CITY OF AUBURN WASHINGTON	**City Council Meeting** **October 20, 2014 - 7:30 PM** **Auburn City Hall** **AGENDA** Watch the meeting LIVE! Watch the meeting video Meeting videos are not available until 72 hours after the meeting has concluded.

I. **CALL TO ORDER**

A. **Flag Salute**

B. **Roll Call**

C. **Announcements, Appointments, and Presentations**

1. Domestic Violence Awareness & Prevention Month
Mayor Backus to proclaim the month of October as "Domestic Violence Awareness & Prevention Month" in the City of Auburn

2. 2014 Tree Steward
Mayor Backus to declare the U.S. General Services Administration, Region 10, the City's "2014 Tree Steward" for preserving and caring for the Weeping Willow Tree located at 400 -15th St SW and hereby declaring it a "Significant Tree"

D. **Agenda Modifications**

II. **CITIZEN INPUT, PUBLIC HEARINGS & CORRESPONDENCE**

A. **Public Hearings**
No public hearing is scheduled for this evening.

B. **Audience Participation**
This is the place on the agenda where the public is invited to speak to the City Council on any issue. Those wishing to speak are reminded to sign in on the form provided.

C. **Correspondence**
There is no correspondence for Council review.

III. **COUNCIL COMMITTEE REPORTS**

A. **Municipal Services**

1. **October 13, 2014 Minutes* (Peloza)**

B. **Planning & Community Development**

1. **October 13, 2014 Minutes* (Holman)**

C. **Public Works**

1. **October 6, 2014 Minutes* (Osborne)**

D. **Finance**

1. **October 6, 2014 Minutes* (Wales)**

E. **Les Gove Community Campus**

1. The next regular meeting of the Les Gove Community Campus Committee is scheuled for November 26, 2014 (Wagner)

F. **Council Operations Committee**

1. The next regular meeting of the Council Operations Committee is scheduled for October 27, 2014 (Wagner)

G. **Junior City Council**

1. The next regular meeting of the Junior City Council is scheduled for October 20, 2014 (Wagner)

IV. **CONSENT AGENDA**

All matters listed on the Consent Agenda are considered by the City Council to be routine and will be enacted by one motion in the form listed.

A. **September 10, 2014 Special City Council Meeting Minutes***

B. **September 18, 2014 Special City Council Meeting Minutes***

C. **September 29, 2014 Committee of the Whole Minutes***

D. **October 6, 2014 Regular Meeting Minutes***

E. **Claims Vouchers (Wales/Coleman)**
Claims voucher numbers 430757 through 430973 in the amount of $5,228,167.22 and two wire transfers in the amount of $80,236.00 and dated October 20, 2014.

F. **Payroll Vouchers (Wales/Coleman)**
Payroll check numbers 535022 through 535055 in the amount of $839,353.14, electronic deposit transmissions in the amount of $1,274,085.48 for a grand total of $2,113,438.62 for the period covering October 2, 2014 to October 15, 2014.

G. **Public Works Project No. C512A* (Osborne/Snyder)**
City Council to award Contract No. 13-12, to Gary Harper Construction, Inc. on their low bid of $870,696.00 plus Washington State Sales Tax of $82,716.12 for a total contract price of $953,412.12 for Project No. C512A, Well 4 Emergency Power Improvements

H. **Wileman Leak Adjustment Appeal* (Osborne/Coleman)**
City Council to approve a water utility adjustment for a credit of 50% of the proposed leak adjustment ($482.19) in the amount of $241.10 to account number 051001-000.

(RECOMMENDED ACTION: City Council approve the Consent Agenda.)

V. UNFINISHED BUSINESS

There is no unfinished business.

VI. NEW BUSINESS

A. **Pierce County Regional Council Zoo/Trek Authority Board* (Wagner)**
City Council to consider the following nominee and cast its vote for Position One of the Zoo/Trek Authority (ZTA) Board:

Bob Walter from Town of Eatonville

VII. ORDINANCES

A. **Ordinance No. 6534* (Holman/Snyder)**
An Ordinance of the City Council of the City of Auburn, Washington, amending Section 18.29.060 of the Auburn City Code related to floor area ratio in the Downtown Urban Center Zone

(RECOMMENDED ACTION: City Council introduce and adopt Ordinance No. 6534.)

VIII. RESOLUTIONS

A. **Resolution No. 5108* (Osborne/Snyder)**
A Resolution of the City Council of the City of Auburn, Washington, authorizing the Public Works Committee to appoint the City of Auburn representatives to the King County Metropolitan Water Pollution Abatement Advisory Committee

(RECOMMENDED ACTION: City Council adopt Resolution No. 5108.)

IX. REPORTS

At this time the Mayor and City Council may report on significant items associated with their appointed positions on federal, state, regional and local organizations.

A. **From the Council**

B. **From the Mayor**

X. ADJOURNMENT

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

*Denotes attachments included in the agenda packet.

CITY OF AUBURN WASHINGTON

AGENDA BILL APPROVAL FORM

Agenda Subject: October 13, 2014 Minutes		**Date:** October 14, 2014
Department: Police	**Attachments:** October 13, 2014 Minutes	**Budget Impact:** $0

Administrative Recommendation:

Background Summary:

Reviewed by Council Committees:

Municipal Services

Councilmember:	Peloza	**Staff:**	
Meeting Date:	October 20, 2014	**Item Number:**	MS.1

CITY OF AUBURN WASHINGTON	**Municipal Services Committee** **October 13, 2014 - 3:30 PM** **City Hall Conference Room 3** **MINUTES**

I. CALL TO ORDER

Chair Peloza called the meeting to order at 3:30 p.m. in Conference Room 3 of City Hall, 25 West Main Street, Auburn, WA.

A. Roll Call

Members present: Chair Bill Peloza, Vice Chair Wayne Osborne and Member Claude DaCorsi.

Staff present were: Mayor Nancy Backus; Chief of Police Bob Lee; Financial Planning Manager Bob Brooks; and Police Secretary Sue Van Slyke.

Others present: Robert Whale of the Auburn Reporter.

B. Announcements

There were no announcements.

C. Agenda Modifications

There were no agenda modifications.

II. CONSENT AGENDA

A. September 22, 2014 Minutes

Vice Chair Osborne moved and Member DaCorsi seconded to approve the September 22, 2014 Municipal Services Committee meeting minutes as written.

Motion carried unanimously. 3-0

III. DISCUSSION ITEMS

A. Animal Control and Rescue (Lee)

Chief of Police Bob Lee presented the Committee with an updated 2014 3rd Quarter Animal Control Operations report to replace the packet copy. Chief Lee reported that the City of Auburn Animal Control Officer, George Winner, has an increasing workload and is diligently working the animal issues throughout the city. Chief Lee explained that the 3rd Quarter report only covers Officer Winner's activities and there are steps being taken to include all department officer contact with animal control issues. Many officers have responded to calls when Officer Winner is unavailable and it is desirable to have an accurate city wide total of animal control activities. Currently, Officer Winner spends the majority of his activities on calls which does not allow time to conduct important self-initiated activities.

B. Crime Activity Mapping (Lee)

Chief Lee conducted a brief overview of the Crime Mapping tool located on the City of Auburn Web Site. This tool is available for all citizens to view various crimes and areas of the city where they have been committed.

Chair Peloza presented a copy of the Police Blotter from the Auburn Reporter. Chair Peloza's concern is that the Crime Mapping tool did not specify the block in which the crime occurred, whereas the article includes this information. Chief Lee demonstrated how the tool directs the user to a specific house with identifying street names, without giving an actual address. Data is extracted from Spillman and transferred to the Crime Mapping program which was purchased for this specific use and is updated on a daily basis.

Chair Peloza inquired about the weekly report on CAD, arrests and domestic calls that was previously requested. Chief Lee informed the Committee that the information has been submitted to Dana Hinman, Public Affairs & Marketing Liason. Mayor Backus will follow up with Ms. Hinman on the status of this report and report back to the Committee.

C. Project Matrix

10P: Status updated.

IV. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned at 3:43 p.m.

APPROVED THIS _______day of _________________, 2014.

Bill Peloza, Chair	Sue Van Slyke, Police Secretary

AGENDA BILL APPROVAL FORM

Agenda Subject:
October 13, 2014 Minutes

Date:
October 16, 2014

Department:
Community Development & Public Works

Attachments:
October 13, 2014 Minutes

Budget Impact:
$0

Administrative Recommendation:

Background Summary:

Reviewed by Council Committees:

Councilmember: Holman

Staff:

Meeting Date: October 20, 2014

Item Number: PCD.1

CITY OF AUBURN WASHINGTON	**Planning and Community Development** **October 13, 2014 - 5:00 PM** **Annex Conference Room 2** **MINUTES**

I. CALL TO ORDER

Chair Holman called the meeting to order at 5:00 p.m. in Annex Conference Room 2 located on the 2nd floor of One Main Professional Plaza, One East Main Street, Auburn, Washington.

A. Roll Call

Chair John Holman and Vice-Chair Largo Wales were present. Member Yolanda Trout was excused. Also present were Mayor Nancy Backus; Director of Community Development and Public Works Kevin Snyder; Code Enforcement Officers Jason Arbogast and Chris Barack. Planning and Design Services Manager Elizabeth Chamberlain, and Community Development Services Secretary Tina Kriss.

B. Announcements

There were no announcements.

C. Agenda Modifications

There were two items added to the agenda:

DISCUSSION ITEMS:

III. D. ZOA14-0004 Code Amendment to Chapter 18.29, Downtown Urban Center, related to Floor Area Ratio* (Chamberlain)
Amendment to zoning code ACC Chapter 18.29 relating to Floor Area Ratio in the Downtown Urban Center Zone.

III. E. ZOA14-0005 Code Amendment to Chapter 17.09, Short Subdivisions* (Chamberlain)
Amendment to zoning code ACC Chapter 17.09, Short Subdivisions, related to Short Plat Thresholds from four lots to nine lots.

II. CONSENT AGENDA

A. Minutes - September 22, 2014 (Tate)

Vice-Chair Wales moved and Chair Holman seconded to approve the September 22, 2014 Planning and Community Development Committee meeting minutes as written.

Motion carried unanimously. 3-0

III. DISCUSSION ITEMS

A. Recreational Vehicles (Tate)

Assistant Director Tate introduced City Code Enforcement Officers Jason Arbogast and Chris Barack. He then opened the discussion on utilizing Recreational Vehicles as temporary or permanent dwelling units by explaining that on a fairly routine basis City Code Enforcement receives inquiries and/or complaints regarding Recreational Vehicles (RVs) used as living space.

Staff reviewed the current regulations of other local jurisdictions regarding code on living in RVs and also photos of various RVs people are using for living space. Examples of trash, debris, and makeshift sewer removal were provided.

In answering the question asked by staff, if code regulations should limit the use of RVs as dwelling units (except for limited instances), the Committee stated that they would like to establish code regulations so that neighborhoods are maintained and provide a health/life safety standard. The Committee would like staff to bring forward some proposed code regulation options for the Planning Commission to consider.

B. Director's Report (Tate)

Assistant Director Tate reported that the City has filled the vacant position for Senior Planner; Thaniel Gouk has accepted the position. Staff also expects that the Urban Planner position will be filled shortly, a candidate for the position recently joined staff to job shadow for a day.

Permit Technician April Shrader was nominated and voted in as the Vice-President of the Washington State Association of Permit Technicians. The quarterly meeting with the Master Builders Association will be held on Thursday, October 16, 2014. Staff will update the association on the Short Plat Threshold proposed code amendments and other information. Seattle’s Teutsch Partners LLC has been issued their demolition permit, the buildings on the southeast downtown block behind Trek Apartments will soon be removed.

C. PCDC Status Matrix (Tate)

There were no changes or additions to the Status Matrix.

D. ZOA14-0004 Code Amendment to Chapter 18.29, Downown Urban Center, related to Floor Area Ratio

Planning and Design Services Manager Elizabeth Chamberlain provided background information on ZOA14-0004 Code Amendment to Chapter 18.29, relating to Floor Area Ratio in the Downtown Urban Center.

The Planning Commission held a public hearing on October 7, 2014 on the proposed code amendment. There was no public testimony at the public hearing. The Planning Commission concurred with staff's recommendation and recommended approval to the full City Council.

The Committee and staff discussed the height and floor area regulations. After discussion, the Commission determined that they would move this item forward for action.

Vice-Chair Wales moved and Chair Holman seconded to recommend forwarding ZOA14-0004 Code Amendment to Chapter 18.29, Downtown Urban Center, related to Floor Area Ratio to full Council for approval.

Motion carried. 2-0

E. ZOA14-0005 Code Amendment to Chapter 17.09, Short Subdivisions

Planning and Design Services Manager Elizabeth Chamberlain briefed the Committee on ZOA14-0005 Code Amendment to Chapter 17.09, Short Subdivisions.

The Planning Commission held a public hearing on October 7, 2014 on the proposed code amendment. There was no public testimony at the public hearing. The Planning Commission concurred with staff's recommendation and recommended approval to the full City Council.

The Committee had no questions for staff and determined they would move this item to Action.

Vice-Chair Wales moved and Chair Holman seconded to recommend moving forward ZOA14-0005 Code Amendment to Chapter 17.09, Short Subdivisions to full Council for approval.

Motion carried. 2-0

IV. **ADJOURNMENT**

There being no further business to come before the Planning and Community Development Committee, the meeting was adjourned at 6:02 p.m.

Approved this ______ day of ________________________, 2014.

____
John Holman, Chair

____
Tina Kriss, Secretary

AGENDA BILL APPROVAL FORM

Agenda Subject:
October 6, 2014 Minutes

Date:
October 15, 2014

Department:
Public Works

Attachments:
Draft Minutes

Budget Impact:
$0

Administrative Recommendation:

Background Summary:

See attached draft minutes.

Reviewed by Council Committees:

Public Works

Councilmember: Osborne

Staff:

Meeting Date: October 20, 2014

Item Number: PW.1

CITY OF AUBURN WASHINGTON	**Public Works Committee** **October 6, 2014 - 3:30 PM** **Annex Conference Room 2** **MINUTES**

I. CALL TO ORDER

Chairman Wayne Osborne called the meeting to order at 3:30 p.m. in Conference Room #2, located on the second floor of Auburn City Hall, One East Main Street, Auburn, Washington.

