Center Painting Project	-	-	40,000	(40,000)
Reduce Budget for Municipal Court Carpet Upgrades	-	-	(75,000)	75,000
Revised 2016 Budget - Fund 505	2,410,754	3,498,400	4,544,048	1,365,105

Schedule A
Summary of 2016 Budget Adjustments by Fund
Budget Amendment #7 (Ordinance #6629)

	Beg. Fund Balance	2016 Revenues	2016 Expenditures	Ending Fund Balance
Innovation & Technology Fund (#518)				
2016 Adopted Budget	1,828,866	5,639,465	5,582,582	1,885,749
Previous Budget Amendments	476,329	33,538	166,200	343,667
2016 Amended Budget	2,305,195	5,673,003	5,748,782	2,229,416
BA#7 (Ordinance #6629, Proposed):	-	-	1,500,000	(1,500,000)
Transfer from Operating to Capital Subfund	-	-	1,500,000	(1,500,000)
Revised 2016 Budget - Fund 518	2,305,195	5,673,003	7,248,782	729,416
Equipment Rental Fund (#550)				
2016 Adopted Budget	3,184,883	3,669,480	4,638,010	2,216,353
Previous Budget Amendments	(210,764)	(89,655)	(1,127,562)	827,143
2016 Amended Budget	2,974,119	3,579,825	3,510,449	3,043,495
BA#7 (Ordinance #6629, Proposed):	-	-	1,000,000	(1,000,000)
Transfer from Operating to Capital Subfund	-	-	1,000,000	(1,000,000)
Revised 2016 Budget - Fund 550	2,974,119	3,579,825	4,510,449	2,043,495
Equipment Rental Capital Fund (#560)				
2016 Adopted Budget	-	-	-	-
Previous Budget Amendments	3,100,001	1,120,578	3,630,065	590,513
2016 Amended Budget	3,100,001	1,120,578	3,630,065	590,513
BA#7 (Ordinance #6629, Proposed):	-	1,000,000	-	1,000,000
Transfer from Operating to Capital Subfund	-	1,000,000	-	1,000,000
Revised 2016 Budget - Fund 560	3,100,001	2,120,578	3,630,065	1,590,513
IT Capital Fund (#568)				
2016 Adopted Budget	-	-	-	-
Previous Budget Amendments	1,400,000	442,562	1,579,579	262,983
2016 Amended Budget	1,400,000	442,562	1,579,579	262,983
BA#7 (Ordinance #6629, Proposed):	-	1,500,000	-	1,500,000
Transfer from Operating to Capital Subfund	-	1,500,000	-	1,500,000
Revised 2016 Budget - Fund 568	1,400,000	1,942,562	1,579,579	1,762,983

Schedule A
Summary of 2016 Budget Adjustments by Fund
Budget Amendment #7 (Ordinance #6629)

	<u>Beg. Fund Balance</u>	<u>2016 Revenues</u>	<u>2016 Expenditures</u>	<u>Ending Fund Balance</u>
Grand Total - All Funds				
2016 Adopted Budget	70,939,707	169,297,448	185,515,188	54,721,967
Previous Budget Amendments	44,971,362	16,594,401	37,040,117	24,525,645
2016 Amended Budget	115,911,069	185,891,849	222,555,305	79,247,613
TOTAL BA#7 (Ordinance #6629, Proposed)	-	8,459,390	7,949,390	510,000
 Revised 2016 Budget	 115,911,069	 194,351,239	 230,504,695	 79,757,613
		310,262,308	-	310,262,308

