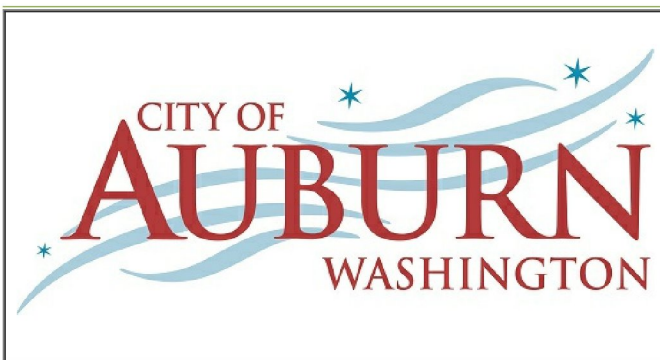


	City Council Study Session PWCD SFA November 12, 2019 - 5:30 PM City Hall Council Chambers AGENDA Watch the meeting LIVE! Watch the meeting video Meeting videos are not available until 72 hours after the meeting has concluded.
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I. CALL TO ORDER

- A. Roll Call

II. ANNOUNCEMENTS, REPORTS, AND PRESENTATIONS

III. AGENDA ITEMS FOR COUNCIL DISCUSSION

- A. Ordinance No. 6750 (Thomas)(10 Minutes)
Establishing the 2020 regular property tax levy in the amount of \$22,368,188
- B. Ordinance No. 6751 (Thomas)(5 Minutes)
Amending the 2019-2020 Biennial Budget Ordinance

IV. PUBLIC WORKS AND COMMUNITY DEVELOPMENT DISCUSSION ITEMS

- A. Resolution No. 5466 (Faber)(15 Minutes)
An presentation from the Auburn Symphony Orchestra regarding their recent performing art season and discussion of the draft contract with the Orchestra for 2020
- B. Ordinance No. 6742 (Gaub)(5 Minutes)
Amending Code provisions related to infrastructure payback agreements
- C. Transportation Impact Fee Update (Gaub)(15 Minutes)
- D. Facility Extension Permit Fees (Gaub)(15 Minutes)

V. OTHER DISCUSSION ITEMS

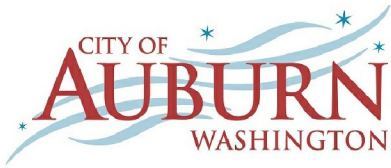
VI. NEW BUSINESS

VII. MATRIX

- A. Matrix

VIII. ADJOURNMENT

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



AGENDA BILL APPROVAL FORM

Agenda Subject:

Ordinance No. 6750 (Thomas)(10 Minutes)

Date:

November 6, 2019

Department:

Finance

Attachments:

[Transmittal memo Ord 6750](#)

[Ordinance No. 6750](#)

Budget Impact:**Administrative Recommendation:**

City Council to discuss Ordinance No. 6750, establishing the Property Tax levy for calendar year 2020.

Background Summary:

Proposed Ordinance No. 6750 establishes the 2020 Property Tax Levy based upon preliminary information from King County. It represents an increase over the 2019 levy of \$218,909 plus the increase due to new construction and refund levy. 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 18, 2019. The following table summarizes the 2020 Property Tax levy:

Table 1. 2020 Property Tax Levy Calculations	
2019 property tax levy	\$ 21,890,932
1.000% increase	218,909
Estimated new construction	243,119
Estimated refund levy	15,228
Total Estimated property tax levy	\$ 22,368,188

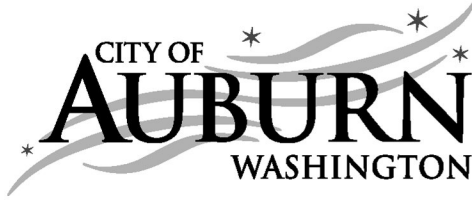
As of this date the County has preliminarily established the 2020 assessed valuation (including estimated new construction) for the City of Auburn at \$12.334 billion which is a 8.1% increase over the 2019 level of \$11.414 billion. The total 2020 Property Tax Levy will be distributed to the General Fund to support general governmental operations.

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

Thomas

Meeting Date: November 12, 2019

Item Number:



Interoffice Memorandum

To: City Council
From: Jamie Thomas, Finance Director
CC: Nancy Backus, Mayor
Date: November 5, 2020
Re: 2020 Property Tax Ordinance No. 6750

Attached is proposed Ordinance No. 6750, establishing the 2020 Property Tax Levy. The 2020 Property Tax Levy is based upon preliminary information from King County as of November 5, 2019, and represents an increase over the 2019 levy of \$218,909, not including new construction and the refund levy.

The estimated increase on new construction is \$243,119 and the refund levy is \$15,228. 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 18, 2019. The following table summarizes the 2020 Property Tax levy:

Table 1. 2020 Property Tax Levy Calculations

2019 property tax levy	\$ 21,890,932
1.000% increase	218,909
Estimated new construction	243,119
Estimated refund levy	15,228
Estimated Property Tax Levy	\$ 22,368,188

As of this date the County has preliminarily established the 2020 assessed valuation (including estimated new construction) for the City of Auburn at \$12.334 billion which is an 8.1% increase over the 2019 level of \$11.414 billion.

The total 2020 Property Tax Levy will be distributed to the General Fund to support general governmental operations.

Attachments:

- ❖ 1. Ordinance No. 6750

ORDINANCE NO. 6750

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 2020 FOR GENERAL CITY OPERATIONAL PURPOSES IN THE AMOUNT OF \$22,368,188

WHEREAS, the City Council of the City of Auburn has met and considered its budget for the calendar year 2020; and

WHEREAS, pursuant to RCW 84.55.120 the City Council held public hearings on November 18, 2019 and December 2, 2019, after proper notice was given, to consider the City of Auburn's 2020 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 2020 are authorized in the amount of \$22,368,188. 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 2020 collection represents an increase from regular property taxes levied for collection in 2019 of \$218,909 which is a 1.0% increase in revenue from the previous year.

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

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

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

INTRODUCED: _____
PASSED: _____
APPROVED: _____

NANCY BACKUS, MAYOR

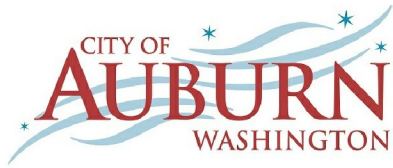
ATTEST:

Shawn Campbell, MMC, City Clerk

APPROVED AS TO FORM:

Steven L. Gross, City Attorney

Published: _____



AGENDA BILL APPROVAL FORM

Agenda Subject:

Ordinance No. 6751 (Thomas)(5 Minutes)

Department:

Finance

Attachments:

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

[Ord 6751 BA #5](#)

[Schedule A 2020 BA #5](#)

[Schedule B 2020 BA #5](#)

[Attachment 1](#)

Date:

November 6, 2019

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

City Council to discuss 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 12, 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>32,019,475</u>
2020 Budget as Amended	\$ 329,381,066

Attachments:

- ❖ Ordinance # 6761
- ❖ 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.** If any provision of this Ordinance or the application thereof to any person or circumstance is held to be invalid, the remainder of such code, ordinance or regulation or the application thereof to other person or circumstance shall not be affected.

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

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

INTRODUCED: _____

PASSED: _____

APPROVED: _____

NANCY BACKUS, MAYOR

ATTEST:

Shawn Campbell, MMC, City Clerk

APPROVED AS TO FORM:

Steven L. Gross, City Attorney

PUBLISHED: _____

Schedule A
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	9,843,400	(1,535,717)
Adjust beginning fund balance for budget amendments in 2019	4,581,283	-	-	4,581,283
Transfer to F460 to provide funding for accelerated projects	-	-	6,117,000	(6,117,000)
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	24,252,231	5,510,862
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)	9,743,400	6,876,400	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 AWS - Hemlock St SE to Poplar St SE (from 2021 CFP)	-	384,000	302,000	82,000
Funding for F St SE Non-Motorized Improvements (from 2021 CFP)	-	302,000	302,000	-
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	11,813,600	11,158,705	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	22,902,620	26,536,340	5,483,135
Revised 2020 Budget	117,428,176	211,952,890	226,190,614	103,190,452
		329,381,066		329,381,066

Schedule B

2020 Appropriations by Fund

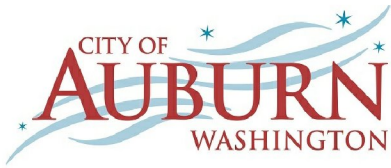
Fund	2020 Adopted Budget	BA#5 (Ord #6751)	Revised Budget
General Fund (#001)	87,644,730	4,599,174	92,243,904
Arterial Street Fund (#102)	5,039,077	4,109,581	9,148,658
Local Street Fund (#103)	2,858,880	249,701	3,108,581
Hotel/Motel Tax Fund (#104)	266,121	52,454	318,575
Arterial Street Preservation Fund (#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	9,423,643	14,056,567
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	32,019,475	329,381,066

**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	-	(100,000)	(125,000)	25,000
		asbd29	SE 320th Street/116th Avenue SE Roundabout	Decrease project budget; project moved to	-	(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	-	-	(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	-	-	(902,000)	902,000
	sdbd17 23rd Street SE Storm Improvement	Decrease project budget; project moved to	-	-	(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	-	-	(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:

Resolution No. 5466 (Faber)(15 Minutes)

Date:

October 10, 2019

Department:

Parks/Art and Recreation

Attachments:

[Resolution No. 5466](#)

[Auburn Symphony Orchestra 2020 Contract](#)

[2019 Auburn Symphony Orchestra Final Report](#)

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

For discussion only.

