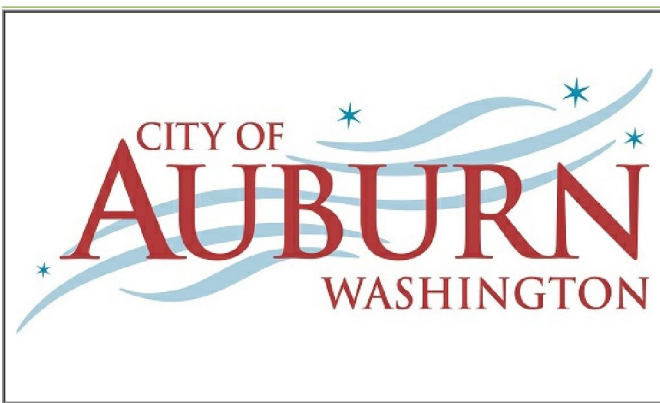


	City Council Study Session Finance - Econ Dev SFA October 8, 2018 - 5:30 PM Council Chambers - City Hall AGENDA Watch the meeting LIVE! Watch the meeting video Meeting videos are not available until 72 hours after the meeting has concluded.
---	--

- I. CALL TO ORDER
 - A. Roll Call
- II. ANNOUNCEMENTS, REPORTS, AND PRESENTATIONS
- III. AGENDA ITEMS FOR COUNCIL DISCUSSION
 - A. Ordinance No. XXXX De-Gendering Auburn City Code (Gross) (10 Minutes)
 - B. Resolution No. 5384 (Hinman) (10 Minutes)
 - C. 2019-2024 Transportation Improvement Program - Modification (Gaub) (10 Minutes)
 - D. Ordinance No. 6688 – New Zoning Code Definition for “Community Support Facilities” (Tate) (10 Minutes)

Establish a new definition within the zoning code for Community Support Facilities and amend the land use table making Community Support Facilities a permitted use in the C-1, Light Commercial zone
- IV. FINANCE AND ECONOMIC DEVELOPMENT DISCUSSION ITEMS
 - A. Monthly Water Usage Billing (Coleman) (15 Minutes)

Monthly Water Consumption Billing Change and New Utility Billing Statements
 - B. Developer Fee Cost of Service Study (Coleman) (30 Minutes)
 - C. 2nd Quarter 2018 Financial Report (Coleman) (15 Minutes)
 - D. Economic Development Update (Hinman) (15 Minutes)
- V. OTHER DISCUSSION ITEMS
- VI. NEW BUSINESS
- VII. MATRIX
 - A. Matrix
- VIII. ADJOURNMENT

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



AGENDA BILL APPROVAL FORM

Agenda Subject:

Ordinance No. XXXX De-Gendering Auburn City Code (Gross) (10 Minutes)

Date:

October 3, 2018

Department:
Legal

Attachments:
[De-Gendering](#)

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

Administrative Recommendation:

Background Summary:

The proposed ordinance authorizes staff to have the Auburn Municipal Code revised to change gendered pronouns to non-gendered terms.

The City has a long history of promoting equality and non-discrimination. However, the current version of our Municipal Code dates from 1957 and used male pronouns almost exclusively. As time went on, that code was amended and new sections of the code were added. Some of those amendments changed "he" to "he/she" or "he or she," but those changes are not consistent throughout the code.

In recent years, best practices in code drafting reflect a trend to using non-gendered terms. For example, where the code refers to a Council member, instead of saying "he or she" the code would say "the Council member...." Additionally, there is an ongoing trend to change some common position titles to eliminate references to gender. 'Councilman' and "Councilwoman" became "Councilmember." "Policeman" and "Policewoman" became "Police Officer."

State law allows us to "modernize" the code where appropriate, when doing so does not change the meaning of the original ordinance.

As we move forward with updating the City's website, the Clerk's office has been talking to Code Publishing about moving our code to their newer platform. Bellevue uses this platform (<https://bellevue.municipal.codes/>). It is cleaner and easier to search. Also, it provides some customization options, such as storing our original ordinance and resolutions, that will make it easier for residents to track the history of city laws and policies. As you know, making information available on the City's website helps us respond more quickly to public records requests.

The changes to the code and the migration to the new platform are within the department's 2018 budget.

Reviewed by Council Committees:

Councilmember:

Staff:

Meeting Date: October 8, 2018

Item Number:

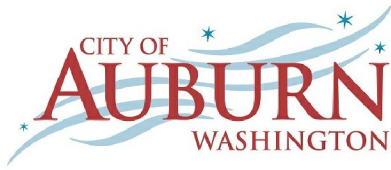
Table 1

Gendered Terms in Existing Code	Common Non-Gendered Titles of Office, Employment and Descriptors
He, She, Him, Her, Himself, Herself	The Agent
He, She, Him, Her, Himself, Herself	The Alternate member
He, She, Him, Her, Himself, Herself	The Applicant
He, She, Him, Her, Himself, Herself	The Architect
He, She, Him, Her, Himself, Herself	The Assessor
He, She, Him, Her, Himself, Herself	The Attorney
He, She, Him, Her, Himself, Herself	The Candidate
He, She, Him, Her, Himself, Herself	The Chief officer
He, She, Him, Her, Himself, Herself	The Clerk
He, She, Him, Her, Himself, Herself	The Complainant
He, She, Him, Her, Himself, Herself	The Consignee
He, She, Him, Her, Himself, Herself	The Councilmember
He, She, Him, Her, Himself, Herself	The Dancer
He, She, Him, Her, Himself, Herself	The Dealer
He, She, Him, Her, Himself, Herself	The Declarant
He, She, Him, Her, Himself, Herself	The Department director
He, She, Him, Her, Himself, Herself	The Deputy
He, She, Him, Her, Himself, Herself	The Designee
He, She, Him, Her, Himself, Herself	The Detainee
He, She, Him, Her, Himself, Herself	The Director
He, She, Him, Her, Himself, Herself	The Driver
He, She, Him, Her, Himself, Herself	The Employee
He, She, Him, Her, Himself, Herself	The Engineer
He, She, Him, Her, Himself, Herself	The Entertainer
He, She, Him, Her, Himself, Herself	The Examiner
He, She, Him, Her, Himself, Herself	The Executive
He, She, Him, Her, Himself, Herself	The Executor
He, She, Him, Her, Himself, Herself	The Felon
He, She, Him, Her, Himself, Herself	The Fire Marshall
He, She, Him, Her, Himself, Herself	The Franchisee
He, She, Him, Her, Himself, Herself	The Franchisor
He, She, Him, Her, Himself, Herself	The Guarantee
He, She, Him, Her, Himself, Herself	The Guarantor
He, She, Him, Her, Himself, Herself	The Individual
He, She, Him, Her, Himself, Herself	The Inspector

He, She, Him, Her, Himself, Herself	The Investigator
He, She, Him, Her, Himself, Herself	The Leaver
He, She, Him, Her, Himself, Herself	The Lessee
He, She, Him, Her, Himself, Herself	The Lessor
He, She, Him, Her, Himself, Herself	The Licensee
He, She, Him, Her, Himself, Herself	The Lobbyist
He, She, Him, Her, Himself, Herself	The Manager
He, She, Him, Her, Himself, Herself	The Member
He, She, Him, Her, Himself, Herself	The Merchant
He, She, Him, Her, Himself, Herself	The Mortgagee
He, She, Him, Her, Himself, Herself	The Mortgagor
He, She, Him, Her, Himself, Herself	The Offender
He, She, Him, Her, Himself, Herself	The Officer
He, She, Him, Her, Himself, Herself	The Official
He, She, Him, Her, Himself, Herself	The Operator
He, She, Him, Her, Himself, Herself	The Owner
He, She, Him, Her, Himself, Herself	The Pawn broker
He, She, Him, Her, Himself, Herself	The Permit holder
He, She, Him, Her, Himself, Herself	The Permittee
He, She, Him, Her, Himself, Herself	The Person
He, She, Him, Her, Himself, Herself	The Physician
He, She, Him, Her, Himself, Herself	The Principal
He, She, Him, Her, Himself, Herself	The Prisoner
He, She, Him, Her, Himself, Herself	The Probationer
He, She, Him, Her, Himself, Herself	The Promoter
He, She, Him, Her, Himself, Herself	The Public records officer
He, She, Him, Her, Himself, Herself	The Purchaser
He, She, Him, Her, Himself, Herself	The Respondent
He, She, Him, Her, Himself, Herself	The Secondhand dealer
He, She, Him, Her, Himself, Herself	The Seller
He, She, Him, Her, Himself, Herself	The Servant
He, She, Him, Her, Himself, Herself	The Sheriff
He, She, Him, Her, Himself, Herself	The Solicitor
He, She, Him, Her, Himself, Herself	The Sponsor
He, She, Him, Her, Himself, Herself	The Station manager's
He, She, Him, Her, Himself, Herself	The Suspended person
He, She, Him, Her, Himself, Herself	The Tenant
He, She, Him, Her, Himself, Herself	The Trespasser
He, She, Him, Her, Himself, Herself	The Trustee
He, She, Him, Her, Himself, Herself	The Vendor

- a. Each specifically gendered term identified in column A of Table 2, and which is also found within the Municipal Code, shall be replaced by the corresponding non-gendered term identified in column B. Table 2 is non-exhaustive and may be amended from time to time.

Table 2	
Gendered Terms Commonly Found in Existing Code	Non-Gendered Term Replacement
"Bondsman"	"Bonds-person"
"Brother"	"Sibling"
"Chairman"	"Chair," "chairperson"
"Craftsmen"	"Craftspeople," "artisans"
"Fireman," "Firewoman," "Firemen," "Firewomen"	"Firefighter," "firefighters"
"Fraternal"	"Social"
"Heirs"	"Beneficiaries"
"Journeyman"	"Journey"
"Maiden"	"Family"
"Male" and "female"	"People of different genders"
"Manhole"	"Maintenance hole"
"Manmade"	"Human-made"
"Manpower"	"Human effort"
"Manpower"	"Workforce"
"Master"	"Captain," "Skipper," "Pilot," "Safety Officer," "Central"
"Men and women"	"People"
"Men or women"	"A single gender"
"Ombudsman"	"Ombuds," "Investigating Official"
"Patrolmen"	"Patrol," "Guards"
"Policeman," "Policewoman," "Policemen," "Policewomen"	"Police Officer," "Police Officers"
"Pregnant" (woman, women)	"Pregnant employees"
"Repairman"	"Repairs," "Repairer"
"Salesman"	"Salesperson," "Salespeople"
"Sister"	"Sibling"
"Sorority," "Fraternity"	"Collegiate Greek system residence"
"Sportsman"	"Hunters"
"The masculine pronoun includes the feminine"	"Words referring to a specific gender may be extended to any other gender"
"Watchmen"	"Guards"



AGENDA BILL APPROVAL FORM

Agenda Subject:
Resolution No. 5384 (Hinman) (10 Minutes)

Department:
Administration

Attachments:

[Resolution 5384](#)
[Exhibit A - Letter of Intent](#)
[5384 Agenda Bill](#)
[Lund Property Report](#)

Date:
October 1, 2018

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

Administrative Recommendation:

Background Summary:

Reviewed by Council Committees:

Councilmember:

Meeting Date: October 8, 2018

Staff:

Item Number:

RESOLUTION NO 5384.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, DECLARING CERTAIN REAL PROPERTY AS SURPLUS; AND AUTHORIZING THE MAYOR TO NEGOTIATE AND EXECUTE A PURCHASE AND SALE AGREEMENT BETWEEN THE CITY OF AUBURN AND PAPE PROPERTIES, INC.

WHEREAS, The City purchased, pursuant to Resolution 4099, 302 Lund Road SW from King County on September 19, 2006 for the overall enhancement of the City; and

WHEREAS, on November 27, 2017 the City's Real Property Analyst sent out an email inquiry to all departments seeking any current or future need for this real property and no current or future need was identified for this property; and

WHEREAS, Papé Properties Inc. approached the City seeking to purchase 302 Lund Rd SW for wetland enhancement mitigation of non-City owned parcels; and

WHEREAS, The sale of 302 Lund Rd SW is in the public interest as it creates an opportunity for economic enhancement of the area and future City revenues through commercial development of other private parcels.

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

Section 1. That the following legally described property is declared surplus to the City's needs:

LEGAL DESCRIPTION

LOT 2 OF AUBURN SP-11-85, RECORDING NO. 8601080790, SAID SHORT PLAT, DESCRIBED AS FOLLOWS: WEST $\frac{3}{4}$ OF THE WEST $\frac{1}{2}$ OF THE NE $\frac{1}{4}$

OF THE SW ¼ OF SECTION 13, TOWNSHIP 21 NORTH, RANGE 4 EAST, W.M.,
KING COUNTY, WASHINGTON, LESS STATE ROAD, LESS COUNTY ROAD

more commonly referred to by King County tax parcel 1321049104, or by street
address 302 Lund Rd. SW, Auburn, WA 98001.

Section 2. That the Mayor of the City of Auburn, or the mayor's designee,
is authorized to negotiate and execute a Purchase and Sale Agreement with Papé
Properties Inc. with the Agreement being in substantial conformity to the Letter of
Intent, attached as Exhibit A.

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

Section 4. This resolution shall be in full force and effect upon passage
and signatures hereon.

Dated and Signed this _____ day of _____, 2018.

CITY OF AUBURN

NANCY BACKUS, MAYOR

ATTEST:

Shawn Campbell, MMC, City Clerk

APPROVED AS TO FORM:

Steven L. Gross, City Attorney

Purchaser:
Papé Properties, Inc.
Mike Pati
General Manager
503.758.7222
Mpati@pape.com

Purchasers Broker:
Dave Nelson
Dave Nelson Real Estate
425.319.3100
Dave.DNRE@gmail.com

Seller / City of Auburn Contact:
Josh Arndt
Sr. Economic Development
Officer
253.561.1235
Jarndt@auburnwa.gov

Letter of Intent
August 3, 2018

RE: Letter of Intent to Purchase 302 Lund Road, Auburn, WA 98001 from the City of Auburn for the purpose of Wetland Mitigation with the adjacent properties located at 922 and 940 West Main Street in the City of Auburn, WA 98001. The following terms shall be incorporated into a binding Purchase and Sale agreement.

TERMS

Purchase Price: The purchase price shall be a minimum of \$200,000.00 or the appraised price as established by an MAI appraisal if higher than the minimum. The appraised price shall be established by the Seller's appraiser. If the Buyer does not agree with that price, it may obtain an appraisal at its own expense. If the Buyer's appraisal is more than 15% below the Seller's appraisal, the Buyer and Seller's appraisers shall jointly select a third appraiser, and that appraisal price shall be the purchase price, as long as it is above \$200,000.00. The parties will split the cost of the third appraisal. If the Buyer's appraisal is less than 15% below the Seller's appraisal, the average of the Buyer's and Seller's appraisals shall be the purchase price, as long as it is above \$200,000.00.

The purchase price shall be all cash at closing.

Buyer's Initial Deposit Upon execution of a Purchase and Sales Agreement, buyer shall deposit Ten Thousand Dollars and no cents (\$10,000.00) into escrow. Buyer's Initial Deposit shall become non-refundable upon removal or expiration of buyers feasibility period.

Feasibility Period: The feasibility period shall be for 6 months from the time the buyer and seller have entered into a definitive agreement for the purchase of the property. Buyer shall have the sole responsibility to determine its ability to use the property for development of a new Papé Kenworth Parts, Sales and Service facility. Buyer shall have up to two (2) three-month extensions of the feasibility period

(Feasibility Extension Periods). Request for each Feasibility Extension Period must be submitted in writing to the City prior to expiration of the then current feasibility period. As compensation for each Feasibility Extension Period buyer must deposit an additional Five Thousand Dollars and no cents (\$5,000.00) into escrow with instructions that escrow shall release said compensation to seller immediately. Such compensation shall be forfeited if Buyer declines to purchase the property. Should the Buyer elect to close on the property then the compensation for the Feasibility Extension Period(s) shall be applied toward the purchase price of the property at closing.

Appraisal:

The Seller shall initiate and cause an MAI appraisal to be done on the property. The Buyer shall reimburse the Seller up to Eight Thousand dollars (\$8,000.00) for the Seller's cost of appraisal either at closing or, if Buyer declines to buy the property, within 10 days of notifying the Seller of its intent to not buy the property.

Sellers Disclosure Statement:

Buyer agrees to waive the Seller's Disclosure Statement under RCW 64.06.010 with the exception of item 6 "Environmental" under RCW 64.06.013.

Prior to closing the Buyer shall check the property for hazardous substances and Seller shall be given the opportunity, but not obligation to remediate any concerns brought to the attention of environmental authorities.

Title:

The seller shall order and provide a preliminary commitment for an owner's standard coverage policy of title insurance issued by Stewart Title.

Closing:

Closing shall be 30 days after the expiration or waiver of the feasibility or feasibility extension period, whichever comes first.

Closing Costs:

Each party shall be responsible for paying their portion of the total closing costs.

Conveyance:

Conveyance of the property shall be delivered in the form of a Bargain and Sale Deed. Buyer acknowledges and accepts that the deed being conveyed to buyer may have restrictions for among other things allowable uses of the property.

Agency:

The parties to this Letter of Intent acknowledge that the Buyer's broker is Dave Nelson of Dave Nelson Real Estate and that he shall

be paid by the buyer at close of escrow in the amount of 5% commission.

The parties further acknowledge that the Seller is not represented by a broker but if one is hired, that broker would be paid by the seller.

Council Approval:

The surplusing and sale of the seller's property is subject to the approval of Auburn City Council which action shall be given by resolution.

This Letter of Intent and the terms within are non-binding to both parties. They are intended rather as a summary of terms for the potential future binding purchase agreement. By signing below each party acknowledges and agrees to proceed in good faith effort towards the execution of a binding purchase agreement that is in substantial conformity of the above terms.

BUYER

Signature: Milant

Print Name: MILLE PATI

Title: GENERAL MANAGER

Date: 9/1/18

SELLER

Signature: Nancy Backus

Print Name: Nancy Backus

Title: Mayor

Date: 9.6.18

JLG

Title: Resolution No. 5384	Agenda Category: ☐ Consent ☒ Resolution ☐ Ordinance ☐ Discussion		Date: 10/1/2018
Department: Administration		Budget Impact: +\$200,000<	
Administrative Recommendation: Adoption of Resolution No. 5384 will declare City of Auburn owned property, parcel number 132104-9104, located at 302 Lund Rd SW as surplus to the needs of the City as well as authorize the Mayor to negotiate the sale of 302 Lund Rd SW to Pape` Properties, Inc. Such sale to be in substantial conformity to the business points established in the attached letter of intent.			
Background Summary: 302 Lund Rd SW was purchased from King County on 9/19/2006 for \$180,000 authorized by City Council under resolution 4099. As part of the conveyance to the City a restriction on the deed was placed upon the deed that the property must be maintained as wetlands or mitigated per SEPA requirements and any future sale must include the same deed restriction. Pape` Properties Inc. is the real estate holding company for Pape` Machinery and Pape` Kenworth. Pape` are a regional company with 92 locations serving 8 different western states. They specializing in sales, leasing, service, repair, fleet management and replacement parts of heavy equipment. They are interested in developing a full service Pape` Kenworth dealership that would include sales, leasing service, repair, and parts for Kenworth machine and equipment. 302 Lund Rd SW would serve as part of a larger assemblage which would make up the dealership. Conveyance of the City's property will include the afore mentioned deed restriction.			
List Attachments: Letter of Intent			
Reviewed by Council Ad Hoc Committees or Commissions:			
Other:			
Meeting Date: 10/1/2018		Staff: Josh Arndt	

**Property Information**

Street Address: 302 Lund Rd Building (SqFt): Size (Acres): 8.26 Zoning: LIGHT INDUSTRIAL DISTRICT

Department: Administrations Current Use: Vacant land. 100% Wetland City Fund: Purchased using General Fund 328 - Capital Improvements. Held in Fixed Assets GL# 910.171.113

How/Why Acquired: The property was purchased for \$180,000 from King County on 9/19/2006 for the overall enhancement of the area. Resolution 4099 authorized the purchase.

Deed Restrictions: YES Deed Restrictions Notes: Property must be maintained as wetlands or mitigated per SEPA requirements.

Planned Future Use: Nothing at this time. ED/RE recommends surplus action

Notes

This and other surrounding properties were rezoned in October, 2006 from either M1 Light Industrial or R2 Single Family Residential to EP Environmental Park District (ORD 6037). City Council through ORD 6660 then rezoned most of the properties back to M1 Light Industrial on 10/16/17

This site is a Category II Wetland. See ACC 16.10.010 Section C for enhancement and creation of wetland ratios. Property is 100% wetland, with roughly 5 of the 8.26 acres being emergent vegetation and the remaining 3.26 acres being forested wetland.

The 5 acres of emergent wetlands has a high-probability of potential for wetland enhancements that could be used to compensate for impacts imposed by future development activities within the City.

King County acquired the property in 1992 due to delinquent property taxes.

City assessed LID liens against the property which came due March 10, 1997. City wrote off total balance of LID in amount of \$190,624.40 once City acquired ownership.

Supporting Documents

1321049104
Wetland Report <http://archives/internal/ElectronicFile.aspx?docid=283360&dbid=0>

1321049104
Wetland Map <http://archives/internal/ElectronicFile.aspx?docid=283359&dbid=0>

1321049104 RES
4099 -
Authorization to
Purchase <http://archives/internal/DocView.aspx?id=141664&searchid=6e85ce71-7d50-4311-819e-af5e2c1a2066&dbid=0>

1321049104
ORD 6037 -
Environmental
Park Rezone <http://archives/internal/DocView.aspx?id=139687&searchid=280322d7-0df1-4322-82e1-af8ccabb0d5e&dbid=0>

1321049104
Warranty Deed <http://archives/internal/0/doc/150849/Page1.aspx>

1321049104
ORD 6660 -
Rezone back to
M1 <http://archives/internal/DocView.aspx?id=312236&searchid=5ba4688c-a459-48a7-b48d-0d37e6bcbcb80&dbid=0>



AGENDA BILL APPROVAL FORM

Agenda Subject:
2019-2024 Transportation Improvement Program - Modification
(Gaub) (10 Minutes)

Date:
October 1, 2018

Department:
Public Works

Attachments:
[New TIP # I-15](#)

Budget Impact:

Administrative Recommendation:

For discussion only.

Background Summary:

The purpose of this discussion item is to review Staff's proposed modification to the 2019-2024 Transportation Improvement Program (TIP) to add a new project to address a recently identified level of service deficiency.

The 10th Street NW intersection with A Street NW is currently stop-controlled on the 10th Street NW approach. The left-turn movement on this approach has been identified as operating at LOS E, which falls below the LOS D standard adopted by the City for this intersection. The signalization of the intersection is identified as the appropriate improvement to address this LOS deficiency and is therefore being proposed to be added.

A Public Hearing and a Resolution for adoption of the proposed modifications are currently planned for the November 5, 2018 City Council meeting.

Reviewed by Council Committees:

Councilmember:

Staff:

Gaub

Meeting Date: October 8, 2018

Item Number:

Six Year Transportation Improvement Plan

ARTERIAL STREET FUND (102)

TIP# I-15

Project Title: 10th Street NW/A Street NW Intersection Improvements
 Project No: TBD
 Project Type: Capacity, Safety
 Project Manager: TBD

STIP# AUB-N/A

LOS Corridor ID# N/A

Description:

This project will complete the design and construction of a new traffic signal in place of the existing stop-control on the 10th Street NW approach.

Progress Summary:

Future Impact on Operating Budget:

The annual maintenance cost for this project is estimated to be \$500.

Activity:	2018 YE		Budget			Forecast Project Cost				Total Project Cost
	Prior to 2018	Estimate	2019	2020	2021	2022	2023	2024	Beyond 2024	
Funding Sources:										
Unrestricted Street Revenue	-	-	-	-	-	-	-	-	-	-
Unsecured Grant	-	-	-	-	-	-	-	-	-	-
Traffic Impact Fees	-	-	-	-	175,000	475,000	-	-	-	650,000
Other	-	-	-	-	-	-	-	-	-	-
Total Funding Sources:	-	-	-	-	175,000	475,000	-	-	-	650,000
Capital Expenditures:										
Design	-	-	-	-	175,000	-	-	-	-	175,000
Right of Way	-	-	-	-	-	475,000	-	-	-	475,000
Construction	-	-	-	-	-	-	-	-	-	-
Total Expenditures:	-	-	-	-	175,000	475,000	-	-	-	650,000



AGENDA BILL APPROVAL FORM

Agenda Subject:

Ordinance No. 6688 – New Zoning Code Definition for
“Community Support Facilities” (Tate) (10 Minutes)

Date:

October 3, 2018

Department:

Community Development

Attachments:

[Vicinity Map](#)

[Ordinance No. 6688](#)

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:**Background Summary:**

Nexus Youth & Families (Nexus) (formerly Auburn Youth Resources) has applied for a Zoning Code Text Amendment for a new definition that encompasses their current and future planned land uses. The new definition is proposed to be a Permitted Use in the C-1, Light Commercial zoning district, and to be titled “Community Support Facilities”.

Nexus’ current and future campus boundaries include 6 parcels located between Auburn Way S and ‘H’ St. SE; these properties are all zoned C-1. Nexus currently offers services for homeless and at-risk youth and families at their facilities just west of Les Gove Park and has plans for future expansions within their campus. Currently Nexus is in the process of rebuilding the existing Arcadia House and other future services would be fully covered by the language in the proposed definition (as verified by Nexus).

Process/Public Involvement:

The Planning Commission reviewed and discussed the proposed new Zoning Code definition at their June 5, 2018 and July 17, 2018 meetings, and held a public hearing at the September 5, 2018 meeting; after which they recommended unanimous approval to the City Council. Public notice was provided by posting a notice in the Seattle Times, mailing to neighbors within 300 ft., posting on the City’s public notice boards and website, and although not required, two Public Notice Boards were also installed on-site at the Nexus campus. No public comments in opposition were received (Nexus spoke on behalf of the new definition).

Public Benefit:

Nexus provides many different services for homeless and at-risk youth and young families in both Auburn and South King County in general. These services include everything from providing overnight shelter to legal services. The project currently underway, rebuilding the Arcadia House, will provide transitional housing for young adults and includes on-site case managers to assist their clients in their transition into sustainable housing. Future projects will be dependent on available funding.

New Definition:

Although the new definition was specifically requested by Nexus, it would also apply to other areas within the City that meet the requirements and are in the C-1 zoning district. The definition would read as follows:

“Community Support Facility” means a building, or a group of buildings within a campus setting, owned and operated by a nonprofit corporation or government entity that provides supportive services to children and young adults (under the age of 26) and families (with a child or young adult under the age of 26), who are homeless, at risk of homelessness, at risk of exploitation, experiencing a disability that presents barriers to employment and housing stability; or generally require structured supportive services to be successful living in the community; by providing counseling and case management, transitional housing (housing for no more than two years), temporary housing (i.e. limited to overnight stay), and daytime drop-in services (e.g. meals, showers, counseling, etc.). This definition does not include facilities providing housing for criminal justice, parole, or probation programs. Community Support Facilities are not stand-alone “supportive housing” or “communal residences”.

This use would then be listed as an outright Permitted use in the C-1 zone along with a requirement that any Community Support Facility would be located within 500 ft. of a transit stop. Request: Schedule Ordinance No. 6688 for action by City Council at the regular meeting on October 15, 2018.