Schedule B 2016 Appropriations by Fund

Fund	CFP (Ord #6580) and Set Up of Capital Funds							Revised Budget
	2016 Adopted Budget	BA#4 (Ord #6571)	BA#5 (Ord #6592)	BA#6 (Ord #6608)	BA#7 (Ord #6629)	Total Amendments		
General Fund (#001)	69,901,366	2,993,307	-	3,019,833	3,810,739	19,400	9,843,279	79,744,645
Arterial Street Fund (#102)	13,197,491	3,701,861	-	3,189,470	269,524	-	7,160,855	20,358,346
Local Street Fund (#103)	1,951,068	236,856	-	924,345	730,921	-	1,892,122	3,843,190
Hotel Motel Fund (#104)	242,971	6,905	-	-	61,668	-	68,573	311,544
Arterial Street Preservation Fund (#105)	3,588,500	(203,936)	-	1,920,390	(213,063)	-	1,503,391	5,091,891
Drug Forfeiture Fund (#117)	395,157	34,416	-	-	111,351	-	145,767	540,924
Housing and Community Development Grant Fund (#119)	487,371	17,533	-	715,398	(10,000)	-	722,931	1,210,302
Recreation Trails Fund (#120)	50,977	(761)	-	-	(558)	-	(1,319)	49,658
Business Improvement Area Fund (#121)	96,332	(9,841)	-	-	17,025	-	7,184	103,516
Cumulative Reserve Fund (#122)	6,252,504	3,017,482	-	20,214	209,297	-	3,246,993	9,499,497
Mitigation Fees Fund (#124)	3,609,321	801,664	-	1,253,082	1,585,192	250,000	3,889,938	7,499,259
1998 Library Fund (#229)	285,100	-	-	-	-	-	-	285,100
2010 Annex A&B Bond Debt Fund (#230)	1,688,444	-	-	-	-	-	-	1,688,444
2010 C&D Local Revitalization Debt Fund (#231)	592,472	-	-	-	-	-	-	592,472
Golf Course Debt Service Fund (#237)	351,553	-	-	-	-	-	-	351,553
LID Guarantee Fund (#249)	22,589	-	-	-	-	-	-	22,589
LID #350 (#275)	15,130	1,995	-	-	-	-	1,995	17,125
Municipal Park Construction Fund (#321)	9,523,236	(2,971,834)	-	1,338,045	521,117	-	(1,112,672)	8,410,564
Capital Improvements Fund (#328)	10,383,904	(763,636)	156,710	4,576,892	1,647,358	10,000	5,627,324	16,011,228
Local Revitalization Fund (#330)	-	329,450	-	135,101	-	-	464,551	464,551
Water Fund (#430)	19,639,589	3,560,046	(4,887,989)	(13,251)	(193,823)	-	(1,535,017)	18,104,572
Sewer Fund (#431)	16,996,714	726,461	(2,371,137)	(17,613)	(3,142,858)	-	(4,805,147)	12,191,567
Storm Drainage Fund (#432)	17,357,447	477,264	(1,175,657)	(13,251)	(4,680,395)	-	(5,392,039)	11,965,408
Sewer Metro Fund (#433)	18,825,535	(346,911)	-	-	213,281	-	(133,630)	18,691,905
Solid Waste Fund (#434)	16,285,861	223,816	-	-	545,110	29,990	798,916	17,084,777
Airport Fund (#435)	1,174,009	(18,274)	-	(133,031)	42,769	-	(108,536)	1,065,473
Cemetery Fund (#436)	1,334,748	184,237	-	-	(235,039)	-	(50,802)	1,283,946
Water Capital Fund (#460)	-	-	4,905,785	4,415,123	170,394	-	9,491,302	9,491,302
Sewer Capital Fund (#461)	-	-	3,552,000	590,823	4,699,480	3,000,000	11,842,303	11,842,303
Storm Drainage Capital Fund (#462)	-	-	2,850,618	1,938,168	7,771,155	2,000,000	14,559,941	14,559,941
Airport Capital Fund (#465)	-	-	351,237	111,705	15,379	150,000	628,321	628,321
Cemetery Capital Fund (#466)	-	-	-	12,699	257,301	-	270,000	270,000
Insurance Fund (#501)	1,396,231	40,926	-	-	94,432	500,000	635,358	2,031,589
Workers Compensation Self Insurance Fund (#503)	1,029,599	317,004	-	-	294,730	-	611,734	1,641,333
Facilities Fund (#505)	4,944,878	618,685	-	518,500	(172,909)	-	964,276	5,909,154
Innovation and Technology Fund (#518)	7,468,331	404,683	(480,000)	666,376	(81,192)	-	509,867	7,978,198
Equipment Rental Fund (#550)	6,854,363	528,598	(1,169,254)	(313,797)	879,034	-	(75,419)	6,778,944
Equipment Rental Capital Fund (#560)	-	-	1,738,048	1,575,217	682,313	1,000,000	4,995,578	4,995,578
IT Capital Fund (#568)	-	-	480,000	749,579	612,983	1,500,000	3,342,562	3,342,562
Fire Pension Fund (#611)	2,562,300	28,981	-	-	(2,724)	-	26,257	2,588,557
Cemetery Endowment Fund (#701)	1,732,064	(24,016)	-	-	12,431	-	(11,585)	1,720,479
Total	240,237,155	13,912,960	3,950,362	27,180,018	16,522,423	8,459,390	70,025,153	310,262,308