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 2020, it is proposed that the City enters into a contract with the Auburn Symphony Orchestra with a specific scope of services for marketing, outreach and audience building, and organization efforts that assist in showcasing Auburn as a destination for arts and events.

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

Faber

Meeting Date: November 12, 2019

Item Number:

RESOLUTION NO. 5466

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

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

WHEREAS, there are activities located and occurring within the corporate
boundaries of the City the promotion of which would be beneficial to the City and to the
residents and businesses of the City; and

WHEREAS one source of such activities is the Auburn Symphony Orchestra, the
Service Provider, herein; and

WHEREAS, a program of advertising for such events would help to insure the
success of such activities by informing people about them encouraging people to attend
and attracting tourists to the City; and

WHEREAS, in order to advertise the City, attract visitors, and encourage tourism
it would be advantageous for the City to contract with the Service Provider for promotional
services in connection therewith.

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

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

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

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

Dated and Signed: _____

CITY OF AUBURN

NANCY BACKUS, MAYOR

ATTEST:

APPROVED AS TO FORM:

Shawn Campbell, MMC, City Clerk

Steven L. Gross, City Attorney



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

THIS CONTRACT is made and entered into on the _____ day of _____, 2019, by and between the CITY OF AUBURN, a municipal corporation of the State of Washington (the “City”), and the AUBURN SYMPHONY ORCHESTRA, a not-for-profit corporation organized pursuant to 26 U.S.C. 501 (C)(3)(the “Service Provider” or “ASO” and collectively, the “Parties”).

1. **SCOPE OF SERVICES BY SERVICE PROVIDER** The Service Provider will engage, enrich and inspire our community through artistically vibrant performances; will uphold the highest artistic and professional standards; will present a broad range of repertoire; will serve a wide and diverse audience; and will provide quality educational experiences for all ages. Service Provider will provide classical music opportunities to area youth through reduced ticket prices to concerts as well as outreach to Auburn area schools. Service Provider will actively participate in community events and include City of Auburn logo in all applicable promotional materials. Service Provider will comply with requirements listed in Attachment “A.”
2. **TERM OF CONTRACT:** The Term of this Contract will be from January 1, 2020, through December 31, 2020.
3. **COMPENSATION TO SERVICE PROVIDER:**
 - a. The Parties understand that the Service Provider operates on a fiscal year that runs from July 1 through the following June 30, and that its concert season is consistent with its fiscal year. The City’s fiscal year is from January 1 through the following December 31. The Parties agree that the marketing services provided throughout the year are adequate consideration for the City to pay the Service Provider its full consideration due for the calendar year by the end of June each year in order to support the Service Provider’s budget cycle.
 - b. The total contract is for \$75,000 per calendar year, which will be paid as set forth in Attachment “B.”
 - c. **Invoicing and Reports.** The Service Provider will submit invoices and reports not later than 30 calendar days before payment is due. For each reporting period, the Service Provider will provide report outlining how the Service Provider met the performance measures set forth in this Agreement.
4. **NON-APPROPRIATION OF FUNDS:** If sufficient funds are not appropriated or allocated for payment under this Agreement for any future fiscal period, the City will not be obligated to make payments for Services or amounts incurred after the end of the current fiscal period, and this Agreement will terminate upon the completion of all

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

5. **RECORDS INSPECTION AND AUDIT:** All compensation payments will be subject to the adjustments for any amounts found upon audit or otherwise improperly invoiced and all records and books of accounts pertaining to any work performed under this Contract will be subject to inspection and audit by the City for a period of up to three (3) years from the final payment for work performed under this Contract.
6. **CONTINUATION OF PERFORMANCE.** In the event that any dispute or conflict arises between the parties while this Contract is in effect, the Service Provider agrees that, notwithstanding such dispute or conflict, the Service Provider shall continue to make a good faith effort to cooperate and continue work toward successful completion of assigned duties and responsibilities. Nothing in this section is intended to restrict or otherwise limit the Parties rights of termination set forth elsewhere in this Contract.
7. **CONTRACT ADMINISTRATION:** This Contract will be administered by Auburn Symphony Orchestra Manager on behalf of the Service Provider and by Mayor or the Mayor's designee on behalf of the City. Any written notices required by terms of this Contract will be served or mailed to the following addressees unless changed by written notice to the other Party:

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

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

8. **NOTICES:** All notices or communications permitted or required to be given under this Contract will be in writing and will be deemed to have been duly given if delivered in person or deposited in the United States mail postage prepaid for mailing by certified mail return receipt requested.
9. **INSURANCE:** The Service provider shall procure and maintain insurance, as required in this Section, without interruption from commencement of the Service provider's work through the term of the contract and for thirty (30) days after the Physical Completion date, unless otherwise indicated.
 - A. **No Limitation.** The Service provider's maintenance of insurance, its scope of coverage and limits as required herein shall not be construed to limit the liability of the Service provider to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.
 - B. **Minimum Scope of Insurance.** The Service provider's required insurance shall be of the types and coverage as stated below:

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be at least as broad as Insurance Services Office (ISO) form CA 00 01.
2. Commercial General Liability insurance shall be as least at broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent service providers, products-completed operations, stop gap liability, personal injury and advertising injury, and liability assumed under an insured contract. The Commercial General Liability insurance shall be endorsed to provide a per project general aggregate limit using ISO form CG 25 03 05 09 or an equivalent endorsement. There shall be no exclusion for liability arising from explosion, collapse or underground property damage. The City shall be named as an additional insured under the Service provider's Commercial General Liability insurance policy with respect to the work performed for the City using ISO Additional Insured endorsement CG 20 10 10 01 and Additional Insured-Completed Operations endorsement CG 20 37 10 01 or substitute endorsements providing at least as broad coverage.
3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.

C. Minimum Amounts of Insurance. The Service provider shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate and \$2,000,000 products-completed operations aggregate limit.

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

E. Other Insurance Provision. The Service provider's Automobile Liability and Commercial General Liability insurance policies are to contain, or be endorsed to contain that they shall be primary insurance as respect the City. Any insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of the Service provider's insurance and shall not contribute with it.

F. Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A: VII.

G. Verification of Coverage. The Service provider shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsements, evidencing the insurance requirements of the Service provider before commencement of the work. Upon request by the City, the Service provider shall furnish certified copies of all required insurance policies, including endorsements, required in this contract and evidence of all subservice providers' coverage.

H. Subservice providers' Insurance. The Service provider shall cause each and every Subservice provider to provide insurance coverage that complies with all applicable requirements of the Service provider-provided insurance as set forth herein, except the Service provider shall have sole responsibility for determining the limits of coverage required to be obtained by Subservice providers. The Service provider shall ensure that the City is an additional insured on each and every Subservice provider's Commercial General liability insurance policy using an endorsement as least as broad as ISO CG 20 10 10 01 for ongoing operations and CG 20 37 10 01 for completed operations.

I. Notice of Cancellation. The Service provider shall provide the City and all Additional Insureds for this work with written notice of any policy cancellation within two business days of their receipt of such notice.

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

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

If a court of competent jurisdiction determines that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the

Service Provider and the city, its officers, officials, employees, and volunteers, the Service Provider's liability, including the duty and cost to defend, will be only to the extent of the Service Provider's negligence. It is further specifically and expressly understood that the indemnification provided constitutes the Service Provider's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

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

paragraph or sections to which they apply As used herein where appropriate the singular shall include the plural and vice versa and masculine feminine and neuter expressions shall be interchangeable Interpretation or construction of this Contract shall not be affected by any determination as to who is the drafter of this Contract this Contract having been drafted by mutual agreement of the Parties.

17. SEVERABLE PROVISIONS: Each provision of this Contract is intended to be severable. If any provision is found by a court of competent jurisdiction to be illegal or invalid or not applicable to any person or circumstance for any reason whatsoever such illegality invalidity or non-applicability will not affect the legality or validity of the remainder of this Contract or its applicability to other persons or circumstances.
18. ENTIRE AGREEMENT: This Contract contains the entire understanding of the Parties and supersedes all prior agreements contracts and understandings between the Parties with respect to such subject matter.
19. COUNTERPARTS: This Contract may be executed in multiple counterparts and will become effective when one or more counterparts have been signed by each of the Parties and delivered to the other Party.

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

AUBURN SYMPHONY ORCHESTRA

CITY OF AUBURN

Title: _____

Date: _____

Nancy Backus, Mayor

Date: _____

APPROVED AS TO FORM:

Steven Gross, City Attorney

ATTACHMENT A
Scope of Services

Scope of Work:

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

Service Provider Agrees to:

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

ATTACHMENT B

Compensation

Payment Schedule

Phase I: To be completed by January 31, 2020. Not to Exceed \$25,000.00 upon receipt or completion of the following:

- Full execution of this contract
- Receipt of completed invoice
- Receipt of schedule of activities and programming for 2019-20 performing arts season
- Submission of all printed material and copies of paid advertisements completed between June 2019 and January 2020¹.
- Attendance reports for concerts (from September 2019 through January 31, 2020; including zip code demographic summary of patrons and student discount tickets claimed, and tracking of new versus returning attendees.
- Outline summary of outreach activities and community participation efforts
- Receipt of annual report from prior ASO fiscal year
- Submission of marketing plan and budget for ASO 2019-2020 performing arts season

Phase II: To be completed by March 31, 2020. NTE \$25,000.00 upon receipt or completion of the following:

- Receipt of completed invoice
- Submission of all printed material and copies or documentation of paid advertisements completed between January 2020 and March 2020
- Attendance reports for ASO concerts (from February 1-March 31, 2020); including zip code demographic summary of patrons and student discount tickets claimed, and tracking of new versus returning attendees.
- Outline summary of outreach activities and community participation efforts

Phase III: To be completed by June 5, 2020. NTE \$25,000.00 upon receipt or completion of the following:

- Receipt of completed invoice
- Submission of all printed material and copies of paid advertisements completed between March 2020 and June 5, 2020.
- Attendance reports for ASO concerts (from March 31-June 4, 2020); including zip code demographic summary of patrons and student discount tickets claimed, and tracking of new versus returning attendees.
- Outline summary of outreach activities and community participation efforts
- Summary of annual fundraiser

¹ NOTE: While this Contract covers performances in 2019 and 2020, references are made to the ASO's 2019-2020 season, which includes periods covered in this Contract.