A. Roll Call

Chairman Wayne Osborne, Vice-Chair Bill Peloza, and Member Claude DaCorsi were present. Also present during the meeting were: Mayor Nancy Backus, Community Development & Public Works Director Kevin Snyder, Assistant Director of Engineering/City Engineer Ingrid Gaub, Assistant Director of Public Works Operations Randy Bailey, Assistant City Engineer Jacob Sweeting, Utility Engineering Manager Lisa Tobin, Transportation Manager Pablo Para, Capital Projects Manager Ryan Vondrak, Project Engineer Kim Truong, Innovation and Technology Director Ron Tiedeman, Water Utility Engineer Susan Fenhaus, Planning & Design Services Manager Elizabeth Chamberlain, Finance Director Shelley Coleman, Assistant Finance Director Paula Barry, Customer Care Manager Brenda Goodson-Moore and Public Works Secretary Molly Mendez.

B. Announcements

Assistant Director of Engineering/City Engineer Gaub introduced Lisa Tobin to the Committee. Lisa has accepted the Utility Engineering Manager position with the City.

C. Agenda Modifications

There were two agenda modifications. The first agenda modification replaces the existing packet materials for Action Item D, Public Works Project No. CP1308. The second agenda modification removes Discussion Item D, Street Selection for the 2015 Citywide Pavement Patching, Overlay, and Chip Seal Project from the agenda.

II. CONSENT AGENDA

A. Approval of Minutes
Public Works Committee to approve the minutes of the September 15, 2014 Public Works Committee meeting.

It was moved by Vice-Chair Peloza, seconded by Member DaCorsi, that the Committee approve the Public Works Committee Meeting minutes for date, September 15, 2014.

Motion carried 3-0.

III. ACTION

A. Right-of-Way Use Permit No. 14-39 (Price)
Approve Right-of-Way Use Permit No. 14-39 for Auburn Parks, Arts and Recreation Santa Parade

Transportation Manager Para confirmed this permit is the same as the previous year in response to a question asked by Chairman Osborne.

It was moved by Vice-Chair Peloza, seconded by Member DaCorsi, that the Committee approve Right-of-Way Use Permit No. 14-39 for Auburn Parks, Arts and Recreation Santa Parade.

Motion carried 3-0.

B. Right-of-Way Use Permit No. 14-40 (Price)
Approve Right-of-Way Use Permit No. 14-40 for Auburn Parks, Arts and Recreation Halloween Harvest Festival

Planning & Design Services Manager Chamberlain responded to a question asked by Chairman Osborne stating this is the second year for the Halloween Harvest Festival.

It was moved by Vice-Chair Peloza, seconded by Member DaCorsi, that the Committee approve Right-of-Way Use Permit No. 14-40 for Auburn Parks, Arts and Recreation Halloween Harvest Festival.

Motion carried 3-0.

C. Public Works Project No. CP1122 (Truong)
Reject all Bids to Contract No. 14-08 for Project No. CP1122, 30th Street NE Area Flooding – Phase 1

Project Engineer Truong explained the lowest responsive bid was approximately 12% above the Engineers Estimate, which exceeds the available funds for this project. Therefore, City staff recommends rejecting all bids in the best interest of the City.

Project Engineer Truong confirmed this project will be re-advertised in the Spring of 2015 following a question asked by Chairman Osborne.

It was moved by Vice-Chair Peloza, seconded by Member DaCorsi, that the Committee reject all bids to Contract No. 14-08 for Project No. CP1122, 30th Street NE Area Flooding Phase 1.

Motion carried 3-0.

D. Public Works Project No. CP1308 (Truong)
Award Contract No. 14-04 to Pacific Civil & Infrastructure on their low bid of $1,401,829.61 plus Washington State sales tax of $109,356.73 for a total contract price of $1,511,186.34 for Project No. CP1308, BNSF Utility Crossings

Project Engineer Truong advised the Committee of the Agenda Modification which replaces the existing packet materials for Action Item D, Public Works Project No. CP1308.

Project Engineer Truong stated staff is asking the Committee to recommend Award of Contract No. 14-04 to Pacific Civil & Infrastructure.

There was a group discussion pertaining to the company Pacific Civil & Infrastructure and their experience following a question asked by Chairman Osborne.

There was a brief discussion regarding the street funds and their use to do additional improvements at the 37th and B Street intersection with the utility work in response to a question asked by Vice-Chair Peloza.

It was moved by Vice-Chair Peloza, seconded by Member DaCorsi, that the Committee award Contract No. 14-04 to Pacific Civil & Infrastructure on their low bid of $1,401,829.61 plus Washington State sales tax of $109,356.73 for a total contract price of $1,511,186.34 for Project No. CP1308, BNSF Utility Crossings.

Motion carried 3-0.

E. Public Works Project No. C524A (Sweeting)
Approve Change Order No. 4 in the Amount of $10,369.73 to Contract No. 14-05 for Work on Project No. C524A – SCADA Physical Site Improvements

Assistant City Engineer Sweeting explained this is a change order to the construction contract related to the SCADA Utility Project.

Following a question asked by Chairman Osborne, Assistant City Engineer Sweeting explained that two of three change orders were for authorized side sewer repair work that was needed immediately and that this change order approval was needed because it would exceed the authorized contingency.

It was moved by Vice-Chair Peloza, seconded by Member DaCorsi, that the Committee approve Change Order No. 4 in the amount of $10,369.73 to Contract No. 14-05 for Work on Project No. C524A, SCADA Physical Site Improvements.

Motion carried 3-0.

F. Resolution No. 5102 (Fenhaus)
A Resolution of the City Council of the City of Auburn, Washington, Authorizing the Mayor to Execute a Wholesale Water Agreement between the City of Auburn and the City of Tacoma

Water Utility Engineer Fenhaus explained Resolution No. 5102 is an agreement with City of Tacoma and there are no changes from the Committee's last review.

There were no questions from the Committee.

It was moved by Vice-Chair Peloza, seconded by Member DaCorsi, that the Committee adopt Resolution No. 5102.

Motion carried 3-0.

G. Ordinance No. 6535 (Chamberlain)
An Ordinance of the City Council of the City of Auburn, Washington, amending Chapter 10.36 of the Auburn City Code related to parking restrictions.

Planning & Design Services Manager Chamberlain provided a brief overview of Ordinance No. 6535. Chamberlain also advised that the change Vice-Chair Peloza requested at the last meeting has been made.

Planning & Design Services Manager Chamberlain explained why the specific Committee's were chosen for this item in response to a question asked by Chairman Osborne.

There was a brief group discussion regarding the possibility of adding 15 minute parking stalls throughout downtown following a question asked by Vice-Chair Peloza.

Member DaCorsi had a question pertaining to the wording "72 hour parking" on page 75 of the packet. This was followed by a group discussion.

It was moved by Vice-Chair Peloza, seconded by Member DaCorsi, that the Committee approve Ordinance No. 6535.

Motion carried 3-0.

H. Leak Adjustment Request - Appeal (Coleman)
Council review an appeal for a water utility adjustment in the amount of $482.19, to account number 051001-000. The original Leak Adjustment Request was denied per policy 100-52

Chairman Osborne asked if the customer was present. Customer Care Manager Goodson-Moore advised the customer is not present and that staff reached out to the customer twice regarding the meeting.

Customer Care Manager Goodson-Moore provided the Committee with a background summary of the Wileman Leak Adjustment.

In response to a question asked by Vice-Chair Peloza, Customer Care Manager Goodson-Moore confirmed the customer's payment history.

Customer Care Manager Goodson-Moore indicated the customer did not provide a reason for the delay of the repair following a question asked by Vice-Chair Peloza.

Following a question asked by Chairman Osborne, Customer Care Manager Goodson-Moore further explained the Utility Account Leak Adjustment calculation on page 108 of the packet.

Chairman Osborne voiced his concern regarding the length of time it took for the customer to repair the water line. Osborne also noted that the leak was on a secondary line, which is contrary to the City policy for providing an adjustment.

Vice-Chair Peloza indicated he would prefer the customer receive 50% of the proposed $482.19 leak adjustment based on the customers account history.

Chairman Osborne stated he would prefer to deny the leak adjustment.

Member DaCorsi advised he would prefer the customer to receive 50% of the proposed $482.19 leak adjustment.

Finance Director Coleman asked the Committee if the policy needs to be changed as staff is currently following the policy, which resulted in the original denial of the leak adjustment. This was followed by a group discussion regarding the policy.

It was moved by Vice-Chair Peloza, seconded by Member DaCorsi, that the Committee recommend approval of 50% of the original water utility adjustment appeal for a total adjustment of $241.10, to account number 051001-000.

Motion carried 2-1.

IV. DISCUSSION ITEMS

A. Utility Billing Water Termination Process (Door Tags) (Coleman)
Approve a change to the shut off process and City code to notify delinquent utility customers by mail and discontinue door tagging

Finance Director Coleman provided the Committee with the history of the door tagging process.

Community Development & Public Works Director Snyder emphasized the amount of staff impact the door tagging process has. Snyder noted he feels the proposal to move away from door tags and providing mailed notices will still achieve the same customer service friendliness.

Vice-Chair Peloza commented that he agrees with the proposal to discontinue door tags and that the door tags can alert others to the fact that somebody is not at home.

Chairman Osborne also noted that he is in favor of discontinuing the door tag process.

Member DaCorsi concurred.

B. Resolution No. 5106 (Tiedeman)
A resolution of the City Council of the City of Auburn, Washington, authorizing the Mayor to execute a 3 year agreement with GATSO USA, Inc. for photo enforcement solutions.

Innovation & Technology Director Tiedeman explained Resolution No. 5106 is a three year agreement for photo enforcement with GATSO USA, Inc.

Chairman Osborne mentioned that this should be presented to an additional Committee other than Municipal Services and Public Works as the three Committee members are the same on the two Committees. Innovation & Technology Director Tiedeman advised he will route this item to an additional committee as requested.

Innovation & Technology Director Tiedeman provided a brief summary of Resolution No. 5106. This was followed by a group discussion.

Responding to a question asked by Vice-Chair Peloza, Innovation & Technology Director Tiedeman further explained the contract term of three years.

Chairman Osborne noted he would like to see something added in the Resolution mentioning that the signs stating "photo safe community" that are on all signals will be removed. There was a group discussion following this comment.

On page 144 of the packet, section 5.3.3, item b, Innovation & Technology Director Tiedeman explained the warranty in response to a question asked by Vice-Chair Peloza.

Innovation & Technology Director Tiedeman replied to a question asked by Vice-Chair Peloza regarding the wording in section 3.7 and 3.8 of page 139 of the packet.

Transportation Manager Para responded to a question asked by Chairman Osborne pertaining to City staff moving/re-locating equipment.

C. Resolution No. 5104 (Chamberlain)
A Resolution of the City of Auburn, Washington, approving and authorizing execution of an interlocal agreement with Pierce County, thereby amending the Pierce County Countywide Planning Policies related to Annexations and Urban Growth Area expansions.

Planning & Design Services Manager Chamberlain provided a background summary of Resolution No. 5104.

Planning & Design Services Manager Chamberlain responded to a question asked by Chairman Osborne regarding the Potential Annexation Area (PAA) in Pierce County. Chamberlain also referenced a map which she provided.

D. Street Selection for the 2015 Citywide Pavement Patching, Overlay, and Chip Seal Project (Carter)

Discussion Item D was removed from the agenda.

E. Metropolitan Water Pollution Abatement Advisory Committee (MWPAAC) Representation (Tobin)

Assistant Director of Engineering/City Engineer Gaub briefed the Committee on the Metropolitan Water Pollution Abatement Advisory Committee (MWPAAC) Representation.

The Committee consensus is to modify the Resolution to allow multiple alternates.

There was a group discussion regarding the committee structure and the options to allow the Public Works Committee to appoint a representative and one or more alternate representatives or to allow the Mayor to appoint a representative and one or more alternate representatives or to revert to the City Council. Committee consensus was reached to allow the Public Works Committee to appoint a representative and one or more alternate representatives at this time and may reconsider this should the committee structure change.

F. Discuss options for touring Public Works facilities (Gaub)

Assistant Director of Engineering/City Engineer Gaub provided the Committee with different options for touring Public Works facilities.

Committee consensus is to arrange a special council meeting insuring that the Public Works Committee members and Councilmember Trout are able to attend at a minimum.

G. Capital Project Status Report (Sweeting)

Item 5 – CP1104 – 104th Street & 8th Street NE Intersection Improvements:
Assistant City Engineer Sweeting replied to a question asked by Chairman Osborne regarding the suspension of this project.

Item 6 – CP1024 – AWS and M Street SE Intersection Improvements:
Chairman Osborne asked how firm the finish date is. Assistant City Engineer Sweeting explained there have been some delays with the project and that the finish date is not firm.

Item 8 – CP1322 – Annual Traffic Signal Improvements:
Assistant City Engineer Sweeting replied to a question asked by Chairman Osborne regarding the suspension of this project.

Item 9 – CP1410 – 2014 Arterial and Collector Crackseal Project:
Assistant City Engineer Sweeting confirmed the completion date following a question asked by Member DaCorsi.

Item 14 – CP1320 – M&O Storm Drainage Improvement:
Assistant City Engineer Sweeting responded to a question asked by Chairman Osborne regarding the geotechnical findings.

Item 27 – CP1406 – West Main Street Traffic Signal Upgrades:
Transportation Manager Para indicated this project will include a northbound protected left turn signal following a question asked by Vice-Chair Peloza.

Item 29 – CP1409 – Oravetz Place Flooding Mitigation:
Assistant City Engineer Sweeting confirmed the "N/A" under the Design Consultant means it is being conducted internally in response to a question asked by Chairman Osborne.

H. Significant Infrastructure Projects by Others (Gaub)

There were no questions from the Committee.

I. Action Tracking Matrix (Gaub)

There was a group discussion regarding the wash boarding area on 105th Place SE at 107th and the potential City actions to complete improvements in the area.

V. ADJOURNMENT

There being no further business to come before the Public Works Committee, the meeting was adjourned at 4:45 p.m.

Approved this 20th day of October, 2014.

__________________________	__________________________
Wayne Osborne	Molly Mendez
Chairman	Public Works Department Secretary

AGENDA BILL APPROVAL FORM

Agenda Subject:
October 6, 2014 Minutes

Date:
October 14, 2014

Department:
Administration

Attachments:
10-6-2014 minutes

Budget Impact:
$0

Administrative Recommendation:

Background Summary:

Reviewed by Council Committees:

Councilmember:

Staff: Wales

Meeting Date: October 20, 2014

Item Number: FN.1

CITY OF AUBURN WASHINGTON	**Finance Committee** **October 6, 2014 - 5:00 PM** **Annex Conference Room 1** **MINUTES**

I. CALL TO ORDER

Chair Largo Wales called the meeting to order at 5:00 p.m. in Annex Conference Room 1 located on the second floor of the City Hall Annex at 1 East Main Street in Auburn.

A. Roll Call

Chair Wales and Vice Chair John Holman were present. Member Yolanda Trout was excused.