AGENDA BILL APPROVAL FORM

Agenda Subject:

Gambling Tax Overview (5 Minute Presentation)

Date:

October 28, 2016

Department:

Finance

Attachments:

[Memo](#)

Budget Impact:

\$0

Administrative Recommendation:

For discussion only.

Background Summary:

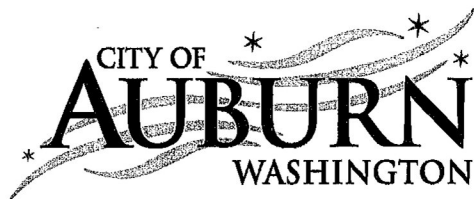
See attached.

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

Coleman

Meeting Date: November 14, 2016

Item Number: DI.F



Interoffice Memorandum

To: City Council Members
From: Shelley Coleman, Finance Director
CC: Nancy Backus, Mayor
Date: October 11, 2016
Re: Gambling Tax

The City of Auburn levies taxes, in accordance with state law, on gambling activities in the City of Auburn. Gambling taxes were authorized via Ordinance No. 2883 in 1975 and codified in ACC 5.44.***. In 2002 Ordinance No. 2883 recodified Gambling Activities to section 3.801.***.

Social Card Room History

In 2010, the City was approached by the owner representative of the only non-tribal casino in the City of Auburn requesting the City Council consider lowering the gross tax on social card rooms to 4% from the then current 12%. They were struggling to survive in a down economy and the continued expansion of the Muckleshoot Casino was also impacting the business. The City Council reduced the social card room tax to 4% from July 1, 2010 through June 30, 2012 after the casino presented audited financial statements to the Finance Director for review.

The casino was also behind paying the card room tax and entered into a promissory note agreement to pay back taxes owed with the agreement they would also stay current under the new tax rate. Through June 2012 they paid on the installment note and maintained their quarterly payments from activities.

When the reduced tax rate lapsed in 2012 the rate went back to 12%. Again the casino struggled to make the tax payments and petitioned Council to revisit the tax rate. In October 2012 Council reduced the rate to 4% and another promissory note was entered into.

Today the casino has merged the two notes into one and they are paying monthly installments on the note along with quarterly tax payments as they come due. The note payment is \$4,000 per month and the current balance is \$299,000. The note is due in full October 1, 2019 with a balloon payment of approximately \$191,000 at that time.

Punch Cards and Pull Tabs

The City Council was approached by several businesses in 2012 requesting a modification of ACC 3.80.040 – Tax – Levy – Bingo, raffles, punchboards, pull tabs, and amusement games. State law allows a City to tax either the gross receipts at 5% or tax the net receipts at 10%. The businesses wanted the Council to change the tax from the 5% of gross receipts to 10% of net receipts. The Council passed Ordinance No. 6398 in February of 2012.