Auburn Symphony Orchestra Annual Report

Fiscal Year and Season: July 2018-June 2019

Overview

The 2018-19 Season with Auburn Symphony Orchestra (ASO) marked the first season with new Music Director Wesley Schulz, a year of expansion and continued high quality artistic and education programs.

- Our major events and productions this year consisted of four full Symphony Series programs, four Chamber Series concerts (including one concert in Kent), and four Summer Series concerts (see *Events*).
- We also worked to strengthen our connections within the community, including the Auburn School District, Auburn Library, the White River Valley Museum, and the Auburn Art Walk, helping to support community events.
- The Board of Directors held its annual retreat in August to engage in extensive brainstorming that created tangible goals to grow the organization in every aspect.
- The organization and Board of Directors remain members of the League of American Orchestras. Membership includes education opportunities, networking, and industry resources.
- We continue to offer student tickets for \$10, also extending that offer to families of music students in Auburn middle and high schools (see *Ticketing*). Four ASO musicians engaged children and families at the Auburn Library for a free, interactive education program.
- To honor outgoing General Manager Lee Valenta, the Auburn Symphony Board of Directors established the Lee Legacy Fund in his honor. The fund, now more than \$22,000, expands education programs, brings interesting soloists to the stage, and enhances the excellence of the orchestra.
- Our annual fundraiser in April was highly successful and generously sponsored by Segale Properties, Gosanko Chocolates, and Leavitt Group Northwest, just to name a few. 160 people attended, including deputy mayor Pelosa. The event netted approximately \$55,000 in revenue for the symphony. Guests were treated to musical selections by ASO harpist John Carrington.

Ticketing

Discounted Tickets - Local Music Students and Families

Date	Performance	Total Tickets	Student Tickets
7/5/18	Summer: Bernstein, Butler, and Brass	99	10
7/19/18	Summer: Summer Dreams	79	5
8/2/18	Summer: Hot Air Bassoons	71	6
10/14/18	Symphony: Pines of Rome	513	48
11/16/18	Chamber: Chamber Music from Around the World (Kent)	52	5
11/18/18	Chamber: Chamber Music from Around the World	98	11
12/17/18	Symphony: Rockin' Christmas Eve	724	86
1/20/19	Chamber: Youth Movement	102	3
2/17/19	Symphony: Brahms & Sibelius	484	33
3/31/19	Chamber: Romantic Brothers	105	8
4/28/19	Symphony: DANCE	480	25
6/27/19	Summer: From the Stage!	71	6
TOTAL		2,878	246

Ticket Sold by Zip Code

Zip Code	Purchaser Count	Tickets Sold	Percentage of Purchasers	Percentage of Total Tickets Sold
*Various Other Zip Codes	263	1,110	41%	34%
98092	128	860	20%	27%
98002	65	364	10%	11%
98042	32	228	5%	7%
No Zip Code Given	60	173	9%	5%

98391	28	130	4%	4%
98001	18	94	3%	3%
98022	18	133	3%	4%
98198	23	170	45%	5%
Total:	635	3,262		

Auburn Symphony Orchestra added 311 new individuals and businesses to the database through new ticket buyers and fundraiser attendees in the 2018-19 Season.

Marketing

Press release and marketing examples attached

Press Coverage

Date	Publication	Notes
Ongoing	KING FM	Radio coverage of upcoming concerts and events. Commentary by Dave Beck, etc.
Ongoing	Auburn Reporter	The Reporter accepts press releases and uses them to produce articles in advance of each concert
Ongoing	Northwest Public Broadcasting	Radio coverage of upcoming concerts and events
6/28/18	Auburn Reporter	Sunsets Series Returns to Mary Olson Farm
8/22/18	Auburn Reporter	Woolsey Appointed New Executive Director
9/7/18	Auburn Reporter	Pump up the Jam: Auburn Symphony Trio at Art Walk
10/7/18	Auburn Reporter	Auburn Symphony Presents Fall Concert
10/3/18	Kent Reporter	Auburn Symphony Presents Pines of Rome
10/25/18	Auburn Reporter	Lee Valenta Legacy Fund
11/7/18	Kent Reporter	Chamber Music from Around the World
11/7/18	Auburn Reporter	Chamber Series comes to Kent
11/7/18	Auburn Reporter	Auburn Symphony Orchestra Presents

		Rockin' Christmas Even
11/28/18	Auburn Reporter	Auburn Symphony Orchestra Holiday Concert
12/7/18	What's Up NW	Upcoming Event: Rockin' Christmas Eve
12/10/18	Auburn Examiner	Have a Rockin' Christmas Eve with Auburn Symphony Orchestra
12/21/18	Auburn Examiner	Auburn Symphony Continues a Tradition
12/28/18	Auburn Reporter	Auburn Symphony Highlights Lee Valenta: Person of the Year
1/6/19	Auburn Reporter	Auburn Symphony Features Youth Movement Chamber Concert
1/9/19	Auburn Examiner	Auburn Symphony Continues Youth Movement
2/13/18	Auburn Reporter	Valentines Weekend Performance: Brahms and Sibelius
2/13/18	Kent Reporter	Romantic Symphony Concert: Brahms and Sibelius
3/12/19	Auburn Examiner	Romantic Brothers: A Chamber Concert with Auburn Symphony
4/17/19	Auburn Reporter	Auburn Symphony to throw season-ending party
4/23/19	Auburn Examiner	Auburn Symphony Orchestra Presents DANCE
5/13/19	Auburn Reporter	Auburn Symphony launches 2019-20 Season
5/18/19	Auburn Examiner	Auburn Symphony Orchestra Launches 2019-20 Season
5/31/19	Auburn Reporter	Auburn Symphony Announces New Concertmaster
6/1/19	Auburn Examiner	Auburn Symphony Orchestra Welcomes Emilie Choi

Advertising

Date	Publication	Notes
Per concert	Northwest Public Broadcasting	Concert promo-radio ad
Per concert	KING FM	Concert promo-radio ad
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	Banner on Auburn Way	Concert promo-Visual over Auburn Way near Hwy. 18
Year-round	Window of Office on Main Street	Concert promotion with seasonal display
Per concert	Press releases to various regional outlets	Sent via email

Print Collateral

Date	Description	Notes
June	2018-19 Season Brochures	Sent to internal list of 2,300
December	Annual fund letter	Segmented, targeted letters sent to 600
September, November, January, March	Newsletter	Sent to targeted list of 850-1000
October,	Concert Posters	400 distributed to Seattle,

December, February and April		Auburn, Tacoma, and south King County
May	End of Year Fundraising Appeal	Segmented, targeted list of 90 patrons

Electronic Promotions

Date	Description	Notes
Per Concert	Auburn Reporter	Digital ads
Per Concert	Live Music Project	Online calendar Emails to their constituents
Per Concert	Facebook	Events, boosted events, and informational posts
Per Concert	Twitter	Informational posts
4-5 times per month	MailChimp	Emails to list of 1,900

2018-2019 Events

Title	Date	Musicians	Attendance	Location
Symphony Series				
Pines of Rome	10/14/18	80	513	Auburn Performing Arts Center
Rockin' Christmas Eve	12/17/18	65	724	Auburn Performing Arts Center
Brahms & Sibelius	2/17/19	65	484	Auburn Performing Arts Center
DANCE	4/28/19	63	480	Auburn Performing Arts Center
Pre-Concert Lectures				
Pines of Rome	10/14/18	2 speakers + slides	90+	Auburn Performing Arts Center
Brahms & Sibelius	2/17/19	2 speakers + slides	90+	Auburn Performing Arts Center
DANCE	4/28/19	2 speakers + slides	90+	Auburn Performing Arts Center
Chamber Series				
Chamber Music from Around the World (Kent)	11/16/18	4	52	Kent Lutheran Church
Chamber Music from Around the World	11/18/18	4	98	St. Matthew Episcopal Church
Youth Movement	1/20/19	3	102	St. Matthew Episcopal Church
Romantic Brothers	3/31/19	6	105	St. Matthew Episcopal Church

Summer Series				
Bernstein, Butler, and Brass	7/5/18	5	99	Mary Olson Farm
Summer Dreams	7/19/18	5	79	Mary Olson Farm
Hot Air Bassoons	8/2/18	4	71	Mary Olson Farm
From the Stage!	6/27/19	5	75	Originally Scheduled for Mary Olson Farm, Moved to Geaux Brewing due to weather
Education & Community Engagement				
ASO String Trio performance at Auburn Downtown Association Art Walk	Sep 2018, May 2019	4	400	Auburn
Principal cellist Brian Wharton solo performance	Ongoing	1	100	Kent Lutheran, Messiah Lutheran
Free program - Instruments of the Orchestra	April 27, 2019	4	15	Auburn Library
Music Director Wesley Schulz visit to Auburn Riverside High School	April 30, 2019	1	70	Auburn Riverside High School
Open Rehearsals	Feb and April 2019	70+	30	Auburn Performing Arts Center