Reviewed by Council Committees:

Other: Planning, Legal

Councilmember:**Staff:**

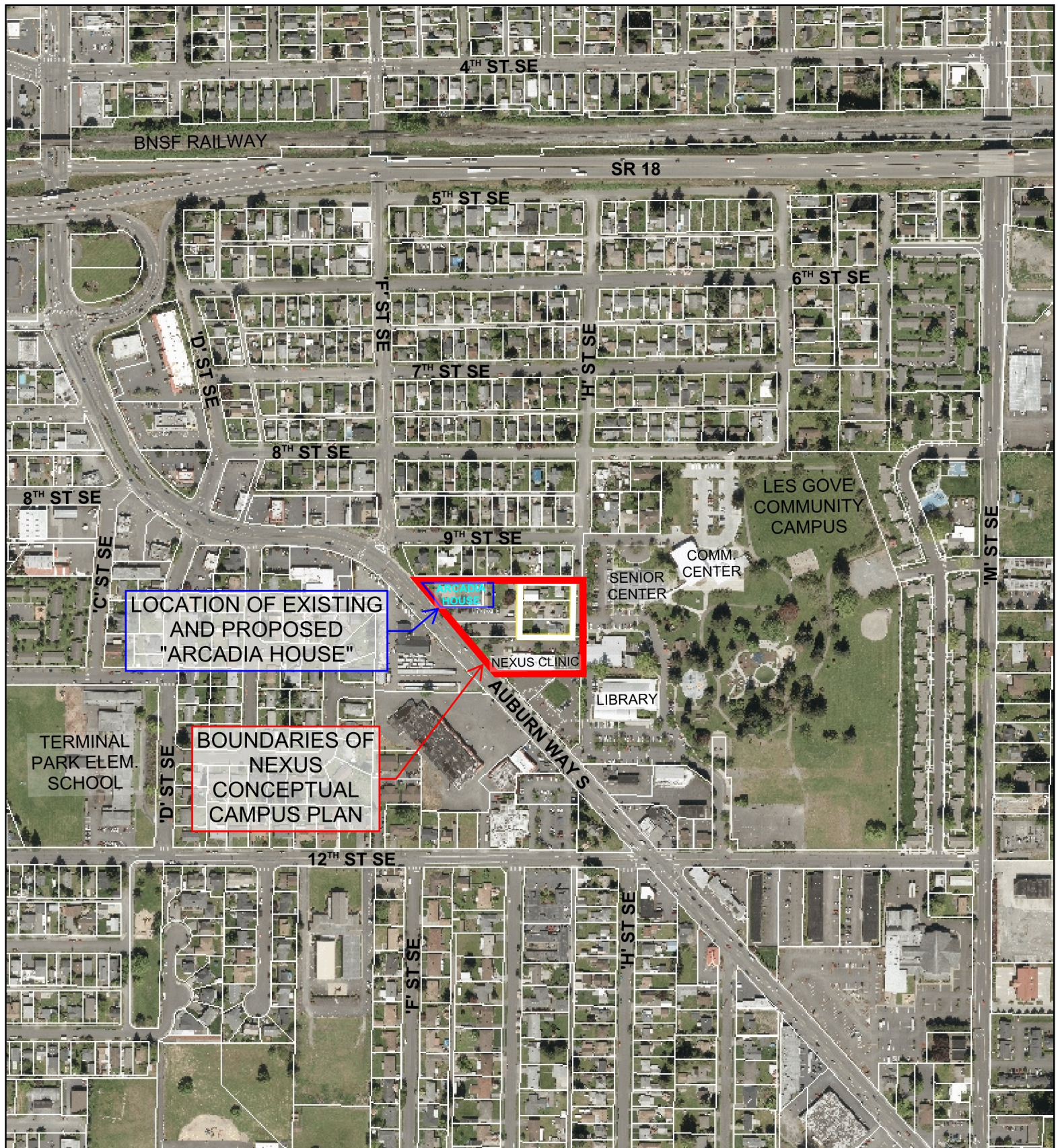
Tate

Meeting Date: October 8, 2018

Item Number:

ITEM 1 - VICINITY MAP - NEXUS

Printed Date: 9/25/2017
Map Created by City of Auburn eGIS
Imagery Date: May 2015



0.2 0 0.1 0.2 Miles

NAD_1983_StatePlane_Washington_North_FIPS_4601_Feet

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



ORDINANCE NO. 6 6 8 8

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, AMENDING CHAPTER 18.04 AND AMENDING SECTIONS TABLE 18.23.030, AND 18.57.040, OF THE CITY CODE, CREATING A NEW DEFINITION FOR COMMUNITY SUPPORT FACILITIES, ADDING COMMUNITY SUPPORT FACILITIES AS A PERMITTED USE IN THE C-1, LIGHT COMMERCIAL ZONING DISTRICT, AND ADDING AN ADDITIONAL SPECIFIC LAND USE STANDARD FOR THE SITING OF COMMUNITY SUPPORT FACILITIES.

WHEREAS, Nexus Youth & Families, a non-profit organization, has submitted a Zoning Code Text Amendment request for a new definition titled "Community Support Facility" that would fully encompass their current and future planned land uses; and,

WHEREAS, Nexus Youth & Families currently owns six parcels totaling approximately 2.31 acres and has right of first refusal on one additional 0.24-acre property that is surrounded on three sides by their current holdings; and,

WHEREAS, the seven parcels mentioned are currently zoned C-1, Light Commercial; and,

WHEREAS, Nexus Youth & Families provides supportive services to children, young adults, and young families who are homeless, at risk of homelessness, at risk of exploitation, experiencing a disability that presents barriers to employment and housing stability; or generally require structured supportive services to be successful living in the community; and,

WHEREAS, Nexus Youth & Families provides these services in South King County, where homelessness is a continuously growing concern; and,

WHEREAS, the new definition of Community Support Facilities would apply City-wide to properties which are zoned C-1, Light Commercial; and,

WHEREAS, Community Support Facilities would be limited to being owned and operated by non-profit organizations or government entities; and,

WHEREAS, this new definition was requested by a private party (Nexus Youth & Families), however, could also be utilized by other entities meeting the applicable requirements; and,

WHEREAS, the Planning Commission had an initial discussion on the new definition and requested additional information from Staff at the June 5, 2018 Planning Commission meeting; and,

WHEREAS, the Planning Commission had a second discussion on the new definition at the July 17, 2018 Planning Commission meeting and directed Staff to advertise for a future Public Hearing; and,

WHEREAS, a Notice of Application, Notice of Public Hearing, and Determination of Non-significance (DNS) was issued on July 23, 2018; with no comments received or appeal filed; and,

WHEREAS, the Planning Commission held a public hearing on the proposed Zoning Code Text Amendment at the August 21, 2018 Planning Commission meeting, and made a recommendation of approval to the City Council.

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

Section 1. Amendment to City Code. That Chapter 18.04, Sections Table 18.23.030, and Section 18.57.040 of the Auburn City Code be and the same hereby are amended to read as shown on Exhibit 1 to this Ordinance.

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 14. Severability.

The provisions of this ordinance are declared to be separate and severable. The invalidity of any clause, sentence, paragraph, 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 15. Effective date.

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

INTRODUCED: _____

PASSED: _____

APPROVED: _____

CITY OF AUBURN

NANCY BACKUS, MAYOR

ATTEST:

Danielle E. Daskam, City Clerk

APPROVED AS TO FORM:

Daniel B. Heid, City Attorney

Published: _____

Exhibit 1

Section A – Chapter 18.04 ACC ‘Definitions’ to be amended to read as follows:

~~18.04.240 Commercial use.~~

~~“Commercial use” shall mean any activity or use of land which involves the buying, selling, processing or improving of things not produced on the land and having financial gain as the primary aim of the activity or use; whether or not such activity or use be for hire or on account of the buyer, seller, processor, or improver.~~

~~18.04.245 Commercial vehicle.~~

~~“Commercial vehicle” means semi-truck tractors and/or semi-trailers (over 26,001 pounds gross vehicle weight rating) used in any commercial enterprise.~~

18.04.24~~60~~61 Commercial recreation facility, indoor.

“Commercial recreation facility, indoor” means a private for-profit or nonprofit establishment offering recreation or providing entertainment or games of skill to the general public for a fee or charge and wholly enclosed in the building. Typical uses include athletic and health club, pool or billiard hall, indoor swimming pool, bowling alley, skating rink or climbing gyms.

18.04.24~~71~~72 Commercial recreation facility, outdoor.

“Commercial recreation facility, outdoor” means a private for-profit or nonprofit establishment offering recreation or providing entertainment or games of skill to the general public for a fee or charge where any portion of the activity takes place in the open, excluding public parks. Typical uses include: racetracks;

miniature golf; skateboard park; swimming and wading, therapeutic facilities; and tennis, handball, basketball courts; batting cages, trampoline facilities.

18.04.2403 Commercial use.

“Commercial use” shall mean any activity or use of land which involves the buying, selling, processing or improving of things not produced on the land and having financial gain as the primary aim of the activity or use; whether or not such activity or use be for hire or on account of the buyer, seller, processor, or improver.

18.04.2454 Commercial vehicle.

“Commercial vehicle” means semi-truck tractors and/or semi-trailers (over 26,001 pounds gross vehicle weight rating) used in any commercial enterprise.

18.04.2468 Community retail establishment.

“Community retail establishment” means stores, shops and businesses either individually or in a shared space setting serving a geographic area of the city that engage in merchandise sales.

18.04.247 Community support facility.

“Community Support Facility” means a building, or a group of buildings within a campus setting, owned and operated by a nonprofit corporation or government entity that provides supportive services to children and young adults (under the age of 26) and families (with a child or young adult under the age of 26), who are homeless, at risk of homelessness, at risk of exploitation, experiencing a disability that presents barriers to employment and housing stability; or generally require structured supportive services to be successful living in the community;

by providing counseling and case management, transitional housing (housing for no more than two years), temporary housing (i.e. limited to overnight stay), and daytime drop-in services (e.g. meals, showers, counseling, etc.). This definition does not include facilities providing housing for criminal justice, parole, or probation programs. Community Support Facilities are not stand-alone “supportive housing” or “communal residences”.

18.04.249 Communal residence.

“Communal residence” is a business operated out of a single residential home without an owner occupant residing therein, where the residential home, or portions thereof, is/are rented to more than one individual through separate, unrelated lease or rental agreements. The fact that the individuals rent the residence or a portion thereof through separate, unrelated lease or rental agreements shall be prima facie evidence that the individuals are unrelated and do not meet the definition of “family” per ACC 18.04.360. Adult family homes, foster care homes, group residence facilities, special needs housing, and supportive housing are not communal residences.

Section B – ACC Table 18.23.030, uses allowed in commercial and industrial zones to be amended as follows:

Table 18.23.030 Permitted, Administrative, Conditional and Prohibited Uses by Zone

PERMITTED, ADMINISTRATIVE, CONDITIONAL AND PROHIBITED USES BY ZONE									P – Permitted C – Conditional A – Administrative X – Prohibited
LAND USE	Zoning Designation								Standards for Specific Land Uses
	C-N	C-1	C-2	C-3	C-4	M-1	EP	M-2	
INDUSTRIAL, MANUFACTURING AND PROCESSING, WHOLESALING <i>(list not included – not applicable to this agenda item)</i>									
RECREATION, EDUCATION AND PUBLIC ASSEMBLY USES <i>(list not included – not applicable to this agenda item)</i>									
RESIDENTIAL <i>(list not included – not applicable to this agenda item)</i>									
RETAIL <i>(list not included – not applicable to this agenda item)</i>									
SERVICES									
Animal daycare (excluding kennels and animal boarding)	A	A	A	P	A	P	X	P	ACC 18.57.040(A)
Animal sales and services (excluding kennels and veterinary clinics)	P	P	P	P	P	P	X	P	ACC 18.57.040(B)
Banking and related financial institutions, excluding drive-through facilities	P	P	P	P	P	P	P	P	
Catering service	P	P	P	P	A	P	A	P	
Community Support Facility	X	P	X	X	X	X	X	X	ACC 18.57.04(C)
Daycare, including mini daycare, daycare center, preschools or nursery schools	A	P	P	P	P	P	P	X	
Dry cleaning and laundry service (personal)	P	P	P	P	P	P	P	P	
Equipment rental and leasing	X	X	X	P	X	P	X	P	
Kennel, animal boarding	X	X	X	A	X	A	X	A	ACC 18.57.040(CD)
Government facilities; this excludes offices and related uses that are permitted outright	A	A	A	A	A	A	A	A	
Hospital	X	P	P	P	X	P	X	P	
Lodging – Hotel or motel	X	P	P	P	P	A	P	A	
Medical – Dental clinic	P	P	P	P	P	P	X	X	

Table 18.23.030 Permitted, Administrative, Conditional and Prohibited Uses by Zone

PERMITTED, ADMINISTRATIVE, CONDITIONAL AND PROHIBITED USES BY ZONE									P – Permitted C – Conditional A – Administrative X – Prohibited
LAND USE	Zoning Designation								Standards for Specific Land Uses
	C-N	C-1	C-2	C-3	C-4	M-1	EP	M-2	
Mortuary, funeral home, crematorium	A	P	X	P	X	P	X	X	
Personal service shops	P	P	P	P	P	P	X	X	
Pharmacies	P	P	P	P	P	X	X	X	
Print and copy shop	P	P	P	P	P	P	X	X	
Printing and publishing (of books, newspaper and other printed matter)	X	A	P	P	P	P	P	P	
Professional offices	P	P	P	P	P	P	P	P	
Repair service – Equipment, appliances	X	A	P	P	P	P	X	P	ACC 18.57.040(DE)
Veterinary clinic, animal hospital	A	P	P	P	P	P	X	X	

TRANSPORTATION, COMMUNICATIONS AND INFRASTRUCTURE (*list not included – not applicable to this agenda item*)

VEHICLE SALES AND SERVICES (*list not included – not applicable to this agenda item*)

OTHER

Any commercial use abutting a residential zone which has hours of operation outside of the following: Sunday: 9:00 a.m. to 10:00 p.m. or Monday – Saturday: 7:00 a.m. to 10:00 p.m.	A	A	A	A	A	A	A	A	
Other uses may be permitted by the planning director or designee if the use is determined to be consistent with the intent of the zone and is of the same general character of the uses permitted. See ACC 18.02.120(C)(6), Unclassified Uses.	P	P	P	P	P	P	P	P	

Section C – ACC 18.57.040, Standards for Specific Land Uses to be amended as follows:

18.57.040 Services

A. Animal Daycare.

1. All Zones Where Permitted.

- a. All pets shall be properly licensed.
- b. For any dog that has been designated as a “dangerous dog” or “potentially dangerous dog” as defined by the Auburn City Code (ACC), the operator shall verify that the owner has complied with the regulations (on noticing, licensing, certificate of registration, restraining, etc.) contained in Chapter 6.35 ACC, Dangerous Dogs. The owner shall ensure the facility meets the requirements for a “proper enclosure” as set forth in ACC 6.01.010(A)(27).
- c. All fenced exercise areas must be at least 50 feet from a habitable residential structure.
- d. Adequate screening shall be required when abutting any residential use.
- e. General care of pets must be confined to inside of building and under supervision.
- f. Pets are permitted to be walked or exercised outside of building only under supervision and in accordance with all other applicable ordinances and laws.
- g. The exterior appearance of an animal daycare building must be compatible with the appearance of neighboring properties.

B. Animal Sales and Services.

1. All Zones Where Permitted.

- a. All sales and services shall be for household pets only.
- b. Overnight boarding is allowed within a completely enclosed building; however, animal services or sales uses over 20,000 square feet in gross floor area that use a majority of their gross floor area for retail sales shall have no more than 15 percent of their gross floor area devoted to overnight boarding.
- c. Animal sales and services use must be completely enclosed except that outdoor animal runs or other areas in which dogs will be allowed outside of

an enclosed structure off leash (hereinafter “outdoor run”) are allowed subject to compliance with the following conditions:

- i. Outdoor runs shall not be permitted within 50 feet of a habitable residential structure.
- ii. The outdoor run may operate only between the hours of 8:00 a.m. and 6:00 p.m.
- iii. The facilities shall be constructed, maintained and operated so that neither the sound nor smell of any animals boarded or kept on the premises during the time that full enclosure is required can be discerned on other lots.

C. Community Support Facility.

1. Community Support Facilities shall be located within 500 feet (walking distance) of a transit stop; and connected via sidewalks or an approved pedestrian facility.

CD. Kennels, Animal Boarding.

1. All Zones Where Permitted.

- a. All pens shall be enclosed in an enclosed building.
- b. The property on which the kennel is to be located shall be no closer than 100 feet to any residential zone.
- c. Limited outdoor exercise runs or facilities shall be permitted so long as their hours of use are restricted to the hours between 8:00 a.m. and 6:00 p.m.
- d. The facility must be air conditioned.
- e. Exercise runs or facilities shall be a minimum of four feet by 10 feet.
- f. The facility shall maintain a minimum total of 25 square feet of kennel area per animal. This area may be comprised of cage area, runs, or exercise facilities.
- g. Any outdoor areas used for animal containment or exercise shall be maintained by removing animal waste on a daily basis for proper disposal as solid waste.
- h. Any runoff, wash-down water, or waste from any animal pen, kennel, containment, or exercise area shall be collected and disposed of in the sanitary sewer after straining of solids and hair and shall not be allowed to enter the stormwater drainage or surface water disposal system.

i. Strained solids and hair shall be properly disposed of as solid waste.

DE. Repair Service – Equipment, Appliances.

1. C-1, C-2, and C-4 Zones.

a. Any repairing done on the premises shall be incidental only, and limited to custom repairing of the types of merchandise sold on the premises at retail. The floor area devoted to such repairing shall not exceed 30 percent of the total floor area occupied by the particular enterprises.



AGENDA BILL APPROVAL FORM

Agenda Subject:

Monthly Water Usage Billing (Coleman) (15 Minutes)

Date:

October 3, 2018

Department:

Finance

Attachments:

[Memo](#)

Budget Impact:**Administrative Recommendation:**

Council approve a change to the monthly utility billing process and changes to the billing statements.

Background Summary:

The City would like to implement monthly water consumption billing. With the completion of the Automated Metering Infrastructure project, meter reads can be obtained on demand enabling consumption to be billed on a monthly basis. All customers will now be billed at the same time with the same due date.

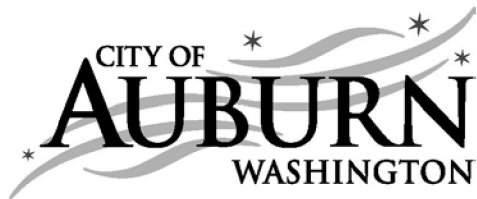
Finance will begin sending a new billing statement effective January 1, 2019.

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

Coleman

Meeting Date: October 8, 2018

Item Number:



Interoffice Memorandum

To: City Council

From: **Brenda Goodson-Moore, Utilities Customer Care Manager**
Shannon Bennett, Utilities Customer Care Supervisor

CC: Nancy Backus, Mayor
Shelley Coleman, Finance Director

Date: October 3, 2018

Re: Utility Billing Changes – New Statements and Monthly Consumption Billing

Background

The City of Auburn historically billed utility customers every two months for all water, sewer, storm and solid waste charges. In 2007, the City changed to billing base rates monthly and continued to bill consumption bi-monthly. Consumption was billed bi-monthly to accommodate the reading of over 14,000 water meters both manually and by radio read. As a result, customers receive a bill every other month that is considerably higher than the previous month.

In 2011, the Auburn City Council requested a review of the bi-monthly vs. monthly billing while considering returning to bi-monthly billing across the board. The Council ultimately decided that monthly billing was much more consistent. However, the ongoing issue of the fluctuating bills (base rate bill vs. the higher consumption bill) continues to plague customers trying to manage their budgets.

In late 2017, the City completed the Automated Meter Infrastructure project, which enabled Utility Billing to obtain monthly, weekly, daily and hourly meter reads. This new technology not only enables much faster potential leak identification but also allows us to transition customers to monthly consumption billing.

Benefits of Monthly Consumption Billing

Monthly billing will allow customers the opportunity to improve budget planning, manage water consumption on a monthly rather than bi-monthly basis, and be alerted to possible leaks in a timelier manner.

Staff currently bills utilities each week in five separate billing districts, totaling over 22,000 accounts. This transition to monthly billing will allow Finance to consolidate all of the districts into one. All customers will be billed on the same day, with the same due date.

New Utility Billing Statement

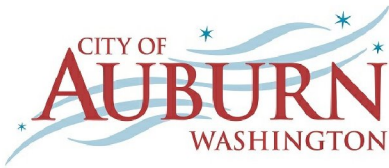
The new layout of the City of Auburn Utility Bill makes it easier to understand and provides customers with up to date information regarding their monthly charges.

Next Steps

Customers will receive the following notification starting two months prior to the changes:

1. Letter mailed to all utility customers the first week of November
2. City of Auburn Website Message
3. City of Auburn Online Bills Webpage Message
4. Special Message on Utility Bills

Utility Billing will begin billing monthly consumption in January 2019 for December 2018 usage. During the transition, some customers will see prorated base rates and consumption on their bills in November and December. In order to bill all utility customers once a month, there will be some customers who see consumption on their bills in November, December and January. During this time, staff will be prepared to answer questions and concerns regarding these changes.



AGENDA BILL APPROVAL FORM

Agenda Subject:

Developer Fee Cost of Service Study (Coleman) (30 Minutes)

Date:

October 3, 2018

Department:

Finance

Attachments:

No Attachments Available

Budget Impact:**Administrative Recommendation:**

For information and discussion only.

Background Summary:

In May 2017, the City contracted with Financial Consulting Services Group (FCS) to perform a study to determine the cost of providing developer fee-related services, compare those costs to actual fees charged, and provide recommendations for establishing cost recovery policies for future developer fees. During the February 26, 2018 Council study session, the consultant discussed their approach, provided preliminary results and a comparison of Auburn's fees to other area cities, and identified key policy issues for Council consideration.

The consultant's analysis showed that building services fees were fully recovering the cost of providing those services while fees for planning services were only recovering – in total – about 17% of the associated costs and engineering services fees were recovering about 34% of full cost.

Based on the results of the FCS report, and input received from Council at the February 26 study session, and in order to achieve consistency with Resolution 5319 which states that City fees should be reflective of actual costs, staff have identified recommended adjustments to developer fees that begin aligning fees with cost of service. This presentation will (1) provide background and recommendations on a handful of application types where the difference between the fee and the cost of service are greatest, and (2) pose several policy questions regarding the long term position of City Council related to cost recovery:

1. Does Council support staff's recommendations for adjustments to selected fees to be included in the 2019 fee resolution that will be transmitted to City Council in November? Staff will request direction on this item at the October 8 study session.
2. Does City Council maintain the philosophy stated in Resolution 5319 that seeks to establish fees that are reflective of actual costs? Staff will seek City Council direction on this question in early 2019 at a future study session.
3. What cost recovery policy should City Council adopt (100% recovery, 80% recovery, 50% recovery, etc.) and what is the timeframe for phasing in the implementation of this cost recovery policy? Staff will provide City Council with additional information related to this question in early 2019 at a future study session.

Reviewed by Council Committees:

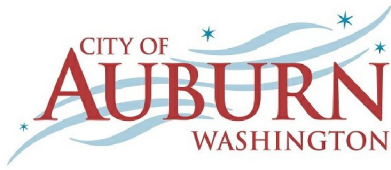
Councilmember:

Staff:

Coleman

Meeting Date: October 8, 2018

Item Number:



AGENDA BILL APPROVAL FORM

Agenda Subject:
2nd Quarter 2018 Financial Report (Coleman) (15 Minutes)

Date:
September 11, 2018

Department:
Finance

Attachments:
[Q2 2018 Financia Report](#)

Budget Impact:

Administrative Recommendation:

For discussion only.

Background Summary:

The quarterly financial report summarizes the general state of Citywide financial affairs and highlights significant items or trends that the City Council should be aware of. The attachment provides the year to date through June 2018 status report based on financial data available as of July 19, 2018 for the period ending June 30, 2018 and sales tax information representing business activity that occurred through April 2018.

Reviewed by Council Committees:

Councilmember:

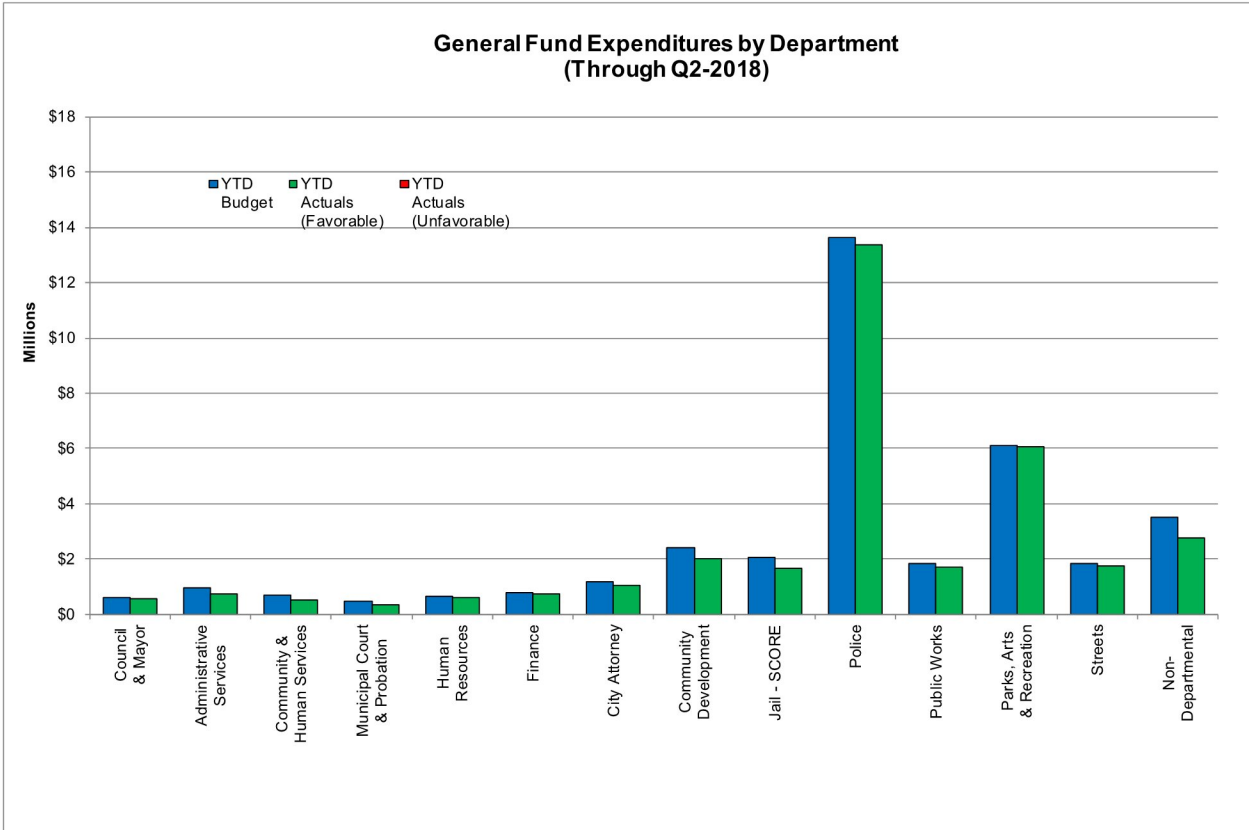
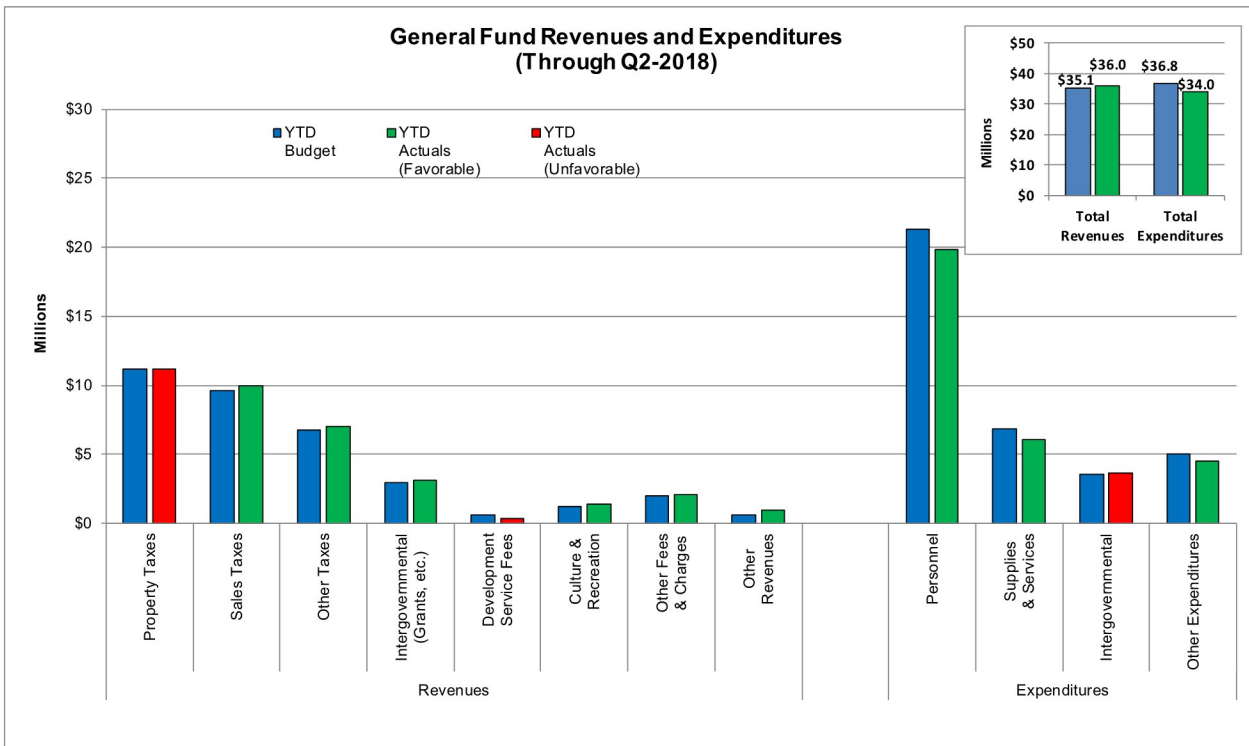
Staff:

Coleman

Meeting Date: October 8, 2018

Item Number:

General Fund Summary



General Fund Summary of Sources and Uses	Page Ref	2018			2017	2018 YTD Budget vs. Actual	
		Annual Budget	YTD Budget	YTD Actual	YTD Actual	Favorable (Unfavorable) Amount	Percentage
Operating Revenues							
Property Tax	6	\$ 21,281,000	\$ 11,204,300	\$ 11,179,408	\$ 10,964,115	\$ (24,892)	(0.2) %
Sales Tax	7-8	14,893,500	7,446,600	7,776,717	7,296,187	330,117	4.4 %
Sales Tax - Pierce County Parks		77,250	37,300	49,563	46,279	12,263	32.9 %
Sales Tax - Annexation Credit		1,250,000	1,250,000	1,056,364	1,006,644	(193,636)	(15.5) %
Criminal Justice Sales Tax		1,908,300	916,100	1,072,063	977,844	155,963	17.0 %
Brokered Natural Gas Tax		353,600	232,400	91,424	102,635	(140,976)	(60.7) %
City Utilities Tax	9-10	3,991,000	1,878,100	1,849,170	1,855,464	(28,930)	(1.5) %
Admissions Tax		317,000	132,800	206,076	193,423	73,276	55.2 %
Electric Tax	9-10	3,577,800	1,939,200	2,048,591	1,998,132	109,391	5.6 %
Natural Gas Tax	9-10	1,006,200	683,500	699,014	727,262	15,514	2.3 %
Cable Franchise Fee	11	986,100	490,800	486,701	502,006	(4,099)	(0.8) %
Cable Utility Tax - New in 2017	12	1,000,000	500,000	516,215	262,899	16,215	3.2 %
Cable Franchise Fee - Capital		67,200	33,600	30,406	33,353	(3,194)	(9.5) %
Telephone Tax	9-10	1,408,200	724,600	690,962	711,186	(33,638)	(4.6) %
Garbage Tax (external)	9-10	-	-	66,702	63,427	66,702	N/A %
Leasehold Excise Tax		40,000	33,500	177,145	174,508	143,645	428.8 %
Gambling Excise Tax		303,180	151,800	151,190	175,858	(610)	(0.4) %
Taxes sub-total		\$ 52,460,330	\$ 27,654,600	\$ 28,147,711	\$ 27,091,221	\$ 493,111	1.8 %
Business License Fees	12-13	\$ 223,200	\$ 116,300	\$ 197,357	\$ 111,944	\$ 81,057	69.7 %
Building Permits	14	1,653,750	802,800	517,784	713,925	(285,016)	(35.5) %
Other Licenses & Permits		543,000	237,000	289,482	282,774	52,482	22.1 %
Intergovernmental (Grants, etc.)	15	6,134,150	2,930,638	3,113,230	3,046,274	182,592	6.2 %
Charges for Services:	16-18						
General Government Services	16	61,300	36,000	41,605	41,494	5,605	15.6 %
Public Safety	16	756,000	356,350	489,924	474,227	133,574	37.5 %
Development Services Fees	17	1,019,100	634,300	351,908	599,939	(282,393)	(44.5) %
Culture and Recreation	18	2,366,680	1,251,300	1,368,831	1,229,849	117,531	9.4 %
Fines and Penalties	19-20	885,300	445,900	503,588	443,925	57,688	12.9 %
Fees/Charges/Fines sub-total		\$ 13,642,480	\$ 6,810,588	\$ 6,873,708	\$ 6,944,351	\$ 63,120	0.9 %
Interest and Investment Earnings	20-21	\$ 68,000	\$ 29,700	\$ 176,279	\$ 96,597	\$ 146,579	493.5 %
Rents and Leases	20-21	816,100	403,000	525,096	447,860	122,096	30.3 %
Contributions and Donations	20-21	35,000	14,100	16,196	20,545	2,096	14.9 %
Other Miscellaneous	20-21	236,800	112,700	150,102	123,142	37,402	33.2 %
Transfers In		144,300	77,500	77,500	76,500	0	0.0 %
Insurance Recoveries - Capital & Operating		105,000	12,500	32,523	20,086	20,023	160.2 %
Other Revenues sub-total		\$ 1,405,200	\$ 649,500	\$ 977,696	\$ 784,730	\$ 328,196	50.5 %
Total Operating Revenues		\$ 67,508,010	\$ 35,114,688	\$ 35,999,115	\$ 34,820,302	\$ 884,427	2.5 %
Operating Expenditures							
Council & Mayor		\$ 1,319,943	\$ 634,400	\$ 582,102	\$ 562,892	\$ 52,298	8.2 %
Administration		1,963,814	982,200	767,568	663,014	214,632	21.9 %
Community & Human Services		1,488,828	707,100	509,006	405,631	198,094	28.0 %
Municipal Court & Probation		2,644,145	461,828	355,018	336,192	106,809	23.1 %
Human Resources		1,315,663	646,800	595,394	647,849	51,406	7.9 %
Finance		1,565,731	799,100	735,988	739,290	63,112	7.9 %
City Attorney		2,398,550	1,168,300	1,064,040	972,793	104,260	8.9 %
Community Development		4,870,425	2,404,300	2,041,319	2,087,341	362,981	15.1 %
Jail - SCORE		4,099,465	2,049,733	1,665,696	1,581,197	384,036	18.7 %
Police		27,855,395	13,635,400	13,375,970	12,217,562	259,430	1.9 %
Public Works		3,795,032	1,831,400	1,716,278	1,330,320	115,122	6.3 %
Parks, Arts & Recreation		12,799,606	6,120,700	6,063,359	5,714,750	57,341	0.9 %
Streets		4,039,204	1,837,500	1,746,251	1,684,953	91,249	5.0 %
Non-Departmental		7,358,843	3,509,970	2,787,830	2,203,572	722,139	20.6 %
Total Operating Expenditures		\$ 77,514,644	\$ 36,788,730	\$ 34,005,818	\$ 31,147,357	\$ 2,782,911	7.6 %

Executive Summary

This Executive Summary provides an overview of the City's overall financial position for the fiscal period ending June 30, 2018, reflecting financial data available as of July 19, 2018.