Below is a summary of City taxes on gambling activities, tax rates in surrounding communities, and revenue history from each of the sectors.

City of Auburn Gambling Tax Levied			
		Ordinance #6427 2012	State Law RCW 9.46.110
For Profit business:			
Bingo and Raffles	5% of net receipts		up to 5% of net receipts
Amusement Games	2% of net receipts		up to 2% of net receipts
Punch Boards/Pull Tabs	10 % of net receipts		up to 5% of net receipts or 10% of gross receipts
Social Card Rooms		4% of gross revenue	up to 20% of gross receipts
Charitable & Non Profit Organizations:			
Bingo & Amusement Games	First \$5,000 exempt		up to 5% (bingo) and 2% (amusement) of net receipts
Raffles	first \$10,000 exempt		up to 5% of net receipts
Punch Boards/Pull Tabs	no exemption		up to 5% of net receipts or 10% of gross receipts
Social Card Rooms		no exemption	up to 20% of gross receipts
Net Receipts= Gross receipts less amount awarded as cash or prizes			

City	Amusement Games	Bingo Raffles	Social Card Rooms	Punch Boards Pull Tabs	Non Profit Punch Boards Pull Tabs
Everett	2% net	3.5% net	10% gross	4% gross	10% net
Kirkland	2% net	5% net	11% gross	5% gross	10% net
Burien	2% net	5% net	8% gross	5% gross	5% net
Lakewood	2% net	5% net	11% gross	5% gross	0
Seatac	2% net	5% net	5% gross	5% gross	5% gross
Renton	2% net	5% net	10% gross	5% gross	10% net
Tukwila	2% net	5% net	10% gross	5% gross	10% net
Auburn	2% net	5% net	4% gross	10% net	10% net

Revenue Source	2011	2012	2013	2014	2015	2016 est.
Punch Boards & Pull Tabs	\$ 53,385	\$ 38,633	\$ 28,750	\$ 40,295	\$ 49,821	\$ 51,000
Bingo & Raffles	2,510	3,061	2,678	2,094	1,544	3,500
Amusement Games	3,797	4,875	14,040	1,724	1,403	3,400
Card Games*	198,359	218,923	169,325	238,032	364,833	430,000
*= 1/28/2016 Received \$100,000 principle payment on promissory note.						

Chapter 3.80 GAMBLING ACTIVITIES

Sections:

- 3.80.010 Permitted generally.
- 3.80.020 License – Filing with chief of police.
- 3.80.030 Tax – Required generally.
- 3.80.040 Tax – Levy – Bingo, raffles, punchboards, pull tabs and amusement games.
- 3.80.050 Tax – Nonprofit or charitable organizations – Nonimposition when.
- 3.80.060 Tax – Levy – Social card games.
- 3.80.070 Tax – Payment – Reports.
- 3.80.080 Ordinance copy to State Gambling Commission.
- 3.80.085 Lien.
- 3.80.090 Violation – Penalty.

3.80.010 Permitted generally.

Upon the effective date of the ordinance codified in this chapter, all gambling activities authorized under the laws of the state, and particularly Substitute House Bill No. 711, Chapter 218, Laws of 1973 (43rd Leg. First Ex. Sess.) and any amendments thereto, shall be authorized within the city limits, subject to any licensing requirements and regulatory requirements of the state. (Ord. 5673 § 1, 2002; Ord. 2883 § 2, 1975. Formerly 5.44.010.)

3.80.020 License – Filing with chief of police.

Any person, association or organization, required to obtain a license for gambling under the laws of the state, which receives such a license, shall upon receipt thereof immediately file a copy thereof with the chief of police and shall thereafter promptly notify the chief of police of any change, suspension or action pertaining to such license. (Ord. 5673 § 1, 2002; Ord. 2883 § 3, 1975. Formerly 5.44.020.)