Attachments:

- Fiscal Year 2019 Profit and Loss
- Press release example: Rockin' Christmas Eve
- Press release example: Lee Valenta Legacy Fund
- Ad Examples
- Email Examples
- Marketing Sample: Pines of Rome poster
- Marketing Sample: Brahms and Sibelius poster

AUBURN SYMPHONY ASSOCIATION

07/16/19

Profit & Loss

Accrual Basis

July 2018 through June 2019

	Jul '18 - Jun 19
Ordinary Income/Expense	
Income	
In-Kind Revenue	44.66
Lee's Retirement Party	3,360.00
Lee Legacy Fund	19,706.33
Board Giving	11,630.00
Sustaining Fund	15,000.00
Merchandise Sales	10,100.00
Government Grants	84,000.00
Corporate Contributions	1,776.98
Corporate Gift Matching	2,963.91
Individual Donations	50,610.58
Ticket Sales - Concerts	52,243.00
Ticket Sales - Chamber	12,476.00
Fundraisers	
Gala	
Sponsorships	2,700.00
Raffle	3,360.00
Tickets	12,080.00
Donation	21,920.00
Auction	21,046.00
Total Gala	61,106.00
Concessions	437.00
Total Fundraisers	61,543.00
Program Advertising	10,130.00
Outreach Services	
Education	300.00
Total Outreach Services	300.00
Total Income	335,884.46
Gross Profit	335,884.46
Expense	
Direct Deposit Fees	75.16
Payroll Tax Expenses	
WA PFML Expense	57.57
Employment Security Dept Exp	946.38
L&I Expense	515.60
Medicare Expense	1,158.25
Soc Sec Expense	4,952.53
Total Payroll Tax Expenses	7,630.33
Compensation - Staff	79,879.18
Administration Expense	
Utilities	592.97
Board Expenses	223.42
Office Equipment	320.92
Business Meals	198.08
Advertising	750.00
Bank Charges/Adjustments	9,291.05
Dues and Subscriptions	3,331.80
Insurance	2,466.00
Licenses and Permits	937.81
Miscellaneous	66.45
Office Rent	10,800.00
Office Supplies	675.14
Postage	902.95
Printing	3,906.74
Professional Fees	3,044.00
Taxes - Federal	973.22

AUBURN SYMPHONY ASSOCIATION

Profit & Loss

July 2018 through June 2019

	Jul '18 - Jun 19
Telephone	1,403.46
Travel/Parking/Milage	39.75
Total Administration Expense	39,923.76
Concert Expense	
Travel	4,832.46
Receptions (Concert)	864.00
Concession Costs	882.13
Advertising	9,244.79
Postage	-284.04
Printing	10,209.74
Facility Rent	11,931.00
Music Rental	6,587.85
Musician Meals & Flowers	1,167.82
Recording	2,500.00
Total Concert Expense	47,935.75
Chamber Expense	
Printing	192.80
Facility Rental	5,517.50
Total Chamber Expense	5,710.30
Compensation	
xMusician's Salary - Concert	165,211.00
xMusician's Salary-Chamber	17,300.00
xMusician's Salary-Education	800.00
Total Compensation	183,311.00
Fund Raising Expenses	
Annual Appeal	1,330.03
Lee's Party	3,730.44
Merchandise purchases	6,359.86
Gala Event	11,508.26
Receptions	666.32
Total Fund Raising Expenses	23,594.91
Payroll Expenses	0.00
Total Expense	388,060.39
Net Ordinary Income	-52,175.93
Other Income/Expense	
Other Income	
Endowment Revenue	0.00
Gain/Loss on Investment, MS	39,871.43
Interest Income	23,272.95
Total Other Income	63,144.38
Net Other Income	63,144.38
Net Income	10,968.45

Rockin' Christmas Eve

Symphony concert with electric violin, special guest vocalist, film scores and more

- Contact:** Natalie DeFord, Communications Manager - natalie@auburnsymphony.org
Rachel Woolsey, Executive Director - rachel@auburnsymphony.org
- WHAT:** Holiday Symphony Concert: **Rockin' Christmas Eve**
Wesley Schulz, conductor; Rachel DeShon, soprano; Brittany Boulding, electric violin
- WHEN:** **Dec. 17, 7:30 p.m.**
Box office opens at 6:30
- WHERE:** Auburn Performing Arts Center, 702 4th St NE, Auburn, WA 98002
- TICKETS:** Tickets: \$37 general, \$30 senior, \$10 student.
Call 253-887-7777 or purchase online at auburnsymphony.org by noon on Dec. 14
- DETAILS:** Auburn Symphony Orchestra presents an evening of holiday fun for the whole family!

Rachel DeShon, a powerful soprano and recurring star of **Teatro ZinZanni**, joins the Orchestra to perform **The Twelve Gifts of Christmas** and her signature version of **O Holy Night**, which you can hear her sing on her YouTube channel:

<https://www.youtube.com/watch?v=dax4tgsxRBc>

Learn more about Deshon at racheldeshton.com, and see a dazzling video of her here:
<https://www.youtube.com/watch?v=ei704DYRkFE>.

Additional treats include **Trans-Siberian Orchestra** rock arrangements of holiday favorites, with concertmaster **Brittany Boulding** on the electric violin, and the beautiful **Concert Suite** from 2015 computer-animated film, *The Polar Express*.

And, in the spirit of the season, we will add more goodies to your already-full Christmas stocking! Various holiday activities will fill the lobby of the Performing Arts Center before the program, including a performance by the **Green River Jazz Voices**.

Reserved seats can be purchased in advance or the day of the concert. Parking is free. This concert is sponsored in part by the City of Auburn.

##

Auburn Symphony Orchestra changes lives and our community through the shared experience of live classical music performances and by nurturing the relationship between our audience and our artists.

Learn more and support the music at auburnsymphony.org.

Announcing Auburn Symphony Orchestra's "Lee Valenta Legacy Fund"

Upon the retirement of founding General Manager Lee Valenta, an earmarked fund has been created to support the Symphony in his honor.

It was announced at his retirement party on Oct. 21.

More than \$20,000 has been raised to date.

Contact: Natalie DeFord, Communications Manager - natalie@auburnsymphony.org
Rachel Woolsey, Executive Director - rachel@auburnsymphony.org

WHAT: Lee Valenta Legacy Fund
Retirement of General Manager Lee Valenta

DETAILS:

Retiring General Manager of Auburn Symphony Orchestra Lee Valenta was honored with the announcement of a new earmarked fund for the Symphony in his honor.

The Lee Valenta Legacy Fund, created by board members, musicians, community members, and friends, will support the Symphony's education programs, expand the music library, and enhance the excellence of the Symphony for years to come. More than \$20,000 has been raised so far.

The Fund was announced at Valenta's retirement party on Oct. 21 at Bogey's Public House in Auburn with more than 100 people in attendance. Among attendees were members of the Symphony's Board of Directors, Symphony supporters, new Music Director Wesley Schulz, new Executive Director Rachel Woolsey, and Valenta's wife, children, grandchildren, and closest friends.

Valenta served as General Manager of the Symphony for 22 years, 10 of which he held the position and its demanding roles as a volunteer. His work kept the Symphony alive, especially when it came time to find a new Music Director - a more than 2-year-long process - and organize programming and guest conductors in the meantime.

Previously, Valenta had a long-term career working to create job opportunities and community support systems for people with developmental disabilities. He was a founder of Trillium Employment Services, created in 1983, which is still strongly serving our community today.

Valenta is known not only for his outstanding work for the Symphony and for people with disabilities, but also for being a wonderful advocate in the community, passionate about helping others, and sharing music and friendship with everyone he meets.

##

Auburn Symphony Orchestra changes lives and our community through the shared experience of live classical music performances and by nurturing the relationship between our audience and our artists.

Learn more and support the music at auburnsymphony.org.

Auburn Symphony Orchestra • P.O. Box 2186, Auburn, Washington 98071
253.887.7777 • info@auburnsymphony.org • auburnsymphony.org

Ad Examples (not to scale)

Auburn Performing Arts Center • 702 4th St. NE

BRAHMS & SIBELIUS

February 17
Sunday 2:30

TICKETS
Students: \$10
Seniors: \$30
General: \$37
253-487-7777
auburnsymphony.org

Wesley Schulz, conductor
Michael Lim, violin

Emily Cooley's Age
Jean Sibelius' Violin Concerto
Johannes Brahms' Symphony No. 4 in E minor

**Auburn
Symphony
Orchestra**

**Auburn
Symphony
Orchestra**
Chamber Series

**YOUTH
MOVEMENT**

JAN. 20
4 P.M.
St. Matthew/
San Mateo
Episcopal
Church

Rockin'
**CHRISTMAS
EVE**

Auburn Performing Arts Center
702 4th St. NE

December 17th
Monday 7:30

BRAHMS & SIBELIUS

February 17
Sunday 2:30

DANCE

April 28th
Sunday 2:30

**Auburn
Symphony
Orchestra**

PINES of ROME

October 14
Sunday 2:30
Auburn Performing
Arts Center

Wesley Schulz
conductor

Randall Goosby
violin

Tickets:
AUBURNSYMPHONY.ORG

Email Examples

**Auburn
Symphony
Orchestra**

Brahms & Sibelius
Sunday, February 17, 2019
2:30 PM / Auburn Performing Arts Center
1:30 PM / Pre-Concert Lecture with Dave Beck

Featuring Michael Lim, violin

KNOW BEFORE YOU GO

- **Parking** / Free parking is available in the Auburn High School parking lot with entrance on 4th Street NE
- **Program** / Emily Cooley's *Argo*, Jean Sibelius' *Violin Concerto*, and Johannes Brahms' *Symphony No. 4*
- **Box Office** / Door sales begin at 1:00
- **Questions** / Contact us at 253-887-7777 or email info@auburnsymphony.org


Michael Lim

**Auburn
Symphony
Orchestra**

Thank you for attending Rockin' Christmas Eve!