Officials and staff members present included: Mayor Nancy Backus, Finance Director Shelley Coleman, Assistant Finance Director Paula Barry, Customer Care Manager Brenda Goodson-Moore, Emergency Preparedness Manager Sarah Miller, and City Clerk Danielle Daskam.

B. Announcements

There was no announcement.

C. Agenda Modifications

There was no change to the agenda.

II. CONSENT AGENDA

A. Minutes of the September 15, 2014 Regular Meeting

Vice Chair Holman moved and Chair Wales seconded to approve the minutes as distributed.

MOTION CARRIED UNANIMOUSLY. 2-0

B. Claims Vouchers (Coleman)
Claims voucher numbers 430560 through 430756 in the amount of $2,156,038.19 and three wire transfers in the amount of $2,060.11 and dated October 6, 2014.

Committee members reviewed claims and payroll vouchers.

Vice Chair Holman moved and Chair Wales seconded to approve the claims vouchers.

MOTION CARRIED UNANIMOUSLY. 2-0

C. Payroll Vouchers (Coleman)
Payroll check numbers 534983 through 535021 in the amount of $276,267.20 and electronic deposit transmissions in the amount of $1,315,814.89 for a grand total of $1,592,082.09 for the period covering September 11, 2014 to October 1, 2014.

Vice Chair Holman moved and Chair Wales seconded to approve the payroll vouchers.

MOTION CARRIED UNANIMOUSLY. 2-0

III. DISCUSSION ITEMS

A. Resolution No. 5097 (Miller)
A Resolution of the City Council of the City of Auburn, Washington, formally accepting a grant from the Washington State Military Department in the amount of Fifty-five Thousand Seven Hundred Twenty-four dollars ($55,724.00) from the United States Department of Homeland Security Emergency Management Performance Grant Program, and authorizing the Mayor to execute the necessary agreements to accept said funds

Emergency Preparedness Manager Miller presented Resolution No. 5097.

The U.S. Department of Homeland Security makes available Emergency Management Performance Grants to local jurisdictions to enhance emergency management programs. The City of Auburn was allocated $55,724.00 based on a state-wide formula. The funds will be used for emergency management activities, including public education activities and supplies.

B. Leak Adjustment - Utility Account #051001-000 (Coleman)

Finance Director Coleman presented an appeal from utility customer Ken Wileman for Account #051001-000.

Mr. Wileman submitted a Leak Adjustment Request on June 25, 2014. It was determined that Mr. Wileman's leak did not qualify for an adjustment under City Policy 100-52. The policy provides that a water leak is defined to occur on the service in between the City water meter and the point where the line enters the building. Mr. Wileman's water leak occurred in a secondary line, plumbed off the main line to his house. Subsequently, Mr. Wileman submitted an appeal of the decision.

Finance Director Coleman reported at their meeting this afternoon, the Public Works Committee approved a fifty percent leak adjustment, which will appear on the City Council Consent Agenda on October 20, 2014.

C. Utility Billing Water Shut-off Notification Process Change (Coleman)

Finance Director Coleman proposed a change to the utility shut off process and City Code to allow notification to delinquent utility customers by mail. The current process of door tagging would be discontinued.

Customer Care Manager Goodson-Moore explained that staff members tag between 300 and 400 utility customers a week and ultimately shut off approximately ten percent of those customers. City staff members looked at processes used by other cities and found that most cities have moved to mailed delinquent notices rather than door hangers. If approved, the new process will be implemented January 1, 2015.

Customer Care Manager Goodson-Moore reported that staff are investigating future implementation of an IVR (Interactive Voice Response) system that can call customers and notify them up to 24 hours prior to a service interruption.

Any necessary code amendments to implement the new utility shut off process will be brought forward to the full Council at a future meeting.

IV. ADJOURNMENT

There being no further business to come before the Committee, the meeting adjourned at 5:06 p.m.

APPROVED this _____ day of ______________, 2014.

LARGO WALES, CHAIR	Danielle Daskam, City Clerk

AGENDA BILL APPROVAL FORM

Agenda Subject:
September 10, 2014 Special City Council Meeting Minutes

Date:
October 6, 2014

Department:
Administration

Attachments:
9-10-2014 minutes

Budget Impact:
$0

Administrative Recommendation:

Background Summary:

Reviewed by Council Committees:

Councilmember:

Staff:

Meeting Date: October 20, 2014

Item Number: CA.A

Special City Council Meeting
September 10, 2014 - 4:00 PM
Auburn City Hall
MINUTES

I. CALL TO ORDER

Mayor Nancy Backus called the special meeting to order at 4:00 p.m.

Councilmembers in attendance included: Deputy Mayor Wagner, Claude DaCorsi, John Holman, Wayne Osborne, Bill Peloza, Yolanda Trout, Largo Wales

Department directors and staff members present included: Police Chief Bob Lee, City Attorney Dan Heid, Community Development and Public Works Director Kevin Snyder, Assistant Director of Engineering Services and City Engineer Ingrid Gaub, Assistant Director of Community Development Services Jeff Tate, Director of Administration Michael Hursh, Compensation and Employee Relations Manager Aaron Barber, Parks, Arts and Recreation Director Daryl Faber, Arts and Events Manager Julie Kruger, Parks Planning and Development Manager Jamie Kelley, Permits and Administration Manager Darcie Hanson, Planning and Design Services Manager Elizabeth Chamberlain, Assistant Director of Public Works Services Randy Bailey, Innovation and Technology Director Ron Tiedeman, Innovation and Technology Support Manager Reba Stowe, Innovation and Technology Secretary Melissa Medisch, Finance Director Shelley Coleman, Financial Planning Manager Bob Brooks, Financial Analyst Tamara Baker and Deputy City Clerk Shawn Campbell.

II. DISCUSSION ITEMS

A. 2015 - 2016 Biennial Budget Review
Budget documents can be viewed from the August 12, 2014 Special City Council Meeting Agenda.

Chief Lee reviewed the Police Department organizational chart. He reviewed the SCORE accomplishments, the 2013-2014 accomplishments and objectives for 2015 - 2016 including changing the perception the downtown core and Les Gove Community Campus.

Council asked questions regarding the school district taking over the DARE program, police officers assigned to the downtown area, the Police Department working with Green River Community College, developing relationships between the police and downtown businesses, how police respond to the homeless camps in the City, receiving additional crime statistics and information for the Council, dry cleaning fees, photo enforcement revenue, traffic officers, ammunition costs and training, body cameras for officers, shooting ranges, emergency medical supplies, fleet allocation, mental health contacts, arrest and forfeitures from taskforces and the allocation of those funds, donations of equipment from the military and SWAT training.

Chief Lee went over the program improvements including a new patrol car, an additional records specialist, a full time bicycle officer and adding a major crimes detective.

Director Coleman stated SCORE is expected to cover the debt service payment with the revenue from fees paid for contracted beds in 2013. SCORE is looking to increase the number of contracted beds.

Director Faber reviewed the organizational chart for the Park, Arts and Recreation Department. He reviewed the various program areas of the Department. He shared the objectives for 2015-2016 including the youth and teen center, increased downtown community involvement and a silver sneakers program.

Council asked about Auburn International Farmers Market, involving the school district more with youth programs, transportation to youth programs, White River Museum and the Mary Olson Farm, partnering with Costco to sale rounds of Golf, social media promotions and advertisements, special events at the golf course, contributions to the Symphony, downtown art and street scapes, the Auburn Performing Arts Center use and rental fees, insurance for volunteers and investigating the value of golf carts having grass seeds available for players to reseed the turf after play.

III. ADJOURNMENT

There being no further business to come before the Council, the meeting adjourned at 6:12 p.m.

APPROVED this _______ day of October, 2014.

______________________________ ______________________________

NANCY BACKUS, MAYOR   Shawn Campbell, Deputy City Clerk

CITY OF AUBURN WASHINGTON

AGENDA BILL APPROVAL FORM

Agenda Subject:
September 18, 2014 Special City Council Meeting Minutes

Date:
October 14, 2014

Department:
Administration

Attachments:
9-18-2014 Minutes

Budget Impact:
$0

Administrative Recommendation:

Background Summary:

Reviewed by Council Committees:

Councilmember:

Staff:

Meeting Date: October 20, 2014

Item Number: CA.B

CITY OF AUBURN WASHINGTON	**Special City Council Meeting** **September 18, 2014 - 2:30 PM** **Council Chambers** **MINUTES**

I. CALL TO ORDER

Mayor Nancy Backus called the special meeting to order at 2:30 p.m.

Councilmembers in attendance included: Deputy Mayor Rich Wagner, Bill Peloza,Wayne Osborne, John Holman, Claude DaCorsi and Yolanda Trout.

Councilmember Largo Wales arrived at 4:08 p.m..

Department directors and staff members present included: Police Chief Bob Lee, Community Development and Public Works Director Kevin Snyder, Human Resources and Risk Management Director Rob Roscoe, Director of Administration Michael Hursh, Parks, Arts and Recreation Director Daryl Faber, Assistant Director of Engineering Services and City Engineer Ingrid Gaub, Permits and Administration Manager Darcie Hanson, Planning and Design Services Manager Elizabeth Chamberlain, Assistant Director of Public Works Services Randy Bailey, Innovation and Technology Customer Support Manager Reba Stowe, Innovation and Technology Secretary Melissa Medisch, Environmental Services Manager Chris Andersen, Public Affairs and Marketing Liaison Dana Hinman, Finance Director Shelley Coleman, Financial Planning Manager Bob Brooks, Financial Analyst Tamara Baker and Deputy City Clerk Shawn Campbell.

II. DISCUSSION ITEMS

A. 2015 - 2016 Biennial Budget Review
Budget documents can be viewed from the August 12, 2014 Special City Council Meeting Agenda.

Director Tiedeman presented the Innovation and Technology Department budget. He reviewed the department accomplishments, and cost savings measures for 2014, he reviewed the objectives for the 2015-2016 budget, and performance matrix standards.

Council asked about the use of social media, growth in GIS, training for staff, a dedicated Innovation and Technology staff person at the Police Department, contracts with surrounding jurisdictions, impact on staff for outside contracts, the Your GOV program, boards and commission management software, online citizen comments and tools, traffic cameras, the possibility of leasing public safety equipment, consolidating police equipment between surrounding jurisdictions, and staff overtime.

Director Tiedeman reviewed the department decision packages including a dedicated Innovation and Technology support position located at the Police Department, battery backup for the disaster recovery system, citizen engagement and website renovation, and a public safety equipment upgrade.

Director Snyder explained the department structure for the Community Development and Public Works Department. The department consists of administration, environmental services, engineering services, community development, and maintenance and operations. He reviewed how the department will evaluate service levels and expectations for the reorganized department. He reviewed the department highlights and goals, the 2013-2014 accomplishments, and the 2015-2016 goals.

Council discussed departmental methods for measuing departmental goals, the community rating system, prevention of wire theft, street sweeping schedules, the graffiti removal program, the readability of street signs, the Your Gov app, a public transportation shuttle to the Lakeland Hills area and the downtown area, the Save Our Streets fund, Transportation Improvement Plan projects, design fees, water conservation, water source improvements, working capital for the sewer system, the M Street Underpass Pump Station, staff accommodations during an emergency, and property abatement procedures.

Environmental Services Manager Anderson presented the Environmental Services accomplishments and objectives.

Assistant Director of Engineering Services and City Engineer Gaub presented the goals and accomplishments for the Engineering Division and the Water, Sewer and Storm funds.

Assistant Director of Public Works Services Bailey presented the Street Division's accomplishments and objectives and the Equipment Rental & Replacement fund.

Director Snyder presented program improvements for the department, including a new code enforcement officer and vehicle, hiring a climate action plan consultant, an abatement program for code enforcement, a downtown clean up project, and updating the development regulations from the Comprehensive Plan Update.

III. ADJOURNMENT

There being no further business to come before the Council, the meeting adjourned at 5:02 p.m.

APPROVED this _______ day of October, 2014.

NANCY BACKUS, MAYOR   Shawn Campbell, Deputy City Clerk

AGENDA BILL APPROVAL FORM

Agenda Subject:
September 29, 2014 Committee of the Whole Minutes

Date:
October 15, 2014

Department:
Administration

Attachments:
9-29-2014 COW Minutes

Budget Impact:
$0

Administrative Recommendation:

Background Summary:

Reviewed by Council Committees:

Councilmember:

Staff:

Meeting Date: October 20, 2014

Item Number: CA.C

CITY OF AUBURN WASHINGTON	**Committee of the Whole** **September 29, 2014 - 5:00 PM** **Council Chambers** **MINUTES**

I. CALL TO ORDER

Deputy Mayor Rich Wagner called the meeting to order at 5:00 p.m.

Councilmembers in attendance included: Deputy Mayor Wagner, Claude DaCorsi, John Holman, Wayne Osborne, Bill Peloza, Yolanda Trout and Largo Wales

Department directors and staff members present included: Police Commander Steve Stocker, Human Resources and Risk Management Director Rob Roscoe, Community Development and Public Works Director Kevin Snyder, Assistant Director of Engineering Services and City Engineer Ingrid Gaub, Environmental Services Manager Chris Andersen, City Attorney Dan Heid and City Clerk Danielle Daskam.

II. DISCUSSION ITEMS

A. WRIA 9 Presentation (15 minutes)
"Creating Place and Results in the (W9)"
Presented by Doug Osterman

Doug Osterman, Watershed Coordinator for Green, Duwamish and Central Puget Sound Salmon Recovery Effort also known as WRIA 9, presented Council with a PowerPoint presentation. He explained the City is in the final year of a ten year interlocal agreement with King County to provide professional watershed and salmon recovery services. Watersheds are divided into many sub-watersheds. The City of Auburn is in the middle and lower Green River watersheds.

The WRIA 9 Watershed Ecosystem Forum's role is to work on funding strategy, build projects and implement programs, education and outreach, implementation oversight and to oversee technical guidance. They also oversee Green Duwamish Ecosystem restoration, fish passage at Howard Hanson Dam and the Tacoma Diversion Dam, they work with the tribes on hatchery and harvest management, Lower Green River system wide improvement framework and regional stormwater management.

The cost sharing to support WRIA 9 is based on each jurisdiction's population, assessed values and total square miles. The 2005 Salmon Habitat Plan has been approved by the federal government. The plan is approximately 18% finished. The watershed projects that are in progress are Reddington Side Channel Connection, Fenster Levee and the Pautzke Levee setback.

WRIA 9 is made up of partnerships and collaborations between the local jurisdictions, federal government and local land owners.