3.80.030 Tax – Required generally.

Upon the effective date of the ordinance codified in this chapter, any person, association or organization engaging in gambling activities pursuant to a state license and as authorized under the laws of the state shall be subject to a city tax thereon, as set out in ACC 3.80.040 and 3.80.060. (Ord. 5673 § 1, 2002; Ord. 2883 § 4, 1975. Formerly 5.44.030.)

3.80.040 Tax – Levy – Bingo, raffles, punchboards, pull tabs and amusement games.

A. There shall be a city tax levied upon bingo and raffles of five percent of the gross receipts from a bingo game or raffle less the amount awarded as cash or merchandise prizes.

B. There shall be a city tax levied upon amusement games of two percent of the gross receipts from the amusement game less the amount awarded as prizes.

C. There shall be a city tax levied upon punchboards and pull tabs for commercial stimulant operators of 10 percent of gross receipts from the operation of the games less the amount awarded as cash or

merchandise prizes. There shall be a city tax levied upon punchboards and pull tabs for bona fide charitable or nonprofit organizations of 10 percent based on gross receipts from the operation of the games less the amount awarded as cash or merchandise prizes. (Ord. 6398 § 1, 2012; Ord. 5673 § 1, 2002; Ord. 5476 § 2, 2000; Ord. 5013 § 2, 1997; Ord. 3222 §§ 2, 3, 5, 1977. Formerly 5.44.040.)

3.80.050 Tax – Nonprofit or charitable organizations – Nonimposition when.

No city tax shall be imposed on bingo or amusement games when such activities or a combination thereof are conducted by any bona fide charitable or nonprofit organization, as defined by Chapter 9.46 RCW of the laws of the state, which organization has no paid operating or management personnel and has gross receipts from bingo or amusement games, or a combination thereof, not exceeding \$5,000 per year, less the amount awarded as cash or merchandise prizes. No tax shall be imposed on the first \$10,000 of gross receipts less the amount awarded as cash or merchandise prizes from raffles conducted by any bona fide charitable or nonprofit organization as defined in Chapter 9.46 RCW. (Ord. 5673 § 1, 2002; Ord. 5013 § 2, 1997; Ord. 4608 § 2, 1993; Ord. 3222 § 4, 1977. Formerly 5.44.050.)

3.80.060 Tax – Levy – Social card games.

With respect to social card games, there shall be a city tax levied in the amount of four percent of the gross amount received therefrom. (Ord. 6427 § 1, 2012; Ord. 6315 § 2, 2010; Ord. 5673 § 1, 2002; Ord. 5218 § 1, 1999; Ord. 2883 § 4(c), 1975. Formerly 5.44.060.)

3.80.070 Tax – Payment – Reports.

The taxes called for as set forth in ACC 3.80.040 and 3.80.060 shall be paid to the city finance director upon the filing of any report of gambling moneys received by a license holder to the Washington

State Gambling Commission, and a duplicate copy of any such reports shall be filed simultaneously with the city finance director along with the payment of the tax thereon. (Ord. 5673 § 1, 2002; Ord. 5013 § 2, 1997; Ord. 2883 § 5, 1975. Formerly 5.44.070.)

3.80.080 Ordinance copy to State Gambling Commission.

Upon the effective date of the ordinance codified in this chapter, the city clerk shall mail a certified copy of the ordinance codified herein to the Chairman of the State Gambling Commission. (Ord. 5673 § 1, 2002; Ord. 2883 § 6, 1975. Formerly 5.44.080.)

3.80.085 Lien.

Taxes imposed under this chapter become a lien upon personal and real property used in the gambling activity in the same manner as provided for under RCW 84.60.010. The lien shall attach on the date the tax becomes due and shall relate back and have priority against real and personal property to the same extent as ad valorem taxes. (Ord. 5673 § 1, 2002; Ord. 5013 § 2, 1997. Formerly 5.44.085.)