More than 730 people packed the Auburn Performing Arts Center to enjoy rockin' holiday tunes. 98 pounds of donations were collected for The Auburn Food Bank and the lobby performance by the Green River College Jazz Voices was spectacular.



Make the Music Possible
It's contributions above and beyond your ticket purchase that make the music happen. The holiday season is a great time of year to make your gift. We appreciate your support.

GIVE NOW

Happy Holidays!

**Make your gift to Auburn
Symphony Orchestra today!**



**Auburn
Symphony
Orchestra**

Three easy ways to give:

- Online at auburnsymphony.org
- Call 253-887-7777
- Mail a check to PO Box 2186, Auburn, WA 98071

If your donation and this email have crossed in the mail, thank you!

Auburn Performing Arts Center • 702 4th St. NE

PINES of ROME

October 14

Sunday 2:30

TICKETS

Students: \$10

Seniors: \$30

General: \$37

253-887-7777

auburnsymphony.org

Wesley Schulz, conductor

Randall Goosby, violin

Auburn
Symphony
Orchestra

CITY OF
AUBURN
WASHINGTON

Auburn Performing Arts Center • 702 4th St. NE

BRAHMS & SIBELIUS

February 17

Sunday 2:30

TICKETS

Students: \$10

Seniors: \$30

General: \$37

253-887-7777

auburnsymphony.org

Wesley Schulz, conductor

Michael Lim, violin

Emily Cooley's *Argo*

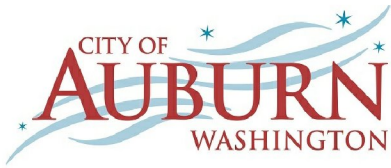
Jean Sibelius' *Violin Concerto*

Johannes Brahms'

Symphony No. 4 in E minor

Auburn
Symphony
Orchestra

CITY OF
AUBURN
WASHINGTON



AGENDA BILL APPROVAL FORM

Agenda Subject:

Ordinance No. 6742 (Gaub)(5 Minutes)

Department:

Public Works

Attachments:

[Draft Ordinance No. 6742](#)

[Exhibit A](#)

Date:

November 4, 2019

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

For discussion only.

Background Summary:

Under Washington state law, a developer or property owner ("applicant") has the right to seek reimbursement from other property owners ("benefited properties") who later connect to the public streets or utilities that the applicant constructed as part of the applicant's property development. The payback agreement between the City and the applicant provides the mechanism for the City to collect the reimbursement from the benefited properties as a condition of service, and to provide the reimbursement to the applicant.

On November 5, 2018, the City Council adopted Ordinance No. 6696 to revise Auburn City Code regulation (ACC 3.25 – Payback Agreements) to make the City's administration of the payback agreement process more efficient and to provide earlier notification to the benefited property owners.

Staff recommends the following additional changes to further improve the administration of the payback agreement process by linking certain submittals to key milestones in the Developer's Public Facility Extension Agreement (FAC) for construction of the public improvements:

- Applicant to submit the payback agreement application before executing the FAC. This enables the payback agreement improvements to be defined in the FAC, and for the Developer to acknowledge that other improvements are not eligible for, or that the Developer is waiving their right to, a payback agreement.
- The payback agreement will be prepared and executed only after the Developer completes all the requirements of the FAC and the City accepts ownership of the completed public improvements.
- The City Engineer will request that the City Council schedule a public hearing within 90 days only after the City receives the executed payback agreement from the Developer. Once the Developer executes the payback agreement, the Developer will be prohibited from making any changes unless such changes are agreed to by the City.

Reviewed by Council Committees:

Councilmember:

Staff:

Gaub

Meeting Date: November 12, 2019

Item Number:

ORDINANCE NO. 6742

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
AUBURN, WASHINGTON RELATED TO
INFRASTRUCTURE PAYBACK AGREEMENTS,
AMENDING CHAPTER 3.25 OF THE AUBURN CITY CODE

WHEREAS, Chapter 3.25 of the Auburn City Code authorizes developers, property owners, and the City who build improvements to the City's infrastructure to recover a portion of their costs from other property owners that benefit from those improvements through a Payback Agreement with the City; and,

WHEREAS, after reviewing the current process, staff recommends adding clarifying language to Chapter 3.25 of the Auburn City Code that will assist the City's administration of the Payback Agreement and Facility Extension Agreement processes.

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

Section 1. Amendment to City Code. Chapter 3.25 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 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: _____

ORD 6742

EXHIBIT A

Chapter 3.25 PAYBACK AGREEMENTS

Sections:

3.25.010	Purpose.
3.25.020	Definitions.
3.25.030	City funding.
3.25.040	Agreement– When mandatory.
3.25.050	City engineer’s authority.
3.25.060	Application– Process.
3.25.070	Costs eligible for reimbursement.
3.25.080	Formation of reimbursement area.
3.25.090	Contract execution and recording.
3.25.100	Implementation of agreement.
3.25.010	Purpose.

The purpose of this chapter is to provide a mechanism to reimburse an eligible applicant and/or the city for costs associated with the construction of public street or public utility system improvements. This chapter is intended to implement the provisions of Chapters 35.72 and 35.91RCW as presently adopted or as may be subsequently amended. (Ord. 6696 § 1 (Exh. A), 2018; Ord. 6512 § 1, 2014.)

3.25.020 Definitions.

A. Use of Words and Phrases. As used in this chapter, unless the context or subject matter clearly requires otherwise, the words or phrases defined in this section have the indicated meanings.

B. “Applicant” means the owner, developer, or building permit applicant who is required by any ordinance of the city to construct improvements as a prerequisite of property development. Street or utility improvements constructed in order to comply with the city’s subdivision code, zoning code, comprehensive plan, and ACC Title 12 or 13 are declared to be prerequisites to further property development for the purposes of RCW 35.72.010 and 35.91.020(1)(a).

C. “Assessment reimbursement area” means all real properties that will benefit from a street or utility system improvement.

D. “Connection” for utility services means the initial provision of water, sewer or storm drainage service for an individual property after the issuance of an appropriate permit under Chapter 13.06 or 13.20 ACC, where the property benefits from utility services as described in ACC 3.25.100, and which results in the creation of a utility payment

account with the city, and service fees being assessed under that account. Connection does not include the physical tie-in or attachment of mainline water, sewer, or storm drainage infrastructure to the city's system or to infrastructure being dedicated or conveyed to the city after construction of that infrastructure that is required under Chapter 13.40 ACC.

E. "Facility (FAC) extension agreement" means an agreement between the city and the developer, as defined in Chapter 13.40 ACC, for the city to accept the public portions of facilities constructed by the developer.

EF. "Payback agreement" means contracts authorized by Chapters 35.72 and 35.91 RCW and this chapter, as presently adopted or as may be subsequently amended, for transportation or utility system improvements.

FG. "Transportation system improvements" means those improvements to the public street transportation facilities including, but not limited to, paving, installation of curbs, gutters, storm drainage, sidewalks, street lights, right-of-way landscaping, traffic signals, and traffic control signs and markings.

GH. "Utility system improvements" means those improvements to the public water, sewer, or storm drainage systems including, but not limited to, pumping stations, conveyance, distribution and service lines, structures, storm drainage storage and treatment ponds/vaults, and disposal plants, water mains, hydrants, reservoirs, wells, or appurtenances to those systems. (Ord. 6696 § 1 (Exh. A), 2018; Ord. 6512 § 1, 2014.)

I. "Completion" means city acceptance of all improvements constructed as part of the FAC extension agreement.

...

3.25.060 Application – Process.

A. For each public street or utility system improvement the applicant is required to construct that is determined by the city engineer to be eligible for a payback agreement, the applicant may apply to the city to establish a payback agreement. The For eligible projects, a complete payback agreement application must be received not later than 10 business days after the date that the city's letter of eligibility is postmarked before execution of the FAC extension agreement, or the applicant will be deemed to have waived the right to request a payback agreement.

B. The application to enter into a payback agreement must include all the following items:

A1. A nonrefundable application fee in the amount specified in the city's fee schedule.

~~B~~2. An estimate of all costs of the project including, but not limited to, design engineering, permitting, property acquisition, construction engineering, contract administration, surveying, and construction costs associated with the system improvements.

~~C~~3. A map and legal description identifying the proposed boundaries of the assessment reimbursement area and each separately owned parcel within that area and including the applicable amount of area and/or front footage of the property. The map will identify the location of the project in relation to the parcels of property in the area.

~~D~~4. A preliminary assessment reimbursement roll stating the proposed assessment for each separate parcel of property within the proposed assessment reimbursement area as determined by apportioning the total project cost on the basis of the benefit of the project to each parcel of property within the area. The payback reimbursement charge to other properties will be based on the total project cost, figured on a front foot or area assessment basis, or other equitable method, as determined by the city, or any combination of these methods at the reasonable discretion of the city engineer.

~~E~~5. A complete list of record owners of property within the proposed assessment reimbursement area certified as complete and accurate by the applicant and which states names and mailing addresses for each owner.

~~F~~6. The applicant's acknowledgement that a street payback agreement may extend for a period of up to 15 years (unless extended as provided for by statute), and a utility payback agreement may extend for a period of not less than 20 years (unless extended as provided for by statute), from the date of final acceptance by the city and the recovery shall be assigned to run with the land.