B. King County Housing Authority Presentation (15 minutes)
"Education Initiatives and Status of KCHA"
Presented by Stephen Norman, Executive Director

Stephen Norman, Executive Director of the King County Housing Authority, spoke on the housing challenges in King County including the non-existent vacancy rate, rising rents and incomes not keeping pace with the increases to housing costs. Two trends that are concerning to King County Housing Authority is the number of homeless children and senior homelessness.

King County Housing Authority has opened two youth centers in the region. The centers are co-managed by the YWCA. They are working on a pilot project to help families get stable housing. One of the future challenges is seniors with fixed benefits that cannot afford housing. King County Housing Authority has three senior facilities in Auburn with 172 units. The demand for housing is growing faster than housing is becoming available.

Other concerns are housing for domestic violence victims and homeless veterans. The King County Housing Authority is working to create plans to help the various groups in need.

Mr. Norman explained fixed units housing is federally subsidized. Renters pay 30% of their income for rent and utilities and the remainder of the cost is paid by the federal government. Section 8 Housing sets rental rates that are lower than market value but the renter pays the rent out of their income without regards to their income.

Councilmember Wales asked what King County Housing Authority is doing to assist residents get out of subsidized housing. Mr. Norman said they have partnered with area resources to help residents get additional education or skills needed. The senior or disabled subsidies are more economical than placing that person in an assisted living or a nursing home, so the housing authority does not try to end subsidies for seniors or disabled renters.

C. Study Session Overview (60 minutes)

Deputy Mayor Wagner explained the Council Operations Committee has discussed the change in Council structure from Council Standing Committees to Study Sessions at the last several meetings.

Director Snyder summarized staff recommendations on replacing the current three member Council Committee model with Study Sessions, retain Council Operations Committee and the Committee of the Whole meetings.

Councilmember Osborne suggested eliminating the Council Operations Committee. Council consensus was to eliminate the Council Operations Committee.

Councilmember Wales suggested eliminating the Committee of the Whole and have an additional Study Session on the fifth Monday of the month. Council consensus was to eliminate the Committee of the Whole.

Director Snyder explained the Study Session model helps reinforce the separation of duties between the legislative and administrative functions of City government. The primary duties of the City Council is policy development and financial oversight. The Study Session allows all Councilmembers to take part in the conversation on each topic.

Deputy Mayor Wagner stated he believes the quality of the decisions will increase by having all Councilmembers as a part of the original discussion. In conjunction with the Ad-Hoc Committees for more in-depth items the decisions will still be researched and well thought out. Councilmember Wales disagreed. She feels the decisions are currently very well thought out and researched by the Standing Committees. She trusts each committee's recommendation on a topic. Councilmember Peloza believes the decision making process will be better because each Councilmember will have the opportunity to share in the discussion.

Councilmember Peloza stated he feels televising the Study Sessions is more transparent for the citizens to see the discussion process. Councilmember Holman suggested the Council wait until the process in worked out before the meetings are televised. Council consensus is to not televise the Study Sessions until further notice.

Director Snyder presented Council with the proposed agenda for a Council Study Session. Councilmember Wales proposed the Study Sessions be chaired by the Deputy Mayor. Council consensus is to have the Deputy Mayor chair the Study Sessions.

Council consensus is to change days of the regular Council meetings to the second and fourth Mondays and the Study Sessions at the first, third and fifth Mondays of the month.

The Council discussed the first and second readings of Ordinances. Councilmember Wales stated both readings should be at Council meetings. Councilmember Osborne suggested the first reading be at a Study Session to allow for more in-depth discussion and the second reading at the following regular Council meeting. City Attorney Heid stated the Council can discuss Ordinances at the Study Session regardless of when the readings are.

Council discussed implementing the new process effective January 1, 2014.

Deputy Mayor Wagner suggested an action tracking matrix of citizen concerns. Councilmember Wales stated the Mayor's office takes care of citizens concerns. Councilmember Peloza requested additional communication regarding the outcome of citizens concerns.

Director Snyder stated staff proposed providing Council with a capital projects matrix, legislative briefing matrix, general business matrix electronically.

The Committee discussed having ad-hoc committee members appointed by the chair of the Study Session, the process for approving agreements, change orders, approval of surplus items, approval of right-of-way easements, design standards and the financial vouchers and quarterly report can be provided in an electronic format to all Councilmembers.

III. ADJOURNMENT

There being no further business to come before the Council, the meeting adjourned at 7:16 p.m.

APPROVED this _______ day of October, 2014.

NANCY BACKUS, MAYOR	Danielle Daskam, City Clerk

AGENDA BILL APPROVAL FORM

Agenda Subject:
October 6, 2014 Regular Meeting Minutes

Date:
October 16, 2014

Department:
Administration

Attachments:
Minutes

Budget Impact:
$0

Administrative Recommendation:

Background Summary:

Reviewed by Council Committees:

Councilmember:

Staff:

Meeting Date: October 20, 2014

Item Number: CA.D

CITY OF AUBURN WASHINGTON	**City Council Meeting** **October 6, 2014 - 7:30 PM** **Auburn City Hall** **MINUTES**

I. CALL TO ORDER

A. Flag Salute

Mayor Nancy Backus called the meeting to order at 7:30 p.m. and led those in attendance in the Pledge of Allegiance.

B. Roll Call

City Councilmembers present: Deputy Mayor Rich Wagner, Bill Peloza, Largo Wales, Wayne Osborne, John Holman, Claude DaCorsi, and Yolanda Trout.

Department Directors and staff members present included: Community Development and Public Works Director Kevin Snyder, City Attorney Daniel B. Heid, Finance Director Shelley Coleman, Parks, Arts and Recreation Director Daryl Faber, Director of Administration Michael Hursh, Public Affairs and Marketing Liaison Dana Hinman, Police Commander Mark Caillier, and City Clerk Danielle Daskam.

C. Announcements, Appointments, and Presentations

1. Filipino American History Month Proclamation
Mayor Backus to proclaim the month of October 2014 as "Filipino American History Month" in the city of Auburn.

   Mayor Backus read a proclamation declaring the month of October 2014 as "Filipino American History Month" in the city of Auburn. Mr. Reynaldo Pascua, President of the Filipino American Community of the Yakima Valley, arrived later in the meeting to accept the proclamation. Mr. Pascua advised that Washington State is home to the third largest Filipino population in the United States. The earliest documented proof of Filipino presence in the continental United States was in October 1587, when the first "Luzones Indios" set foot in Morro Bay, California, and the Filipino American National Historical Society recognizes the year of 1763 as the date of the first permanent Filipino settlement in the United States in St. Malo Parrish, Louisiana. Auburn is home to a historical Filipino American community, which has contributed to the economic, social and cultural growth of the region.

2. Design and Construction Services for Youth Center and Community Center at Les Gove Community Campus
Presentation by City staff and representatives from ARC Architects on proposed professional architectural and engineering services for the Youth Center and Community Center at Les Gove Community Campus

   Community Development and Public Works Director Snyder introduced Stan Lokting, Principal of ARC Architects. Director Snyder recalled Council recently authorized a new concept for a youth center and community center for Les Gove Community Campus. The existing Parks administration building would be remodeled into a youth center and a new community center would be constructed. Mayor Backus and staff identified the qualified achitectural firm of ARC Architects to lead a team of design firms for the new teen and and community centers.

Mr. Lokting displayed three community center projects his firm has worked on: Rosehill Community Center in Mukilteo, Richland Community Center, and Rainier Beach Community Center. Mr. Lokting reported his firm has worked with the City previously on public engagement issues at Les Gove Community Campus and has visited the site on numerous occasions.

In response to a question from Councilmember Peloza. Mr. Lokting stated the project is required to obtain Leadership in Energy Efficiency and Design (LEED) Silver certification as a condition of the State's $3 million grant to the City for the project.

Councilmember Peloza inquired whether solar power would be integrated in the project. Director Snyder stated that part of the scope of work for ARC Architects is a solar analysis for the building to determine the feasibility of incorporating solar.

Councilmember DaCorsi spoke regarding his past experience with ARC Architects for the design and construction of seven community buildings. Councilmember DaCorsi spoke highly of ARC Architects and their team.

3. Community Planning Month Proclamation

Mayor Backus read and presented a proclamation declaring the month of October as "Community Planning Month" in the city of Auburn to Community Development and Public Works Director Kevin Snyder. Director Snyder accepted the proclamation on behalf of planners, engineers, and community services employees. Director Snyder also thanked the numerous volunteers on City boards and commissions.

4. Appointment to Planning Commission
City Council to confirm the appointment of Roger Lee to the Planning Commission for a term expiring December 31, 2015.

Deputy Mayor Wagner moved and Councilmember Peloza seconded to confirm the appointment of Roger Lee to the Planning Commission for a term expiring December 31, 2015.

Mayor Backus acknowledged Mr. Lee in the audience.

MOTION CARRIED UNANIMOUSLY. 7-0

D. **Agenda Modifications**

Revised documents related to Consent Agenda Item IV.H, Public Works Project No. CP1308, were distributed prior to the meeting. The Community Planning Month proclamation and the appointment of Roger Lee to the Planning Commission were added to the published agenda.

II. **CITIZEN INPUT, PUBLIC HEARINGS & CORRESPONDENCE**

A. Public Hearings

No public hearing was scheduled for this evening.

B. Audience Participation

This is the place on the agenda where the public is invited to speak to the City Council on any issue. Those wishing to speak are reminded to sign in on the form provided.

Virginia Haugen, 25xx R Street SE, Auburn
Ms. Haugen spoke regarding health care services in the city of Auburn. She also spoke against the construction of new youth and community centers at Les Gove Community Campus.

Pat Montgomery 28xx SW 300th Place, Federal Way
Mr. Montgomery stated he is a volunteer at Gildo Rey Elementary. Mr. Montgomery spoke in favor of keeping a King County Public Health Center in Auburn.

Donna Aloisio, 412xx 305th Avenue SE,Enumclaw
Ms. Aloisio spoke against the closure of the King County Public Health Center in Auburn. Ms. Aloisio spoke regarding the South King County need for a public health center.

Carol Tanaka, 56xx Elizabeth Loop SE, Auburn
Ms. Tanaka spoke regarding the proposed closure of the King County Public Health Center located in Auburn. She thanked Mayor Backus and City Councilmembers for their support. She read a letter addressed to the King County Council urging the County Council to retain the Public Health Center in Auburn.

Carole Wiskerken, 28xx U Street SE, Auburn
Ms. Wiskerken spoke in favor of retaining the King County Public Health Center in Auburn. She noted the health service cuts and transit cuts slated for South King County, and she stated she believes the needs of South King County are being ignored by the King County Council.

Gabriela Cebillos, Auburn
With the help of interpreter Donna Aloisio, Gabriela reported she lives in a shelter with other victims of domestic violence. She has benefited and been affected by the services and programs provided by King County Public Health. Gabriela stated many families and children will be unable to receive much needed health services if the Public Health Clinic in Auburn closes.

Angie Dire, 7xx 3rd Avenue NE, Pacific
Ms. Dire spoke in favor of retaining the King County Public Health Clinic in Auburn. Ms. Dire stated the Health Clinic provides a wide range of services to South King County residents.

Kathy Paul, 18xx 33rd Street SE, Auburn
Ms. Paul stated she works at the King County Public Health Center in Federal Way and lives in Auburn. She spoke regarding the potential closure of the Public Health Center in Auburn. She spoke of efforts to convince King County to support the Public Health Center in Auburn.

Christina Enriquez, 40xx South 340th, Auburn

Ms. Enriquez spoke against the closure of the King County Public Health Center in Auburn.

Reynaldo Pascua, Sunnyside, WA
For Mr. Pascua's comments, please see Announcement, Appointments and Presentations and the Filipino American History Month Proclamation.

Mayor Backus reported that according to King County, the Public Health Center in Auburn is operating at an annual $2 million shortfall for the past few years. Mayor Backus stated the City is working diligently with potential funding partners and meeting with King County officials to find options for keeping the Public Health Center in Auburn open. Mayor Backus expressed her support, and the support of the City Council, for keeping the health center open.

C. **Correspondence**

There was no correspondence for City Council review.

III. **COUNCIL COMMITTEE REPORTS**

A. **Municipal Services**

Chair Peloza reported the Municipal Services Committee met on September 22, 2014. The Committee reviewed Resolution No. 5103 allowing an interfund loan from the Capital Improvements Fund to the Airport Fund in order to provide additional funding for the Auburn Municipal Airport T Hangar Enclosure Project and Resolution No. 5097 accepting a grant in the amount of $55,724.00 from the Washington State Military Department for emergency preparedness activities. The Committee discussed crime activity statistics in Auburn and amending the Auburn City Code to provide for a code of ethics. The next regular meeting of the Municipal Services Committee is scheduled for Monday, October 13, 2014.

B. **Planning & Community Development**

Chair Holman reported the Planning and Community Development Committee met September 22, 2014. The Committee reviewed proposed Ordinance Nos. 6519 and 6524 related to a code of ethics. Chair Holman reported the Planning and Community Development Committee favored Ordinance No. 6524 with some modifications. The Committee also reviewed Resolution No. 5104 ratifying the amendments to the Pierce County Countywide Planning Policies. The Committee discussed proposed Ordinance No. 6535 relating to parking code changes and the status of the recruitment process for the Senior Planner position. The next regular meeting of the Planning and Community Development Committee is scheduled for October 13, 2014.

C. **Public Works**

Chair Osborne reported the Public Works Committee met this afternoon at 3:30. The Committee reviewed right-of-way use permits for the Santa Parade and the Halloween Harvest Festival. The Committee recommended rejection of bids for Public Works Project CP1122, 30th Street NE Area Flooding, Phase 1, awarding the bid for Public Works Project No. CP1308, BNSF Utility Crossings, and approval of Change Order No. 4 for Public Works Project No. C524A, SCADA Physical Site Improvements. The Committee also reviewed Resolution No. 5102 authorizing a wholesale water agreement with City of Tacoma, Ordinance No. 6535 relating to parking code changes in the downtown urban center, and a leak adjustment appeal. The Committee discussed the utility shut off process, Resolution No. 5106 authorizing a contract with GATSO USA, Inc., for photo enforcement, Resolution No. 5104 relating to Pierce County Countywide Planning Policies, the capital project status report, significant infrastructure projects by others, and the Committee's action tracking matrix. The next regular meeting of the Public Works Committee is scheduled for October 20, 2014.

D. **Finance**

Chair Wales reported the Finance Committee met this evening at 5:00. The Committee reviewed claims vouchers in the amount of $2.1 million and payroll vouchers in the amount of $1.6 million. The Committee discussed Resolution No. 5097 relating to a Homeland Security Emergency Management Grant in the amount of $55,724.00, a water leak adjustment appeal, and the utility billing water shut-off notification process. The next regular meeting of the Finance Committee is scheduled for October 20, 2014.