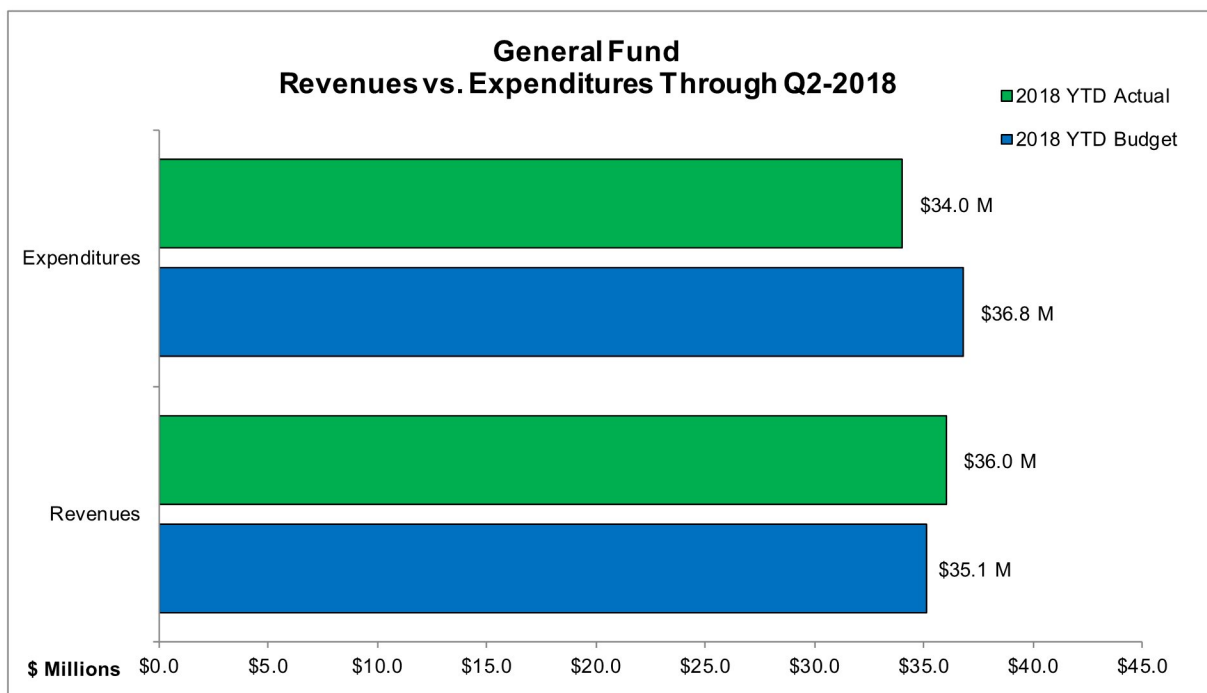
General Fund:

Through June 2018, General Fund revenues totaled \$36.0 million compared to a budget of \$35.1 million, and were \$1.2 million higher than revenues collected through Q2-2017. Some notable variances to budget year-to-date include:

- Property tax collections through Q2-2018 totaled \$11.2 million, which was \$25,000 below budget expectations and \$215,000 more than was collected through Q2-2017. **[page 6]**
- General Fund retail sales tax revenues totaled \$7.8 million, exceeding budget by 4.4% or \$330,000 and exceeding Q2-2017 collections by \$481,000. The primary areas of significant increase in sales activity compared to Q2-2017 collections were the services, automotive, and wholesale trade categories. **[pages 7-8]**
- The other taxes category performed favorably to budget in Q2-2018. Actual revenues collected through Q2-2018 was \$7.0 million, which was \$213,000, or 3.1% favorable to budget. Leasehold excise tax revenues collected through Q2-2018 exceeded budget by \$144,000 due to a one-time tax receipt for the Emerald Downs property, which is tribally owned. Electric tax revenues collected during the same period exceeded budget by \$109,000. These revenues were somewhat offset by unfavorable variances in brokered natural gas tax revenues and telephone tax revenues in the amount of \$141,000 and \$34,000, respectively. **[pages 9-12]**
- Building permit revenue collected through Q2-2018 totaled \$518,000, compared to a budget of \$803,000. The number of building permits issued through Q2-2018 was 262, which represents a 34% decline over the number of permits issued through Q2-2017. **[page 14]**
- Development services revenues collected through Q2-2018 were \$283,000, or 44.5%, unfavorable to budget. This variance was predominately due to plan check revenues not meeting budget expectations. **[page 17]**

General Fund expenditures through the first half of 2018 totaled \$34.0 million compared to a budget of \$36.8 million, representing a 7.6% favorable variance to budget. All departments operated within their budget through Q2-2018.

Year-to-date General Fund expenditures ended the period \$2.9 million, or 9.2% higher than expenditures through Q2-2017. Salary and benefit costs increased by \$1.8 million, or 10.2%, compared to salary and benefit expenditures through Q2-2017. This year-over-year increase was due primarily to an increase in Council-approved FTEs (Full Time Equivalents), cost of living adjustments (COLAs), and increased costs associated with healthcare benefits. Additionally, year-to-date transfers out to other funds increased by \$373,000 in 2018 compared to the same period the year prior. This included a one-time transfer-out of \$1.5 million to the Cumulative Reserve Fund.



Street Funds:

The City's three street funds are special revenue funds wherein the revenue sources and expenditures are legally restricted. These funds are used for street capital construction projects, local street repair, and arterial street repair and preservation projects. Through the first two quarters of 2018, **Arterial Street Fund** revenues totaled \$1.3 million as compared to collections of \$2.8 million through Q2-2017, while expenditures totaled \$2.1 million as compared to expenditures of \$3.5 million spent during the same period last year. **[pages 24–25]**

Local Street Fund revenues of \$1.3 million exceeded year-to-date budget expectations by \$390,000 or 47.2%, due to higher than anticipated sales tax revenues from local construction projects; last year's collections through the second quarter totaled \$1.4 million. Expenditures were \$563,000 as compared with \$210,000 in Q2-2017. **[pages 26–27]**

Lastly, the **Arterial Street Preservation Fund** revenues totaled \$1.2 million through Q2-2018, which was approximately \$56,000 higher than revenues through Q2-2017. Expenditures totaled \$266,000 versus \$831,000 through Q2-2017. Historically, the majority of expenditures in all three street funds occur during the second half of the year when weather conditions are optimal for pavement construction. **[pages 28–29]**

Enterprise Funds:

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

Through June 30, 2018 the **Water Fund** experienced operating income before depreciation of \$2.1 million compared to \$2.0 million during the same period last year. The **Sewer Fund** ended the first quarter of 2018 with operating income before depreciation of \$1.0 million versus \$1.2 million through Q2-2017. The **Stormwater Fund** ended the second quarter with operating income before depreciation of \$1.3 million compared to \$1.5 million in Q2-2017. The **Solid Waste Fund** ended the quarter with operating income of \$376,000 compared to \$395,000 for the same period in 2017. **[pages 31–34]**

Internal Service Funds:

Internal service funds provide services to other City departments and include functions such as Insurance, Worker's Compensation, Facilities, Innovation and Technology, and Equipment Rental. All funds had sufficient revenues to cover year-end expenditures. **[page 34]**

Investment Portfolio:

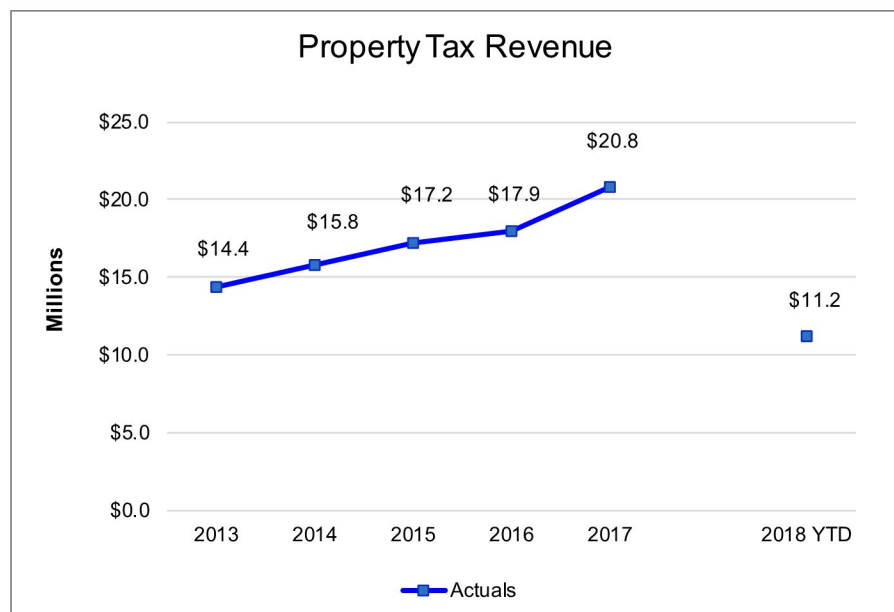
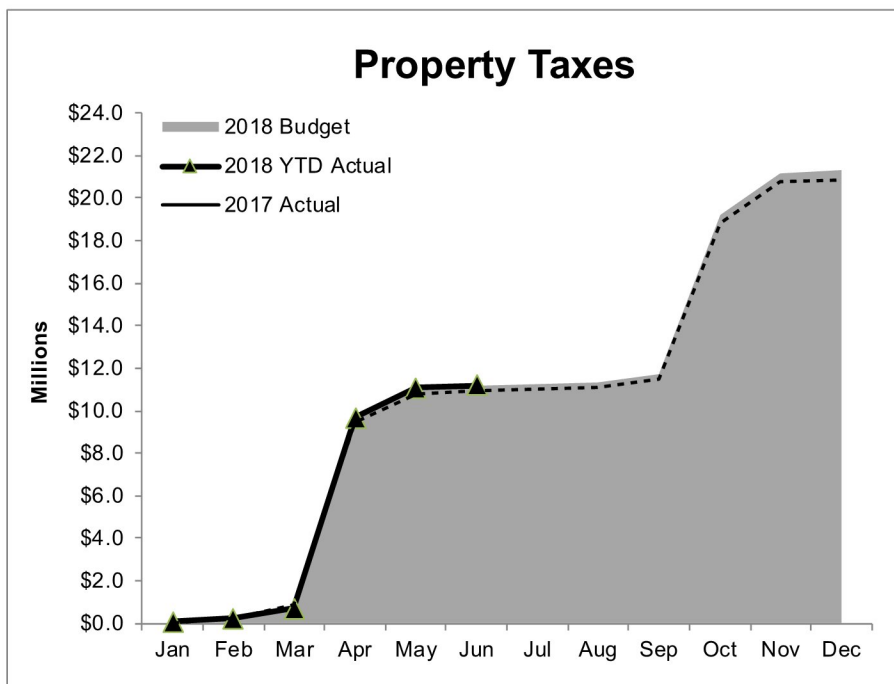
The City's total cash and investments at the end of the Q2-2018 totaled \$141.2 million, and compares to \$132.4 million at the end of Q1-2018. **[attachment]**

General Fund

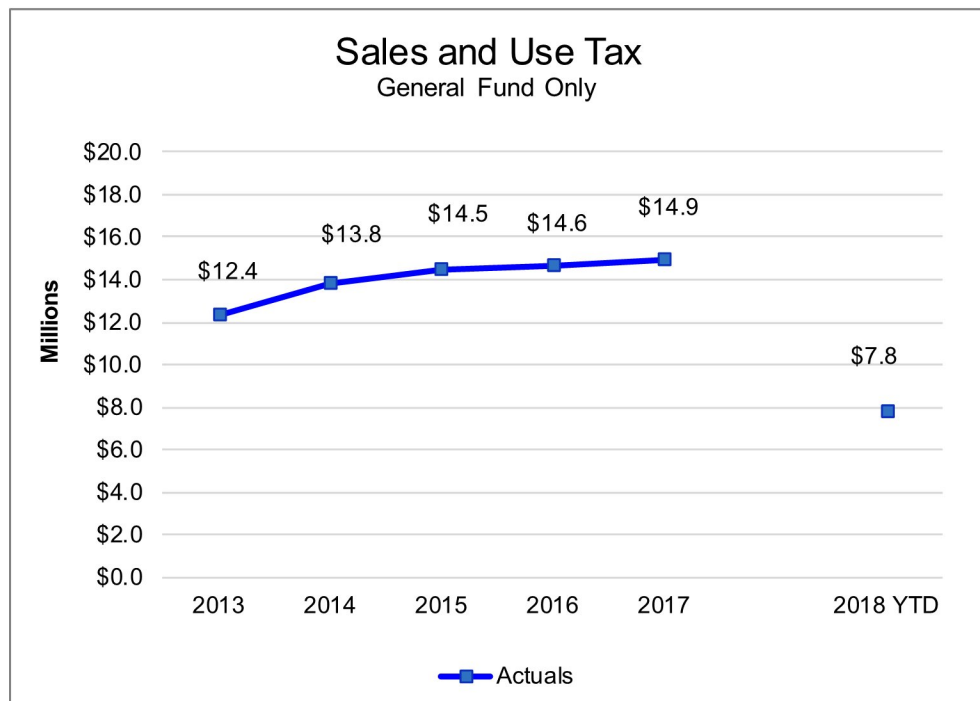
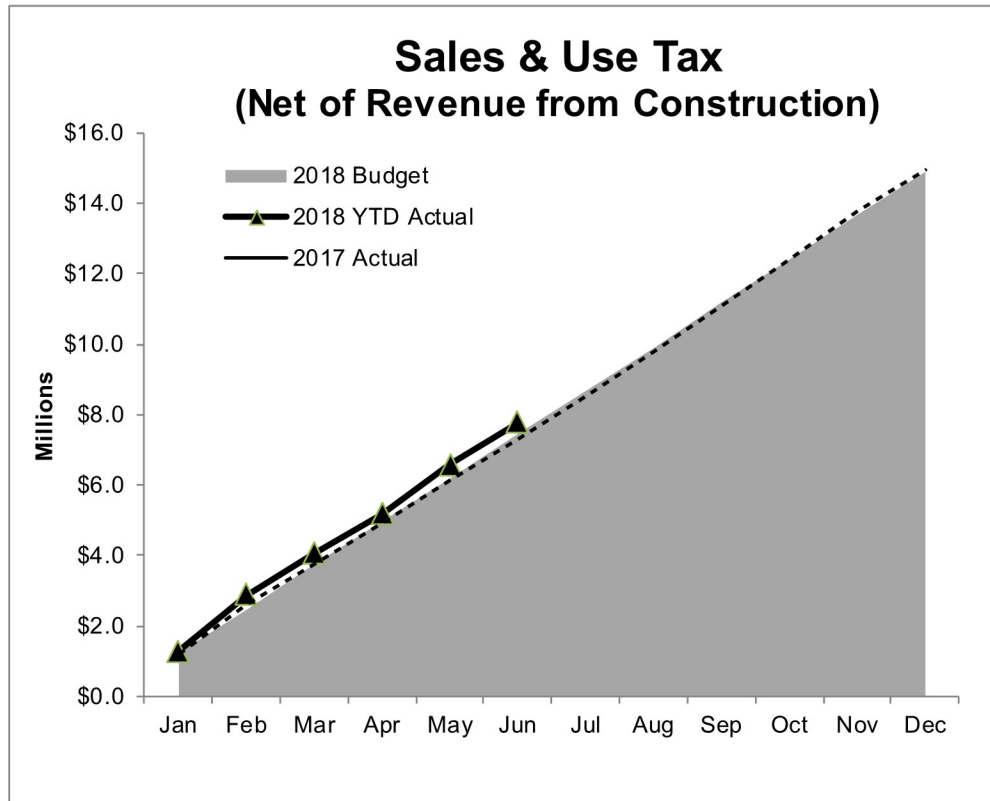
Revenues

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

Property Tax collections through Q2-2018 totaled \$11.2 million and were \$25,000, or 0.2%, below budget expectations. While year-to-date revenues fell slightly short of budget expectations in 2018, they were \$215,000, or 2.0% higher than revenues collected through Q2-2017. The majority of property taxes are collected during the months of April and October, coinciding with the due dates for the County property tax billings.



Sales tax collections through Q2-2018 totaled \$8.9 million, of which \$7.8 million was distributed to the General Fund and \$1.1 million was distributed to the Local Street Fund (SOS) program as per financial practice. Total sales tax revenue distributions to the General Fund through Q2-2018 exceeded budget expectations by \$330,000, or 4.4%, and were \$48,000 (6.6%) over the same period in 2017.

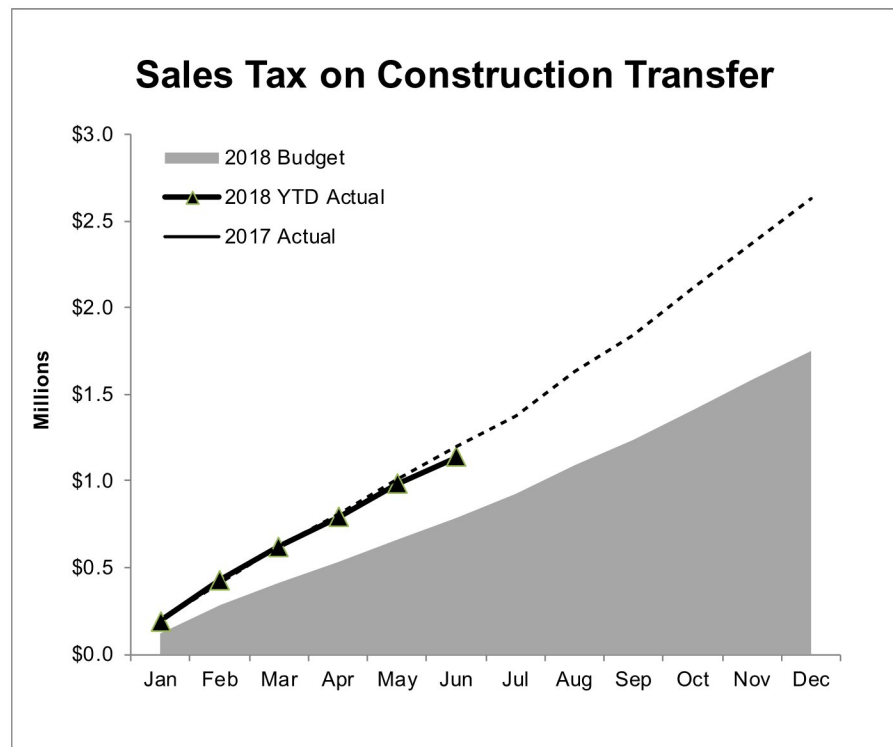


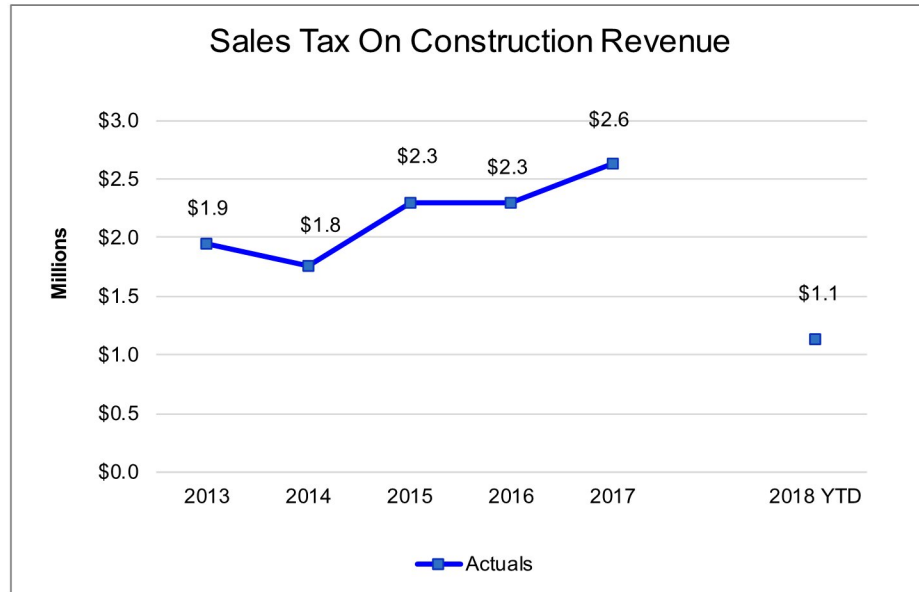
The following table breaks out the City's base sales taxes, excluding Pierce County Parks Sales Tax, Criminal Justice Sales Tax, and Annexation Credit Sales Tax, by major business sector.

Comparison of Sales Tax Collections by SIC Group Through June				
Component Group	2017 Actual	2018 Actual	Change from 2017	
			Amount	Percentage
Construction	\$ 1,196,893	\$ 1,139,316	\$ (57,577)	(4.8) %
Manufacturing	374,489	340,007	(34,482)	(9.2) %
Transportation & Warehousing	47,245	52,991	5,746	12.2 %
Wholesale Trade	641,660	744,827	103,168	16.1 %
Automotive	1,899,945	2,020,503	120,558	6.3 %
Retail Trade	2,426,714	2,501,011	74,297	3.1 %
Services	1,866,349	2,042,381	176,032	9.4 %
Miscellaneous	39,785	74,998	35,213	88.5 %
YTD Total	\$ 8,493,080	\$ 8,916,034	\$ 422,954	5.0 %

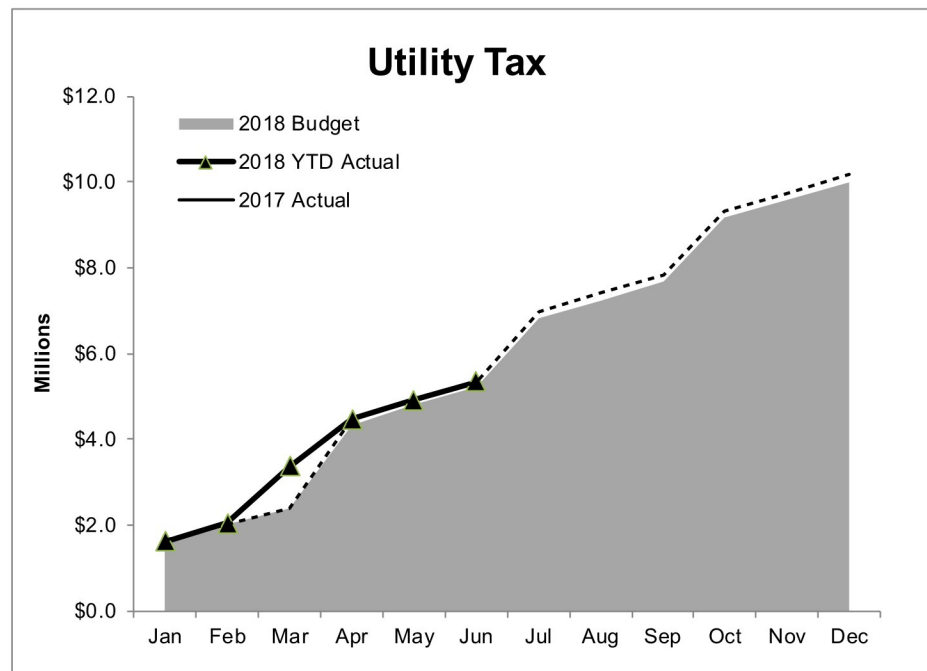
Total sales tax revenue collected through Q2-2018 exceeded prior year collections by \$423,000, or 5.0%. The business sectors showing the largest increase in revenues compared to last year were the services, automotive, and wholesale trade industries.

Sales tax revenue on construction is transferred to the Local Street Fund (Fund 103) for local street repair and maintenance. Through the second quarter of 2018, this totaled \$1.1 million, which was \$58,000 less than collections through Q2-2017 but was \$347,000 higher than budget.



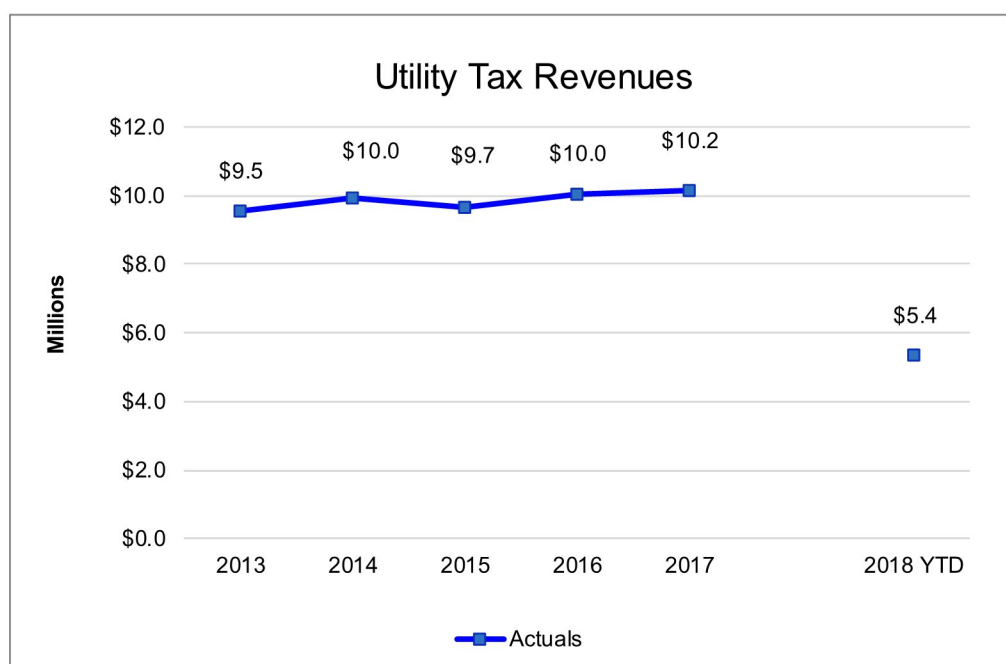


Utility Taxes consist of interfund taxes on City utilities (Water, Sewer, Storm and Solid Waste) and taxes on external utilities (Electric, Natural Gas, Telephone and Solid Waste). Utility taxes collected through Q2-2018 totaled \$5.4 million and exceeded year-to-date budget by \$129,000, or 2.5%.