~~G~~7. The applicant's acknowledgement that approval of the payback agreement will be conditioned on the applicant agreeing to waive any claims for liability of the city in establishment and enforcement of payback agreements, including an acknowledgement that the city is not responsible for locating a beneficiary or survivor.

~~H~~8. The applicant's acknowledgement that it must provide sufficient security to ensure to complete the improvements. (Ord. 6696 § 1 (Exh. A), 2018; Ord. 6512 § 1, 2014.)

3.25.070 Costs eligible for reimbursement.

A. The city council may provide for the reimbursement of all or part of the costs advanced by the city funds and/or applicant for the street or utility system improvements, including:

~~A1~~. The design engineering, permitting, property acquisition, construction engineering, contract administration, surveying, and construction costs associated with the street or utility system improvements.

~~B2~~. The cost of all advertising, mailing and publishing of notices.

~~C3~~. The cost of legal services and any other expenses incurred by the city in connection with the construction or financing of the improvement, including the issuance of any bonds.

~~D4~~. City costs of administering the agreement.

~~E5~~. Outside professional services as applicable.

B. Costs eligible for reimbursement to the applicant will not include frontage street or utility improvements that would have been normally required of the applicant per Chapter 12.64A, 13.08, or 13.40 ACC. (Ord. 6696 § 1 (Exh. A), 2018; Ord. 6512 § 1, 2014.)

C. Applicant waives the right to a payback agreement for any improvements for which final costs are not submitted to the City within 120 days after completion.

...

3.25.090 Contract execution and recording.

A. Following completion of the facility extension and receipt of final costs to be included in the payback agreement, the city will provide the applicant with the payback agreement for execution.

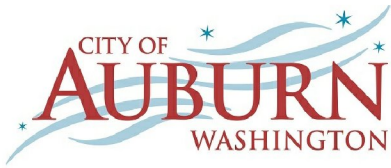
AB. The applicant will provide an executed copy of the payback agreement to the city. The applicant will not be allowed to make any further changes to the executed payback agreement unless the changes are mutually agreed to by the City.

C. Within 90 days of receipt of the executed payback agreement, the city engineer will request that the city council schedule a public hearing.

D. Following the public hearing, the city council will consider the payback agreement.

BE. The payback agreement will be recorded in the King or Pierce County department of records, as appropriate. Once recorded, the payback agreement is binding on property owners of record within the assessment area who are not party to the agreement. (Ord. 6696 § 1 (Exh. A), 2018; Ord. 6512 § 1, 2014.)

...



AGENDA BILL APPROVAL FORM

Agenda Subject:

Transportation Impact Fee Update (Gaub)(15 Minutes)

Date:

November 4, 2019

Department:

Public Works

Attachments:

[Transportation Impact Program Update Memo](#)

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

For discussion only.

Background Summary:

Present and discuss the proposed 2020 update to the transportation impact fee program as summarized in the attached memo.

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

Gaub

Meeting Date: November 12, 2019

Item Number:

	Memorandum
---	--------------------------

TO: City Council, Mayor Backus

FROM: Public Works

RE: DRAFT 2020 Transportation Impact Fee Update

DATE: October 31, 2019

The purpose of this memorandum is to present staff's recommendation for updating the Transportation Impact Fee program. The Public Works Department is recommending an update to the Transportation Impact Fee program, to be consistent with the projects funding needs identified in the adopted 2020-2025 Transportation Improvement Program (TIP).

Proposed Citywide Transportation Impact Fees

The current cost per new PM Peak hour trip in the transportation impact fee rate schedule is \$4,238.30. The changes summarized in this memo increase the impact fee per weekday PM peak hour trip by \$423.04 to a total of \$4,661.34. The increase, approximately 10 percent, is attributable to the current amount of funding being sought through the impact fee program. The updated PM peak hour trip amount will be utilized to adjust the detailed traffic impact fees included in the proposed 2020 fee schedule. The updated fee would be applicable to all new uses citywide except in Lakeland Hills and the Downtown Urban Center (DUC) zone.

Background

The most recent update to the City's transportation impact fee occurred on January 1, 2019, and was based on the previous 2019-2024 TIP. Transportation impact fees are updated annually to stay current with the need to fund road capacity projects identified in the recently modified 2020-2025 TIP. The update accounts for changes to the project list, updated funding needs, and the portion of each projects cost which is attributable to new development. The update also accounts for revised growth forecasts developed as part of the 2015 Comprehensive Transportation Plan Update. These changes will ensure that the collection of impact fees is consistent with the capacity projects identified in the adopted TIP.

Impact Fee Project List Changes

Not all of the projects included in the TIP are included in the impact fee program. Only projects which increase vehicular capacity at intersections and along roadway segments are eligible to be included in the impact fee program. Table 1 shows a list of the projects included in the impact fee calculations.

The majority of the projects included in the impact fee program are carried over from the previous year, but have been revised as appropriate to reflect current funding needs. Five projects have been removed from the list because they have been completed, combined with other projects, or they have moved beyond year six in the current TIP. Four new projects have been added based on changes to anticipated funding for the project or new capacity needs.

Impact Fee Project Cost Changes

The traffic impact fees in effect during 2019 were based on the need to collect approximately \$20M of traffic impact fee revenue to fund the capacity projects identified in the 2019-2024 TIP. The adopted 2020-2025 TIP required the collection of approximately \$24M of traffic impact fee revenue to fund the capacity projects included in the current TIP. This increase of approximately \$4M partially accounts for proposed increase in traffic impact fees.

Citywide Growth Trips

The proposed 2019 update is based on the number of growth trips forecast in the 2015 Comprehensive Transportation Plan. The plan anticipated 16,100 additional trips would be generated by new land uses developed within the City between 2012 and 2035. This total number was reduced by the number of growth trips which are estimated to have already occurred since 2012. Currently, approximately 13,250 additional growth trips are anticipated between 2020 and 2035, with 5,300 anticipated within the 6 years period covered by the TIP.

Downtown Urban Center Zone Rate

In an effort to acknowledge the trip generation characteristics of the downtown urban center, the City added a second zone to the transportation impact fee program. The program charges reduced impact fees for development occurring in the downtown urban center. The applicable downtown area in which fees are reduced is shown in Figure 1.

Reduced impact fees for the downtown urban center account for anticipated reduced trip generation resulting from the availability of transit service (both bus and rail), the completeness of non-motorized facilities, and the close proximity of complementary land-uses (retail, commercial, medical, etc.). This provides a better nexus between transportation impact fees and the impacts of development in the downtown urban center.

The following reductions are used for each land use category in the downtown urban center:

<i>Residential, Lodging, and Medical</i>	<i>-19%</i>
<i>Recreation, Institutional, Retail, and Service</i>	<i>-26%</i>
<i>Office</i>	<i>-32%</i>

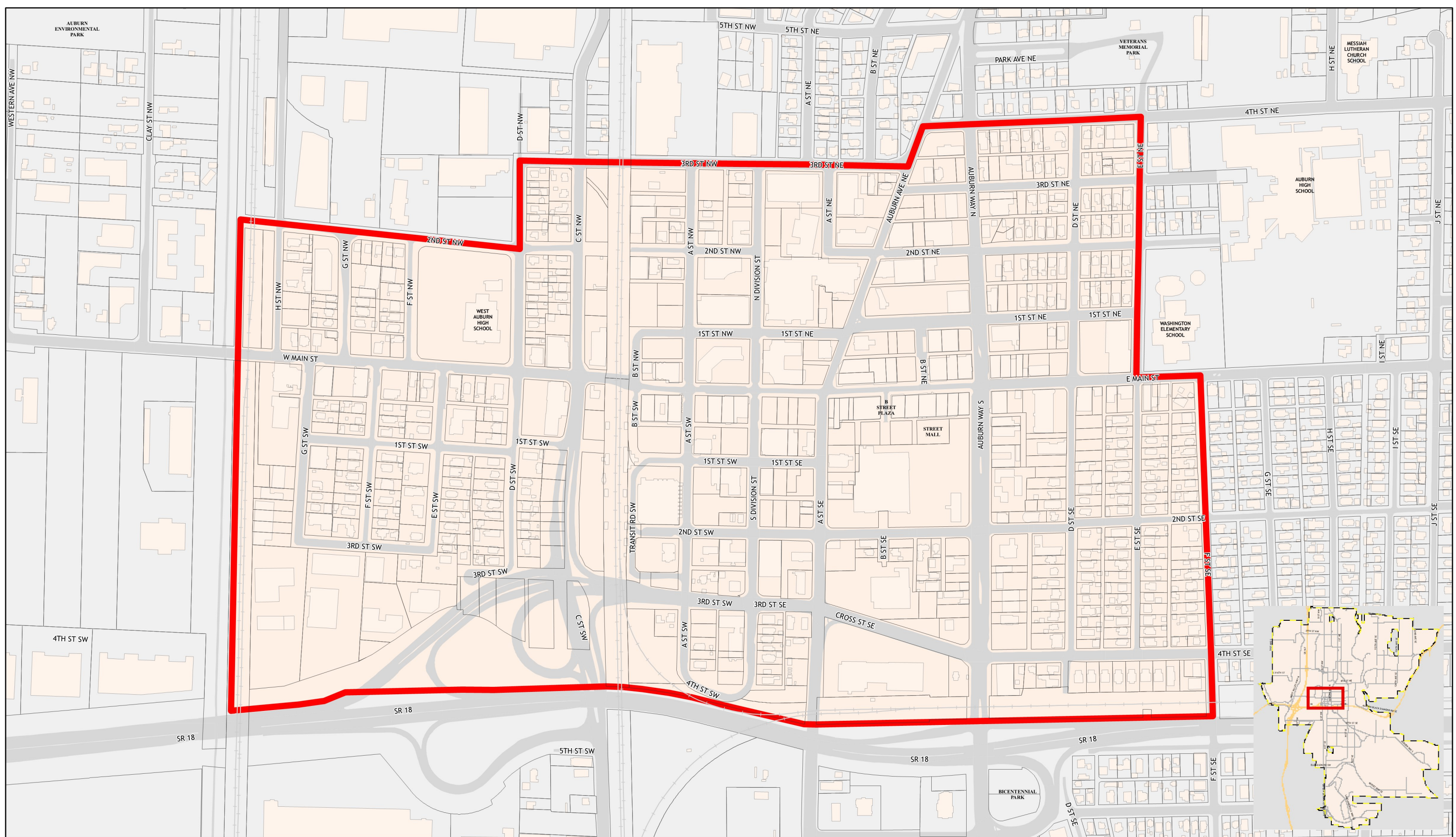
National and local data was used to estimate the reductions for downtown land-uses in Auburn. This approach is consistent with other local jurisdictions, including Federal Way and Kent.