E. **Les Gove Community Campus**

Chair Wagner reported the Les Gove Community Campus Committee met on October 1, 2014. The Committee received a presentation from ARC Architects, an update on the Master Plan for Les Gove Community Campus, a presentation from Police on potential security improvements at Les Gove Community Campus, and discussed citizen surveys regarding Les Gove Community Campus and the youth and community centers. The next regular meeting of the Les Gove Community Campus Committee is scheduled for November 24, 2014.

F. **Council Operations Committee**

Chair Wagner reported the Council Operations Committee met October 1, 2014, and reviewed Independent Salary Commission candidates' qualifications in executive session and reviewed the Council Rules and Procedures. The Committee recommended a special City Council meeting on October 13, 2014, to allow all Councilmembers an opportunity to review the amendments to the Council Rules and Procedures and the new study session format. The next regular meeting of the Council Operations Committee is scheduled for October 27, 2014.

G. **Junior City Council**

The next regular meeting of the Junior City Council is scheduled for October 20, 2014.

IV. **CONSENT AGENDA**

All matters listed on the Consent Agenda are considered by the City Council to be routine and will be enacted by one motion in the form listed.

A. Minutes of the September 15, 2014 Regular Council Meeting

B. Minutes of the August 12, 2014 Special Council Meeting

C. Minutes of the August 18, 2014 Special Council Meeting

D. Minutes of the August 26, 2014 Special Council Meeting

E. Claims Vouchers (Wales/Coleman)

Claims voucher numbers 430560 through 430756 in the amount of $2,156,038.19 and three wire transfers in the amount of $2,060.11 and dated October 6, 2014.

F. Payroll Vouchers (Wales/Coleman)
Payroll check numbers 534983 through 535021 in the amount of $276,267.20 and electronic deposit transmissions in the amount of $1,315,814.89 for a grand total of $1,592,082.09 for the period covering September 11, 2014 to October 1, 2014.

G. Public Works Project No. CP1122 (Osborne/Snyder)
City Council reject all bids to Contract No. 14-08 for Project No. CP1122, 30th Street NE Area Flooding – Phase 1

H. Public Works Project No. CP1308 (Osborne/Snyder)
City Council award Contract No. 14-04, to Pacific Civil and Infrastructure on their low bid of $1,401,829.61 plus Washington State sales tax of $109,356.73 for a total contract price of $1,511,186.34 for Project No. CP1308, BNSF Utility Crossings

I. Public Works Project No. C524A (Osborne/Snyder)
City Council approve Change Order No. 4 in the Amount of $10,369.73 to Contract No. 14-05 for Work on Project No. C524A – SCADA Physical Site Improvements

J. Call for Public Hearing on Preliminary 2015-2016 Biennial Budget (Wales/Coleman)
City Council to call for a public hearing to be held on November 17, 2014, to receive public comments, proposals and suggestions on the 2015-2016 Preliminary Biennial Budget.

Deputy Mayor Wagner moved and Councilmember Peloza seconded to approve the Consent Agenda as modified.

MOTION CARRIED UNANIMOUSLY. 7-0

V. UNFINISHED BUSINESS

There was no unfinished business.

VI. NEW BUSINESS

There was no new business.

VII. ORDINANCES

A. Ordinance No. 6530 (Peloza/Bailey)
An Ordinance of the City Council of the City of Auburn, Washington, amending Chapter 8.18 of the Auburn City Code relating to abandoned shopping carts

Councilmember Peloza moved and Councilmember Osborne seconded to introduce and adopt Ordinance No. 6530.

Councilmember Peloza reported the tracking and collection costs for abandoned shopping carts are greater than the fees collected. The ordinance would give the City the option to choose to impound the carts.

MOTION CARRIED UNANIMOUSLY. 7-0

Ordinance No. 6535 (Osborne/Snyder)

B. An Ordinance of the City Council of the City of Auburn, Washington, amending Sections 10.36.060 and 10.36.270 of the Auburn City Code and repealing sections 10.36.370, 10.36.380, 10.36.390, 10.36.395, 10.36.490, 10.36.500 and 10.36.515 of the City Code relating to parking restrictions

Councilmember Osborne moved and Councilmember Peloza seconded to introduce and adopt Ordinance No. 6535.

Ordinance No. 6535 implements Phase 1 of the Comprehensive Downtown Parking Management Plan, which changes parking time in the downtown urban center to three hours and allows parking restrictions to be executed administratively.

MOTION CARRIED UNANIMOUSLY. 7-0

VIII. RESOLUTIONS

A. Resolution No. 5097 (Peloza/Hursh)
A Resolution of the City Council of the City of Auburn, Washington, formally accepting a grant from the Washington State Military Department in the amount of Fifty-five Thousand Seven Hundred Twenty-four dollars ($55,724.00) from the United States Department of Homeland Security Emergency Management Performance Grant Program, and authorizing the Mayor to execute the necessary agreements to accept said funds

Councilmember Peloza moved and Councilmember Osborne seconded to adopt Resolution No. 5097.

MOTION CARRIED UNANIMOUSLY. 7-0

B. Resolution No. 5102 (Osborne/Snyder)
A Resolution of the City Council of the City of Auburn, Washington, authorizing the Mayor to execute a Wholesale Water Agreement between the City of Auburn and the City of Tacoma

Councilmember Osborne moved and Councilmember Peloza seconded to adopt Resolution No. 5102.

Resolution No. 5102 combines two existing agreements for purchase of water rights into a single agreement with City of Tacoma.

MOTION CARRIED UNANIMOUSLY. 7-0

C. Resolution No. 5103 (Peloza/Coleman)
A Resolution of the City Council of the City of Auburn, Washington, authorizing the transfer of funds for the purpose of making a loan or loans from the Capital Improvements Fund to the Airport Fund for up to a five-year period of time

Councilmember Peloza moved and Councilmember Osborne seconded to adopt Resolution No. 5103.

MOTION CARRIED UNANIMOUSLY. 7-0

D. Resolution No. 5104 (Holman/Snyder)
A Resolution of the City of Auburn, Washington, approving and authorizing execution of an interlocal agreement with Pierce County, thereby amending

the Pierce County Countywide Planning Policies related to Annexations and Urban Growth Area expansions

Councilmember Holman moved and Councilmember Wales seconded to adopt Resolution No. 5104.

MOTION CARRIED UNANIMOUSLY. 7-0

E. Resolution No. 5107 (Wagner/Snyder)
A Resolution of the City Council of the City of Auburn Washington authorizing the Mayor to negotiate and execute a professional services agreement with ARC Architects for architectural and engineering services for the Youth Center and Community Center at Les Gove Community Campus

Deputy Mayor Wagner moved and Councilmember Wales seconded to adopt Resolution No. 5107.

Deputy Mayor Wagner stated ARC Architects appears to be highly qualified for the project and was involved in the original planning of the Les Gove Community Campus several years ago.

Councilmember DaCorsi spoke in favor of negotiating a Professional Services Agreement with ARC Architects for architectural and engineering services for the youth and community centers at Les Gove Community Campus.

Councilmember Wales and Councilmember Peloza thanked Deputy Mayor Wagner for his leadership and work on the project.

Councilmember Trout concurred with Councilmembers Wales and Peloza and spoke in favor of Resolution No. 5107.

MOTION CARRIED UNANIMOUSLY. 7-0

IX. REPORTS

At this time the Mayor and City Council may report on significant items associated with their appointed positions on federal, state, regional and local organizations.

A. From the Council

Deputy Mayor Wagner reported he provided the welcoming remarks at the Family Health Fair at Grace Community Church.

Councilmember Wales reported on her activities as the Chair of the Seattle-King County Board of Health Rate Setting Committee, which is studying environmental health fees. She reported the Committee is proposing a full cost recovery fee schedule for such fees as septic tanks, pet businesses, food vendors, etc.

Councilmember Holman reported he attended several meetings during the last two weeks.

Councilmember Peloza reported on his attendance at the South County Area Transportation Board meeting where members received a presentation on the potential impacts of the Gateway Project on the region. Councilmember Peloza stated the Gateway Project in Whatcom County will create up to 18 trains per day with 100-120 cars of coal or oil. Councilmember Peloza also reported on his attendance at the King County Water Pollution Abatement Advisory Committee meeting.

Councilmember Osborne reported on his attendance at the Regional Transit Committee meeting. Councilmember Osborne reported any transit cuts scheduled for after September 2014 have been either postponed or canceled. Councilmember Osborne also reported on his attendance the Regional Water Quality Committee meeting and the Green River System-wide Framework Committee meeting.

Councilmember Trout reported she attended a tour of Mary Olson Farm, the Rita House breakfast event, and home economics classes at Mt. Baker Middle School where she served as celebrity chef and instructed students in making tortillas.

B. From the Mayor

Mayor Backus commented on the City of Auburn Employee Recognition Luncheon held at Mary Olson Farm where City department employees were recognized and City Employee of the Year was awarded to Parks Special Events Coordinator Kristy Pachciarz. Mayor Backus also commented on the City's efforts to encourage the King County Council to fund and keep open the Public Health Center in Auburn.

X. EXECUTIVE SESSION

At 9:26 p.m., Mayor Backus recessed the meeting for a five minute intermission and then to executive session for approximately ten minutes in order to discuss pending/potential litigation. Mayor Backus indicated no Council action would follow the executive session. City Attorney Heid and Community Development and Public Works Director Snyder attended the executive session.

Mayor Backus reconvened the meeting at 9:36 p.m.

XI. ADJOURNMENT

There being no further business to come before the Council, the meeting adjourned at 9:36 p.m.

APPROVED this _____ day of October, 2014.

NANCY BACKUS, MAYOR	Danielle Daskam, City Clerk

AGENDA BILL APPROVAL FORM

Agenda Subject: Claims Vouchers		**Date:** October 14, 2014
Department: Administration	**Attachments:** **No Attachments Available**	**Budget Impact:** $0

Administrative Recommendation:

City Council approve claims vouchers.

Background Summary:

Claims voucher numbers 430757 through 430973 in the amount of $5,228,167.22 and two wire transfers In the amount of $80,236.00 and dated October 20, 2014.

Reviewed by Council Committees:

Councilmember:	Wales	**Staff:**	Coleman
Meeting Date:	October 20, 2014	**Item Number:**	CA.E

AGENDA BILL APPROVAL FORM

Agenda Subject:
Payroll Vouchers

Date:
October 14, 2014

Department:
Administration

Attachments:
No Attachments Available

Budget Impact:
$0

Administrative Recommendation:

City Council approve payroll vouchers.

Background Summary:

Payroll check numbers 535022 through 535055 in the amount of $839,353.14, electronic deposit transmissions in the amount of $1,274,085.48 for a grand total of $2,113,438.62 for the period covering October 2, 2014 to October 15, 2014.

Reviewed by Council Committees:

Councilmember: Wales **Staff:** Coleman

Meeting Date: October 20, 2014 **Item Number:** CA.F

AGENDA BILL APPROVAL FORM

Agenda Subject:
Public Works Project No. C512A

Date:
October 15, 2014

Department:
Public Works

Attachments:
Budget Status Sheet
Bid Tab Summary
Vicinity Map

Budget Impact:
$0

Administrative Recommendation:

Award Contract No. 13-12, to Gary Harper Construction, Inc. on their Low Bid of $870,696.00 plus Washington State Sales Tax of $82,716.12 for a Total Contract Price of $953,412.12 for Project No. C512A, Well 4 Emergency Power Improvements.

Background Summary:

The purpose of this project is to provide emergency power, upgrade the chlorination system, and install security fencing at the City's Well 4 water facility. Providing a diesel generator for emergency power will ensure that one of the City's primary sources of water will continue to operate in the event electrical power is lost. Upgrading the chlorination system from the existing gas chlorination system to a liquid hypochlorite solution will increase operator safety and improve operations by providing a chlorination system similar to other City water sources. Both the new chlorination system and the generator will be housed in a new building that will constructed adjacent to the existing building at the Well 4 site.

A project increase of $31,902 within the 430 (Water) fund will be necessary to fund this project: however, it will not require a budget adjustment since this money is available from the budget contingency of Project No. CP0915, Well 1 Improvements – Phase II.

Reviewed by Council Committees:

Public Works

Councilmember: Osborne **Staff:** Snyder

Meeting Date: October 20, 2014 **Item Number:** CA.G

BUDGET STATUS SHEET

Project No: C512A	**Project Title:**	**Well 4 Emergency Power Improvements**

Project Manager: Seth Wickstrom

Initiation Date: Nov 5, 2012
Advertisement Date: Oct 18, 2013
Award Date: ___________

- ○ **Initiation/Consultant Agreement**
- ○ **Permission to Advertise**
- ● **Contract Award**
- ○ **Change Order Approval**
- ○ **Contract Final Acceptance**

Date: October 9, 2014

The "Future Years" column indicates the projected amount to be requested in future budgets.

Funds Budgeted (Funds Available)

Funding	Prior Years	2013	2014	2015	Total
430 Fund - Water	39,448	172,621	1,166,520		1,378,589
Total	39,448	172,621	1,166,520	0	1,378,589

Estimated Cost (Funds Needed)

Activity	Prior Years	2013	2014	2015	Total
Design Engineering - City Costs	6,850	18,917	26,000		51,767
Design Engineering - Consultant Costs	32,598	153,705	31,537		217,839
Construction Contract Bid			238,353	715,059	953,412
Authorized Contingency (10%)			23,835	71,506	95,341
Construction Engineering - City Costs			15,000	45,000	60,000
Construction Engineering - Consultant Costs			8,033	24,099	32,132
Total	39,448	172,622	342,758	855,664	1,410,491

430 Water Budget Status

	Prior Years	2013	2014	2015	Total
*430 Funds Budgeted ( )	(39,448)	(172,621)	(1,166,520)	0	(1,378,589)
430 Funds Needed	39,448	172,622	342,758	855,664	1,410,491
***430 Fund Project Contingency ( )**	**0**	**0**	**(823,762)**	**0**	**0**
430 Funds Required	**0**	**0**	**0**	**855,664**	**31,902**

* (#) in the Budget Status Sections indicates Money the City has available.