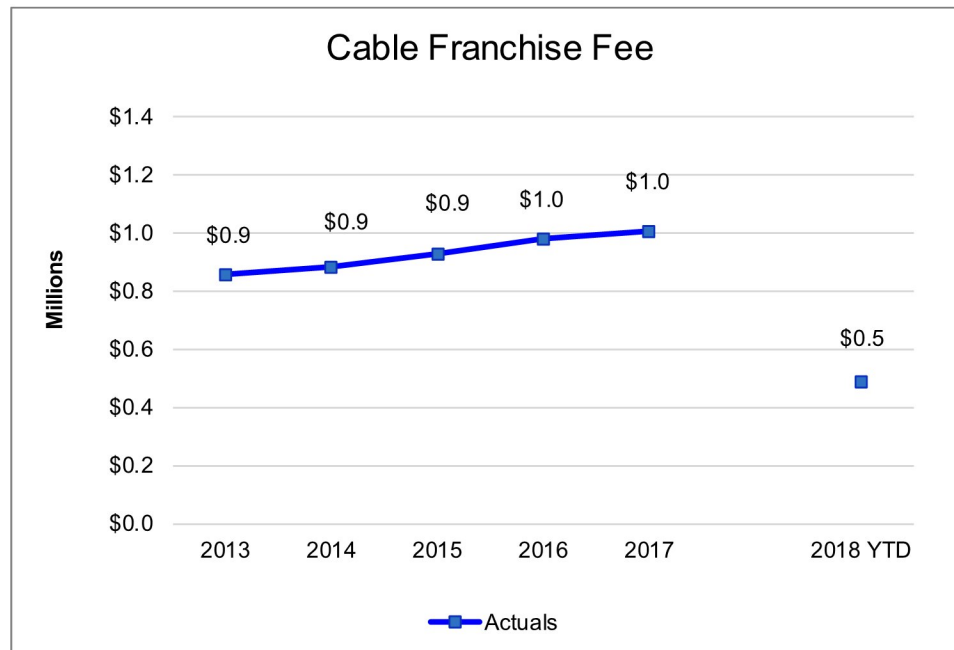
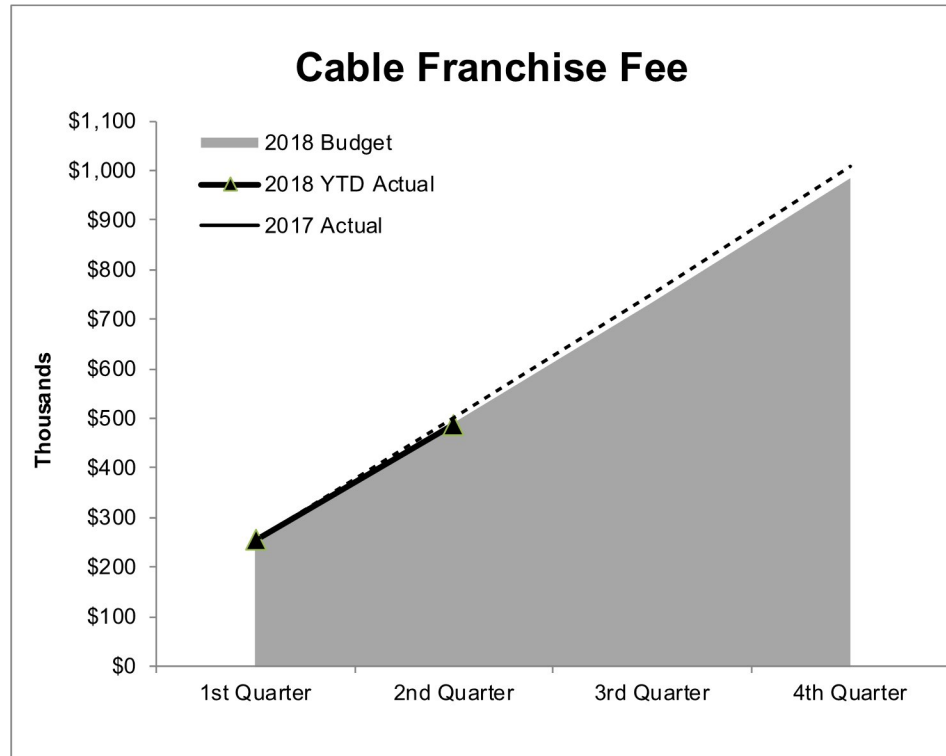


Favorable variances in electric and solid waste revenues offset lower collections in telephone utility taxes.

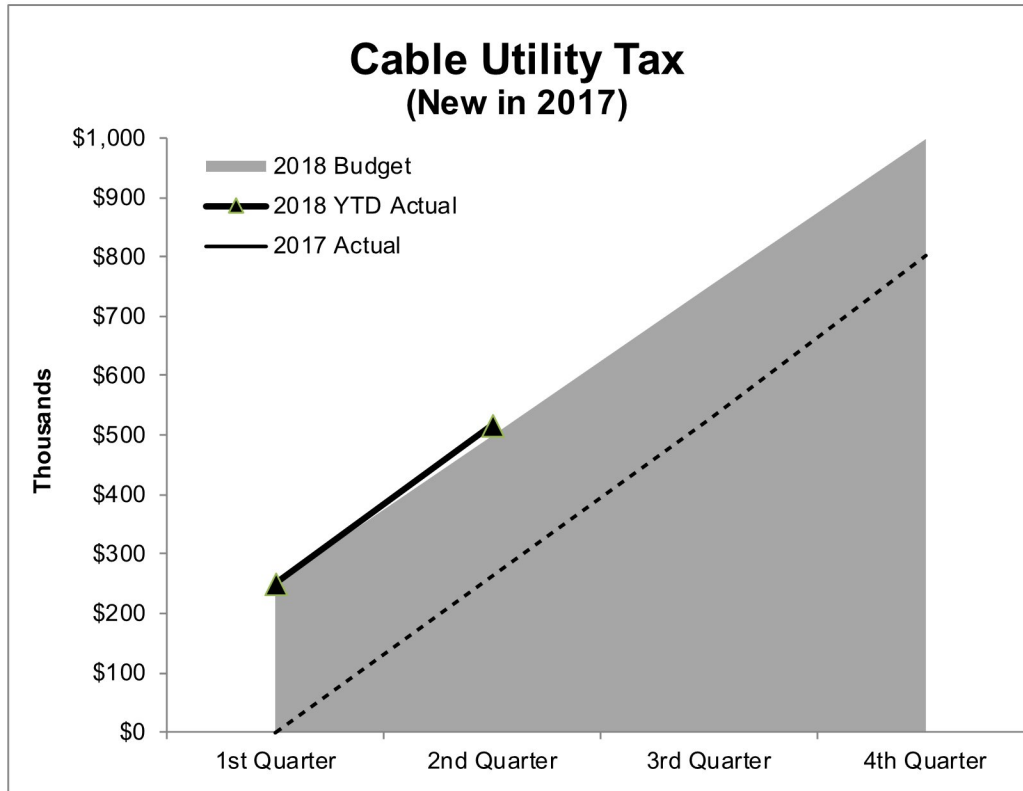
Utility Tax by Type Through June 2018							
Utility Tax Type	2017 YTD Actual	2018 YTD Budget	2018 YTD Actual	2018 vs. 2017 Actual		2018 vs. Budget	
				Amount	Percentage	Amount	Percentage
City Interfund Utility Taxes	\$ 1,855,464	\$ 1,878,100	\$ 1,849,170	\$ (6,294)	(0.3) %	\$ (28,930)	(1.5) %
Electric	1,998,132	1,939,200	2,048,591	50,459	2.5 %	109,391	5.6 %
Natural Gas	727,262	683,500	699,014	(28,248)	(3.9) %	15,514	2.3 %
Telephone	711,186	724,600	690,962	(20,225)	(2.8) %	(33,638)	(4.6) %
Solid Waste (external)	63,427	0	66,702	3,275	5.2 %	66,702	N/A %
YTD Total	\$ 5,355,471	\$ 5,225,400	\$ 5,354,438	\$ (1,033)	(0.0) %	\$ 129,038	2.5 %



Cable Franchise Fees, which are collected quarterly, totaled \$487,000 and were \$4,000, or 0.8%, under budget through Q2 2018.

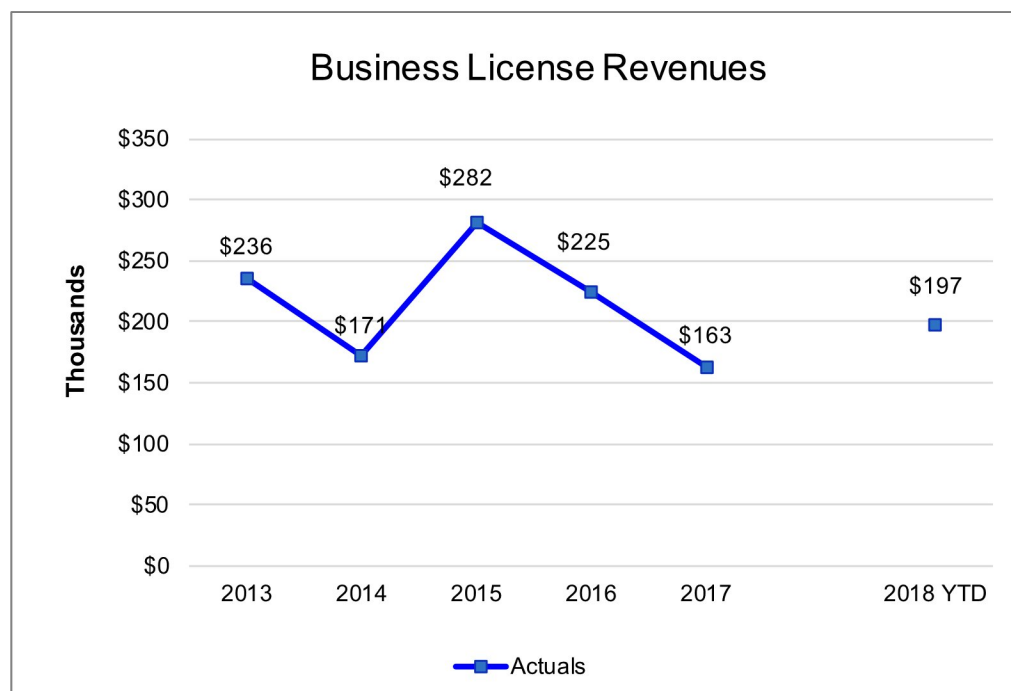
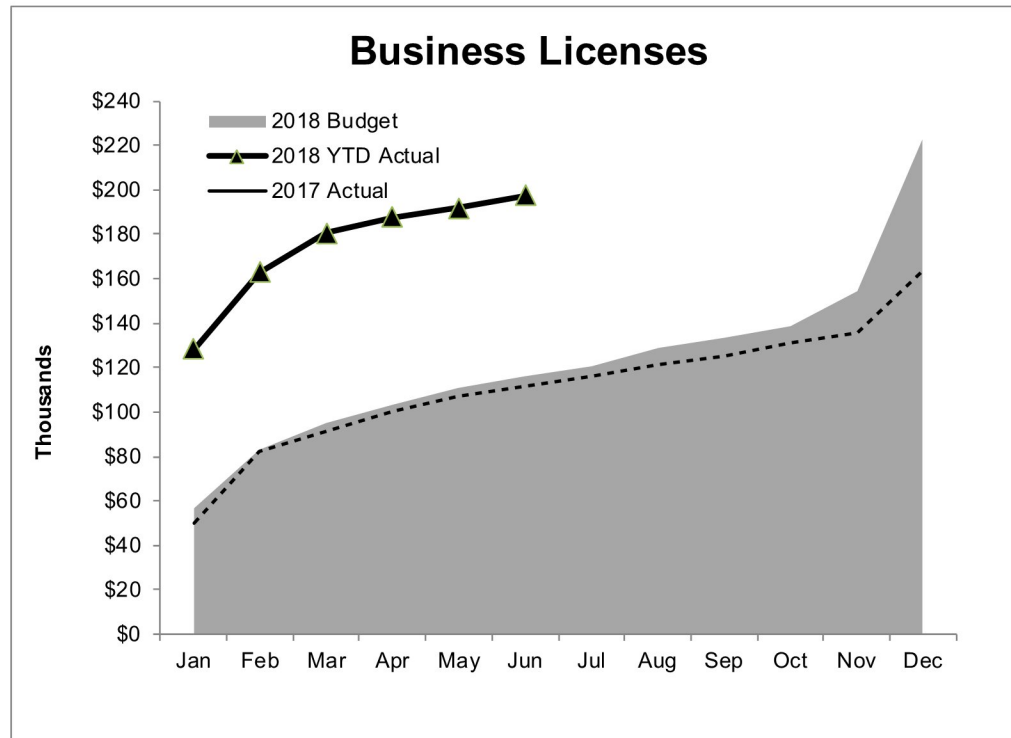


Cable Utility Tax (New in 2017). In September 2016, City Council increased the Cable Utility Tax from 1.0% to 6.0%, with the entirety of the new tax amount benefitting the General Fund. This tax became effective on January 1, 2017 and is collected quarterly. The collections through Q2-2018 totaled \$516,000 and were favorable to budget by \$16,000, or 3.2%.



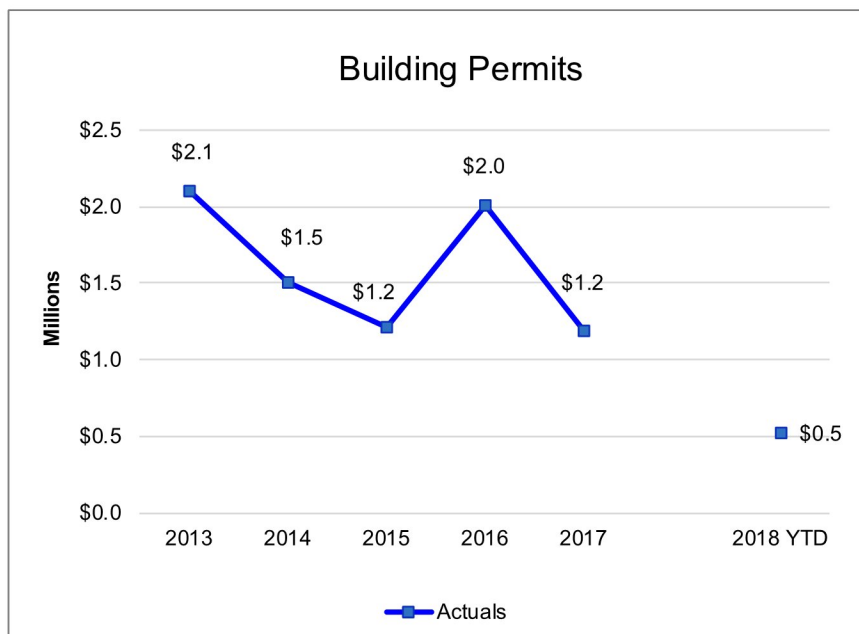
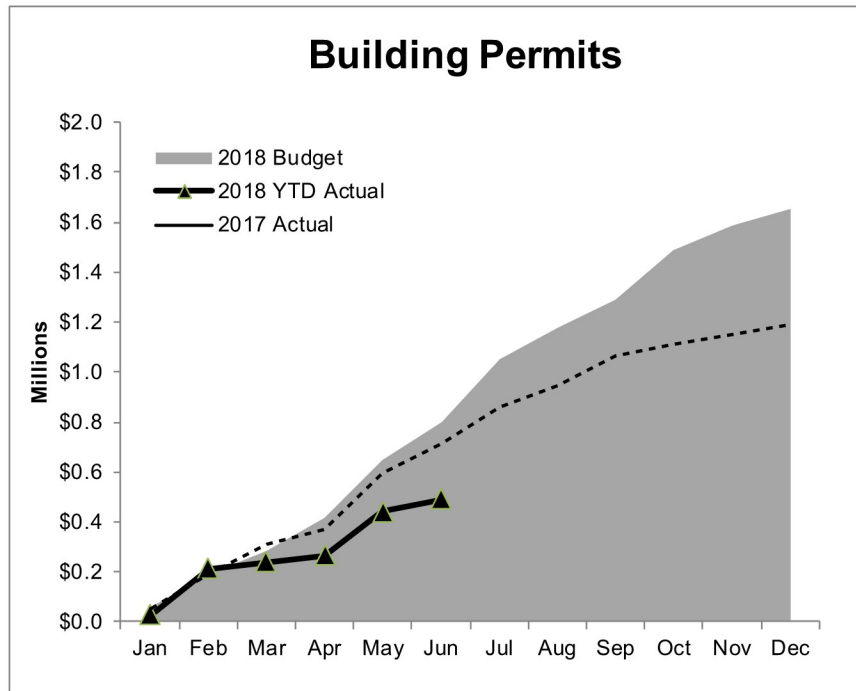
Licenses and Permits include business licenses, building permits, plumbing, electric and other licenses and permit fees. Building permit fees and business licenses make up about 70% of the annual budgeted revenue in this category.

Business license revenues collected through June 2018 totaled \$197,000 due to a large percentage of business owners having paid their 2018 annual business license fees in Q1-2018.



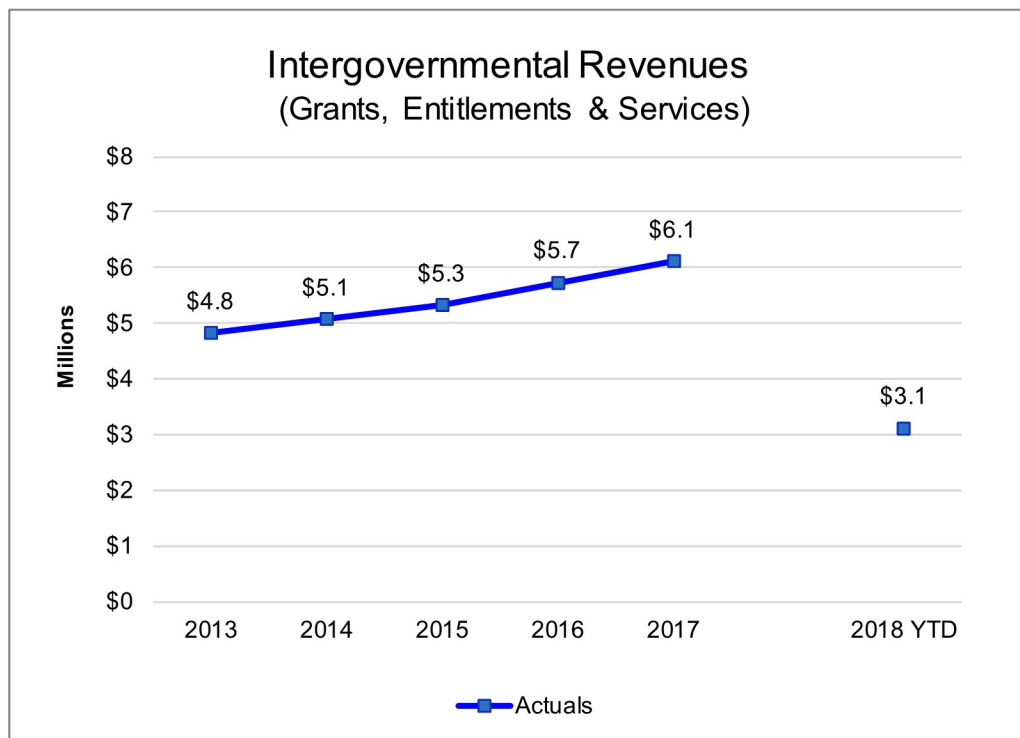
Building permit revenues collected through June 2018 totaled \$518,000, as compared to a year-to-date budget of \$803,000. A total of 262 building permits were issued through Q2-2018 compared to 398 building permits issued through Q2-2017, representing a 34.2% reduction. Of the building permit revenues collected through Q2-2018, 73% was attributable to commercial projects and the remaining 27% was predominately single family housing permits.

Major projects contributing to building permit revenues this quarter include projects at the Olympic Middle School, Skills, Inc., various Boeing sites, and multiple sites at the Outlet Collection – Seattle. In addition, permits were issued for single family housing developments, most notably Wyncrest II.



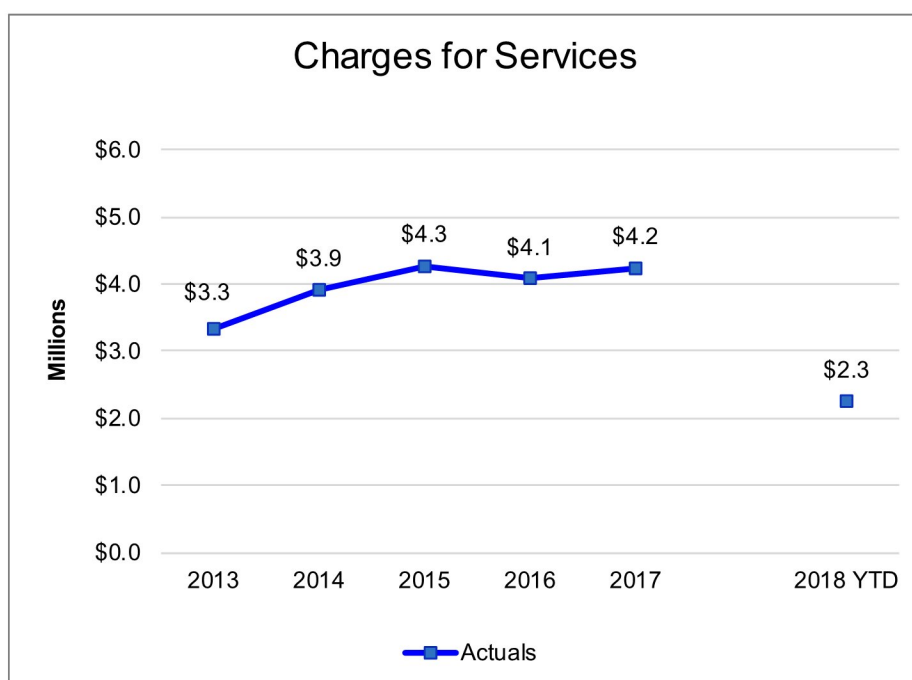
Intergovernmental revenues include grants (direct and indirect federal, state and local), compact revenue from the Muckleshoot Indian Tribe (MIT), intergovernmental service revenues, and state shared revenues. Collections through Q2-2018 totaled \$3.1 million and were \$183,000, or 6.2%, favorable to budget. The majority of the amount above budget was increased distributions from the state for marijuana excise taxes. The Q1-2018 distribution for this line item included make-up monies from the September and December 2017 distributions. Also, the 2018 distribution is based upon a higher distribution base than 2017.

Intergovernmental Revenues (Grants, Entitlements & Services)							
Through June 2018							
Revenue	2017 YTD Actual	2018 YTD Budget	2018 YTD Actual	2018 vs. 2017 Actual		2018 vs. Budget	
				Amount	% Change	Amount	% Change
Federal Grants	\$ 72,562	\$ 100,000	\$ 110,084	\$ 37,522	51.7 %	\$ 10,084	N/A %
State Grants	70,234	94,000	89,821	19,587	27.9 %	(4,179)	(4.4) %
Interlocal Grants	65,000	40,000	28,817	(36,183)	0.0 %	(11,183)	N/A %
Muckleshoot Casino Services	399,837	368,488	496,975	97,137	24.3 %	128,486	34.9 %
State Shared Revenues:							
Streamlined Sales Tax	952,157	944,300	895,247	(56,909)	(6.0) %	(49,053)	(5.2) %
Motor Vehicle Fuel Tax	533,050	606,500	577,019	43,969	8.2 %	(29,481)	(4.9) %
Criminal Justice - High Crime	286,498	96,000	104,972	(181,526)	(63.4) %	8,972	9.3 %
Criminal Justice - Population	10,658	12,200	11,190	532	5.0 %	(1,010)	(8.3) %
Criminal Justice - Special Prog.	38,776	40,400	40,540	1,764	4.5 %	140	0.3 %
Marijuana Revenues	19,665	32,500	145,971	126,306	642.3 %	113,471	349.1 %
State DUI	5,877	6,000	5,837	(40)	(0.7) %	(163)	(2.7) %
Fire Insurance Tax	78,078	75,000	79,798	1,720	2.2 %	4,798	6.4 %
Liquor Excise	188,473	191,250	199,801	11,328	6.0 %	8,551	4.5 %
Liquor Profit	325,408	324,000	327,159	1,751	0.5 %	3,159	1.0 %
Total State Shared:	2,438,640	2,328,150	2,387,534	(51,106)	(2.1) %	59,384	2.6 %
YTD Total	\$ 3,046,274	\$ 2,930,638	\$ 3,113,230	\$ 66,956	2.2 %	\$ 182,592	6.2 %



Charges for Services consist of general governmental service charges, public safety charges, development service fees, and cultural & recreation fees. Total charges for services collected through June 2018 totaled \$2.3 million, which was \$26,000 less than anticipated through the first half of 2018. This was due to lower than expected development services revenues, offset by increases in public safety and culture and recreation revenues, as explained below.