3.80.090 Violation – Penalty.

In addition to any liability for civil remedies in favor of the city for collection of any delinquent taxes under the provisions of this chapter, and in addition to any penalties that might be imposed by the state, a violation of the provisions of this chapter is a misdemeanor punishable in accordance with ACC 1.24.010. (Ord. 5683 § 13, 2002; Ord. 5673 § 1, 2002; Ord. 2883 § 7, 1975. Formerly 5.44.090.)

The Auburn Municipal Code is current through Ordinance 6618, passed September 19, 2016.

Disclaimer: The City Clerk's Office has the official version of the Auburn Municipal Code. Users should contact the City Clerk's Office for ordinances passed subsequent to the ordinance cited above.



AGENDA BILL APPROVAL FORM

Agenda Subject:

Innovation & Technology Strategic Initiative Update (5
Minute Presentation)

Date:

October 31, 2016

Department:

Information Services

Attachments:

[Council Strategic Goal 2 - Quarterly Update](#)

Budget Impact:

\$0

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

Haugan

Meeting Date: November 14, 2016

Item Number: DI.G



Council Briefing Update

To: Auburn City Council
From: Paul Haugan, Director – Innovation and Technology
CC: Mayor Nancy Backus
Date: 11.14.2016
Re: Update: G2: Increase Internet Access to Achieve Digital Parity by % by 2020

Council Members,

In November of 2015 you held a Strategic Planning Retreat to help develop your Strategic Vision for the City of Auburn. You identified 3 Key Goals, of which I am privileged to take the lead on Goal 2: Digital Parity.

The update will bring you up to speed on what we've been up to the past few months on our quest to put form and function to Goal # 2. This update will build on the presentation delivered February 29th, 2016.

Our Fall 2016 Update on the Goals and Objectives

G2/S1: Explore the establishment of an internet utility (8)

We have moved the investigation of an Internet/Broadband Utility consultant to the 2019/2020 Budget. With our focus on the expansion of our infrastructure and digital access we thought it better to remained focused on service delivery, and then address the Utility question at a later date.

G2/S2: Leverage public technology infrastructure to achieve cyber-equity within the city (25)

- Our first expansion of the Auburn Access public Wi-Fi has been initiated in the neighborhood bounded by 29th St SE, 30th St SE, R St SE and O St SE. Our first hot spots are live and we are working on flowing the network through the neighborhood.

- Our network has now been extended to the Auburn Municipal Airport. Planning is underway for adding wireless capabilities at the Airport.
- Mesh networking is still our network architecture of choice, and we have added microwave technology to the mix as a method for extending our network into neighborhoods more cost effectively.
- Our Golf Course network expansion project is still in Environmental Review. New developments in our Infrastructure Expansion project are affording us the opportunity to look at alternate proposals.

On our work plan for the 4th Quarter

- Finalize agreements with vendors for infrastructure expansion
- Complete architecture and engineering plans for wireless expansion North and East of Downtown.
- Enjoy Thanksgiving and Christmas!

G2/S3: Build partnerships for revenue streams and infrastructure expansion (26)

- Our Collaborative Infrastructure Initiatives have resulted in several major expansion projects coming to fruition. Special thanks go our Engineering staff for their diligence and great partnership in negotiating these agreements.
 - We are in the final stages of an agreement to access fiber optics going to Lea Hill. This will allow us to bring our Police Substation on line and to begin planning for wireless expansion in the Lea Hill area.
 - We are also close to an agreement to have fiber optics to the Lakeland Hills area and to the border of King and Pierce Counties. This will be a joint Traffic and IT project and will extend our network to the southern parts of the City
- Community Connectivity Consortium – Has reached critical mass. The network has been fully tested, equipment is being installed and we are going live this quarter.
- Maple Valley/Covington/Pacific/Algona – Discussions continue with each municipality on connecting to the Consortium ring.
- We are in the process of moving Pacific's network infrastructure to the Auburn Private Cloud. In addition to providing Pacific with a sustainable, more reliable and cost efficient technology operation, this will also allow Auburn Technology staff to better manage the Pacific Network.