BID TABULATION
BID TOTALS SUMMARY

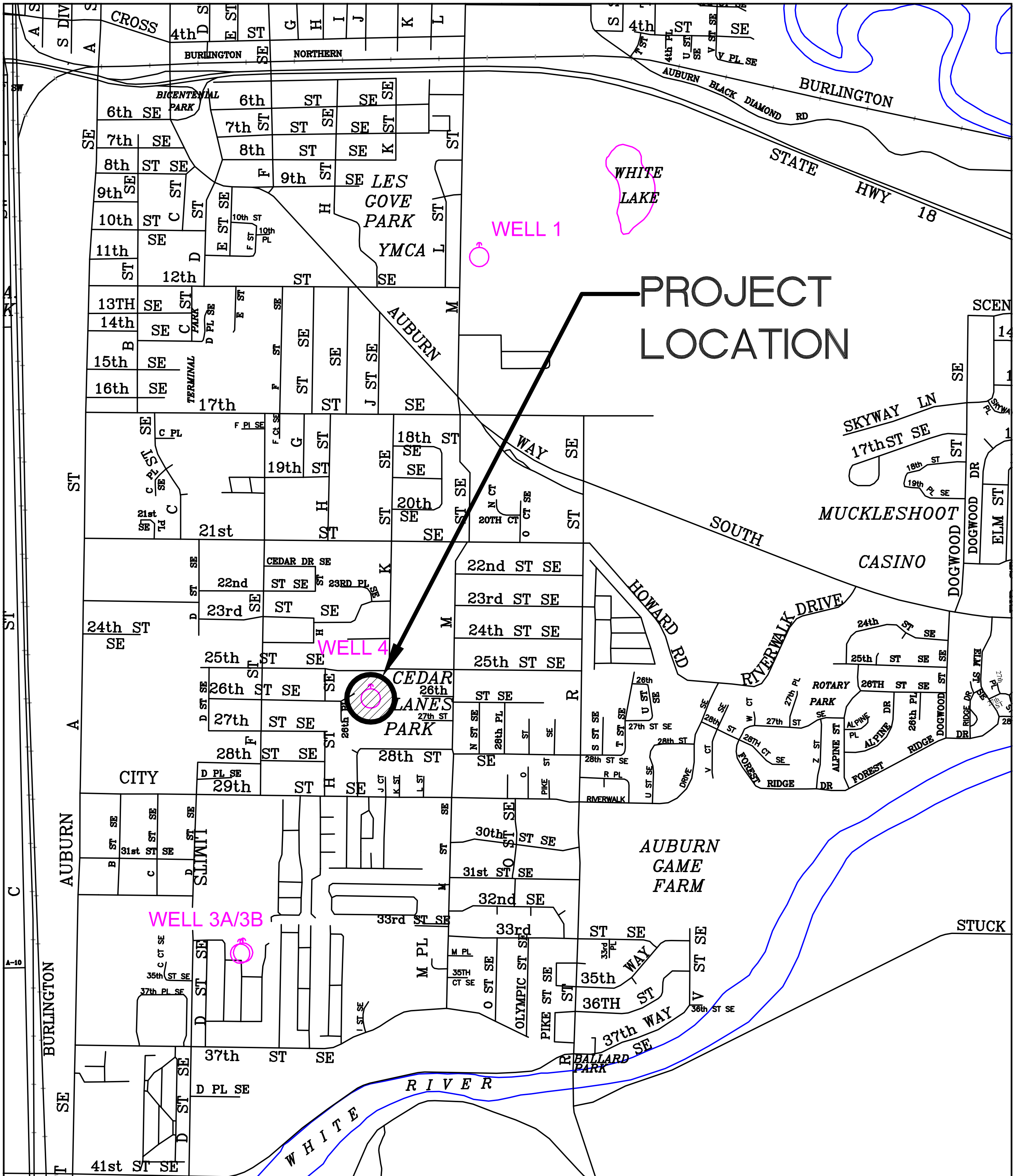
Project Name: **C512A, Well 4 Emergency Improvements, Contract 13-12**
Prepared by: City of Auburn
Bid Date: 10/9/14

ENGINEER'S ESTIMATE:	**$**	**791,803.00**			
AVERAGE BASIC BID AMOUNT:	$	910,817.00			
BASIC BID SPREAD AMOUNT:	$	59,604.00	Basic BID Amount	Spread $	Spread %

LOW BIDDER:	**Gary Harper Construction, Inc.**	**$ 870,696.00**	**$78,893.00**	**9.96%**
Second Bidder:	Award Construction, Inc.	$ 917,930.00	$126,127.00	15.93%

	Basic BID (Tax not Included)	Total BID (Tax Included)
Gary Harper Construction, Inc.	**$ 870,696.00**	$ 953,412.12
Award Construction, Inc.	**$ 917,930.00**	$ 1,005,133.35
McClure &Sons, Inc.	**$ 924,342.00**	$ 1,012,154.49
T. Miller Construction	**$ 930,300.00**	$ 1,018,678.50
Prospect Construction, Inc.	Non-Responsive	

10/9/2014 (4:48 PM)
h:\proj\bidtabs\C512A0 BT.xls



C512A: WELL 4 EMERGENCY POWER IMPROVEMENTS PROJECT

CITY OF AUBURN WASHINGTON

VICINITY MAP

NOT TO SCALE

N

AGENDA BILL APPROVAL FORM

Agenda Subject:
Wileman Leak Adjustment Appeal

Date:
October 15, 2014

Department:
Finance

Attachments:
Leak Adj. Request, Timeline, Denial Letter, Proposed Adjustment

Budget Impact:
$0

Administrative Recommendation:

Council review and approve the Public Works Committee recommended approval of 50% of the customers proposed leak adjustment.

Background Summary:

The customer (Mr.Wileman) submitted an appeal to the Finance Director in response to the denial of his leak adjustment submitted 6/25/2014. Director Coleman brought the appeal forward to the Public Works Department for action and the Finance Committee for discussion on 10/06/2014.

The Public Works Committee recommended a credit for 50% of the proposed leak adjustment ($482.19) be approved in the amount of $241.10

Reviewed by Council Committees:

Councilmember:	Osborne	**Staff:**	Coleman
Meeting Date:	October 20, 2014	**Item Number:**	CA.H

Ken Wileman
3436 Academy Dr SE
051001-000

Wileman Timeline

4/18/2014 – Customer received a bill with increased consumption.

4/28/2014 – Customer called concerned about high cons.

4/29/14 - The water Service Technician went out on and spoke with owner Ken Wileman and showed him that the meter indicated a possible leak on the customer's side of the service.

5/20/14 – Meter was read and the read was 120 ccfs. A service request was entered to check the meter again.

5/23/14 – Service technician confirmed the read is correct and reported that the leak indicator was still moving. Technician left a door tag for the customers informing them of a possible leak.

5/27/14 – Ken Wileman (owner) called to inform us that he fixed the leak in March. Informed customer that the technician noted movement on the meter in April and May. Explained that he would need to repair leak before submitting a Leak Adjustment Request.

6/25/14 – Received request for a leak adjustment. The leak adjustment form indicated that the owner fixed it himself by cutting and capping all lines around the property.

6/26/14 – Per Service Technician Rob Jackson, the meter is not moving. Customer installed a valve on a secondary line and turned off the valve and also "cut and capped all lines around the area in his field" which stopped the leak. The leak was somewhere in this secondary line.

6/27/14 – A denial letter was sent to Mr. Wileman per City Policy 100-52 1.0, a water leak is defined to occur on the service line between the City water meter and the point where the line enters the building.

7/21/14 – Mr. Wileman came in to the counter to discuss the denial letter. The Utility Billing Accounting Specialist explained to Mr. Wileman that the leak adjustment request was denied because the leak was not in the service line between the meter and the building. Mr. Wileman did not agree with the City's policy and stated that the location where the leak occurred should be considered.

The Accounting Specialist then referred Mr. Wileman to the Water Utility Engineer. The Accounting Specialist also informed Mr. Wileman that while he did not qualify for an adjustment, the City would be able to make a payment arrangement if needed. Mr. Wileman then wrote out a more detailed explanation and asked that staff review and consider it.

8/19/14 – Mr. Wileman came in to the counter and wanted to know the "result of his second submittal." Per the Water Utility Engineer, she spoke with Mr. Wileman and determined that his repair was satisfactory but concurred that his leak was in a secondary line and did not qualify for an adjustment per policy 100-52.

CITY OF AUBURN WASHINGTON

RECEIVED JUN 25 2014

CITY OF AUBURN

REQUEST FOR WATER LEAK ADJUSTMENT

Mail, fax or deliver this completed form to: City of Auburn Finance Department, 25 West Main Street, Auburn, WA 98001 Fax: 253-876-1900 Phone: 253-931-3038

Customer Name Ken Wideman Date 6/25/14

Address where leak occurred 3436 Academy Dr SE

City account no 051001-000 Phone no 2539395180

I hereby notify the City of Auburn Finance Department that I have sustained a water leak at the above address and that it has been repaired. **I am enclosing a copy of the repair bill and/or materials receipt.** I am requesting an adjustment to my utility billing per City Policy. I understand that signing this form does not guarantee a billing adjustment will be made. **I further understand that failure to provide receipts will result in an automatic denial of this leak adjustment request.**

Approximate date leak noticed May 23rd Date leak repaired Immediately (within a day of Date)

Leak repaired by Self (cut & Capped all Lines around acre) (meter Stopped!)

Exact location of leak Field

Signature of Customer [signature]

FOR CITY USE ONLY

Visual inspection of water meter performed by ________ Date ________

Comments Denial - Leak was in the secondary line

Bill Cycles Adjusted ________ Adjust: WATER SEWER BOTH

Reviewed/Calculated by ________ Date ________

District /

F:\utilities/forms/leak/ Revised REQUEST FOR LEAK ADJUSTMENT

Susan Fenhouse,

Hi, I have requested help on a water leak that developed with my old rusty pipes.

you noticed I repaired imediately. as was Varified by your service tech.

I have been a good Customer for years and think I not asking to much for my request.

Thank you
Ken Wileman
253 880 6122

Account Statement

ACCOUNT INFORMATION

ACCOUNT:	051001-000
SERVICE ADDRESS:	3436 ACADEMY DR SE
SERVICE PERIOD:	07/11/14 To: 08/10/14
BILLING DATE:	08/13/14
DUE DATE:	**09/02/14**

CURRENT USAGE

Meter Number	Previous Reading	Current Reading	UsageCCF
7355041	878 5/20-7/22	911	33

CURRENT CHARGES

WATER - BASE	$14.54
WATER - CONSUMPTION 5/20 - 7/22	$108.83
CITY SEWER - BASE	$23.12
KING CO SEWER - BASE	$39.79
STORM WATER	$18.78
SOLID WASTE	$16.11
HOUSEHOLD HAZARDOUS WASTE	$1.08
STATE REFUSE TAX	$0.58

Current Usage

RECEIVED
AUG 19 2014
City of Auburn
Community Dev & Public Works

SPECIAL MESSAGE

BILL SUMMARY

CURRENT CHARGES	$222.83
PREVIOUS BALANCE	$494.85
PAYMENTS	($494.85)
TOTAL AMOUNT DUE	**$222.83**

PAYMENTS NOT RECEIVED BY DUE DATE ARE DELINQUENT & SUBJECT TO PENALTIES, SERVICE CHARGES & DISCONNECTION.

AHRI020814DA86101 - 88764RA12.A.1.2093.1.2.0.381

CITY OF AUBURN WASHINGTON

Payment Coupon

PLEASE RETURN THIS PORTION WITH YOUR PAYMENT - MAKE YOUR CHECKS PAYABLE TO: City of Auburn

ACCOUNT INFORMATION

ACCOUNT:	051001-000
SERVICE ADDRESS:	3436 ACADEMY DR SE
SERVICE PERIOD:	07/11/14 To: 08/10/14
BILLING DATE:	08/13/14
DUE DATE:	**09/02/14**

AMOUNT DUE

TOTAL AMOUNT DUE $222.83

AMOUNT ENCLOSED

REMIT PAYMENT TO:

"AUBURN CARES"
$__________ is enclosed as a donation to "Auburn Cares"

KEN WILEMAN
3436 ACADEMY DR SE
AUBURN WA 98092-7339

City of Auburn
P.O. Box 34599
Seattle, WA 98124-1599

CA.H

0533 051001 0000022283

CITY OF AUBURN WASHINGTON

Nancy Backus, Mayor

25 West Main Street * Auburn WA 98001-4998 * www.auburnwa.gov * 253-931-3000

June 27, 2014

Ken Wileman
3436 Academy Dr
Auburn WA 98092

RE: **Leak Adjustment Request**
Account #: 051001-000
Address: 3436 Academy Dr SE, Auburn WA

Dear Mr. Wileman,

The City of Auburn Utility Department is in receipt of your request for a water leak adjustment. According to your request and further investigation from the City Service Technician, the cause for the increased in consumption was a leak on a secondary line on your property.

Administrative Policy 100-52 states that an adjustment may be available where excessive water consumption can be attributed to a water leak. For this purpose, a water leak is defined to occur on the service line between the City water meter and the point where the line enters the building. Based on a review of the submitted documentation, this does not fall within the definition of a leak. Therefore, we are unable to process an adjustment.

If you have any questions, need additional information, or if you would like to make a payment arrangement, please contact me at (253) 931-3038.