Lakeland Hills Rate

Transportation mitigation fees for Lakeland Hills were established in 1998 by Resolution 2955. At that time the initial impact fees were identified for detached single-family units, attached single-family and multi-family units, senior family residential units, and commercial and retail space. The fees are updated annually based on the Consumer Price Index for the Seattle-Metropolitan area. The most recent annual data shows that during the previous 12 month period, prices have increased by 2.6 percent.

TIF Comparison by Agency

Figure 2 shows a comparison of the basic transportation impact fee for 60 Western Washington Cities and 5 Counties. The comparison shows that with the proposed increase Auburn's fee is similar to those currently charged by the Cities of Kent, Puyallup, and Covington.



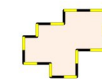
INFORMATION SHOWN IS FOR GENERAL REFERENCE PURPOSES ONLY AND DOES NOT NECESSARILY REPRESENT EXACT GEOGRAPHIC OR CARTOGRAPHIC DATA AS MAPPED. THE CITY OF AUBURN MAKES NO WARRANTY AS TO ITS ACCURACY.

Auburn Downtown Map

Figure 1



Urban Center Boundary (231.34 Acres)



Auburn City Limits

Figure 2

Comparison of 2019-2020 TIF Base Rates in 72* Cities and 4 Counties in Western Washington
With Whatcom County Cities and Bellingham's Urban Village TIF Reductions Highlighted for Emphasis

[*City of Sammamish, WA \$14,707 TIF base rate excluded from graphic due to size - see TIF rate table on next page]

Data compiled by Chris Comeau, AICP-CTP, Transportation Planner, Bellingham Public Works ccomeau@cob.org or (360) 778-7946

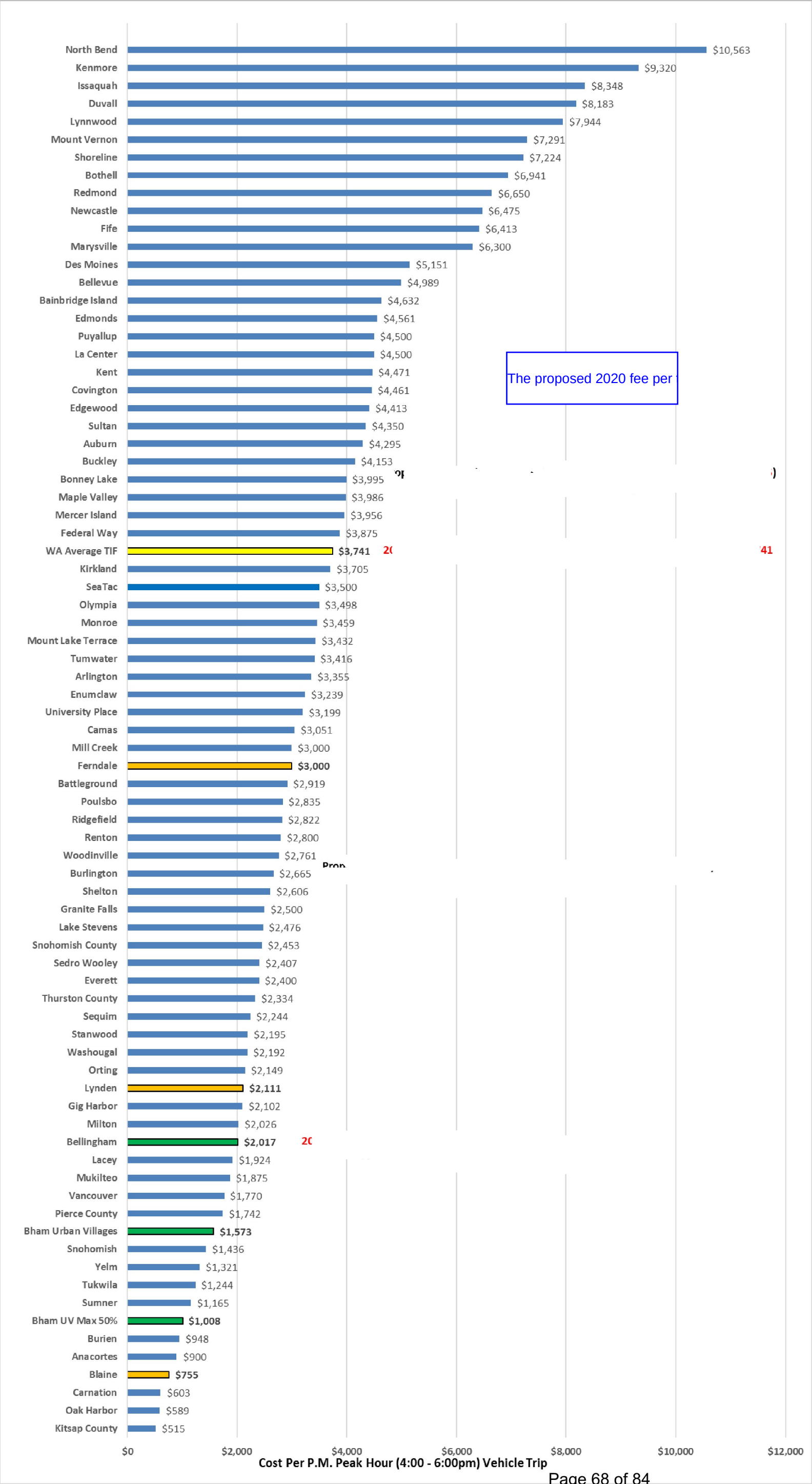


Table 1 - Traffic Impact Fee Project List

Ongoing TIP Projects to remain on the Transportation Impact Fee List

- TIP I-5: Harvey Rd NE/8th Street NE Intersection Improvements
- TIP I-6: Lake Tapps Parkway ITS Expansion
- TIP I-8: 29th St SE/R St SE Intersection Improvements
- TIP I-9: M St SE/29th St SE Intersection Improvements
- TIP I-10: R St SE/21st St SE Intersection Improvements
- TIP I-11: AWS/6th St SE Intersection Improvements
- TIP I-12: C St SW/15th St SW Intersection Improvements
- TIP I-14: 124th Ave SE/SE 284th St Intersection Safety Improvements
- TIP I-15: 10th St NW/A St NW Intersection Improvements

- TIP N-5: F Street SE Non-Motorized Improvements (Downtown to Les Gove)
- TIP N-8: Evergreen Heights SRTS

- TIP R-3: M Street Underpass (3rd St SE to 8th St SE)
- TIP R-4: A Street Loop
- TIP R-5: A Street NW, Phase 2 (W Main St to 3rd St NW)
- TIP R-6: Auburn Way S Widening (Hemlock St SE to Poplar St SE)
- TIP R-7: M Street NE (E Main St to 4th St NE)
- TIP R-8: 49th Street NE (Auburn Way N to I St SE)
- TIP R-9: 46th Place S Realignment
- TIP R-11: 124th Ave SE Corridor (SE 312th St to SE 318th St)
- TIP R-12: R Street Bypass (M St SE to SR-18)
- TIP R-13: SE 320th Corridor Improvements (116th Ave SE to 122nd Ave SE)
- TIP R-14: W Valley Highway Improvements (15th St NW to W Main St)
- TIP R-16: Auburn Regional Growth Center Access Improvements
- TIP R-17: M Street SE Improvements (8th St SE to Auburn Way S)
- TIP R-20: Lea Hill Road Segment 1 (Harvey Rd/M St SE 105th Pl S)
- TIP R-21: Lea Hill Road Segment 2 (105th Pl S to 112th Ave SE)
- TIP R-22: Lea Hill Road Segment 3 (112th Ave SE to 124th Ave SE)
- TIP R-23: West Valley Hwy Improvements (SR-18 to 15th St SW)

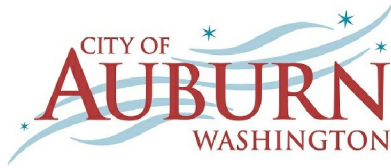
- TIP S-1: A Street NW, Phase 1 (3rd St NW to 14th St NW)
- TIP S-2: S 277th Street Environmental Monitoring
- TIP S-3: A St SE Corridor Study

New TIP Projects to be added to the Transportation Impact Fee List

- TIP I-16: 15th St NW/SR-167 NB Ramps Intersection Improvements
- TIP R-10: Auburn Way N/S (4th St SE to 4th St NE)
- TIP R-26: E Valley Hwy Widening (Lakeland Hills Way to Terrace View Drive)
- TIP R-27: Lea Hill Road Segment 1A (Garden Ave)

TIP Projects removed from the Transportation Impact Fee List

- TIP I-7: SE 320th St/116th Ave SE Roundabout
- TIP I-13: 124th Ave SE/SE 320th St Intersection Improvements
- TIP N-10: A Street SE Pedestrian Crossing
- TIP R-2: I Street Corridor (45th St NE to S 277th St)
- TIP S-4: Kersey Way Study



AGENDA BILL APPROVAL FORM

Agenda Subject:

Facility Extension Permit Fees (Gaub)(15 Minutes)

Department:

Public Works

Attachments:

[Presentation](#)

Date:

November 5, 2019

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

For discussion only.