G2/S4: Establish minimum acceptable standards, speed, security and liability exposure

Standards development has been included in IT's Standards development project. This will create a cohesive, focused set of standards that apply to all technology managed by the City

G2/S5: Expand services to capture emerging opportunities (11)

The Internet of Things, or IoT as it is being referred to is gaining momentum. IT is at the early stages of developing a Strategy to help the City prepare to adapt to this growing technology sector. We have met with several vendors on this and are looking at several opportunities including some new technologies that make wireless hot spots a viable addition to our wireless expansion. Fleet management, smart building management, smart/enabled street lights and more are all on the board for planning and investigation in 2017. More to come!

Thank you

Paul Haugan, Director
Department of Innovation and Technology



AGENDA BILL APPROVAL FORM

Agenda Subject:

Engineering Design Standards (20 Minute Presentation)

Date:

November 8, 2016

Department:

CD & PW

Attachments:

[Current Engineering Design Standards](#)

Budget Impact:

\$0

Administrative Recommendation:

For discussion only.

Background Summary:

As the Council is aware, staff have been working on the implementation of Low Impact Development to meet our NPDES Phase 2 permit requirements. As part of this process, a review of our existing standards, specifically transportation, has been done to determine if changes are needed.

Auburn City Code 12.04.010 states:

“B. Adopted – Engineering Design Standards. The engineering design standards as approved, supplemented, and amended by the city engineer for specific design applications and in consultation with the city council on policy issues or broad city wide implications...”

Of the potential changes to the transportation standards, staff have identified the following three items as falling in the category of policy issues or having broad citywide implications:

1. Number of residential units allowed on dead end roads/neighborhoods
2. Private access tract/easement standards
3. Landscape strip standards

As background for the discussion, please find attached the current Engineering Design Standards related to these three items. Staff will be providing additional information at the Council Study Session for the purpose of obtaining input on the proposed changes to these standards.

Reviewed by Council Committees:

Councilmember:

Staff: Snyder

Meeting Date: November 14, 2016

Item Number: DI.H

Current Engineering Design Standards

10.02.10.1 Local Residential Streets

The internal local residential street network for a subdivision should be designed to discourage regional through traffic and non-residential traffic from penetrating the subdivision or adjacent subdivisions. Local residential streets shall not exceed one thousand three hundred feet (1,300') in length between intersections and shall not serve more than 75 dwelling units.

Residential subdivisions should be planned in a manner that minimizes the number of local street accesses to arterials and collectors. Residential subdivisions with greater than 75 lots shall have a minimum of two accesses to either an arterial or collector. Residential subdivisions developments with less than 75 lots shall have at least one access to an arterial or collector. Residential subdivisions with between 26 and 75 lots shall also provide a second emergency vehicle access route to an arterial or collector.

10.01.6 Private Access Roads on Access Tracts or Easements (Shared Driveways)

Access roads provided on access tracts or easements, also known as shared driveways, provide access for up to six (6) residential units on panhandle/flag lots and rear lots that do not have direct access to public street frontage. They will be private roads that shall be maintained by the property owners who use them to access their property.

All access roads shall meet the following general standards:

1. Access roads shall be limited to six hundred feet (600') in length.
2. The width of the access tract/easement shall match the required pavement width, including the width of any pedestrian improvements, and the area needed for private drainage facilities. If the access is also acting as a joint utility easement or tract, the width must accommodate the public utility requirements.
3. The connection of an access road to the public street shall be by a commercial driveway apron. The connection of individual lots to the access road shall be by either a residential or commercial driveway apron commensurate with the use of the property.
4. Access roads shall meet the geometric design standards for local residential streets.
5. Access roads shall be signed as private drives inclusive of all addresses being served off the access road.