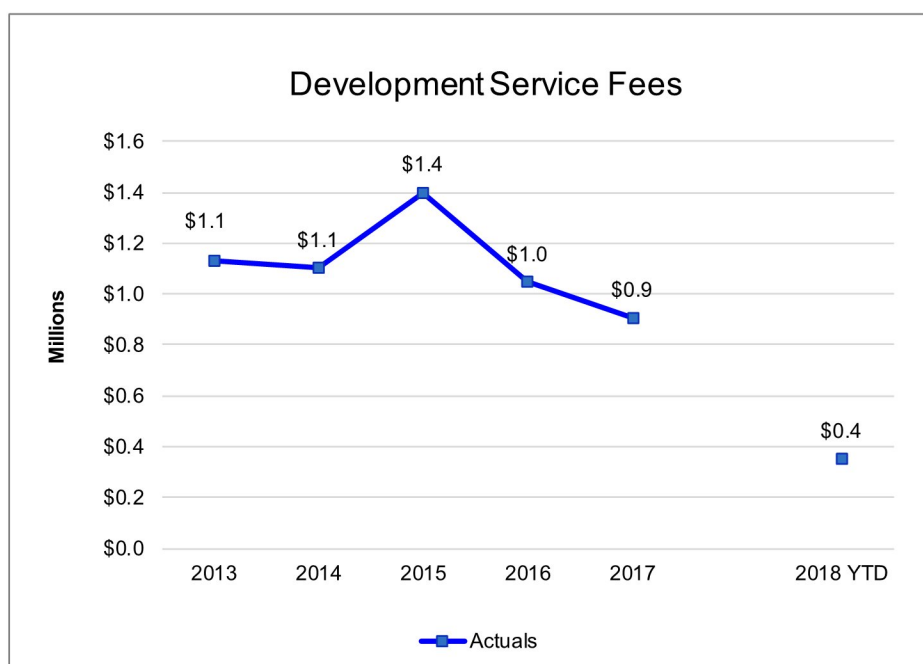
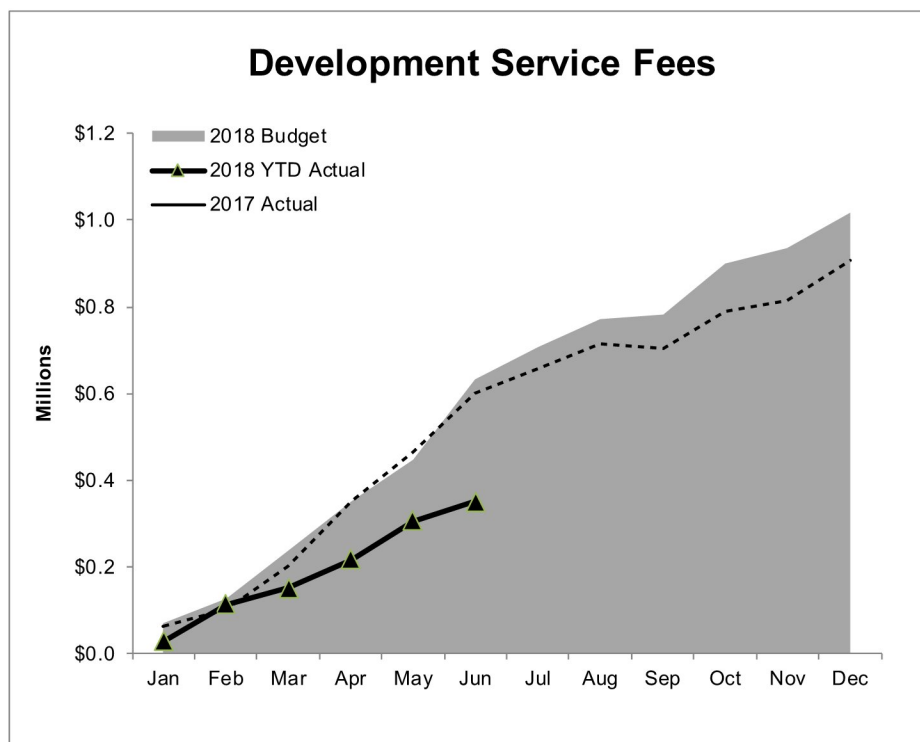
Charges for Services by Type Through June 2018							
Revenue	2017 YTD Actual	2018 YTD Budget	2018 YTD Actual	2018 vs. 2016 Actual		2018 vs. Budget	
				Amount	Percentage	Amount	Percentage
General Government	\$ 41,494	\$ 36,000	\$ 41,605	\$ 111	0.3 %	\$ 5,605	15.6 %
Public Safety	474,227	356,350	489,924	15,698	3.3 %	133,574	37.5 %
Development Services	599,939	634,300	351,908	(248,032)	(41.3) %	(282,393)	(44.5) %
Culture & Recreation	1,229,849	1,251,300	1,368,831	138,982	11.3 %	117,531	9.4 %
YTD Total	\$ 2,345,509	\$ 2,277,950	\$ 2,252,268	\$ (93,241)	(4.0) %	\$ (25,682)	(1.1) %



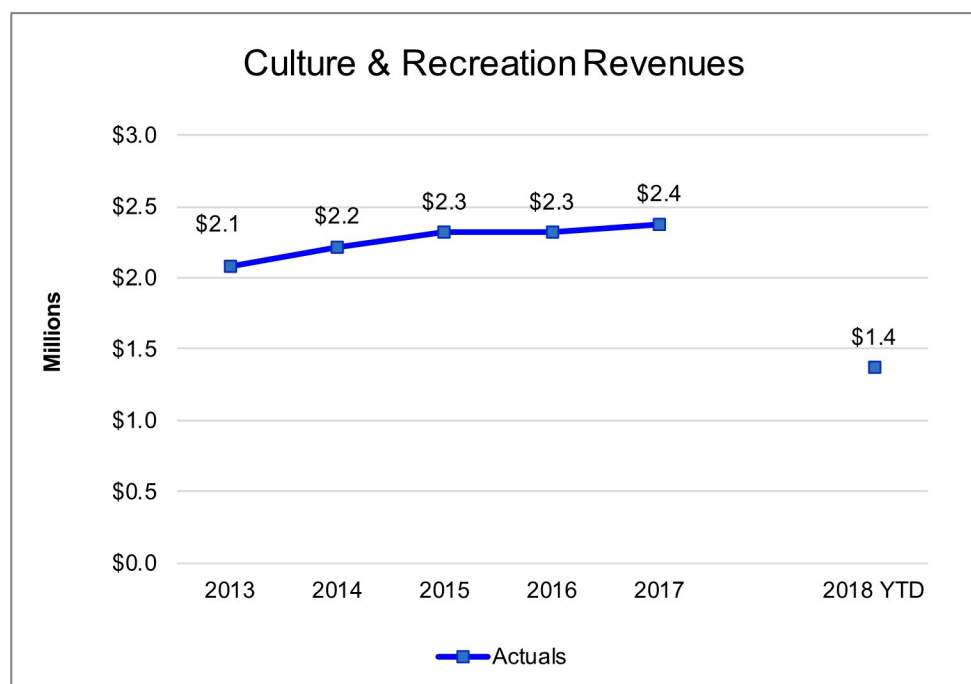
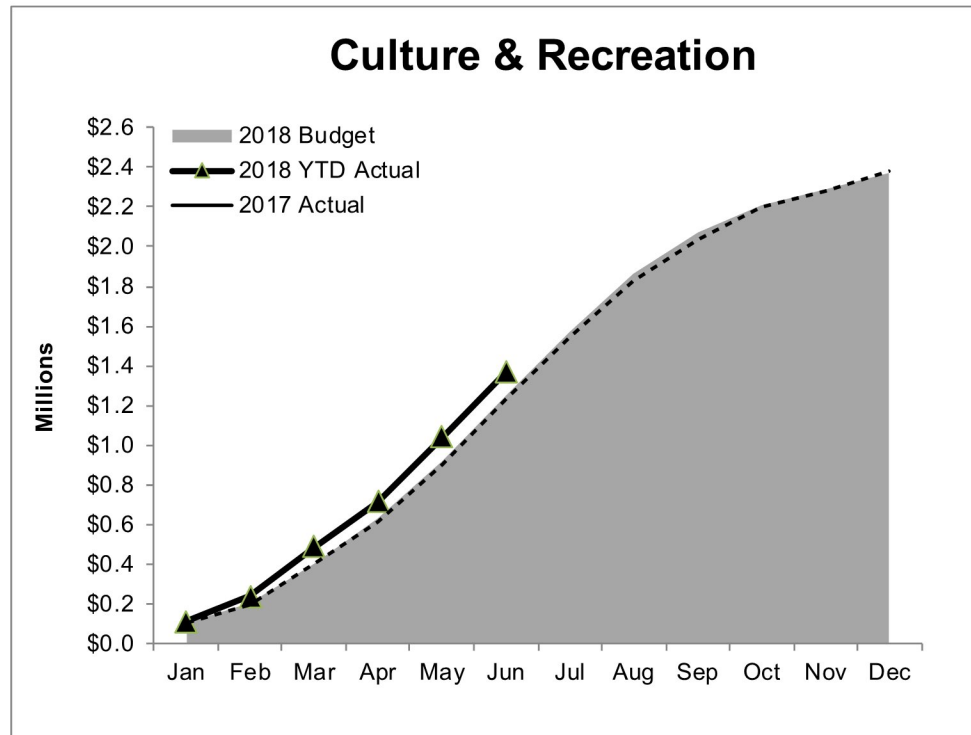
General governmental charges for service collected through Q2-2018 totaled \$42,000 and were \$6,000 favorable to budget.

Public safety revenues consist of revenues received for police officer extra duty security services – where officers are contracted for and reimbursement is made by the hiring contractor. This also includes reimbursements from the Muckleshoot Indian Tribe (MIT) for a full-time dedicated police officer and associated expenditures as well as monies collected from the Auburn School District and the Criminal Justice Training Commission (CJTC) for services rendered. Public safety revenues collected through Q2-2018 totaled \$490,000 and compare to a budget of \$356,000. The majority of the favorability seen in this revenue source is due to extra duty overtime reimbursements exceeding budget expectations – due to increased requests for police officer security services.

Development services fee collections, which primarily consist of plan check fees, totaled \$352,000 and ended the quarter \$283,000, or 44.5%, under budget expectations. Total plan check revenues collected through Q2-2018 totaled \$204,000 as compared to \$464,000 collected the same period last year. Plan check revenues collected in Q2-2018 include both commercial and residential projects, including projects at Boeing and the Outlet Collection as well as single family housing plans – most notably Willow Place.

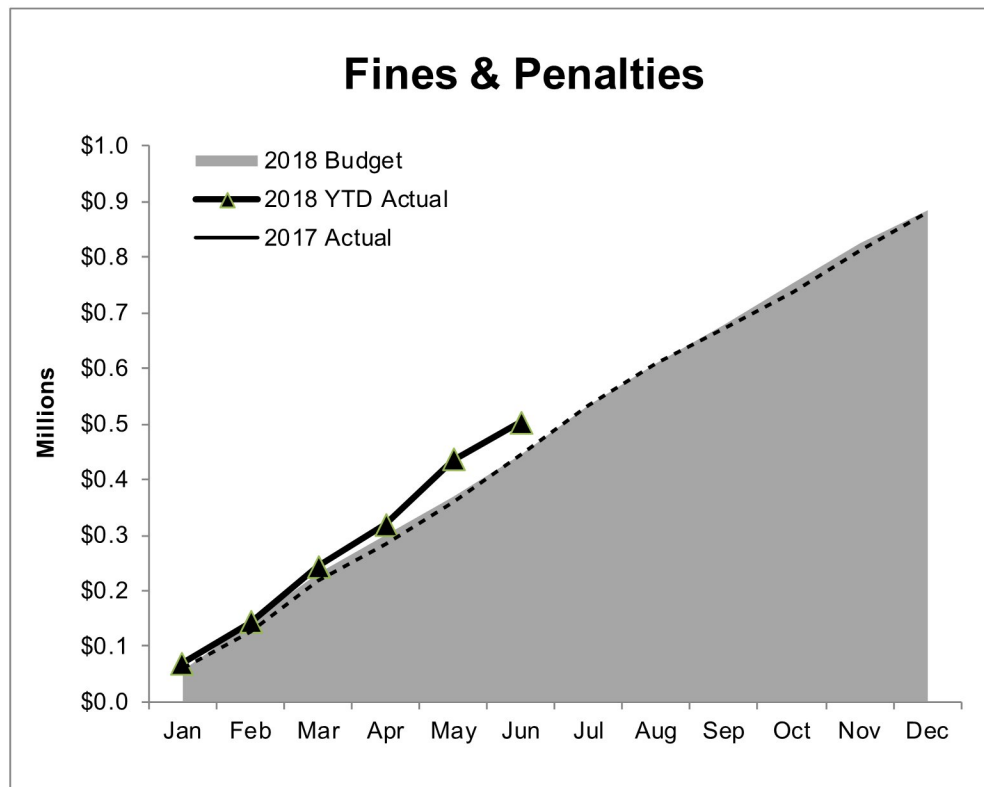


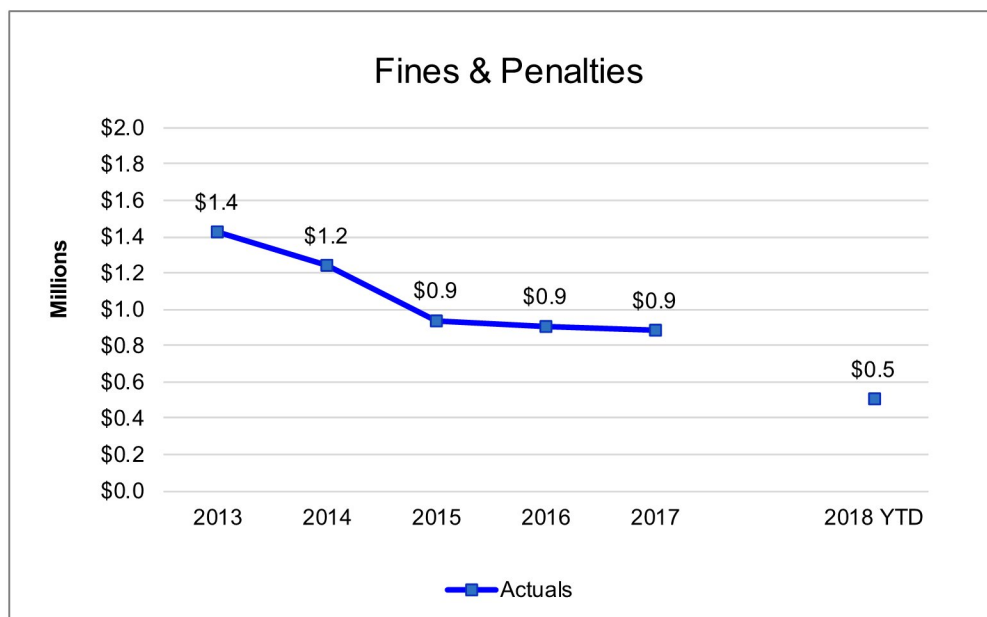
Culture and recreation revenues collected through Q2-2018 totaled \$1.4 million, exceeding collections in the same period last year by \$139,000 and exceeding Q2-2018 budget expectations by \$118,000. The majority of the year-over-year increase in revenues was seen in green fee revenues at the Auburn Golf Course and recreational class revenues. The majority of culture and recreation revenues are derived from greens fees and pro shop sales at the Auburn Golf Course, recreational classes, athletic league fees, and special events.



Fines & Penalties include traffic and parking infraction penalties, criminal fines (including criminal traffic, criminal non-traffic and other criminal offenses) as well as non-court fines such as false alarm fines. Total revenues collected through Q2-2018 totaled \$504,000 compared to a budget of \$446,000.

Fines & Penalties by Type Through June 2018							
Month	2017 YTD Actual	2018 YTD Budget	2018 YTD Actual	2018 vs. 2017 Actual		2018 vs. Budget	
				Amount	Percentage	Amount	Percentage
Civil Penalties	\$ 4,578	\$ 2,200	\$ 49,378	\$ 44,800	978.6 %	\$ 47,178	2,144.5 %
Civil Infraction Penalties	253,216	248,900	262,485	9,269	3.7 %	13,585	5.5 %
Redflex Photo Enforcement	6,063	0	4,616	(1,446)	(23.9) %	4,616	N/A %
Parking Infractions	74,384	76,300	68,184	(6,199)	(8.3) %	(8,116)	(10.6) %
Criminal Traffic Misdemeanor	28,366	20,500	28,616	250	0.9 %	8,116	39.6 %
Criminal Non-Traffic Fines	13,824	20,400	26,032	12,208	88.3 %	5,632	27.6 %
Criminal Costs	25,204	22,000	23,337	(1,867)	(7.4) %	1,337	6.1 %
Non-Court Fines & Penalties	38,292	55,600	40,938	2,646	6.9 %	(14,662)	(26.4) %
YTD Total	\$ 443,925	\$ 445,900	\$ 503,588	\$ 59,662	13.4 %	\$ 57,688	12.9 %





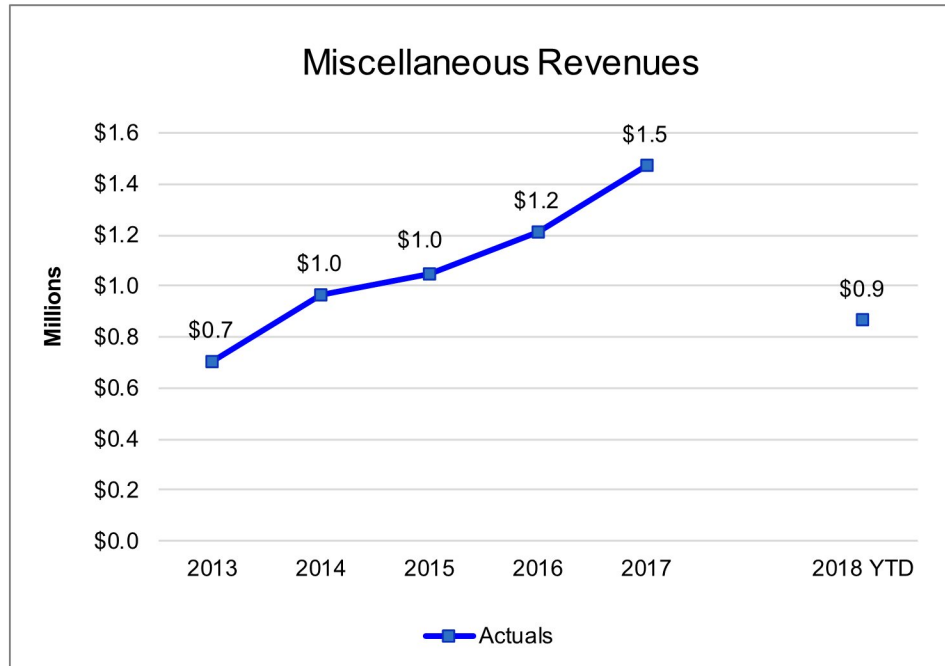
Miscellaneous revenues consist of investment earnings, income from facility rentals, contributions & donations, and other income including the quarterly purchasing card (P-card) rebate monies. Revenues collected in this category through Q2-2018 totaled \$868,000 and exceeded budget expectations by \$308,000. The majority of the increase in revenues was seen in interest and investments as well as the rents and leases category.

Miscellaneous Revenues by Type Through June 2018							
Month	2017 YTD Actual	2018 YTD Budget	2018 YTD Actual	2018 vs. 2017		2018 vs. Budget	
				Amount	Percentage	Amount	Percentage
Interest & Investments	\$ 96,597	\$ 29,700	\$ 176,279	\$ 79,683	82.5 %	\$ 146,579	493.5 %
Rents & Leases	447,860	403,000	525,096	77,236	17.2 %	122,096	30.3 %
Contributions & Donations	20,545	14,100	16,196	(4,349)	(21.2) %	2,096	14.9 %
Other Miscellaneous Revenue	123,142	112,700	150,102	26,960	21.9 %	37,402	33.2 %
YTD Total	\$ 688,144	\$ 559,500	\$ 867,673	\$ 179,529	26.1 %	\$ 308,173	55.1 %

Interest and investments revenues collected through Q2-2018 exceeded budget expectations by \$147,000. This year-over-year increase in investment revenue is primarily due to the increase in the State Investment Pool interest rate.

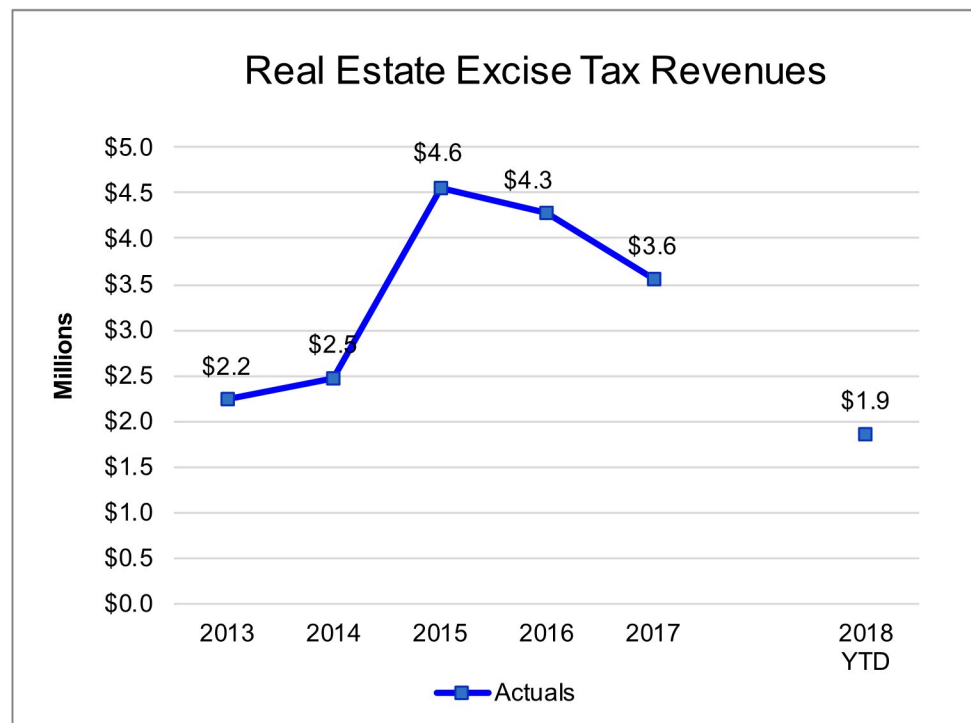
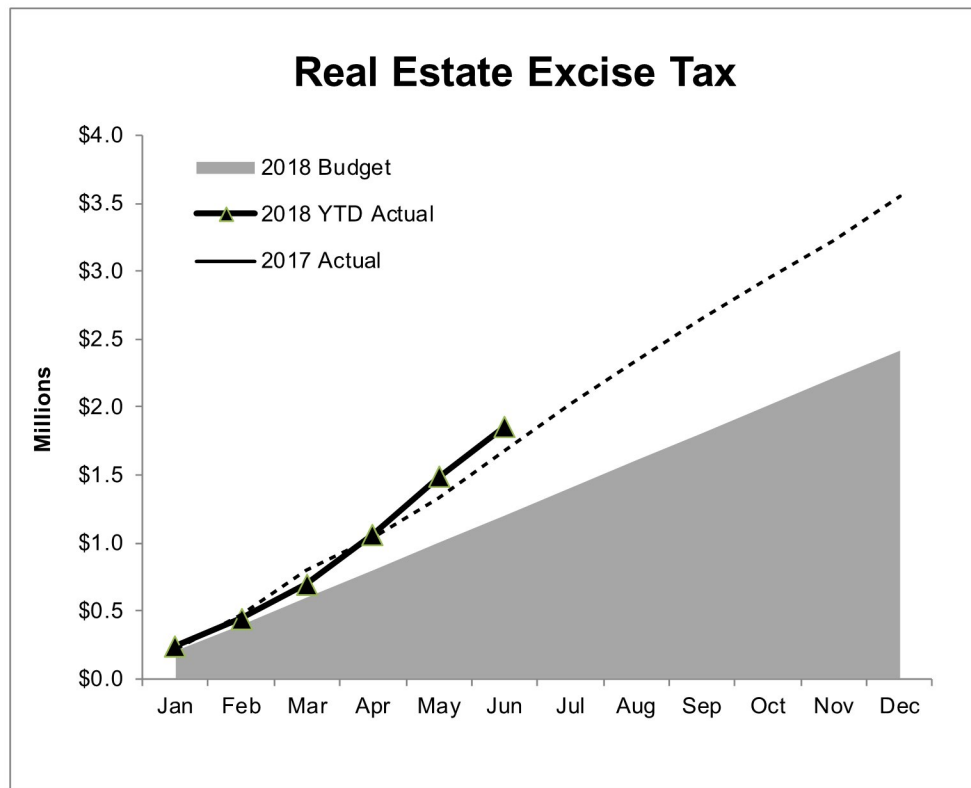
Rents and lease revenue collected through Q2-2018 totaled \$525,000 and was \$77,000 higher than what was collected through Q2-2017. The increase in revenues collected was seen in facility rentals: miscellaneous parks unearned revenue (deposits) through Q2-2018 increased by \$34,000 compared to collections through Q2-2017. In addition, golf cart rental revenues collected year-to-date were \$23,000 more than was collected through Q2-2017.

Lastly, other miscellaneous revenues exceeded budget expectations by \$37,000 mainly due to assessments for code compliance property abatements and sales of unclaimed property.



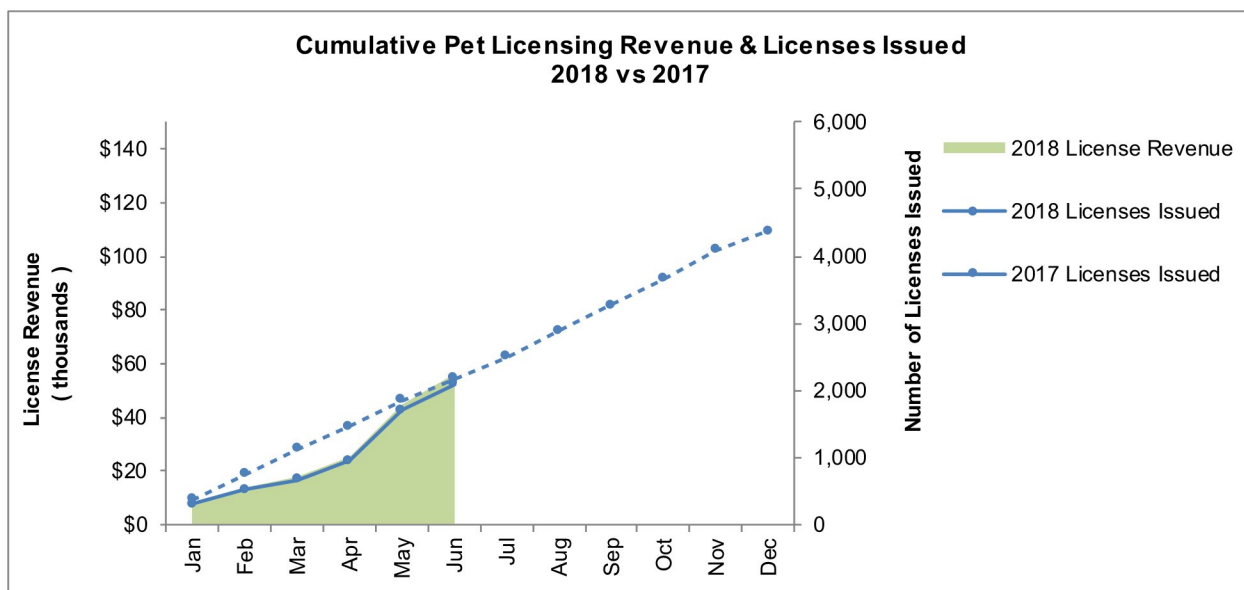
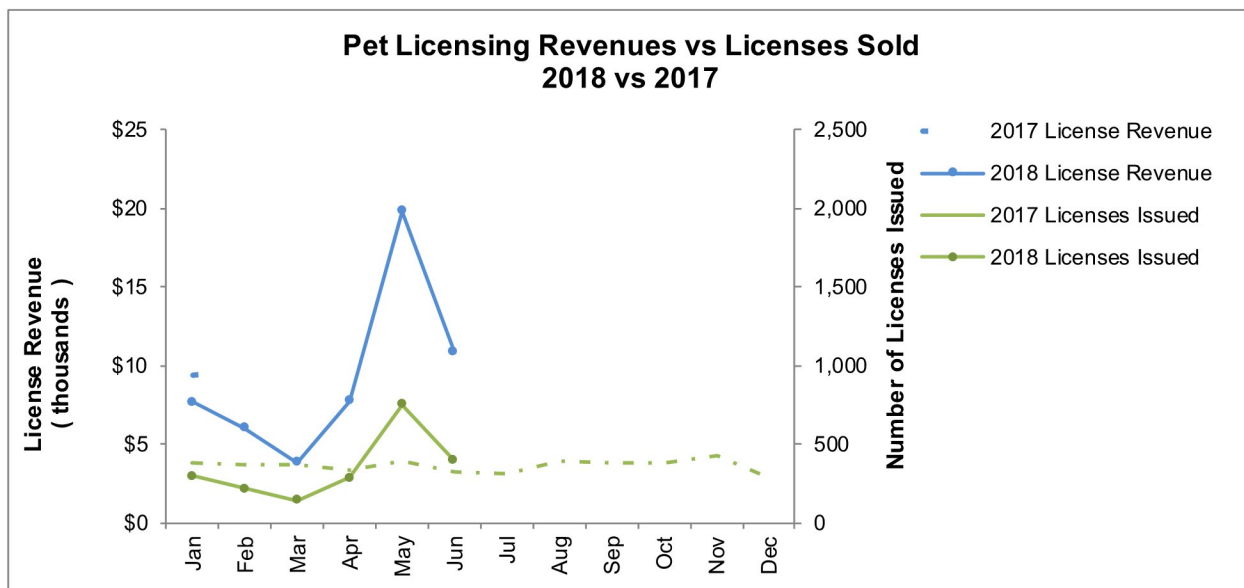
Real Estate Excise Tax (REET) revenue is receipted into the Capital Improvement Projects Fund and is used for governmental capital projects. REET revenues collected through Q2-2018 totaled \$1.9 million, exceeding budget expectations by \$653,000 and exceeding prior year collections through Q2-2017 by \$171,000. Real estate sales in Q2-2018 represent the sale of both commercial properties and single family residences. Commercial sales in Q2-2018 included the sale of several multi-family properties, vacant land, an auto dealership and the sale of a hotel and a motel.

Real Estate Excise Tax Revenues							
June 2018							
Month	2017 Actual	2018 Budget	2018 Actual	2018 vs. 2017		2018 vs. Budget	
				Amount	Percentage	Amount	Percentage
Jan	\$ 224,044	\$ 200,800	\$ 240,414	\$ 16,371	7.3 %	\$ 39,614	19.7 %
Feb	249,683	200,800	200,783	(48,899)	(19.6) %	(17)	(0.0) %
Mar	326,044	200,800	255,218	(70,826)	(21.7) %	54,418	27.1 %
Apr	234,480	200,800	362,999	128,519	54.8 %	162,199	80.8 %
May	299,251	200,800	427,054	127,803	42.7 %	226,254	112.7 %
Jun	353,807	200,800	371,816	18,009	5.1 %	171,016	85.2 %
YTD Total	\$ 1,687,310	\$ 1,204,800	\$ 1,858,286	\$ 170,976	10.1 %	\$ 653,486	54.2 %



Pet Licensing

Through the second quarter of 2018, 2,099 pet licenses were sold, resulting in \$55,995 in revenue. Through the second quarter of 2017, 2,178 licenses were sold, resulting in \$56,315 in revenue. As of March 2018, pet licensing services are provided by the Auburn Valley Humane Society. Previously these services were provided by PetData.



Street Funds

This section provides a financial overview of the City's three street funds for the quarter ending June 30, 2018. The City's three street funds include the Arterial Street Fund (Fund 102), the Local Street Fund (Fund 103), and the Arterial Street Preservation Fund (Fund 105).