Background Summary:

In 2018, Financial Consulting Services Group (FCS) performed a study to determine the cost of providing developer fee-related services and compared those costs to actual fees charged.

At the February 26, 2018 Council study session, the consultant discussed their approach, provided preliminary results and a comparison of Auburn's fees to other area cities, and identified key policy issues for Council consideration.

At the October 8, 2018 Council study session, staff presented findings of the study and discussed whether Council supported staff's recommendations for adjustments to selected fees to improve cost recovery. Council consensus was in support of the proposed fees. There was also Council consensus that supported further discussions and efforts to improve cost recovery in future years, including the review of the Facility Extension (FAC) Agreement fees to seek a 100% cost recovery and revision of the structure of the fee.

Background information, including an explanation of what FAC Agreements are, is provided in the attached presentation slides. The adjustments approved for the 2019 fee schedule for FAC's resulted in an estimated 60% cost recovery. Further adjustments and a change of fee structure will be discussed at the November 12th Study Session and potentially be proposed as part of the 2020 fee schedule update. These changes target full cost recovery and a simplification of the fee calculation.

Reviewed by Council Committees:**Councilmember:**

Meeting Date: November 12, 2019

Staff:

Gaub

Item Number:

CITY OF AUBURN

FACILITY EXTENSION FEES UPDATE

**COMMUNITY DEVELOPMENT, PUBLIC
WORKS**

**CITY COUNCIL STUDY SESSION
NOVEMBER 12, 2019**

AUBURN
VALUES

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

WHAT IS AN FAC?

- An FAC is a **FAC**ility. A Facility is defined as a public road or utility that:
 - Private developers design and build as part of a new development.
 - After design and construction, these facilities will be transferred to the City for ownership and operation/maintenance



WHAT WORK GOES INTO AN FAC?

- Review the designs prepared and provided by civil engineers
- Inspect during construction and before it is covered up
- We will own and operate the roads and utilities that are being built – so we manage the transfer of ownership
- We want to ensure high quality infrastructure that lasts a long time
- If we compromise it is the city tax and rate payers that will be financially impacted

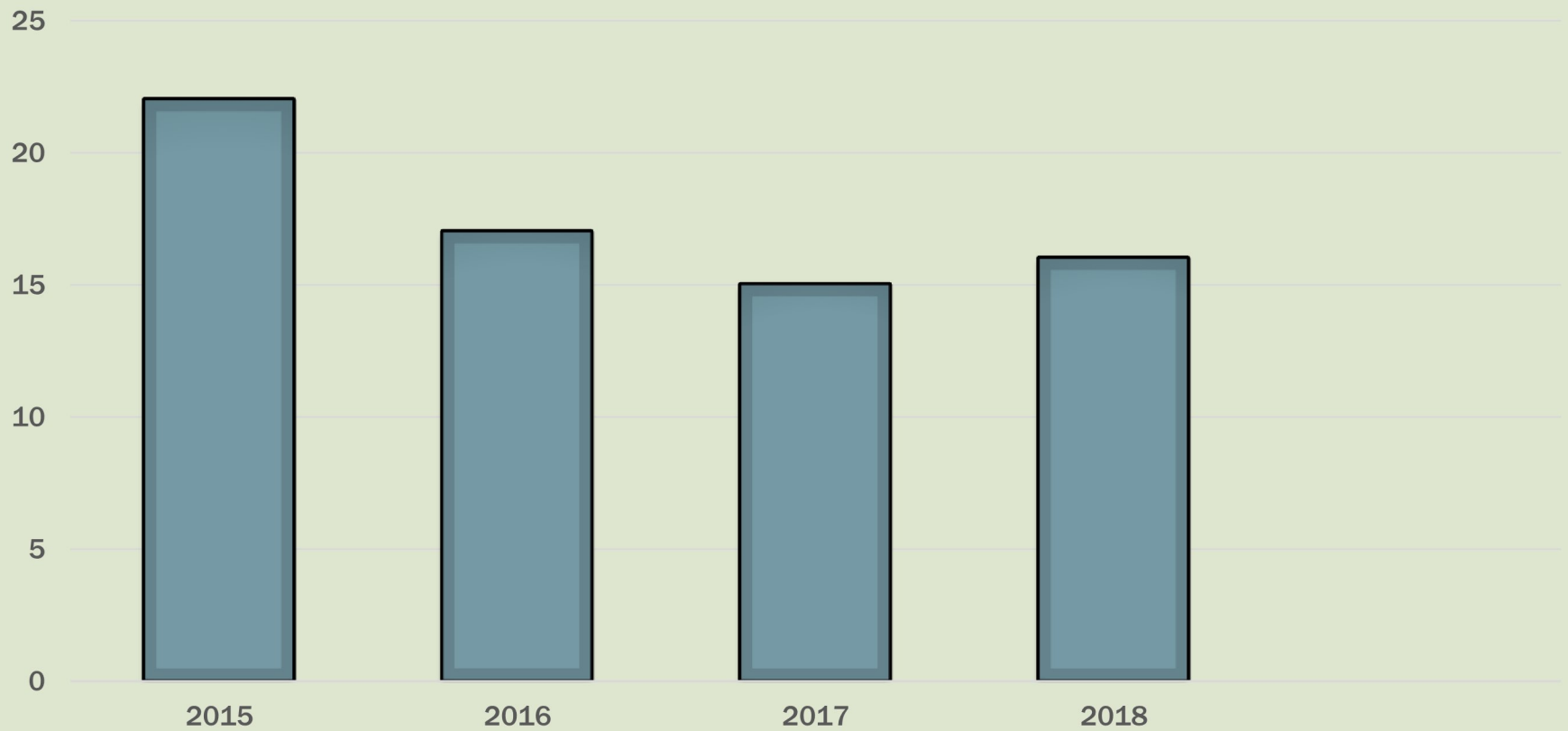
REVIEW & INSPECTION

- **Review** – The most detailed and comprehensive element of development review that includes Planning, Building, Storm Engineering, Water Engineering, Sewer Engineering, Transportation Engineering, Valley Regional Fire Authority.
- **Inspection** – Daily visits to the job site to view the installation of underground utilities, street lights, sidewalks, landscaping, erosion control, etc.

Tension: private developers seeking to lower cost; city seeking to ensure high quality

VOLUME

FAC Projects



PREVIOUS COUNCIL DISCUSSION

- **Development Services Cost of Service and Fee Analysis (July 2018)**
- **Council Discussion in October 2018:**
 - **2015 to 2017 Cost Recovery: 40%**
 - **Estimated 2019 Cost Recovery: 60%**
 - **2020 fee Update:**
 - **Target 100% Cost Recovery**
 - **Simplify Calculations and Administration**
 - **Equitable increases proportional to project sizes**

CURRENT FAC FEE STRUCTURE

- **FAC Fee Schedule Elements**

- **Application Fee w/Per Facility Charge**
- **Per Linear Foot Charge**
- **Other Charges**

- **FAC Fee Collection Approach**

- **40% of total fee due after 1st review**
- **Remaining fee due before construction start**

FEE SCHEDULE – APPLICATION FEE

Existing Fee Schedule	Proposed Fee Schedule
<u>Base</u>	<u>Base</u>
\$715	Residential \$500 Commercial \$2,500 Multi-Family \$4,000 Short Plat \$5,000 Plat \$8,000
+	+
<u>Per Facility</u>	<u>Per Facility</u>
\$215 per facility	\$1,500 per facility

FEE SCHEDULE – LINEAR FOOT CHARGES

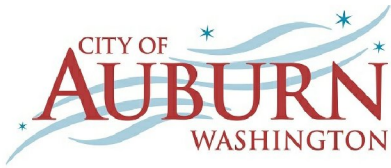
Existing Fee Schedule	Proposed Fee Schedule
Per Linear Foot	Per Linear Foot
<u>Public Utilities and Storm for Private Streets:</u> First 0 to 1000 feet, \$7.25 per foot + Next 1001 to 2500, \$3.75 per foot + Additional over 2500, \$2.25 per foot <u>Public and Private Streets:</u> First 0 to 500 feet, \$9.00 per foot + Next 501 to 1000, \$5.25 per foot + Additional over 1000, \$1.50 per foot	\$5.60 per foot

PROPOSED FAC COMPARISON

Project Type	Avg. Fee (Existing)	Avg. Fee (Proposed)	\$ Change	% Change
Single Family Residential	\$2,400	\$3,800	\$1,400	58%
Commercial	\$12,200	\$19,900	\$7,700	63%
Multi-Family	\$23,200	\$40,200	\$17,000	73%
Short Plat	\$7,300	\$13,800	\$6,500	89%
Plat	\$27,700	\$52,600	\$24,900	90%

Estimated Increase in Annual Fee Revenue = \$180k

Consensus from Council to move forward with full cost recovery model for 2020 fee schedule?



AGENDA BILL APPROVAL FORM

Agenda Subject:

Matrix

Date:

November 7, 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 12, 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		
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		