New and/or existing access roads serving two (2) residential units shall meet the following additional standards:

6. The minimum pavement width shall be twenty-four feet (24'). The pavement width may be reduced to twenty feet (20') if the new residential unit using the access road has a residential fire sprinkler system installed or a fire hydrant exists within four hundred and fifty feet (450') of the residences measured as the fire vehicle lays its hose.

Existing access roads serving three (3) or more residential units when only one additional residential unit is being created or developed shall meet the following additional standards:

7. The minimum pavement width shall be twenty-four feet (24') and be marked as a fire lane per ACC 15.36A. The pavement width may be reduced to twenty feet (20') if the new residential unit using the access road has a residential fire sprinkler system

Current Engineering Design Standards

installed or a fire hydrant exists within four hundred and fifty feet (450') of the residences measured as the fire vehicle lays its hose.

8. An additional five foot (5') wide pedestrian pathway along one side of the paved access road separated by a four-inch (4") wide painted line.
9. Access roads exceeding one hundred and fifty feet (150') in length measured from the edge of the roadway it intersects shall also include an adequate turnaround at the end of the road.

New access roads serving three (3) to six (6) residential units shall meet the following additional standards:

10. Access roads seventy-five feet (75') or less in length shall have a minimum pavement width of twenty feet (20') and shall be marked as a fire lane per ACC 15.36A.
11. Access roads exceeding seventy-five feet (75') in length shall have a minimum pavement width of thirty-four feet (34'). The pavement width may be reduced to twenty-four feet (24') if one side of the access road is marked as a fire lane per ACC 15.36A.
12. Access roads exceeding one hundred and fifty feet (150') in length shall also include an adequate turnaround at the end of the road.
13. An additional five foot (5') wide sidewalk and cement concrete traffic curb per F-10.12 is required on both sides of the access road. The material for the sidewalk shall be consistent with the surrounding neighborhood sidewalk.

New access roads serving non-residential properties shall meet the following additional standards:

14. The minimum pavement width shall be twenty-four feet (24') for access roads servicing commercial properties and thirty feet (30') for access roads serving industrial properties.
15. The access road will be marking as a fire lane per ACC 15.36A.
16. Access roads exceeding one hundred and fifty feet (150') in length shall also include an adequate turnaround at the end of the road.

10.05.1 Sidewalk Widths

Sidewalks shall be a minimum of five feet (5') in width for all local residential and residential collector streets. Sidewalks shall be a minimum of ten feet (10') in width for all principal arterials, minor arterials, non-residential collectors, and local non-residential streets. Non-standard widths of sidewalk greater than the standards identified above may be required to maintain continuity on existing corridors. All sidewalks shall have a minimum of five feet (5ft) of unobstructed width.

10.08.1 General Landscaping Requirements

An area devoted to landscaping is included within the right-of-way of all street classifications. This landscape strip is an integral part of the roadway cross-section. It serves several important functions, including improving pedestrian safety by providing a buffer between traffic and the sidewalk; providing the perception of a narrower travel corridor, thereby slowing traffic; improving air quality; and improving the aesthetic appearance of the street. Located between the sidewalk and the street, landscape strips are frequently used by pedestrians, hence they should not contain shrubs for these can create a tripping hazard. Shrubs with a mature height not greater than 3 feet are however often appropriate in medians, entry features and other landscaped areas in the public right of way not traversed by pedestrians.

Current Engineering Design Standards

The applicant shall design and install the landscape strip in accordance with these design standards. The proposed design shall be reviewed and approved by the City.

Landscape strips are required for local residential streets and residential collector streets. The minimum width required for landscape strips is five feet (5'). Landscape strips shall be located between the back of the curb and the sidewalk. The applicant shall provide for and plant street trees within the landscape strip in accordance with these design standards.

Street trees are required for principal arterials, minor arterials, non-residential collectors, and local non-residential streets. Street trees shall be placed within the sidewalk in tree pits with tree grates and spaced in accordance with the standards identified in **Section 10.08.5.1**.