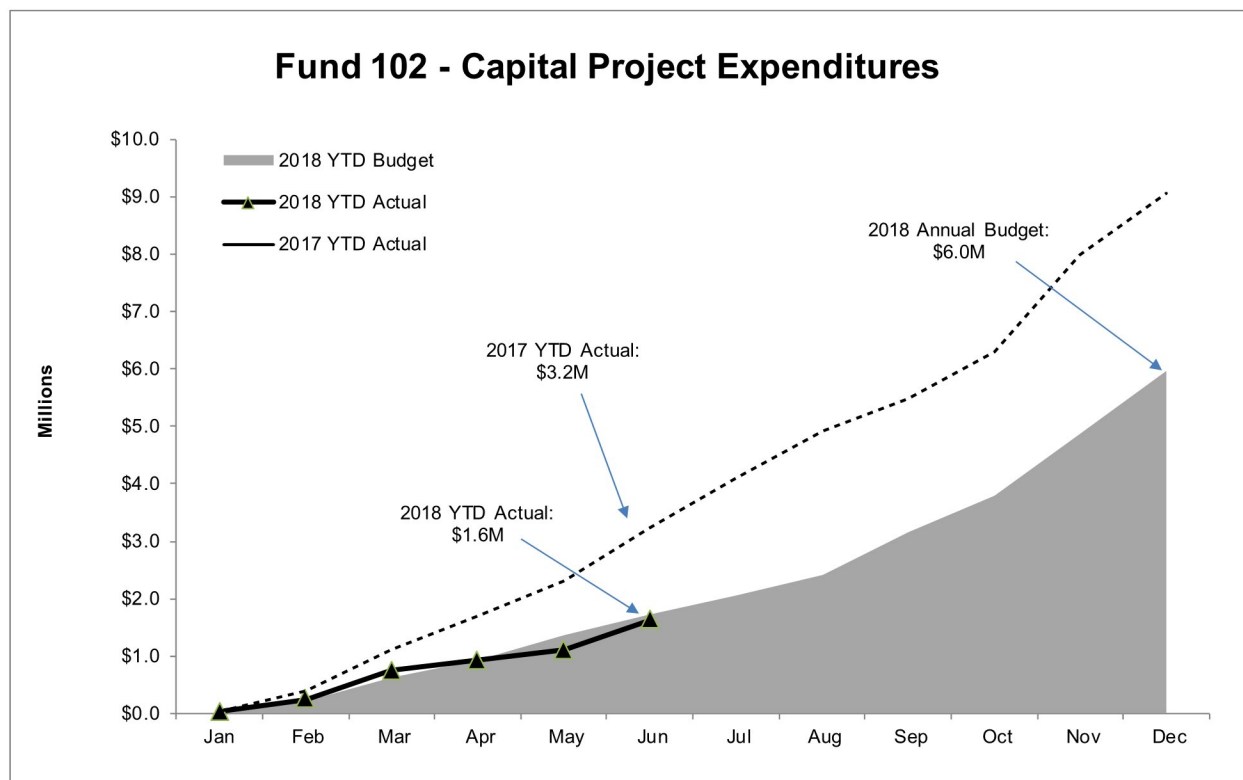
Fund 102 – Arterial Street Fund

The Arterial Street Fund is a special revenue fund that is funded by transportation grants, traffic impact fees, a portion of the City's gas tax receipts, Public Works Trust Fund loans, developer contributions, and other sources. As of June 30, 2018 there were 25 separate street projects budgeted in this fund.

Through June, revenues collected totaled \$1.3 million as compared with collections of \$2.8 million through Q2-2017. Total expenditures through Q2-2018 were \$2.1 million as compared to \$3.5 million expended through Q2-2017. Variances in revenues and expenditures are largely due to the timing of capital expenditures and any subsequent reimbursement via federal grants, as well as the current phase of individual capital projects.

Fund 102 - Arterial Street Summary of Sources and Uses Report Period: June 2018	2018			2017	2018 YTD Budget vs. Actual	
	Annual	YTD	YTD	YTD	Favorable (Unfavorable)	
	Budget	Budget	Actual	Actual	Amount	Percentage
Revenues						
Federal Grants	\$ 2,247,600	\$ 766,290	\$ 323,675	\$ 1,842,767	\$ (442,616)	(57.8) %
State Grants	176,500	53,043	-	190,278	(53,043)	(100.0) %
Motor Vehicle Fuel and Multimodal Taxes	585,000	277,729	303,360	265,954	25,631	9.2 %
Developer Contributions	-	-	-	46,233	-	
Miscellaneous Revenue	466,200	155,400	1,313	-	(154,087)	(99.2) %
Other Governmental Agencies	-	-	-	-	-	
Public Works Trust Fund Loans	-	-	-	-	-	
Operating Transfer In	1,833,417	735,721	613,996	470,254	(121,725)	(16.5) %
Investment Income	2,600	1,177	14,465	4,723	13,287	1128.5 %
Total Revenues	\$ 5,311,317	\$ 1,989,361	\$ 1,256,809	\$ 2,820,209	\$ (732,552)	(36.8) %
Expenditures						
Salary and Benefits	\$ 551,000	\$ 283,810	\$ 196,445	\$ 354,273	\$ 87,365	30.8 %
Capital Outlay	5,418,300	1,786,210	1,431,033	2,885,700	355,177	19.9 %
Subtotal - Capital Project Expenditures	5,969,300	2,070,020	1,627,477	3,239,973	442,542	21.4 %
Services and Charges	405,200	49,361	170,642	36,068	(121,282)	(245.7) %
Interfund Payments for Services	78,859	39,430	39,432	38,340	(3)	(0.0) %
Debt Service Principal and Interest	208,818	208,818	208,817	209,511	1	0.0 %
Operating Transfer Out	55,615	27,808	15,490	6,139	12,318	44.3 %
Total Expenditures	\$ 6,717,792	\$ 2,395,435	\$ 2,061,858	\$ 3,530,031	\$ 333,577	13.9 %
Net Change in Fund Balance	\$ (1,406,475)	\$ (406,074)	\$ (805,049)	\$ (709,822)	\$ (398,975)	98.3 %

Beg. Fund Balance, January 2018	\$ 2,584,136
Net Change in Fund Balance, June 2018	(805,049)
Ending Fund Balance, June 2018	\$ 1,779,087
2018 Budgeted Ending Fund Balance	\$ 1,177,661



This table presents the status of the projects with the most significant budget impact on the fund:

Fund 102 - Arterial Street			
Capital Projects Status *			
Name	Annual Budget	YTD Actual	Remaining
22nd St NE & I St NE Intersection	\$1.1M	\$0.6M	\$0.6M
AWS Corridor Safety Improvements	\$0.8M	\$0.5M	\$0.4M
A St SE & 37th St SE	\$0.8M	\$0.1M	\$0.7M
All Other Projects (21 Others Budgeted)	\$3.2M	\$0.5M	\$2.7M
Total	\$6.0M	\$1.6M	\$4.3M

*Components may not sum to total due to rounding.

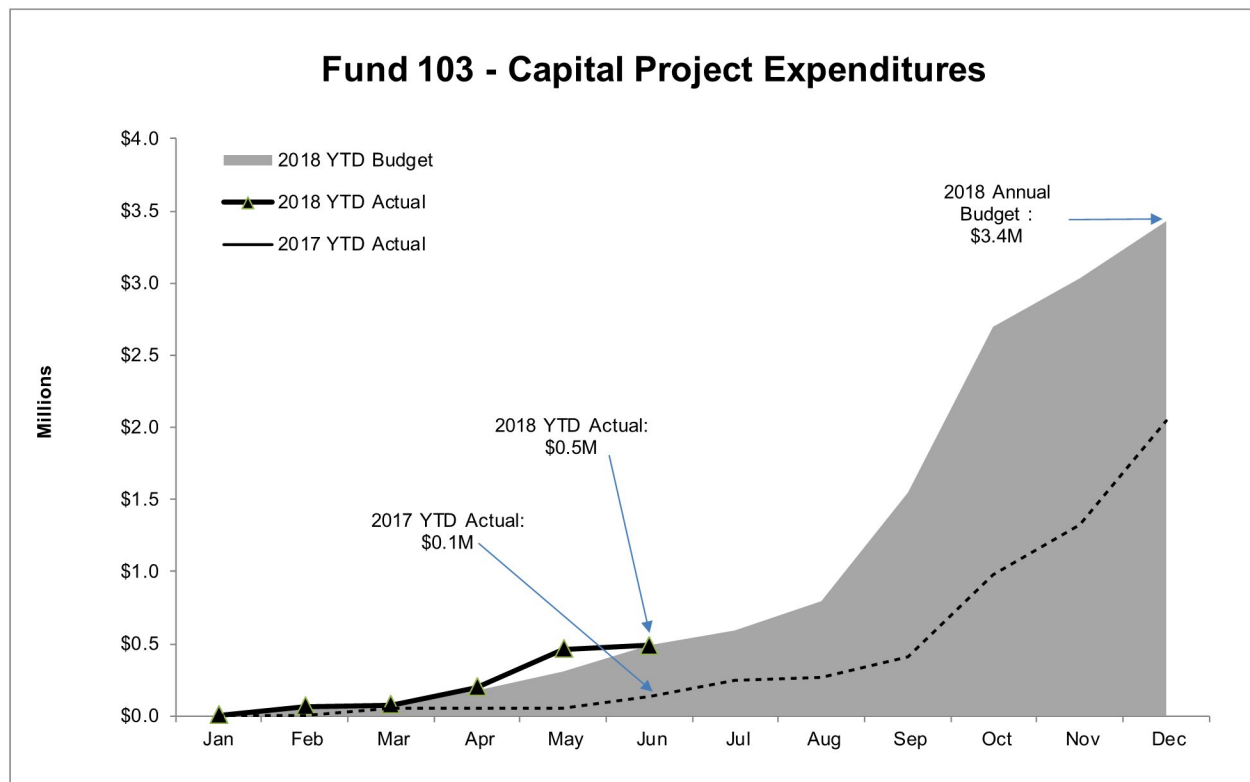
Notes:

- Due to weather, including a wet spring, many projects will not be completed until later in 2018 and new projects will be moving into construction in the third and fourth quarters of 2018.

Fund 103 – Local Street Fund

The Local Street Fund is a special revenue fund where the revenues from sales taxes on construction are used for local street repair. Through June 30, 2018 revenues in this fund totaled \$1.3 million, exceeding year-to-date budget expectations by \$390,000 due to higher than anticipated sales tax revenues from local construction projects. This is consistent with collections of \$1.4 million through Q2-2017. Total expenditures through Q2-2018 were \$563,000 and compare to expenditures of \$210,000 through Q2-2017. Historically, well over half of this fund's annual expenditures occur in the final four months of each year due to the weather sensitivity of pavement construction (this work needs to be done primarily in the summer and early fall). Highlighted in the table below and shown in the following graph are the fund's total expenditures related to capital projects.

Fund 103 - Local Street Fund Summary of Sources and Uses Report Period: June 2018	2018			2017	2018 YTD Budget vs. Actual	
	Annual Budget	YTD Budget	YTD Actual	YTD Actual	Favorable (Unfavorable)	
					Amount	Percentage
Revenues						
Sales Tax on Construction	\$ 1,750,000	\$ 774,167	\$ 1,139,316	\$ 1,196,893	\$ 365,149	47.2 %
Operating Transfer In	150,000	150,000	150,000	150,000	-	0.0 %
Interest Earnings	9,100	4,175	28,630	11,881	24,456	585.8 %
Total Revenues	\$ 1,909,100	\$ 928,342	\$ 1,317,946	\$ 1,358,774	\$ 389,604	42.0 %
Expenditures						
Salary and Benefits	\$ 148,817	\$ 68,039	\$ 66,926	\$ 64,852	\$ 1,112	1.6 %
Capital Project Expenditures	3,429,298	715,640	487,757	133,420	227,884	31.8 %
Services and Charges	700	350	2,236	294	(1,886)	(538.1) %
Interfund Payments for Services	12,239	6,120	6,120	5,958	(1)	(0.0) %
Operating Transfer Out	516	258	145	5,700	113	43.9 %
Total Expenditures	\$ 3,591,570	\$ 790,407	\$ 563,184	\$ 210,224	\$ 227,223	28.7 %
Net Change in Fund Balance	\$ (1,682,470)	\$ 137,935	\$ 754,762	\$ 1,148,550	\$ 616,827	447.2 %
Beg. Fund Balance, January 2018	\$ 2,943,350					
Net Change in Fund Balance, June 2018	754,762					
Ending Fund Balance, June 2018	<u>\$ 3,698,112</u>					
2018 Budgeted Ending Fund Balance	\$ 1,260,880					



This table presents the status of the projects with the most significant budget impact on the fund:

Fund 103 - Local Street			
Capital Projects Status*			
Name	Annual Budget	YTD Actual	Remaining
2018 Local Street Pavement Reconstruction	\$1.8M	\$0.1M	\$1.7M
2018 Citywide Pavement Patching & Overlay	\$0.9M	\$0.0M	\$0.9M
2017 Local Street Reconstruction & Preservation	\$0.7M	\$0.4M	\$0.3M
All Other Projects (1 Other Budgeted)	\$0.1M	\$0.0M	\$0.1M
Total	\$3.4M	\$0.5M	\$2.9M

*Components may not sum to total due to rounding.

Notes:

- The 2017 Local Street Reconstruction Project began construction in 2017 and has continued into 2018 due to weather limitations in 2017. The carry-forward for this project was approved in 2018 BA#4.
- 2018 Local Street Pavement Reconstruction was awarded by Council on 6/18/2018.
- 2018 Citywide Pavement Patching and Overlay was awarded by Council on 6/25/2018.

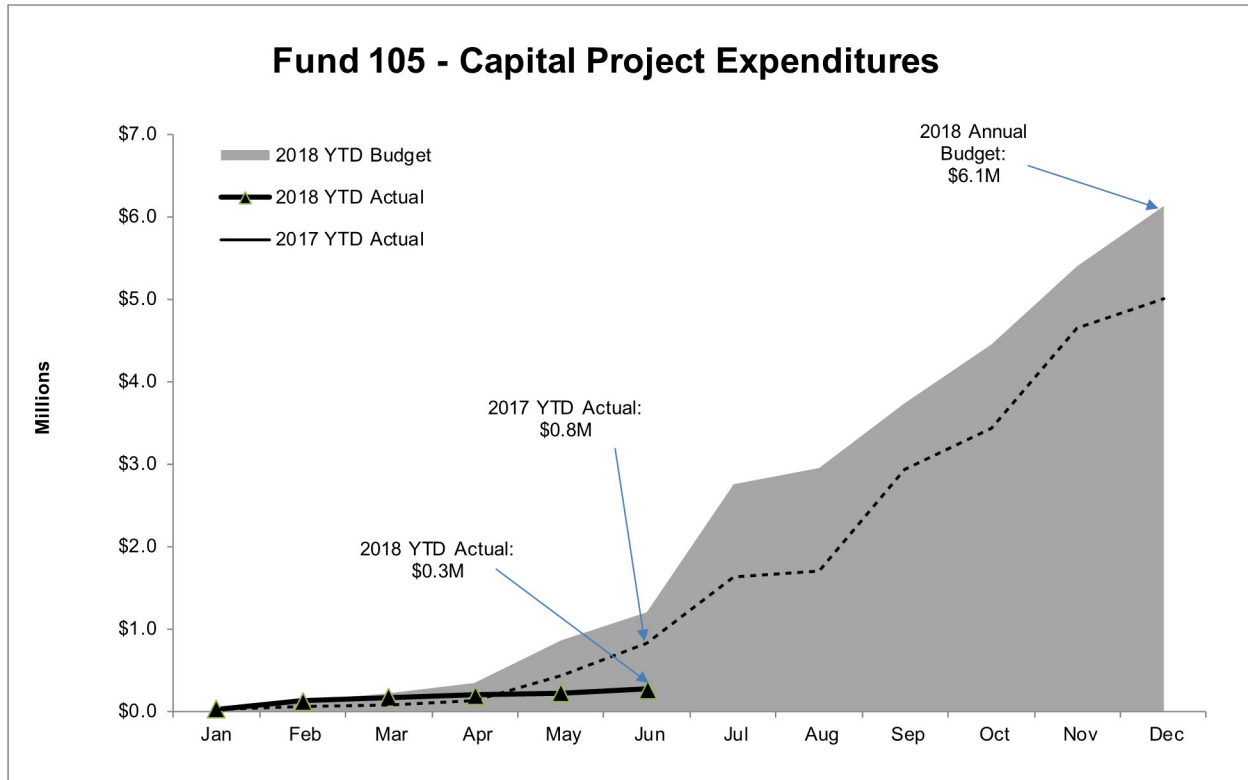
Fund 105 – Arterial Street Preservation Fund

The Arterial Street Preservation Fund is a special revenue fund which is primarily funded by a 1.0% utility tax that was adopted by Council in 2008; these utility tax revenues are restricted for arterial street repair and preservation projects. Major projects budgeted within the Arterial Street Preservation Fund in 2018 include 15th Street NE/NW Preservation, South 277th Street Preservation, and Citywide Pavement Patching and Overlay. Through Q2-2018, revenues totaled \$1.2 million, approximately \$56,000 higher than the same period last year.

Total expenditures through Q2-2018 were \$266,000, as compared to expenditures of \$831,000 through Q2-2017. Historically, the majority of this fund's expenditures occur in the second half of each year due to the weather sensitivity of pavement construction (this work needs to be done primarily in the summer and early fall). Highlighted in the table below and shown in the following graph are the fund's total expenditures related to capital projects.

Fund 105 - Arterial Street Preservation Summary of Sources and Uses Report Period: June 2018	2018			2017	2018 YTD Budget vs. Actual	
	Annual Budget	YTD Budget	YTD Actual	YTD Actual	Favorable (Unfavorable)	
					Amount	Percentage
Revenues						
City Utility Tax	\$ 700,000	\$ 344,771	\$ 308,195	\$ 309,244	\$ (36,576)	(10.6) %
Electric Utility Tax	715,600	390,036	409,718	399,626	19,682	5.0 %
Natural Gas Utility Tax	201,200	134,984	139,803	145,452	4,819	3.6 %
Cable TV Tax	197,200	97,565	103,243	103,788	5,678	5.8 %
Telephone Utility Tax	281,600	146,167	126,231	142,237	(19,936)	(13.6) %
Garbage Utility Tax (External Haulers)	-	-	10,746	10,571	10,746	
Grants	1,511,840	219,950	68,224	25,065	(151,726)	(69.0) %
Developer Mitigation Fees	-	-	-	-	-	
Operating Transfer In	2,212,400	2,212,400	33,845	14,647	(2,178,555)	(98.5) %
Interest Earnings	4,900	2,450	19,095	12,531	16,645	679.4 %
Total Revenues	\$ 5,824,740	\$ 3,548,323	\$ 1,219,099	\$ 1,163,162	\$ (2,329,224)	(65.6) %
Expenditures						
Salary and Benefits	\$ 225,000	\$ 84,789	\$ 170,299	\$ 199,979	\$ (85,510)	(100.8) %
Capital Outlay	5,895,840	2,369,517	95,379	620,468	2,274,138	96.0 %
Subtotal - Capital Project Expenditures	6,120,840	2,454,306	265,678	820,447	2,188,628	89.2 %
Supplies	-	-	-	-	-	
Services and Charges	150,000	-	-	-	-	
Operating Transfer Out	46,100	46,100	-	10,197	46,100	100.0
Total Expenditures	\$ 6,316,940	\$ 2,500,406	\$ 265,678	\$ 830,644	\$ 2,234,728	89.4 %
Net Change in Fund Balance	\$ (492,200)	\$ 1,047,917	\$ 953,421	\$ 332,518	\$ (94,496)	(9.0) %

Beg. Fund Balance, January 2018	\$ 2,039,837
Net Change in Fund Balance, June 2018	953,421
Ending Fund Balance, June 2018	\$ 2,993,258
2018 Budgeted Ending Fund Balance	\$ 1,547,637



This table presents the status of the projects with the most significant impacts on the fund:

Fund 105 - Arterial Street Preservation			
Capital Projects Status*			
Name	Annual Budget	YTD Actual	Remaining
15th St NE/NW Preservation	\$2.2M	\$0.1M	\$2.1M
S 277th Street Preservation	\$1.3M	\$0.1M	\$1.3M
2018 Citywide Pavement and Patching Overlay	\$1.7M	\$0.0M	\$1.6M
All Other Projects (4 Others Budgeted)	\$1.0M	\$0.1M	\$0.9M
Total	\$6.1M	\$0.3M	\$5.9M

*Components may not sum to total due to rounding.

Notes:

- Construction on the 15th Street NE/NW Preservation project was delayed from 2017 to 2018 due to the Puget Sound Regional Council's (PSRC's) modification of the Grant's obligation year to FY 2018. This revision was part of a region-wide effort to address federal grant funding restrictions for FY 2017, 2018, 2019 and 2020, and means that funds could not be expended until 2018.
- 15th Street NE/NW Preservation was awarded by Council on 5/7/2018.
- South 277th Street Preservation was awarded by Council on 7/16/2018.
- 2018 Citywide Pavement Patching and Overlay was awarded by Council on 6/25/2018.

Fund 124 – Mitigation Fees

The Mitigation Fees Fund is a special revenue fund funded from revenues from fees for new development that are assessed at the time applications are received for development activity. These funds are used to mitigate costs associated with City growth. Through Q2-2018, revenues were below budget expectations, at 23.7% of the annual budgeted amount. This variance is largely due to a decrease in single-family housing development, which is the source of parks impact fees and a significant source of transportation impact fees. Expenditures were also below budget due to the timing of capital projects funded by these revenues.

Fund 124 - Mitigation Fees				BUDGET		
Summary of Sources and Uses				Ending		
Report Period Through:				Fund Balance		
June 2018						
	YTD ACTUALS					
	Revenues	Expenditures	Ending Fund Balance	Revenues	Expenditures	Ending Fund Balance
Transportation Impact Fees	\$ 202,285	\$ 512,053	\$ 4,906,702	\$ 800,000	\$ 1,498,517	\$ 4,517,955
Transportation Mitigation Fees	-	101,943	132,362	-	188,800	45,505
Fire Impact Fees	112,507	-	198,880	100,000	50,000	136,373
Fire Mitigation Fees	-	-	81	-	-	81
Parks Impact Fees	49,000	169,455	5,209,681	600,000	967,000	4,963,136
Parks Mitigation Fees	-	-	335,302	-	-	335,302
School Impact Admin Fees	774	-	56,889	12,000	-	68,115
Wetland Mitigation Fees	-	-	69,661	-	31,600	38,061
Interest and Investment Income	89,995	-	89,995	8,200	-	8,200
Fees in Lieu of Improvements	-	-	123,313	-	-	123,313
Operating Transfers	-	-	-	400,000	100,000	300,000
Total	\$ 454,562	\$ 783,451	\$ 11,122,866	\$ 1,920,200	\$ 2,835,917	\$ 10,536,041

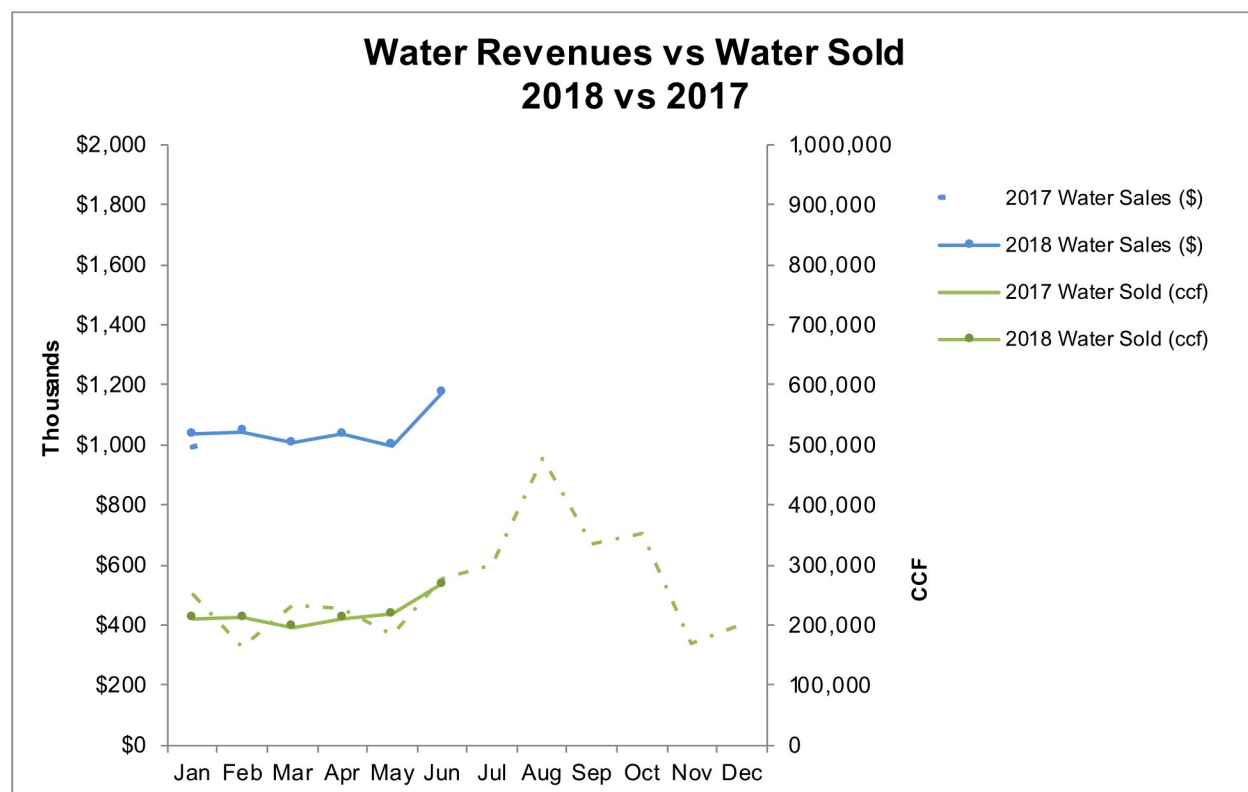
Beginning Fund Balance, January 2018	\$ 11,451,755
Net Change in Fund Balance, June 2018	(328,889)
Ending Fund Balance, June 2018	\$ 11,122,866
2018 Budgeted Ending Fund Balance	\$ 10,536,041

Enterprise Funds

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

Through June 30, 2018 the **Water Utility** had operating income before depreciation of \$2.1 million as compared with \$2.0 million during the same period last year. Revenues are on track with budget expectations, and are expected to increase during the second half of the year due to increased water consumption during the summer months.

Water sales by volume through Q2-2018 totaled 1.31 million hundred cubic feet (ccf), compared to 1.34 million ccf through Q2-2017, representing a 1.8% decrease. This is part of a general trend of decreased year-over-year water consumption per account due largely to conservation efforts and appliance efficiency improvements. Additionally, the City has not provided water to Water District #111 since its take-or-pay agreement expired and the Interlocal Agreement was amended; whereas, through Q2-2017, Water District #111 consumed 39,300 ccf of water.



The **Sewer Utility** finished Q2-2018 with operating income before depreciation of \$1.0 million as compared to operating income of \$1.2 million through Q2-2017. This decrease is due primarily to lower revenue from charges for service.

The **Stormwater Utility** ended Q2-2018 with operating income before depreciation of \$1.3 million compared with \$1.5 million through Q2-2017. This decrease is due primarily to increases in operating expenditures.

Through Q2-2018, the **Solid Waste Utility** Fund had \$7.7 million in operating revenues, compared to \$7.3 million in operating expenditures, resulting in an increase in Working Capital of \$376,000.

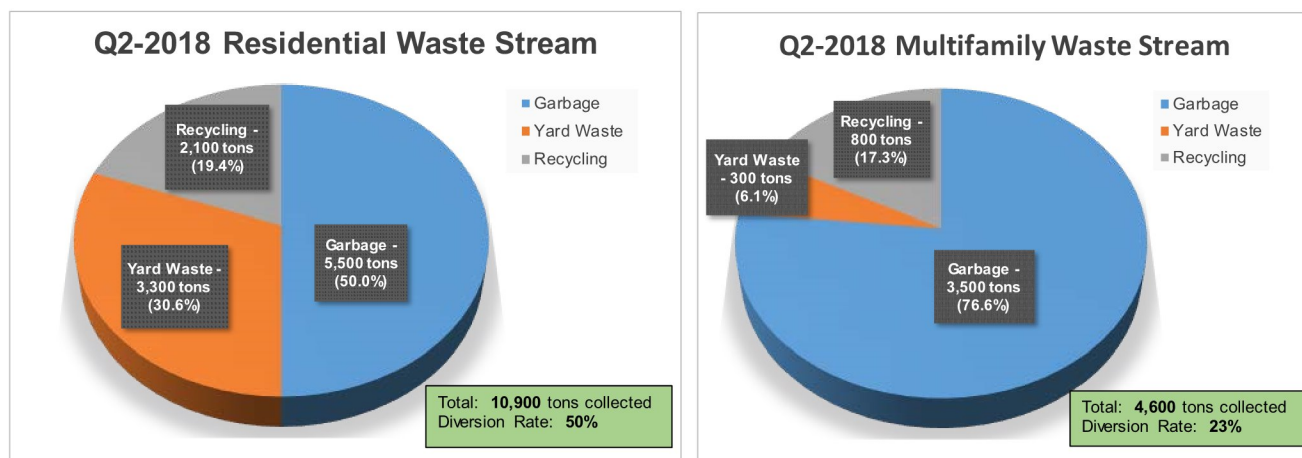
The City of Auburn's Solid Waste services are outsourced to Waste Management and to Republic Services, who manages the contract for the annexed areas. As of June 2018, Waste Management serviced 15,479 customers (79% of customers) and Republic Services serviced 4,069 customers (21% of customers).