Sincerely,

Madonna Doucette
Accounting Specialist
City of Auburn

City Aub Water
madonnad

Utility Billing
Service Request Form

Printed: 06/25/2014 5:34:49 PM

Request Number: 001354-06-2014
Account Number: 051001-000

Last Updated By: madonnad
On: 6/25/2014

Account Status: Active

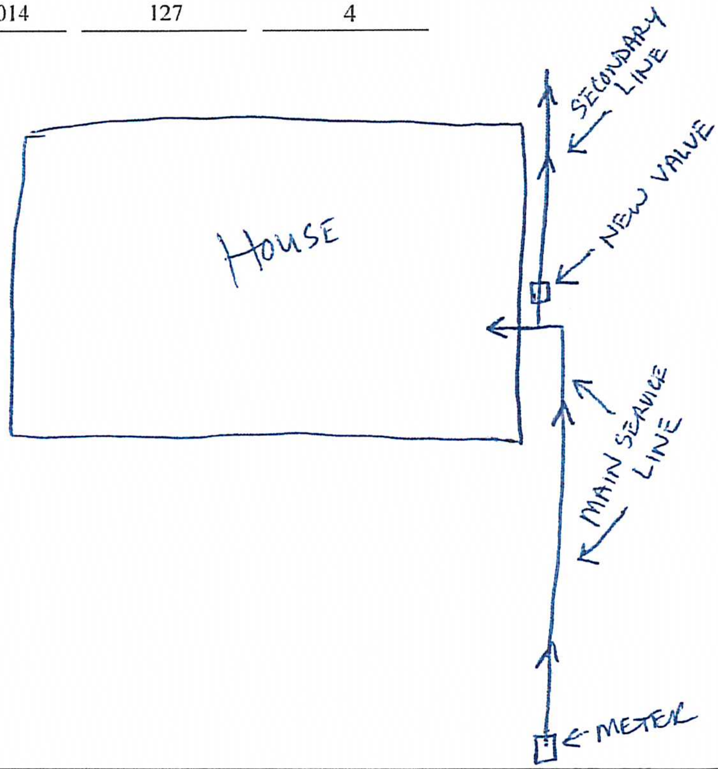
Name: KEN WILEMAN
Billing Address: 3436 ACADEMY DR
AUBURN. WA 98092

Home Phone: (253) 939-5180
Business Phone:
Service Address: 3436 ACADEMY DR SE

Request Date: 6/25/2014
Request Description: Received request for a leak adjustment. Please very leak is fixed. Customer "cut & capped all lines around acre which stopped the leak." Are these lines on a secondary line? Please confirm location of leak.
Service Date: 6/26/2014

Water/Gas Meters	Route-Seq Read Dt	Serial No Cons	Register ID No Of Digits	MXU ID	Manufacturer	Model No	Reading
Existing Water Meter	146-022170	7355041	7355041	80449998	Unknown	F-3/4-4-1	878
	5/20/2014	127	4				

Location:



ENTERED

Comments: 886 THE METER IS ~~[illegible]~~ NOT MOVING, AND THE LEAK IS FIXED. THE CUSTOMER INSTALLED A VALVE ON A SECONDARY LINE, AND IS TURNED OFF WHICH STOPPED THE LEAK. THE LEAK IS SOMEWHERE IN THE SECONDARY LINE, AND IS NOT IN THE MAIN SERVICE LINE GOING TO THE HOUSE. THE OWNER SAID THE LEAK IS PROBABLY IN THE OLD LINE OUT BACK OF THE HOUSE, IN THE YARD. OVER →

Follow up needed? yes no

Serviced By: ROB

Date: 6-26

PROPOSED
Utility Billing Adjustments
Single Family

Date: 9/22/14
Account #: 051001-000
Name: Ken Wileman
Service Location: 3436 Academy Dr SE

Water	$	(482.19)
City Sewer	$	-
Metro Sewer	$	-
Storm Water	$	-
Refuse	$	-
Yard Waste	$	-
Refuse Tax	$	-
HHW	$	-
Miscellaneous	$	-
TOTAL	$	(482.19)

Consumption Adjustment: (123)
Adjust Sewer Consumption: 0

Explanation for adjustment:

Leak Adjustment.

APPROVALS:

SF110B

≤ $1,000 - Utilities Customer Care Supervisor ____________ Date: ____________

≤ $1,000 - Utilities Customer Care Manager ____________ Date: ____________

>$1,000 and ≤ $10,000 - Finance Director ____________ Date: ____________

>$10,000 - Mayor ____________ Date: ____________

POSTED BY:
Date:

CA.H

Utility Billing
Account History Report

CITY OF AUBURN WASHINGTON

User Name: madonnad
City Name: City Aub Water
Printed: 09/22/2014 - 1:57:PM

Account Status: Active
Connect Date: 01/01/2006 **Final Date:**
Customer Name: WILEMAN, KEN
Customer Address: 3436 ACADEMY DR
AUBURN, WA 98092
Home Phone: (253) 939-5180 **Ext.**
Business Phone: ( ) - **Ext.**
Customer Number: 051001 000

Total Acct Balance: 114.00
Deposits: 0.00 **Refunds:** 0.00
Owner name: WILEMAN, KEN
Service Address: 3436 ACADEMY DR SE

Reference Number:

Route Sequence Serial 146 - 022170 - 7355041 **Meter Status** Active

Read Date	Reading	Consumption
09/18/2014	975	64
07/22/2014	911	33
05/20/2014	878	127
03/17/2014	751	32
01/16/2014	719	12
11/15/2013	707	8
09/16/2013	699	19
07/22/2013	680	20
05/15/2013	660	17
03/14/2013	643	13
01/24/2013	630	17
11/19/2012	613	21
09/17/2012	592	35
07/16/2012	557	19
05/21/2012	538	16
03/19/2012	522	16
01/18/2012	506	15
11/21/2011	491	20
09/19/2011	471	33
07/18/2011	438	18
05/18/2011	420	15
03/21/2011	405	16
01/20/2011	389	15
11/23/2010	374	16
09/23/2010	358	26
07/22/2010	332	20
05/24/2010	312	15

leak fixed 5/23/14

AGENDA BILL APPROVAL FORM

Agenda Subject:
Pierce County Regional Council Zoo/Trek Authority Board

Date:
October 15, 2014

Department:
Administration

Attachments:
Ballot

Budget Impact:
$0

Administrative Recommendation:

Background Summary:

Nominations were recently closed for Position One to the ZTA Board, which represents the eleven smaller cities and towns within the Pierce County Regional Council boundary.

Council action is required to cast its vote for a candidate from the smaller eleven cities/towns in population.

Reviewed by Council Committees:

Councilmember: Wagner

Staff:

Meeting Date: October 20, 2014

Item Number: NB.A

ZOO and TREK AUTHORITY BOARD
POSITION ONE

OFFICIAL BALLOT
VOTE FOR ONE

Milt Tremblay	City of Buckley
Abby Gribi	Town of Eatonville
Bob Walter	Town of Eatonville
Josh Penner	City of Orting

____

write-in candidate

The city/town of ______________________________ wishes to cast its vote for ______________________________ of the City/Town of ______________________________ to serve as a member of the Zoo and Trek Authority Board (ZTA) for a current three-year term, representing the 11 smaller cities and towns within the Pierce County Regional Council boundary.

Date: ____________________ By: ______________________________

Title: ______________________________

Please submit this form with a council resolution or motion. Ballots must be received by Cindy Anderson, Clerk, Pierce County Regional Council by **4 p.m. October 31, 2014**.

AGENDA BILL APPROVAL FORM

Agenda Subject:
Ordinance No. 6534

Date:
October 14, 2014

Department:
Community Development & Public Works

Attachments:
Ord 6534
Staff Report to Planning Commission (w/out exhibits)

Budget Impact:
$0

Administrative Recommendation:

City Council to adopt Ordinance No. 6534.

Background Summary:

The Downtown Urban Center Zone was adopted by the City Council February 2007. The shift in zoning took an approach of density through floor are ratio (FAR) standards versus a units per acre density approach. Included in the FAR standard is a different ratio for various uses depending on if the project is located south of Main Street or north of Main Street. The proposed code amendment will continue focusing growth within downtown Auburn and encouraging a mix of uses by not having a different FAR for residential or commercial but still fostering mixed-use by having that type of development with the highest FAR opportunity. Let the market decide what is the best location of residential standalone, mixed-use, and non-residential standalone projects should be located. Our design standards will govern what the structures look like, the pedestrian amenities, parking locations, etc. Auburn's regulations should not stand in the way of market demands. Mixed-use will still have the highest achievable FAR to promote residential development with commercial but open the market up on the south side of Main Street to standalone non-residential projects.

The Planning Commission held a public hearing on October 7, 2014 on the proposed code amendment that would amend the Floor Area Ratio (FAR) standards within the Downtown Urban Center zone. There was no public testimony during the public hearing. Staff recommended approval of the proposed code amendment and the Planning Commission concurred recommending approval to the full City Council.

At the October 13, 2014 Planning and Community Development Committee meeting, the Committee reviewed the Planning Commission's recommendation and moved the code amendment forward to full City Council with a recommendation of approval.

Reviewed by Council Committees:

Planning And Community Development, Public Works Other: Legal, Planning Commission

Councilmember:	Holman	**Staff:**	Snyder
Meeting Date:	October 20, 2014	**Item Number:**	ORD.A

ORDINANCE NO. 6534

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, AMENDING SECTION 18.29.060 OF THE AUBURN CITY CODE RELATED TO FLOOR AREA RATIO IN THE DOWNTOWN URBAN CENTER ZONE

WHEREAS, from time to time, amendments to the City of Auburn zoning code are appropriate, in order to update and better reflect the current use regulations and development needs of the City; and

WHEREAS, from time to time, amendments to the City of Auburn zoning code are appropriate, in order to remain consistent with changes in the policy guidance of the City's Comprehensive Plan; and

WHEREAS, the purpose of this amendment to the code is to better respond to the market place regarding development within the downtown core; and

WHEREAS, this amendment to the code is a blend of proactive and predictive approaches to development regulations assuring that basic community values and aspirations are reflected in the City's planning approach; and

WHEREAS, the code amendment was subject to environmental review process under the Washington State Environmental Policy Act (SEPA). A Determination of Non-Significance (DNS) was issued September 24, 2014 and the City observed a fourteen-day public comment period. The City did not receive any comments in response to notice of the public comment period; and

WHEREAS, the code amendment was considered by the Planning Commission at a duly noticed public hearing on October 7, 2014 and after the close the public hearing the Planning Commission forwarded a recommendation for approval to the City Council; and

WHEREAS, the code amendment were reviewed by the Planning and Community Development Committee of the City Council on October 13, 2014 and the Committee recommended approval to the full City Council of the code change as recommended by the Planning Commission; and

WHEREAS, the City Council determined, in light of the recommendations it received, that the following code changes are in the best interest of the City.

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

Section 1. **Amendment to City Code.** That section 18.29.060 of the Auburn City Code entitled "Development Standards" is hereby amended as follows:

18.29.060 Development standards.

A. Minimum lot area: none.
B. Minimum lot width: none.
C. Minimum lot depth: none.
D. Floor Area Ratio. Floor area ratio is the cumulative amount of floor area within a building as a multiple of the lot area.

Floor Area Ratio (FAR)[1]

~~For properties abutting the south side of Main Street and to the south:~~

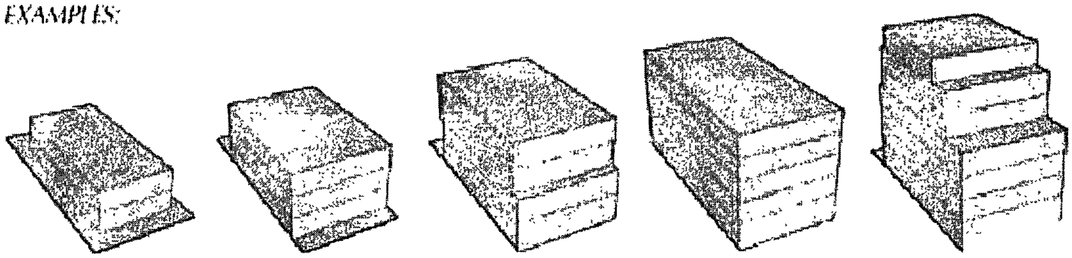
~~Basic Allowable "As of Right"~~		~~Maximum Allowable with Bonuses~~		
~~Nonresidential~~[2]	~~Residential~~[2]	~~Nonresidential~~	~~Residential~~[3]	~~Combined~~[4]
~~1.0~~	~~2.0~~	~~1.5~~	~~3.5~~	~~5.0~~

~~Properties abutting the north side of Main Street and to the north:~~

Basic Allowable "As of Right"		Maximum Allowable with Bonuses		
Nonresidential[2]	Residential[2]	Nonresidential	Residential[3]	Combined[4]
3.0	2.0	4.0	3.5	5.0

[1] Floor area is measured to the inside face of exterior walls. The following shall be excluded from floor area calculation:
a. All space below finished grade.
b. Space dedicated to structured parking.
c. Space used for any bonus feature listed in subsection E of this section.
[2] Minimum required FAR is 0.75; basic allowable FAR is 1.0.
[3] Hotels, nursing homes, assisted living centers, etc. shall be considered residential for the purpose of calculating FAR.
[4] Allowable FAR for nonresidential and residential uses may be added together within a project, for a combined total.

EXAMPLES:



FAR 1.0	*FAR 2.0*	*FAR 3.0*	*FAR 5.0*	*FAR 5.0*

E. Bonus Features Allowing Increased Floor Area Ratio.

Feature	Additional Gross Floor Area for Each Feature
Street level retail	100 sf of floor area for each linear foot of retail frontage
Restaurant	100 sf of floor area for each linear foot of restaurant frontage
Public plaza	5 sf of floor area for each sf of plaza
Widening public sidewalk	4 sf of floor area for each sf of sidewalk made available for public use
Canopy	4 sf of floor area for each sf of canopy
Daycare	4 sf of floor area for each sf of daycare
Health club	2 sf of floor area for each sf of health club

Feature	Additional Gross Floor Area for Each Feature
Performing space	2 sf of floor area for each sf of performing space
Public meeting room	5 sf of floor area for each sf of meeting room
Public art (arts commission approval required)	10 sf of floor area for each $100 of valuation
Water feature	10 sf of floor area for each $100 of valuation
Structured parking	0.5 sf of floor area for each sf of required parking above grade
Below grade parking	1 sf of floor area for each sf of required parking below grade (including half-level plate below grade)
Green roof	2 sf of floor area for each sf of green roof
Public restrooms	10 sf of floor area for each sf of public restroom
Contribution to a public park or cultural facility such as a library, museum or theater within 0.5 miles of the DUC zone; also, any project including a performance or entertainment venue is eligible for these bonuses, based upon the value of construction	10 sf of floor area for each $100 of contribution towards acquisition or development. This can be used to exceed both maximum FAR and maximum building height by up to 25%

Feature	Additional Gross Floor Area for Each Feature
Development of open space such as open roof decks, balconies, lanais or parts of the building and improved for outdoor living; including rooftop daycare play areas, dog walking areas, etc.	5 sf of floor area for each sf of open space

An applicant may be required to provide a legally binding agreement or easement to ensure any of the above features is maintained over the life of the project.

F. Maximum Building Height. Maximum building height within the DUC zone shall be 75 feet, unless bonus height is permitted per subsection E of this section.

1. If retail uses occupy the ground floor, the minimum height for that floor shall be 14 feet.
2. Mechanical penthouses, stair/elevator overruns, and antennas may be excluded from building height calculation provided they extend no more than 20 feet above the roof deck.
3. Maximum building height may be increased by up to 20 percent if the top is designed as a nonhabitable, architectural element. This element may extend above the increased height limit.

G. Minimum Building Height. The minimum height for any new structure within the DUC zone shall be two stories for the full extent of the building footprint.

H. Parking Ratios. The following parking standards shall apply within the DUC zone in lieu of any standard noted in ACC 18.52.020 or provision of ACC 18.52.030:

Use Type	Minimum Required	Maximum Allowed for Surface Parking Lots
Retail	2 stalls/1,000 nsf	4 stalls/1,000 nsf[1]
Office	2 stalls/1,000 nsf	4 stalls/1,000 nsf
Residential	1 stall per dwelling unit	2 per dwelling unit
Restaurant	0.5 stall per 4 seats	1 stall per 4 seats

[1] nsf = net square feet

1. Parking requirements for uses not listed shall be determined by a study of parking demand for that use, as prepared by a qualified professional and as accepted by the director.
2. Retail and restaurant uses less than 3,000 nsf in area shall be exempt from parking requirements.