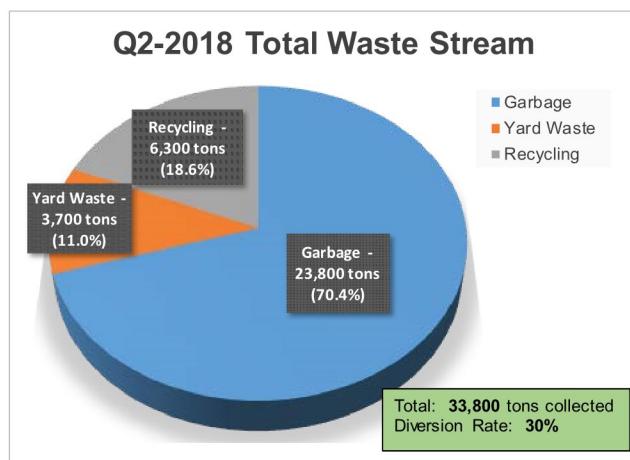
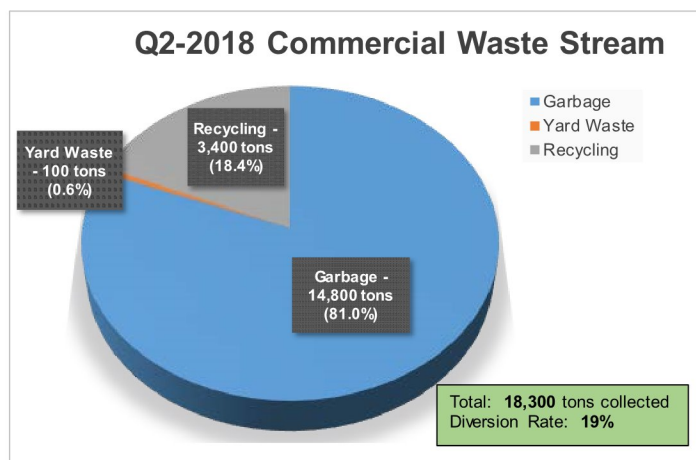
The current mix of customer account types is:

- 90% Residential
- 8% Commercial
- 2% Multifamily

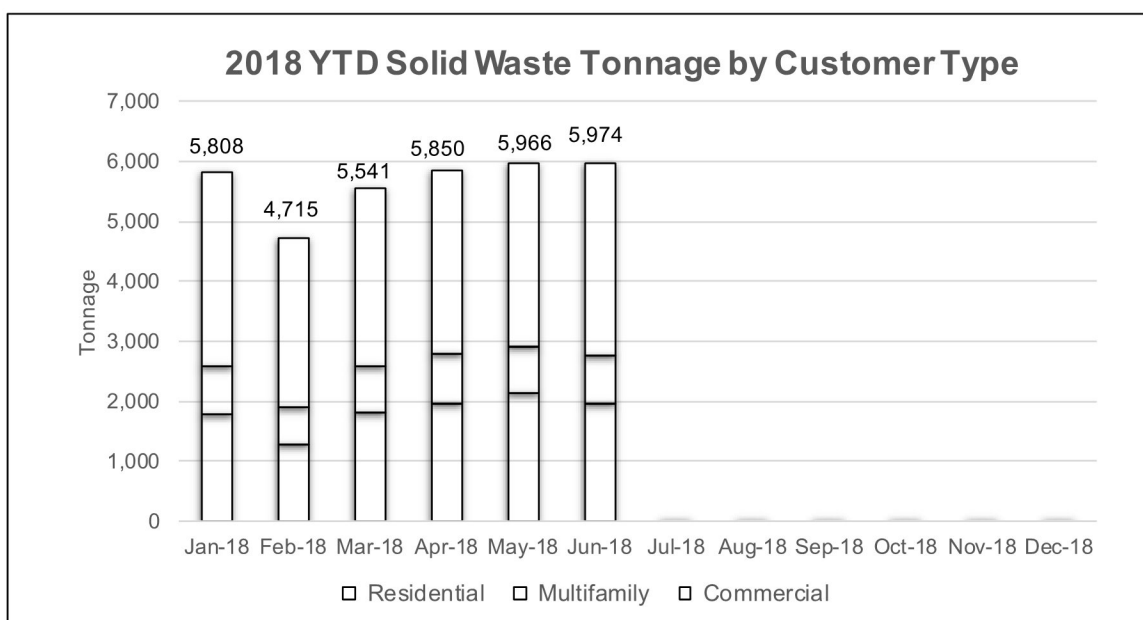
The "diversion rate" is a measure of how much generated waste is not sent to the landfill; i.e., waste that is either recycled or collected yard waste. Through Q2-2018, the total diversion rate was 30%, which represents a total of 10,000 tons of waste that was diverted from landfills.

Q2-2018 Tons Collected and Diversion Rates:

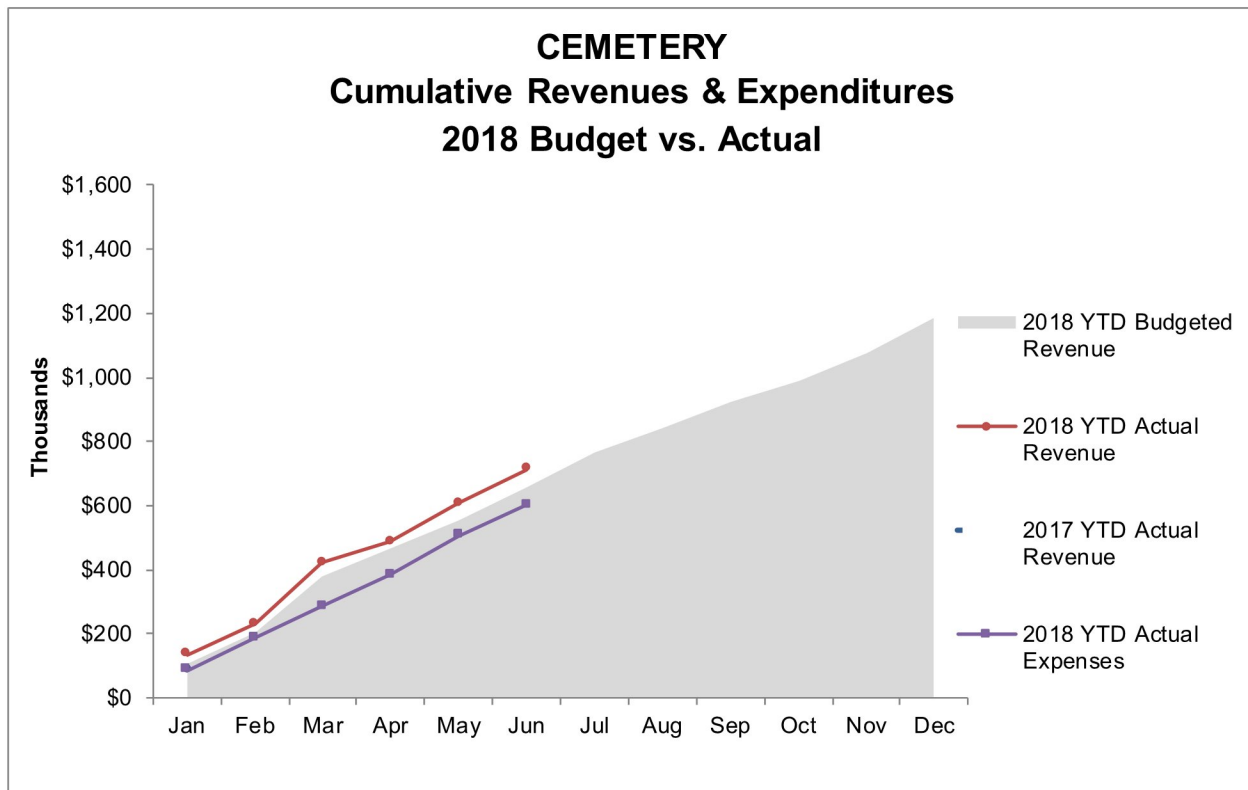




Of the total tonnage collected through Q2-2018, 32% was collected from residential customers, 14% from multifamily customers, and 54% from commercial customers, as shown in the following graph.



Through Q2-2018 the **Cemetery Fund** experienced operating income of \$111,000, as compared with an operating income of \$100,000 through Q2-2017. This variance is mainly due to increased revenue from lot sales.



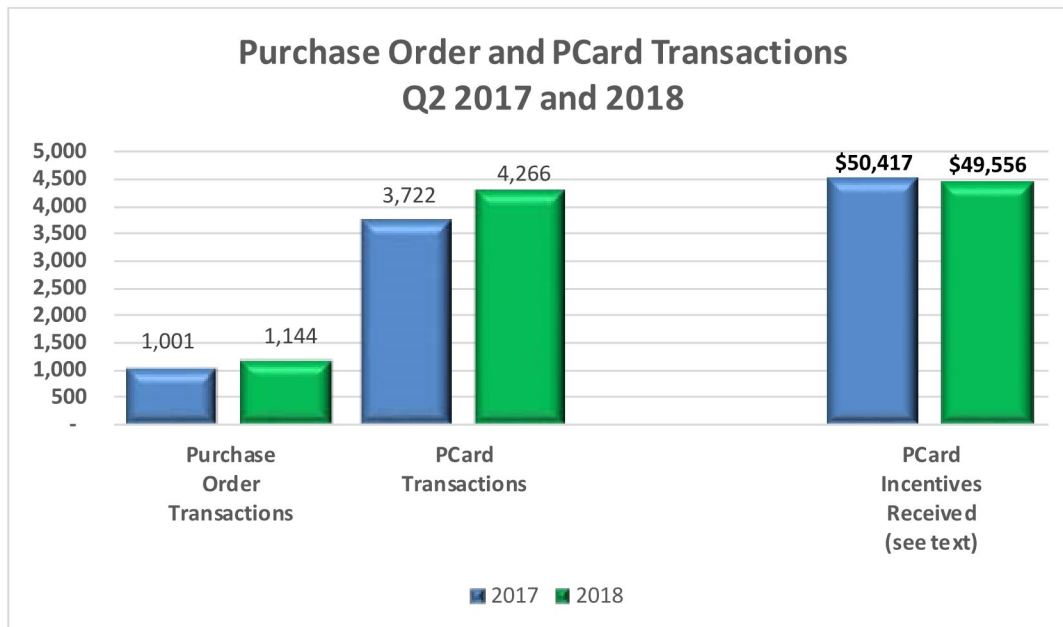
Internal Service Funds

Operating expenditures within the **Insurance Fund** represent the premium cost pool that will be allocated monthly to other City funds over the course of 2018. As a result, the expenditure balance will gradually diminish each month throughout the year.

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

P-Card Statistics

The City has been actively promoting the use of P-Cards in lieu of purchase orders to minimize effort and maximize incentive payments from the vendor and the State. In Q2-2018, 4,266 P-Card transactions were processed as compared with 1,144 purchase order transactions. Total incentive payments received from US Bank in Q2-2018 totaled \$24,863. These are estimated payments since the quarterly rebate checks are not actually received until the next quarter. Additionally, there is an annual incentive payment from the State that is received in Q2 of each year. The annual State incentive payment for 2017 was \$24,693 and was received in April of 2018.



Contact Information

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

City of Auburn
Investment Portfolio Summary
June 30, 2018

Investment Type	Purchase Date	Purchase Price	Maturity Date	Yield to Maturity
State Investment Pool	Various	\$ 119,099,522	Various	1.89%
KeyBank Money Market	Various	4,953,893	Various	0.02%
OpusBank Public Interest Acct	Various	10,104,958	Various	1.97%
FNMA	3/11/2016	998,844	2/22/2019	1.20%
FHLB	2/28/2018	2,000,000	2/28/2023	2.65%
FFCB	5/21/2018	2,000,000	10/21/2019	2.48%
FAMCA	6/27/2018	2,000,000	1/0/1900	2.50%
Total Cash & Investments		<u>\$ 141,157,217</u>		<u>1.850%</u>

Investment Mix	% of Total	Summary	
State Investment Pool	84.4%	Current 6-month treasury rate	2.11%
KeyBank Money Market	3.5%	Current State Pool rate	1.89%
OpusBank Public Interest Acct	7.2%	KeyBank Money Market	0.02%
FNMA	0.7%	OpusBank Public Interest Acct	1.97%
FHLB	1.4%	Blended Auburn rate	1.85%
FFCB	1.4%		
FAMCA	1.4%		
	<u>100.0%</u>		

SALES TAX SUMMARY

JUNE 2018 SALES TAX DISTRIBUTIONS (FOR APRIL 2018 RETAIL ACTIVITY)

NAICS	CONSTRUCTION	2017 Annual Total (Nov '16-Oct '17)	2017 YTD (Nov '16-Apr '17)	2018 YTD (Nov '17-Apr '18)	YTD % Diff
236	Construction of Buildings	1,503,231	673,927	655,180	-2.8%
237	Heavy and Civil Construction	209,928	87,476	68,876	-21.3%
238	Specialty Trade Contractors	918,947	435,490	415,260	-4.6%
TOTAL CONSTRUCTION		\$ 2,632,107	\$ 1,196,893	\$ 1,139,316	-4.8%
Overall Change from Previous Year				\$ (57,577)	

NAICS	MANUFACTURING	2017 Annual Total (Nov '16-Oct '17)	2017 YTD (Nov '16-Apr '17)	2018 YTD (Nov '17-Apr '18)	YTD % Diff
311	Food Manufacturing	4,642	2,777	3,217	15.8%
312	Beverage and Tobacco Products	7,842	3,557	6,214	74.7%
313	Textile Mills	264	93	297	221.5%
314	Textile Product Mills	1,501	658	760	15.4%
315	Apparel Manufacturing	227	81	145	79.9%
316	Leather and Allied Products	46	25	24	-4.8%
321	Wood Product Manufacturing	16,528	7,934	6,628	-16.5%
322	Paper Manufacturing	15,254	8,455	4,093	-51.6%
323	Printing and Related Support	54,391	26,574	24,501	-7.8%
324	Petroleum and Coal Products	1,040	339	5,511	1526.1%
325	Chemical Manufacturing	15,982	8,548	5,868	-31.4%
326	Plastics and Rubber Products	8,856	3,884	4,791	23.3%
327	Nonmetallic Mineral Products	17,749	7,728	7,698	-0.4%
331	Primary Metal Manufacturing	818	496	683	37.7%
332	Fabricated Metal Product Manuf	28,618	17,694	11,740	-33.7%
333	Machinery Manufacturing	18,216	7,961	13,530	69.9%
334	Computer and Electronic Product	32,957	10,763	3,481	-67.7%
335	Electric Equipment, Appliances	1,103	449	346	-22.9%
336	Transportation Equipment Man	385,842	242,605	214,293	-11.7%
337	Furniture and Related Products	34,157	10,555	10,490	-0.6%
339	Miscellaneous Manufacturing	31,567	13,312	15,698	17.9%
TOTAL MANUFACTURING		\$ 677,596	\$ 374,489	\$ 340,007	-9.2%
Overall Change from Previous Year				\$ (34,482)	

NAICS	TRANSPORTATION AND WAREHOUSING	2017 Annual Total (Nov '16-Oct '17)	2017 YTD (Nov '16-Apr '17)	2018 YTD (Nov '17-Apr '18)	YTD % Diff
481	Air Transportation	2	2	0	-100.0%
482	Rail Transportation	20,972	18,157	13,351	-26.5%
484	Truck Transportation	4,014	1,884	2,780	47.6%
485	Transit and Ground Passengers	-3,390	-3,390	34	-101.0%
488	Transportation Support	51,246	23,404	27,619	18.0%
491	Postal Service	274	149	659	343.2%
492	Couriers and Messengers	1,859	524	1,074	105.1%
493	Warehousing and Storage	13,526	6,516	7,474	14.7%
TOTAL TRANSPORTATION		\$ 88,502	\$ 47,245	\$ 52,991	12.2%
Overall Change from Previous Year				\$ 5,746	

NAICS	WHOLESALE TRADE	2017 Annual Total (Nov '16-Oct '17)	2017 YTD (Nov '16-Apr '17)	2018 YTD (Nov '17-Apr '18)	YTD % Diff
423	Wholesale Trade, Durable Goods	1,080,558	509,344	603,177	18.4%
424	Wholesale Trade, Nondurable	278,097	129,173	139,479	8.0%
425	Wholesale Electronic Markets	4,428	3,143	2,172	-30.9%
TOTAL WHOLESALE		\$ 1,363,083	\$ 641,660	\$ 744,827	16.1%
Overall Change from Previous Year				\$ 103,168	

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

a. WA State Dept of Revenue audit adjustment to sales tax returns for period of April 2017 (adjustment: - \$29,746).

b. WA State Dept of Revenue audit adjustment to sales tax returns for period of October 2017 (adjustment: \$36,668).

NAICS	AUTOMOTIVE	2017 Annual Total (Nov '16-Oct '17)	2017 YTD (Nov '16-Apr '17)	2018 YTD (Nov '17-Apr '18)	YTD % Diff
441	Motor Vehicle and Parts Dealer	3,703,385 b	1,771,383	1,887,904	6.6%
447	Gasoline Stations	268,146	128,562	132,598	3.1%
TOTAL AUTOMOTIVE		\$ 3,971,531	\$ 1,899,945	\$ 2,020,503	6.3%
Overall Change from Previous Year				\$ 120,558	

NAICS	RETAIL TRADE	2017 Annual Total (Nov '16-Oct '17)	2017 YTD (Nov '16-Apr '17)	2018 YTD (Nov '17-Apr '18)	YTD % Diff
442	Furniture and Home Furnishings	197,226	100,407	104,300	3.9%
443	Electronics and Appliances	211,036	104,146	112,421	7.9%
444	Building Material and Garden	580,347	259,705	252,997	-2.6%
445	Food and Beverage Stores	368,971	181,069	183,687	1.4%
446	Health and Personal Care Store	368,699	184,781	201,383	9.0%
448	Clothing and Accessories	1,118,980	551,953 a	588,758	6.7%
451	Sporting Goods, Hobby, Books	199,717	103,093	109,173	5.9%
452	General Merchandise Stores	992,858	521,330	478,419	-8.2%
453	Miscellaneous Store Retailers	463,719	237,153	320,709	35.2%
454	Nonstore Retailers	370,027	183,077	149,165	-18.5%
TOTAL RETAIL TRADE		\$ 4,871,580	\$ 2,426,714	\$ 2,501,011	3.1%
Overall Change from Previous Year				\$ 74,297	

NAICS	SERVICES	2017 Annual Total (Nov '16-Oct '17)	2017 YTD (Nov '16-Apr '17)	2018 YTD (Nov '17-Apr '18)	YTD % Diff
51*	Information	662,460	331,192	332,048	0.3%
52*	Finance and Insurance	122,200	58,155	71,874	23.6%
53*	Real Estate, Rental, Leasing	367,828	173,046	184,859	6.8%
541	Professional, Scientific, Tech	238,617	121,951	120,935	-0.8%
551	Company Management	13	12	5	-60.2%
56*	Admin. Supp., Remed Svcs	276,380	136,466	192,566	41.1%
611	Educational Services	55,506	25,448	22,465	-11.7%
62*	Health Care Social Assistance	74,678	40,364	45,791	13.4%
71*	Arts and Entertainment	109,577	41,752	49,109	17.6%
72*	Accommodation and Food Svcs	1,276,310	602,715	687,679	14.1%
81*	Other Services	546,059	261,725	271,126	3.6%
92*	Public Administration	182,112	73,523	63,924	-13.1%
TOTAL SERVICES		\$ 3,911,740	\$ 1,866,349	\$ 2,042,381	9.4%
Overall Change from Previous Year				\$ 176,032	

NAICS	MISCELLANEOUS	2017 Annual Total (Nov '16-Oct '17)	2017 YTD (Nov '16-Apr '17)	2018 YTD (Nov '17-Apr '18)	YTD % Diff
000	Unknown	0	0	0	N/A
111-115	Agriculture, Forestry, Fishing	6,486	2,953	1,737	-41.2%
211-221	Mining & Utilities	26,023	10,901	9,996	-8.3%
999	Unclassifiable Establishments	32,865	25,932	63,266	144.0%
TOTAL SERVICES		\$ 65,374	\$ 39,785	\$ 74,998	88.5%
Overall Change from Previous Year				\$ 35,213	

GRAND TOTAL	\$ 17,581,514	\$ 8,493,080	\$ 8,916,034	
Overall Change from Previous Year			\$ 422,954	5.0%

Total June 2018 Sales Tax Distributions	\$ 1,362,018
Dollar Increase from June 2017	\$ 38,328
Percent Increase from June 2017	2.9%

Comparisons:	
June 2017	\$ 1,323,690
June 2016	\$ 1,376,224

OPERATING & CAPITAL FUNDS				ENTERPRISE FUNDS								
Cash Basis through June 2018	WATER			SEWER			SEWER METRO			STORM		
	Budget	YTD Actual	Variance	Budget	YTD Actual	Variance	Budget	YTD Actual	Variance	Budget	YTD Actual	Variance
OPERATING FUND:												
OPERATING REVENUES												
Charges For Service	15,203,431	6,288,198	(8,915,233)	8,142,100	4,195,438	(3,946,662)	18,189,923	8,627,017	(9,562,906)	9,242,676	4,896,512	(4,346,164)
Grants	-	-	-	-	-	-	-	-	-	-	-	-
Interest Earnings	10,000	62,889	52,889	20,000	35,035	15,035	1,000	9,689	8,689	15,000	31,943	16,943
Rents, Leases, Concessions, & Other	219,024	127,034	(91,990)	75,570	35,434	(40,136)	-	-	-	63,226	46,212	(17,014)
TOTAL OPERATING REVENUES	15,432,455	6,478,121	(8,954,334)	8,237,670	4,265,907	(3,971,763)	18,190,923	8,636,706	(9,554,217)	9,320,902	4,974,667	(4,346,235)
OPERATING EXPENSES												
Salaries & Wages	2,799,131	1,284,391	1,514,740	1,808,531	898,243	910,288	-	-	-	2,716,743	1,326,041	1,390,702
Benefits	1,416,014	628,023	787,991	906,551	438,557	467,994	-	-	-	1,396,377	651,255	745,122
Supplies	334,244	131,349	202,895	136,550	67,066	69,484	-	-	-	94,550	43,844	50,706
Other Service Charges	5,245,350	1,260,106	3,985,244	2,990,471	1,177,923	1,812,548	-	-	-	1,847,779	734,809	1,112,970
Intergovernmental Services (Less Transfers Out)	-	-	-	9,500	8,387	1,113	-	-	-	83,000	64,507	18,493
Waste Management Payments	-	-	-	-	-	-	-	-	-	-	-	-
Sewer Metro Services	-	-	-	-	-	-	18,250,200	8,724,969	9,525,231	-	-	-
(*) Debt Service Interest	1,313,575	395,512	918,063	264,928	138,410	126,518	-	-	-	350,697	175,348	175,349
Interfund Loan Repayment	-	-	-	-	-	-	-	-	-	-	-	-
Net Change Restricted Assets	-	-	-	-	-	-	-	-	-	-	-	-
Interfund Operating Rentals & Supplies	1,422,040	711,065	710,975	1,034,321	517,158	517,163	-	-	-	1,444,254	722,681	721,573
TOTAL OPERATING EXPENSES	12,530,354	4,410,446	8,119,908	7,150,852	3,245,745	3,905,107	18,250,200	8,724,969	9,525,231	7,933,400	3,718,485	4,214,915
OPERATING REVENUES LESS EXPENSES BEFORE DEPRECIATION	2,902,101	2,067,674	(834,427)	1,086,818	1,020,163	(66,655)	(59,277)	(88,263)	(28,986)	1,387,502	1,256,182	(131,320)
NON-OPERATING REVENUES												
Operating Transfers-in	-	-	-	-	-	-	-	-	-	-	-	-
Intergovernmental Loan	1,196,600	915	1,195,685	-	22,500	-	-	-	-	-	-	-
Other Non-Operating Revenues	-	-	-	-	-	-	-	-	-	-	-	-
NON-OPERATING EXPENSES												
Transfer to Capital Subfund	2,446,600	915	2,445,685	-	-	-	-	-	-	1,200,000	-	1,200,000
Other Operating Transfers-out	279,291	44,659	234,632	253,020	29,084	223,936	-	-	-	369,192	139,726	229,466
(*) Debt Service Principal	1,760,291	624,107	1,136,184	550,947	288,262	262,685	-	-	-	425,578	-	425,578
Net Change in Restricted Net Assets	-	379,443	379,443	-	116,898	116,898	-	-	-	-	184,916	184,916
Interfund Loan Repayment	-	-	-	-	-	-	-	-	-	-	-	-
BEGINNING WORKING CAPITAL - January 1, 2018	5,574,972	5,574,972	0	3,609,377	3,609,377	(0)	3,033,467	3,033,467	0	2,910,117	2,910,117	0
ENDING WORKING CAPITAL - June 30, 2018	5,187,491	6,594,438	1,406,947	3,892,228	4,217,796	325,568	2,974,190	2,945,204	(28,986)	2,302,849	3,841,657	1,538,808
NET CHANGE IN WORKING CAPITAL (see Note)	(387,481)	1,019,466	1,406,947	282,851	608,419	325,568	(59,277)	(88,263)	(28,986)	(607,268)	931,540	1,538,808
CAPITAL FUND:												
CAPITAL REVENUES												
Interest Revenue	-	8,520	8,520	-	99,522	99,522	-	-	-	-	105,927	105,927
Grants	152,600	22,332	(130,268)	-	-	-	-	-	-	210,000	-	(210,000)
Contributions	-	-	-	-	-	-	-	-	-	-	-	-
Other Non-Operating Revenue	-	-	-	-	-	-	-	-	-	-	-	-
Gain (Loss) On Sale Of Fixed Assets	-	-	-	-	-	-	-	-	-	-	-	-
Increase In Contributions - System Development	1,250,000	205,522	(1,044,478)	600,000	187,212	(412,788)	-	-	-	600,000	292,551	(307,449)
Interfund Revenues	-	-	-	-	-	-	-	-	-	-	-	-
Increase In Contributions - FAA	-	-	-	-	-	-	-	-	-	-	-	-
Proceeds of Debt Activity	2,500,000	-	(2,500,000)	-	-	-	-	-	-	-	-	-
Transfers In from Operating Sub-Fund	2,446,600	915	(2,445,685)	-	-	-	-	-	-	1,200,000	-	(1,200,000)
Transfer In from Other Funds	200,000	-	(200,000)	-	-	-	-	-	-	-	-	-
Other Sources	-	-	-	-	(13,751)	(13,751)	-	-	-	-	-	-
TOTAL CAPITAL REVENUES	6,549,200	237,289	(6,311,911)	600,000	272,983	(327,017)	-	-	-	2,010,000	398,479	(1,611,521)
CAPITAL EXPENSES												
Other Non-Operating Expense	-	-	-	-	-	-	-	-	-	-	-	-
Increase In Fixed Assets - Salaries	307,857	75,932	231,925	87,857	38,349	49,508	-	-	-	95,714	64,878	30,836
Increase In Fixed Assets - Benefits	123,143	34,898	88,245	35,143	15,866	19,277	-	-	-	38,286	29,003	9,283
Increase In Fixed Assets - Services	-	-	-	-	-	-	-	-	-	-	-	-
Increase In Fixed Assets - Site Improvements	-	36,552	(36,552)	-	-	-	-	-	-	-	-	-
Increase In Fixed Assets - Equipment	-	-	-	-	18,854	(18,854)	-	-	-	-	-	-
Increase In Fixed Assets - Construction	6,690,786	1,294,966	5,395,820	2,212,300	52,115	2,160,185	-	-	-	3,192,300	64,916	3,127,384
Operating Transfers Out	50,000	50,000	-	150,000	50,000	100,000	-	-	-	150,000	50,000	100,000
TOTAL CAPITAL EXPENSES	7,171,786	1,492,348	5,679,438	2,485,300	175,183	2,310,117	-	-	-	3,476,300	208,797	3,267,503
BEGINNING WORKING CAPITAL - January 1, 2018	1,485,010	1,485,010	(0)	12,467,191	12,467,191	0	-	-	-	13,194,888	13,194,888	(0)
ENDING WORKING CAPITAL - June 30, 2018	862,424	229,951	(632,473)	10,581,891	12,564,992	1,983,101	-	-	-	11,728,588	13,384,570	1,655,982
NET CHANGE IN WORKING CAPITAL (see Note)	(622,586)	(1,255,058)	(632,472)	(1,885,300)	97,800	1,983,100	-	-	-	(1,466,300)	189,682	1,655,982
Total Change in Working Capital	(1,010,067)	(235,592)	774,475	(1,602,449)	706,219	2,308,668	(59,277)	(88,263)	(28,986)	(2,073,568)	1,121,222	3,194,790
(*) Depreciation	3,250,000	1,711,181		2,430,000	1,118,572		-	-		2,210,000	1,041,898	
Working Capital = Current Assets minus Current Liabilities												

OPERATING & CAPITAL FUNDS	ENTERPRISE FUNDS									INTERNAL SERVICE FUNDS		
Cash Basis through June 2018	SOLID WASTE			AIRPORT			CEMETERY			INSURANCE		
	Budget	YTD	Variance	Budget	YTD	Variance	Budget	YTD	Variance	Budget	YTD	Variance
		Actual			Actual			Actual			Actual	
OPERATING FUND:												
OPERATING REVENUES												
Charges For Service	14,955,350	7,642,423	(7,312,927)	843,300	460,841	(382,459)	933,000	707,468	(225,532)	-	-	-
Grants	88,600	-	(88,600)	-	-	-	-	-	-	-	-	-
Interest Earnings	9,000	39,306	30,306	2,500	6,318	3,818	800	5,237	4,437	1,500	9,213	7,713
Rents, Leases, Concessions, & Other	-	882	882	3,000	2,169	(831)	-	(50)	(50)	-	-	-
TOTAL OPERATING REVENUES	15,052,950	7,682,611	(7,370,339)	848,800	469,328	(379,472)	933,800	712,655	(221,145)	1,500	9,213	7,713
OPERATING EXPENSES												
Salaries & Wages	339,207	170,128	169,079	49,200	-	49,200	490,917	248,167	242,750	-	-	-
Benefits	159,496	78,257	81,239	33,700	-	33,700	277,863	131,879	145,984	237,000	35,805	201,195
Supplies	33,400	1,775	31,625	2,500	2,359	141	221,700	135,866	85,834	-	-	-
Other Service Charges	1,655,795	718,381	937,414	588,550	316,545	272,005	157,980	60,775	97,205	4,230	635,626	(631,396)
Intergovernmental Services (Less Transfers Out)	367,050	92,380	274,670	-	-	-	-	-	-	-	-	-
Waste Management Payments	12,301,000	6,188,911	6,112,089	-	-	-	-	-	-	-	-	-
Sewer Metro Services	-	-	-	-	-	-	-	-	-	-	-	-
(*) Debt Service Interest	-	-	-	16,425	3,668	12,757	-	-	-	-	-	-
Interfund Loan Repayment	-	-	-	-	-	-	-	-	-	-	-	-
Net Change Restricted Assets	-	-	-	-	-	-	-	-	-	-	-	-
Interfund Operating Rentals & Supplies	114,279	57,138	57,141	1,500	750	750	48,898	24,450	24,448	-	-	-
TOTAL OPERATING EXPENSES	14,970,227	7,306,970	7,663,257	691,875	323,323	368,552	1,197,358	601,137	596,221	241,230	671,432	(430,202)
OPERATING REVENUES LESS EXPENSES BEFORE DEPRECIATION	82,723	375,641	292,918	156,925	146,005	(10,920)	(263,558)	111,518	375,076	(239,730)	(662,218)	(422,488)
NON-OPERATING REVENUES												
Operating Transfers-in	-	-	-	-	-	-	250,000	-	(250,000)	-	-	-
Intergovernmental Loan	-	-	-	-	-	-	-	-	-	-	-	-
Other Non-Operating Revenues	-	-	-	-	-	-	-	-	-	-	-	-
NON-OPERATING EXPENSES												
Transfer to Capital Subfund	-	-	-	-	-	-	-	-	-	-	-	-
Other Operating Transfers-out	-	-	-	5,000	-	5,000	1,033	290	743	-	-	-
(*) Debt Service Principal	-	-	-	175,000	-	175,000	-	-	-	-	-	-
Net Change in Restricted Net Assets	-	-	-	-	(7,801)	(7,801)	-	-	-	-	-	-
Interfund Loan Repayment	-	-	-	40,100	20,155	19,945	-	-	-	-	-	-
BEGINNING WORKING CAPITAL - January 1, 2018	5,083,854	5,083,854	0	422,608	422,608	(0)	514,788	514,788	(0)	2,015,500	2,015,500	0
ENDING WORKING CAPITAL - June 30, 2018	5,166,577	5,459,495	292,918	359,433	556,259	196,826	500,197	626,016	125,819	1,775,770	1,353,282	(422,488)
NET CHANGE IN WORKING CAPITAL (see Note)	82,723	375,641	292,918	(63,175)	133,652	196,827	(14,591)	111,228	125,819	(239,730)	(662,218)	(422,488)
CAPITAL FUND:												
CAPITAL REVENUES												
Interest Revenue	-	-	-	-	1,969	1,969	-	2,070	2,070	-	-	-
Grants	-	-	-	-	-	-	-	-	-	-	-	-
Contributions	-	-	-	44,467	-	(44,467)	-	-	-	-	-	-
Other Non-Operating Revenue	-	-	-	-	-	-	-	-	-	-	-	-
Gain (Loss) On Sale Of Fixed Assets	-	-	-	-	-	-	-	-	-	-	-	-
Increase In Contributions - System Development	-	-	-	-	-	-	-	-	-	-	-	-
Interfund Revenues	-	-	-	-	-	-	-	-	-	-	-	-
Increase In Contributions - FAA	-	-	-	786,000	11,751	(774,249)	-	-	-	-	-	-
Proceeds of Debt Activity	-	-	-	-	-	-	-	-	-	-	-	-
Transfers In from Operating Sub-Fund	-	-	-	-	-	-	-	-	-	-	-	-
Transfer In from Other Funds	-	-	-	-	-	-	75,000	-	(75,000)	-	-	-
Other Sources	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL REVENUES	-	-	-	830,467	13,720	(816,747)	75,000	2,070	(72,930)	-	-	-
CAPITAL EXPENSES												
Other Non-Operating Expense	-	-	-	-	-	-	-	-	-	-	-	-
Increase In Fixed Assets - Salaries	-	-	-	106,429	-	106,429	-	-	-	-	-	-
Increase In Fixed Assets - Benefits	-	-	-	42,571	-	42,571	-	-	-	-	-	-
Increase In Fixed Assets - Services	-	-	-	-	-	-	-	33	(33)	-	-	-
Increase In Fixed Assets - Site Improvements	-	-	-	-	-	-	-	-	-	-	-	-
Increase In Fixed Assets - Equipment	-	-	-	-	-	-	-	-	-	-	-	-
Increase In Fixed Assets - Construction	-	-	-	799,034	49,300	749,734	75,000	-	75,000	-	-	-
Operating Transfers Out	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL EXPENSES	-	-	-	948,034	49,300	898,734	75,000	33	74,967	-	-	-
BEGINNING WORKING CAPITAL - January 1, 2018	-	-	-	260,972	260,972	0	259,037	259,037	0	-	-	-
ENDING WORKING CAPITAL - June 30, 2018	-	-	-	143,405	225,393	81,988	259,037	261,075	2,038	-	-	-
NET CHANGE IN WORKING CAPITAL (see Note)	-	-	-	(117,567)	(35,579)	81,988	-	2,037	2,037	-	-	-
Total Change in Working Capital	82,723	375,641	292,918	(180,742)	98,072	278,814	(14,591)	113,265	127,856	(239,730)	(662,218)	(422,488)
(*) Depreciation	19,500	9,410	10,090	481,000	225,125	255,875	51,000	17,123	33,877	-	-	-
Working Capital = Current Assets minus Current Liabilities	-	-	-	-	-	-	-	-	-	-	-	-

OPERATING & CAPITAL FUNDS				INTERNAL SERVICE FUNDS								
Cash Basis through June 2018	WORKER'S COMPENSATION			FACILITIES			INNOVATION & TECHNOLOGY			EQUIPMENT RENTAL		
	Budget	YTD Actual	Variance	Budget	YTD Actual	Variance	Budget	YTD Actual	Variance	Budget	YTD Actual	Variance
OPERATING FUND:												
OPERATING REVENUES												
Charges For Service	1,008,100	510,464	(497,636)	3,463,200	1,833,088	(1,630,112)	6,212,031	3,104,284	(3,107,747)	2,260,325	1,135,444	(1,124,881)
Grants			-	49,000	-	(49,000)			-			-
Interest Earnings	2,600	13,869	11,269	8,800	17,100	8,300	5,500	15,584	10,084	-	26,531	26,531
Rents, Leases, Concessions, & Other	93,000	2,280	(90,720)	-	-	-	-	1,106	1,106	-	132,596	132,596
TOTAL OPERATING REVENUES	1,103,700	526,614	(577,086)	3,521,000	1,850,188	(1,670,812)	6,217,531	3,120,975	(3,096,556)	2,260,325	1,294,571	(965,754)
OPERATING EXPENSES												
Salaries & Wages	80,132	40,676	39,456	678,651	314,514	364,137	1,909,554	882,947	1,026,607	628,983	301,244	327,739
Benefits	367,336	87,498	279,838	383,710	167,891	215,819	887,603	407,254	480,349	331,116	154,371	176,745
Supplies	-	-	-	140,220	60,264	79,956	434,650	94,164	340,486	1,081,000	372,153	708,847
Other Service Charges	415,215	162,930	252,285	2,152,962	873,550	1,279,412	3,005,130	1,631,922	1,373,208	435,180	225,053	210,127
Intergovernmental Services (Less Transfers Out)	-	-	-	-	-	-	-	-	-	-	-	-
Waste Management Payments												
Sewer Metro Services												
(*) Debt Service Interest	-	-	-	-	-	-	-	-	-	2,618	1,523	1,095
Interfund Loan Repayment			-			-			-			-
Net Change Restricted Assets												
Interfund Operating Rentals & Supplies	-	-	-	143,811	71,904	71,907	190,795	95,400	95,395	220,212	110,226	109,986
TOTAL OPERATING EXPENSES	862,683	291,104	571,579	3,499,354	1,488,123	2,011,231	6,427,732	3,111,687	3,316,045	2,699,109	1,164,569	1,534,540
OPERATING REVENUES LESS EXPENSES BEFORE DEPRECIATION	241,017	235,510	(5,507)	21,646	362,064	340,418	(210,201)	9,288	219,489	(438,784)	130,002	568,786
NON-OPERATING REVENUES												
Operating Transfers-in				255,000	161,266	(93,734)	972,496	79,614	(892,882)	150,000	150,000	-
Intergovernmental Loan												
Other Non-Operating Revenues												
NON-OPERATING EXPENSES												
Transfer to Capital Subfund												
Other Operating Transfers-out				846,939	276,930	570,009	60,500	500	60,000	-	-	-
(*) Debt Service Principal										-	-	-
Net Change in Restricted Net Assets				-	300	300	-	-	-	-	(146,398)	(146,398)
Interfund Loan Repayment												
BEGINNING WORKING CAPITAL - January 1, 2018	1,625,120	1,625,120	(0)	1,741,924	1,741,924	0	1,804,816	1,804,816	(0)	3,110,811	3,110,811	0
ENDING WORKING CAPITAL - June 30, 2018	1,866,137	1,860,629	(5,508)	1,171,631	1,988,024	816,393	2,506,611	1,893,217	(613,394)	2,822,027	3,537,211	715,184
NET CHANGE IN WORKING CAPITAL (see Note)	241,017	235,510	(5,507)	(570,293)	246,100	816,393	701,795	88,402	(613,393)	(288,784)	426,400	715,184
CAPITAL FUND:												
CAPITAL REVENUES												
Interest Revenue							-	13,581	13,581	-	29,432	29,432
Grants												
Contributions							-	-	-	-	-	-
Other Non-Operating Revenue							-	-	-	-	-	-
Gain (Loss) On Sale Of Fixed Assets							-	-	-	-	-	-
Increase In Contributions - System Development							-	-	-	-	-	-
Interfund Revenues							-	-	-	1,703,631	851,814	(851,817)
Increase In Contributions - FAA							-	-	-	-	-	-
Proceeds of Debt Activity							-	-	-	-	-	-
Transfers In from Operating Sub-Fund							-	-	-	-	-	-
Transfer In from Other Funds							232,300	-	(232,300)	930,858	29,058	(901,800)
Other Sources							-	-	-	-	-	-
TOTAL CAPITAL REVENUES							232,300	13,581	(218,719)	2,634,489	910,304	(1,724,185)
CAPITAL EXPENSES												
Other Non-Operating Expense							-	-	-	-	-	-
Increase In Fixed Assets - Salaries							-	-	-	-	-	-
Increase In Fixed Assets - Benefits							-	-	-	-	-	-
Increase In Fixed Assets - Services							-	-	-	-	-	-
Increase In Fixed Assets - Site Improvements							-	-	-	-	-	-
Increase In Fixed Assets - Equipment							1,061,100	123,847	937,253	1,615,951	792,766	823,185
Increase In Fixed Assets - Construction							98,600	78,240	20,360	800,100	68,664	731,436
Operating Transfers Out							-	-	-	-	-	-
TOTAL CAPITAL EXPENSES							1,159,700	202,087	957,613	2,416,051	861,430	1,554,621
BEGINNING WORKING CAPITAL - January 1, 2018							1,837,285	1,837,285	0	3,453,808	3,453,808	(0)
ENDING WORKING CAPITAL - June 30, 2018							909,885	1,648,779	738,894	3,672,246	3,502,682	(169,564)
NET CHANGE IN WORKING CAPITAL (see Note)							(927,400)	(188,506)	738,894	218,438	48,874	(169,564)
Total Change in Working Capital	241,017	235,510	(5,507)	(570,293)	246,100	816,393	(225,605)	(100,104)	125,501	(70,346)	475,274	545,620

(*) Depreciation

Working Capital = Current Assets
minus Current Liabilities



AGENDA BILL APPROVAL FORM

Agenda Subject:
Economic Development Update (Hinman) (15 Minutes)

Department:
Administration

Attachments:

[BIA Presentation](#)

[Auburn Tourism Presentation](#)

Date:
October 3, 2018

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

Administrative Recommendation:

Background Summary:

Reviewed by Council Committees:

Councilmember:

Meeting Date: October 8, 2018

Staff:

Item Number:



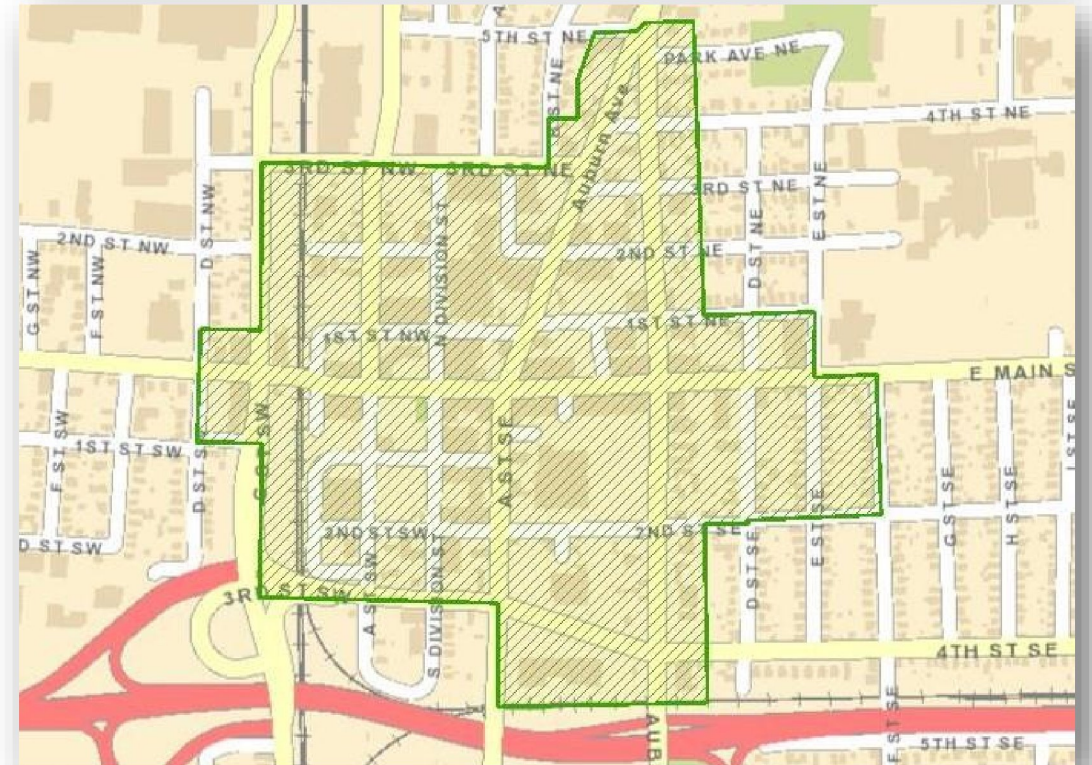
Business Improvement Area

2018 CITY COUNCIL ANNUAL REPORT

OCTOBER 8, 2018

Background

- The BIA is a special district consisting of approx. 239 businesses located within a specified geographic boundary.
- Purpose: To aid in general economic development and revitalization within the boundary, and to facilitate cooperation of businesses and residential property owners for the benefit of trade, economic vitality, and livability.



Purpose of the BIA and BIA funds

- Acquisition, construction or maintenance of parking facilities for the benefit of the neighborhood within the BIA boundary
- Decoration of any place within the BIA boundary
- Sponsorship or promotion of public events
- Furnishing of music in any public place within the BIA boundary
- Providing professional management, planning and promotion for the neighborhood
- Providing maintenance and security for common, public spaces within the BIA
- Providing transportation services for the benefit of the neighborhood within the BIA

Funding

- Yearly assessments are charged at a rate of \$0.15/usable foot to those businesses located within the BIA boundary
(Minimum assessment of \$150, maximum of \$1,500)
- Assessments are charged to the business at the point of City business license issuance or renewal

Committee of Rate Payers

- Advisory board of not more than seven members known as the Committee of Rate Payers
- The purpose of the Committee is to serve in an advisory capacity to the City Council as well as to oversee the disbursement of funds captured through the assessments in conjunction with the afore mentioned allowable activities

Current Committee Members

- Giovanni DiQuattro – chair
- William Cowart – vice chair
- Darren Jones
- Kelly Gordon
- Robert Klontz
- Ronnie Roberts
 - Alternates
 - Megan White
 - Ruth Neil-Stover

BIA Accomplishments to date (2018)

- Establishment and circulation of electronic BIA newsletter
- Collaboration with the City for purchase of 150 banners promoting Downtown Auburn
 - Four separate banner slogans:
Discover..... Enjoy..... Shop..... Dine Downtown Auburn



BIA Accomplishments to date (2018)

- Contributed funding towards the design and overall marketing/branding initiative of Economic Development
- Contributed funding, collaborated on design and coordination efforts with the Tourism Board for the development of the concierge map
- Contracted with the Auburn Downtown Association for the development, promotion and management of downtown Auburn events

Auburn Downtown Association

- The Auburn Downtown Association (ADA) is a 501 (c) (3) non-profit with its own set of by-laws and a newly elected board
- Non-dues membership organization made up of businesses and property owners primarily located within the BIA boundary
 - Membership option for any person, business owner, and/or property owner located outside of the BIA area to become a member
- Generally serving as the contract provider of the BIA to promote, coordinate and manage events in the downtown area

ADA Events

To date 2018

- Mardi Gras
- Auburn Beer and Wine Fest
- Operated the beer garden for Auburn Parks events

Still to come in 2018

- Zombie Pub Crawl
- Pumpkin Painting Fest
- Main Street Trick or Treat
- Ice Skating Rink
- Holiday Treasure Hunt
- Santa House
- Giving Wreath
- Santa Parade
- Window & Tree Decorating Contest

Looking ahead to 2019

- Car Show
- Street Fair
- BBQ Championship
- Monthly Pub Crawl
- Girls Night Out
- Repeat of successful 2018 events (annualizing)

BIA Current Projects

- Additional security lighting
 - Directional lighting attached to both City owned and PSE utility poles
 - Initial focus areas:
 - Sidewalk behind the commercial buildings along the south side of Main St between Auburn Ave & Auburn Way South
 - B Street Plaza
 - Mural Parking Lot
 - Alley behind old Comstock building
 - D Street Parking Lot
- Decorative string lighting and speakers along Main Street

BIA ... Looking Ahead into 2019

- Establish a wish list of proposed projects
 - Assess and address other areas in need of additional security lighting
 - Additional hanging flower baskets in the BIA
 - Carry forward of any incomplete 2018 projects
- Continued partnership and support of other community organizations
 - City of Auburn, Tourism Board & The Auburn Downtown Association
 - \$72,470 spent or appropriated in 2018



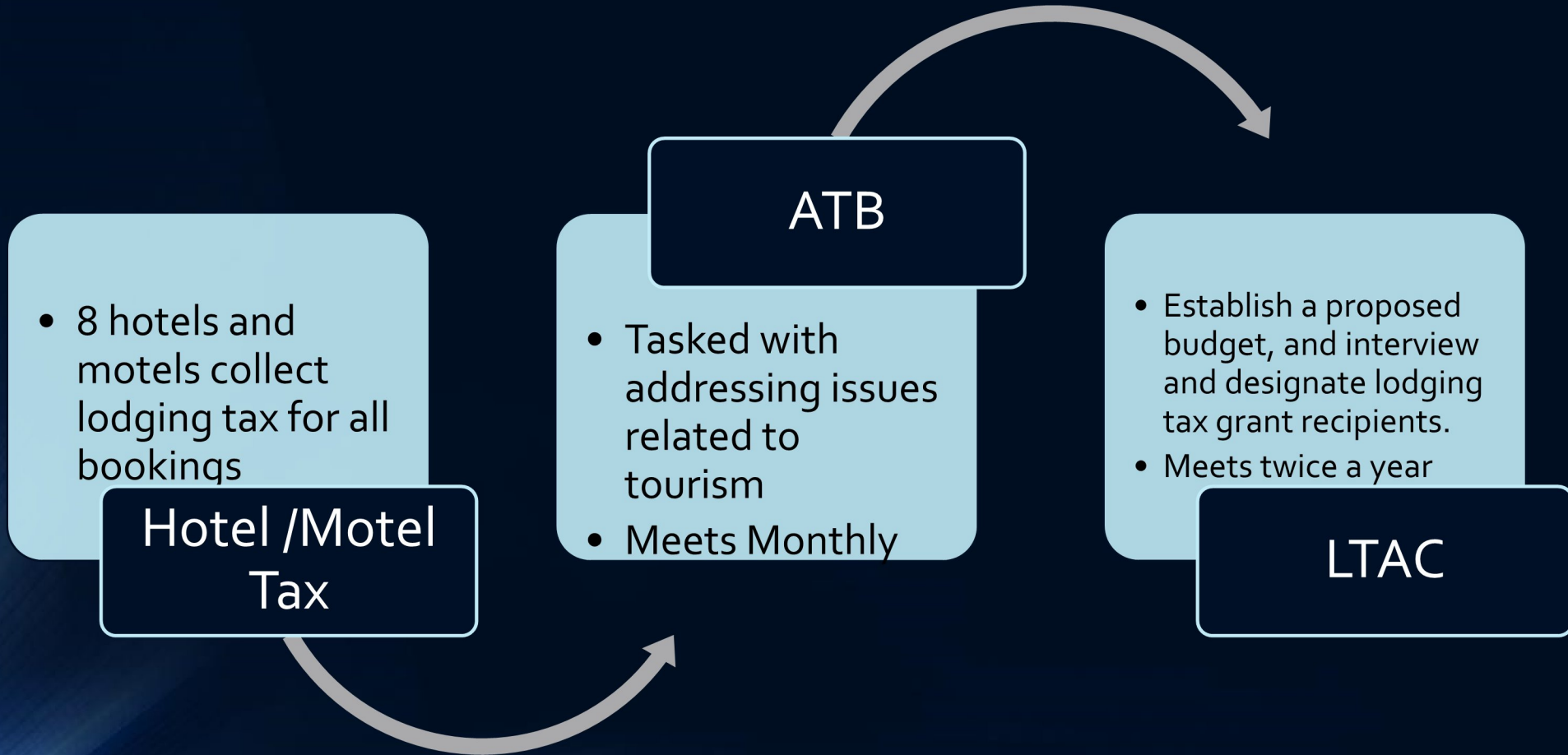
QUESTIONS?

PRESENTERS: GIOVANNI DIQUATTRO – BIA, BRITTANY KARLSON – ADA & JOSH ARNDT – CITY OF AUBURN

AUBURN TOURISM

PRESENTED BY RACHAEL MC ALISTER, TOURISM BOARD
MEMBER AND LORRAINE CHACHERE, TOURISM
COORDINATOR

Lodging Tax Fund -



TOURISM GOALS

- Positively Impact Shoulder Season (September – May)
- ROI on Hotel Performance STR Report
 - With a Focus on Demand; REVPAR; Revenue
- Ensure Economic Vitality of Auburn Businesses

BENEFITS OF TOURISM

- Injects dollars from the outside region into our local economy
- Cultivates Civic Pride
- Community Benefit to Auburn Residents

2018 Tourism Highlights

CURRENT AND ONGOING PROJECTS

INCREASE AUBURN EXPOSURE

2018 GRASSROOTS SUMMIT
HOST CITY



PORT OF SEATTLE SPOTLIGHT
GRANT RECIPIENT



INCREASE AUBURN EXPOSURE

SNHCA TRADESHOW



NW EVENTS TRADESHOW



Q4 2018 and Q1 2019 Ad Campaign

- Across Multiple Channels
- Along I-5 corridor from Northern CA to Vancouver, BC
- Hyper focused on heads in beds
- Analytics of ROI to ensure minimum spending for most impressions and engagement

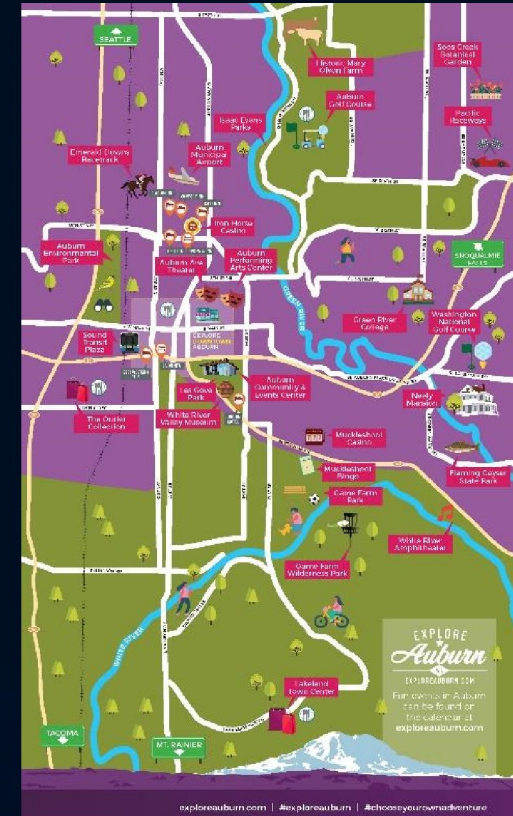


TOURISM RESOURCES

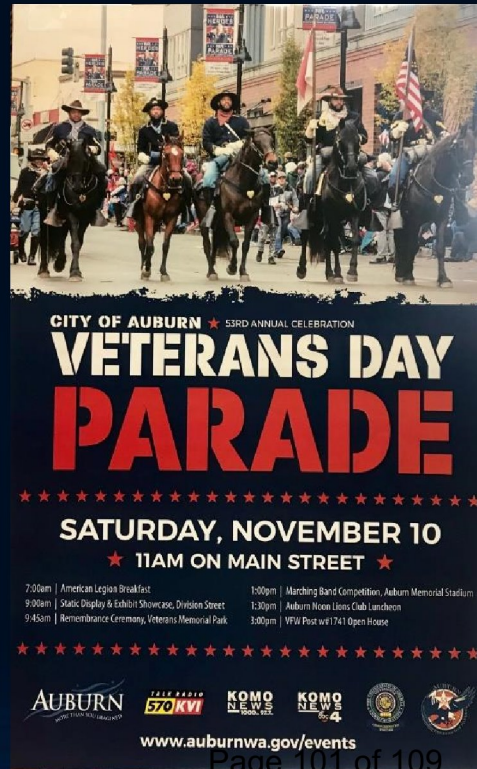
TOURISM LOGO REFRESH



TOURISM MAP



2018 LODGING TAX GRANT RECIPIENTS



TOURISM RESOURCES

HOSPITALITY FAMS



HOSPITALITY NEWSLETTERS



WHITE RIVER AMPHITHEATRE CONCERT SEASON

- 24 Concerts vs. 12 in 2017
- Season began earlier, May 5th
- Last concert scheduled is Oct. 12th
- New shuttle service from Century Link could potentially affect hotel bookings in Auburn
- Stay & Play packages offered door to door shuttle service for seamless concert experience



Auburn is home to the Pacific Northwest's premier outdoor concert venue, White River Amphitheatre

Stay & Play

THE BEST OF BOTH WORLDS
A stay at great Auburn hotel, and door-to-door shuttle service to the concert!

Beginning for the June 29 Counting Crows concert to the last concert of the season, Luke Bryan on October 12, these participating hotels will offer Stay & Play packages which includes convenient door to door shuttle service.

 Comfort Inn Auburn (480) 386-9571	 Red Lion Inn & Suites-Auburn (253) 735-9600	 Best Western Plus Mountain View Auburn Inn (253) 887-7600
---	---	---

Explore
AUBURN
For a calendar of concerts, visit exploreauburn.com

The inaugural film fest will be at the Auburn Avenue Theater from January 18 – 20, 2019.

The goals of the festival are to attract a new group to Auburn, bring exposure to Downtown Auburn, and Auburn businesses.



TOURISM OPEN HOUSE

YOU ARE CORDIALLY INVITED:

Wednesday, November 7, 2018

9AM – 11AM

at

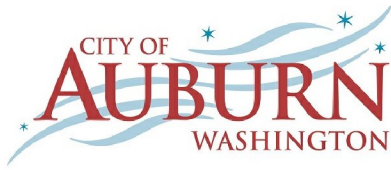
The Auburn Community and Event
Center

A big reveal. More in depth of Tourism
goals and projects.



QUESTIONS?





AGENDA BILL APPROVAL FORM

Agenda Subject:

Matrix

Date:

October 4, 2018

Department:

Council

Attachments:

[Special Focus Areas Key](#)
[Matrix](#)

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

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

Meeting Date: October 8, 2018

Staff:

Item Number:

SPECIAL FOCUS AREAS

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

COUNCIL MATRIX

NO.	TOPIC	Chair	STAFF LEAD(S)	STUDY SESSION REVIEW DATE(S)	COUNCIL DISCUSSION SUMMARY	ACTION DATE
1	Capital Projects Update and Featured Capital Project Discussion	Chair DaCorsi Vice Chair Deputy Mayor Baggett	Director Gaub	10/22/2018		
2	Vacant Housing Discussion	Chair DaCorsi Vice Chair Deputy Mayor Baggett	Director Tate	10/22/2018		
3	Roads Ad Hoc committee Report	Chair DaCorsi Vice Chair Deputy Mayor Baggett		10/29/2018		
4	Affordable Housing Stock	Chair DaCorsi Vice Chair Deputy Mayor Baggett	Director Tate	10/22/2018		
5	Plastic Bag Ban	Chair DaCorsi Vice Chair Deputy Mayor Baggett	Director Tate	1/14/2019		
6	Community Court	Chair Brown Vice Chair Peloza	Director Martinson	11/13/2018		
7	Park Rules	Chair Brown Vice Chair Peloza	Director Faber	11/13/2018		
8	Graffiti	Chair Brown Vice Chair Peloza	Director Tate/Chief Pierson	11/13/2018		
9	Auburn Avenue Theater Update	Chair Brown Vice Chair Peloza	Director Faber	11/13/2018		
10	One Table Presentation	Chair Trout-Manuel Vice Chair Wales	Director Hinman	11/26/2018		
11	Blue Ribbon Committee Update	Chair Trout-Manuel Vice Chair Wales	Director Hinman	11/26/2018		
12	Cost of Service Study - Planning and Development Fees	Chair Holman Vice Chair Brown	Director Coleman	10/8/2018		
13	Identity Theft	Chair Holman Vice Chair Brown	City Attorney Gross	TBD		
14	Annexations (islands and peninsulas)	Chair Holman Vice Chair Brown	City Attorney Gross	12/10/2018		