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3. Uses sharing a common parking facility may reduce the required number of stalls by 25 percent.
4. Required parking may be located off site, so long as it is: (a) located within the DUC zone, (b) within 1,000 feet of the property, (c) connected to the property by streets improved with sidewalks or walkways, and (d) tied to the site by a contractual agreement reviewed and approved by the city attorney that is filed with the city and deed of record at the county.
5. On-street parking that is located directly adjacent to a development site may be used to satisfy minimum parking requirements and shall not be included in determining maximum surface parking allowances.
6. Dedicated off-site parking provided within a parking structure may be used to provide FAR bonuses for a project on a separate site, provided the parking structure is located consistent with this chapter.
7. The maximum standards noted in the table above may be exceeded if all stalls above the maximum limit are provided within a parking structure.
8. Compliance with these standards is not required for a change of use within an existing building or whenever there is an expansion of an existing building or a new building replaces an existing building that does not increase the floor area by more than 25 percent.
9. In lieu of providing the minimum parking required by this section, an applicant may request to pay for each required parking stall into a special fund that will be used to provide and upgrade municipal parking to serve the DUC zone. The per-stall fee shall be as specified in the city's fee schedule.

I. Signs. The design of all signs shall be in conformance with the design standards referenced in ACC 18.29.070. Allowable types, numbers and sizes of signs shall be as follows:

1. Freestanding: not allowed, except for monument signs as described within the "Downtown Auburn Design Standards"; no more than one per street frontage; maximum size: 64 square feet, calculated at a rate of one square foot of sign area per lineal foot of site frontage; minimum entitlement shall be 32 square feet; maximum height: five feet.
2. Wall signs: maximum area of 150 square feet per building facade, calculated at a rate of one square foot of sign area for every lineal foot of facade; minimum entitlement shall be 16 square feet.
3. Suspended signs attached under a marquee or canopy: one double-faced sign, no greater than three square feet per face allowed for each building entrance; minimum clearance above grade: eight feet.
4. Portable Signs. One portable sign may be allowed for each business entrance, not to exceed one portable sign per building frontage, subject to the following:
    a. May be placed within public right-of-way subject to the guidelines provided by the director in consultation with the city engineer such that sign placement does not interfere with pedestrian or vehicular traffic and conforms to the requirements of the Americans with Disabilities Act.
    b. May not exceed 36 inches in height and 30 inches in width and be limited to two faces.
    c. May be displayed during business hours only.
    d. Must be constructed of either wood or another sturdy material to ensure stability in the wind.
    e. May not move, spin, flash, or otherwise be animated.

J. Landscaping. Landscaping shall be provided as defined in the Downtown Auburn Design Standards. (Ord. 6419 § 1, 2012; Ord. 6071 § 6 (Exh. A), 2007.)

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

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

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

INTRODUCED: ____________________
PASSED: ________________________
APPROVED: _____________________

ATTEST:

____
NANCY BACKUS, MAYOR

____
Danielle E. Daskam, City Clerk

APPROVED AS TO FORM:

____
Daniel B. Heid, City Attorney
PUBLISHED: _______________

Ordinance No. 6534
October 14, 2014
Page 7

Zoning Code Amendment –
Staff Report to Planning Commission
Amendment to Chapter 18.29
ZOA14-0004

I. GENERAL INFORMATION:

The Downtown Urban Center Zone was adopted by the City Council February 2007. The shift in zoning took an approach of density through floor are ratio (FAR) standards versus a units per acre density approach. Included in the FAR standard is a different ratio for various uses depending on if the project is located south of Main Street or north of Main Street.

This staff report outlines the proposed amendments related to FAR within the Downtown Urban Center Zone.

II. SEPA STATUS:

Pursuant to WAC 197-11-800(6), non-project actions such as code amendments are not exempt from environmental review. The City issued a Determination of Non-Significance September 24, 2014. The comment period ends October 8, 2014 and the appeal period ends on October 26, 2014.

III. FINDINGS OF FACT:

1. In general, the intent of the proposed zoning code amendments is to amend the Floor Area Ratio thresholds within the Downtown Urban Center zone so there is not a difference between projects on the north side of Main Street versus the south side of Main Street.

2. The process for zoning code text amendments is described in ACC Chapter 18.68:

   18.68.020 Initiation of amendments.
   B. Text.
   1. The city council, or planning and development committee of the city council, upon its own motion may request the planning commission to conduct a public hearing to amend any portion or all of this title; provided, that text amendments that are purely administrative or procedural do not require a public hearing, nor do they require preliminary review or recommendations of the planning commission;
   2. The planning commission may upon its own motion call for a public hearing to amend any portion or all of this title, with the exception of purely administrative or procedural amendments;
   3. Any resident or property owner of the city may petition the city to request an amendment to the text of this title.
   C. For the purposes of this chapter, substantive amendments shall be distinguished from procedural or administrative amendments in accordance with the following: “Substantive” matters relate to regulations that define or limit what can be done in terms of conduct, use or action (e.g., what use may be made of land, what requirements apply to development, what public infrastructure may be required of certain developments), and “procedural” or “administrative” matters are those that relate to the process of how

an application to take such action must be pursued (e.g., time limits for applications and appeals, what forms must be used, and where or how applications must be submitted. Essentially, “procedural” or “administrative” matters are the mechanical rules by which substantive issues may be pursued). (Ord. 6287 § 2, 2010; Ord. 6198 § 3, 2008; Ord. 4840 § 1, 1996; Ord. 4304 § 1(46), 1988; Ord. 4229 § 2, 1987.)

18.68.030 Public hearing process.
A. Text Amendments. With the exception of purely administrative or procedural amendments, the planning commission shall conduct at least one public hearing on all amendments to this title. The planning commission shall make a recommendation to the city council who may or may not conduct a public hearing.

C. City Council Decision. The city council may affirm, modify or disaffirm any recommendation of the planning commission or hearing examiner with regard to amendments of the text or map of this title. (Ord. 6198 § 4, 2008; Ord. 4840 § 1, 1996; Ord. 4229 § 2, 1987.)

18.68.040 Public hearing notice requirements.
A. Text Amendments.
1. Planning Commission. For text amendments that require a public hearing under ACC 18.68.030(A), notice of a public hearing shall be given by publication, in a newspaper of general circulation in the area, at least 10 days prior to the public hearing and by posting the notice in three general public locations.
2. City Council. Notice of a public hearing shall be given by publication, in a newspaper of general circulation in the area, prior to the public hearing and by posting the notice in three general public locations.

3. The proposed code amendments are supported by the City of Auburn Comprehensive Plan as identified in the conclusion section of this staff report.

4. Pursuant to WAC 197-11-800(6), non-project actions such as code amendments are not exempt from environmental review. The City issued a Determination of Non-Significance September 24, 2014. The comment period ends October 8, 2014 and the appeal period ends on October 26, 2014. As of the writing of this report, no comments have been received.

5. Pursuant to RCW 36.70A.106, the proposed code amendments outlined in this staff report were sent to the Washington State Department of Commerce and other state agencies as required for the 60-day state review required for modification of development regulations. The amendments were sent on October 1, 2014 and expedited review was requested under RCW 36.70A.106(3)(b). The Department of Commerce acknowledged receipt on October 1, 2014. Expedited review has not been granted as of the writing of this staff report. If the expedited review request is denied then the standard 60-days applies from the submittal date of October 1, 2014.

6. Planning Commission reviewed the draft code amendments at the regular September 3, 2014 meeting.

7. The public hearing notice was published on September 26, 2014 in the Seattle Times at least 10-days prior to the Planning Commission public hearing scheduled for October 7, 2014.

8. The following conclusions support the proposed amendment to Chapter 18.29, Downtown Urban Center, scheduled for the Planning Commission's October 7, 2014 public hearing with a staff recommendation

IV. <u>CONCLUSIONS:</u>

1. Pursuant to ACC Section 18.68.020, amendments of Title 18 require a public hearing before the Planning Commission with a public hearing notice published at least 10-days prior to the public hearing date.

   <u>Staff Analysis:</u>
   The public hearing notice was published in the Seattle Times on September 26, 2014 which is at least 10-days prior to the Planning Commission public hearing scheduled for October 7, 2014.

2. These code amendments are supported by the City of Auburn's Comprehensive Plan as follows:

   Objective 6.2. Maintain downtown as an area that uniquely serves both regional and community needs.

   <u>Policies:</u>
   LU-6 The downtown urban center shall be the focal point of the Auburn community. It should include a mix of uses including, but not limited to, government and civic uses, retail, residential and services that are appropriate to fill that role.

   LU-6A Focus growth and development in the Auburn Downtown urban center to support economic development, complement transit oriented development, direct growth pressures away from single family residential neighborhoods, and implement regional growth management strategies.

   LU-80 To increase consistency with the Urban Center boundary, the area lying generally east of "D" Street S.E. to "F" Street S.E. and south of Main Street (not including the Main Street frontage) to SR 18 shall be designated for mixed residential and commercial uses.

   LU-84 The downtown area shall be comprised of a mixture of uses consistent with the area's role as the focal point of the community. These uses shall be primarily "people-oriented" as opposed to "automobile-oriented", and shall include commercial, medical, governmental, professional services, cultural and residential uses.

   ED-3 The importance of Downtown Auburn as a unique retail environment and subregional center of commerce should be considered in the City's economic plan.

   <u>Staff Analysis:</u>
   The proposed code amendment is consistent with the City's Comprehensive Plan through focusing growth within downtown Auburn and encouraging a mix of uses by not having a different FAR for residential or commercial but still fostering mixed-use by having that type of development with the highest FAR opportunity.

Let the market decide what is the best location of residential standalone, mixed-use, and non-residential standalone projects should be located. Our design standards will govern what the structures look like, the pedestrian amenities, parking locations, etc. Auburn's regulations should not stand in the way of market demands. Mixed-use will still have the highest achievable FAR to promote residential development with commercial but open the market up on the south side of Main Street to standalone non-residential projects.

V. STAFF RECOMMENDATION

Planning Commission recommend approval of the proposed code amendment to Chapter 18.29.

VI. EXHIBITS

Exhibit 1 Proposed code changes Auburn City Code Chapter 18.29
Exhibit 2 Request to Department of Commerce for Expedited State Review
Exhibit 3 Department of Commerce acknowledgement letter
Exhibit 4 Request to publish combined SEPA Determination and Hearing Notice in newspaper
Exhibit 5 Environmental Checklist
Exhibit 6 Determination of Non-Significance and Public Hearing Notice

Prepared by (include name and sign): Elizabeth Chamberlain, AICP, Planning and Design Services Manager

AGENDA BILL APPROVAL FORM

Agenda Subject:
Resolution No. 5108

Date:
October 15, 2014

Department:
Public Works

Attachments:
Resolutin No. 5108

Budget Impact:
$0

Administrative Recommendation:

Adopt Resolution No. 5108.

Background Summary:

Resolution No. 5108 repeals Resolution No. 4015 (passed in 2006) and provides for the Public Works Committee to appoint a representative and one or more alternates to serve as the City of Auburn's representatives at the Metropolitan Water Pollution Abatement Advisory Committee (MWPAAC). Resolution No. 4015 previously authorized the Public Works Committee to appoint a representative and an alternate to MWPAAC and repealed Resolution No. 2971 (passed in 1998), which had authorized the City's Utility Engineer and the Sanitary Sewer Engineer to serve as the City of Auburn's MWPAAC representatives.

Currently, Councilmember Bill Peloza is the designated MWPAAC representative and Sanitary Sewer Engineer Bob Elwell is the alternate.

MWPAAC is a committee of the agencies that deliver wastewater to the King County sewer system for treatment, and MWPAAC serves as an advisor to King County for issues relating to wastewater treatment and conveyance. MWPAAC has also formed subcommittees to provide opportunities for member agencies to evaluate and provide recommendations on technical, financial, and policy information received from King County Wastewater Treatment Division that is important to the interests of the member agencies. The Chair of each Subcommittee is required by MWPAAC's bylaws to be formally appointed by their agency as a MWPAAC representative or alternate. The City of Auburn's Utilities Engineering Manager, Lisa Tobin, has served as the Chair of MWPAAC's Engineering and Planning (E&P) Subcommittee since January 2013 while with her former employer. MWPAAC's Executive Board has indicated that they would like for her to continue in this role for the duration of her term of office (through December 2014) and to be eligible to be elected to the Chair position at the elections to be held in January 2015. This would be a benefit to the City of Auburn for her to be able to continue this role.

Reviewed by Council Committees:

Public Works

Councilmember:	Osborne	**Staff:**	Snyder
Meeting Date:	October 20, 2014	**Item Number:**	RES.A

RESOLUTION NO. <u>5 1 0 8</u>

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, AUTHORIZING THE PUBLIC WORKS COMMITTEE TO APPOINT THE CITY OF AUBURN REPRESENTATIVES TO THE KING COUNTY METROPOLITAN WATER POLLUTION ABATEMENT ADVISORY COMMITTEE

WHEREAS, RCW 35.58.210 provides that each metropolitan municipal corporation authorized to perform water pollution abatement shall establish a Metropolitan Water Pollution Abatement Advisory Committee (MWPAAC) to be composed of representatives of each component city and county within such metropolitan municipal corporation; and

WHEREAS, RCW 35.58.210 further provides that the legislative body of each component city and county shall appoint its member representative; and

WHEREAS, in 1998 the City Council appointed the City's Utility Engineer and Sanitary Sewer Engineer as its representatives to MWPAAC by means of Resolution No. 2971; and

WHEREAS, in 2006 the City Council repealed Resolution No. 2971 and adopted Resolution No. 4015 authorizing the Public Works Committee to appoint a representative and an alternate to serve as the City of Auburn's representatives to MWPAAC; and

WHEREAS, the Public Works Committee finds it to be in the best interest of the City to be represented at MWPAAC by means of a representative and one or more alternate representatives;

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

Section 1. The City Council's Public Works Committee is hereby authorized to appoint the City of Auburn's representative and one or more alternate representatives to the King County MWPAAC, and their successors, repealing Resolution Nos. 2971 and 4015 to the extent that they are inconsistent with this Resolution.

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

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

Dated and Signed this _____ day of _________, 2014.

CITY OF AUBURN

____

NANCY BACKUS
MAYOR

ATTEST:

Danielle E. Daskam,
City Clerk

APPROVED AS TO FORM:

Daniel B. Heid,
City Attorney

Resolution No. 5108
October 15, 2014
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