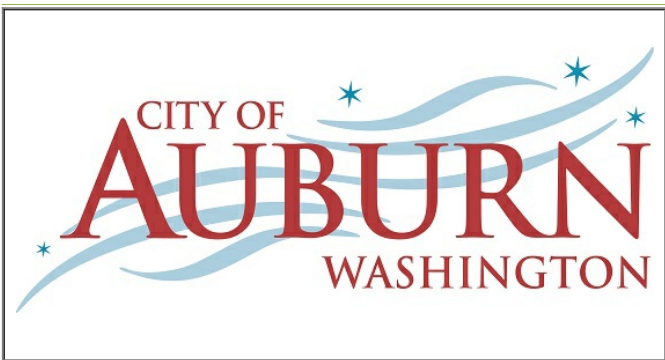


	City Council Meeting October 4, 2021 - 7:00 PM Virtual AGENDA Watch the meeting LIVE! Watch the meeting video Meeting videos are not available until 72 hours after the meeting has concluded.
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I. CALL TO ORDER

II. VIRTUAL PARTICIPATION LINK

1. Virtual Participation Link

The Auburn City Council Meeting scheduled for Monday, October 4, 2021 at 7:00 p.m. will be held virtually and telephonically. To attend the meeting virtually please click one of the below links, enter the meeting ID into the Zoom app, or call into the meeting at the phone number listed below.

Per Governor Inslee's Emergency Proclamation 20-05 and 20-28 et. seq. and City of Auburn Resolution No. 5581, City of Auburn has designated meeting locations as "virtual" for all Regular, Special and Study Session Meetings of the City Council and for the Committees, Boards and Commissions of the City.

The link to the Virtual Meeting or phone number to listen to the Council Meeting is:

Join from a PC, Mac, iPad, iPhone or Android device:

Please click one of the below URL to join.

Zoom: <https://us06web.zoom.us/j/86286817852>

YouTube: <https://www.youtube.com/user/watchauburn/live/?nomobile=1>

Or join by phone:

253 215 8782

877 853 5257 (Toll Free)

Webinar ID: 862 8681 7852

A. Pledge of Allegiance

B. Roll Call

III. ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

A. Police Promotional Presentation

IV. AGENDA MODIFICATIONS

V. NEW BUSINESS

VI. CITIZEN INPUT, PUBLIC HEARINGS AND CORRESPONDENCE

A. Public Hearings - (No public hearing is scheduled for this evening.)

B. Audience Participation

This is the place on the agenda where the public is invited to speak to the City Council on any issue.

1. Virtual Participation

Participants can submit written comments via mail, fax or email. All written comments must be received prior to 5:00 p.m. on the day of the scheduled meeting and must be 350 words or less.

Please mail comments to:

City of Auburn

Attn: Shawn Campbell, City Clerk

25 W Main St

Auburn, WA 98001

Please fax comments to:

Attn: Shawn Campbell, City Clerk

Fax number: 253-804-3116

Email comments to: publiccomment@auburnwa.gov

C. Correspondence - (There is no correspondence for Council review.)

VII. COUNCIL AD HOC COMMITTEE REPORTS

Council Ad Hoc Committee Chairs may report on the status of their ad hoc Council Committees' progress on assigned tasks and may give their recommendation to the City Council, if any.

1. Finance Ad Hoc Committee (Chair Baggett)

VIII. CONSENT AGENDA

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

A. Minutes of the September 20, 2021 Regular Council Meeting

B. Minutes of the September 27, 2021 Study Session

C. Claim Vouchers (Thomas)

Claim voucher list dated October 4, 2021 which includes voucher numbers 464996 through 465196 in the amount of \$2,176,298.69 and four wire transfers in the amount of \$303,276.87

D. Payroll Vouchers (Thomas)

Payroll check numbers 539197 through 539203 in the amount of \$589,921.08, and electronic deposit transmissions in the amount of \$2,174,273.31, for a grand total of \$2,764,194.39 for the period covering September 17, 2021 to September 29, 2021 are approved for payment this 4th, day of October, 2021

E. Set Public Hearing Date for Sale of Real Property (Comeau)

F. Set a Public Hearing Date for Declaring Real Property Surplus (Comeau)

G. Contract Award-Arts & Culture Center (Faber)

Award Contract No. 21-17, to American West Construction, LLC on their total low bid of \$1,809,318.32 plus Washington State sales tax of \$182,741.15 and \$100,000 contingency for a total contract price of \$ 2,092,059.47 for Project No. CP1612 Auburn Arts and Culture Center

(RECOMMENDED ACTION: Move to approve the Consent Agenda.)

IX. UNFINISHED BUSINESS

X. ORDINANCES

A. Ordinance No. 6834 (Hinman)

An Ordinance relating to the membership of the Junior City Council, and amending Section 2.07.040 of the Auburn City Code

(RECOMMENDED ACTION: Move to adopt Ordinance No. 6834.)

B. Ordinance No. 6835 (Gaub)

An Ordinance relating to abandoned utility services and clarifying the process for reestablishing utility services, amending Sections 13.06.140 and 13.20.235 of the Auburn City Code

(RECOMMENDED ACTION: Move to adopt Ordinance No. 6835.)

XI. RESOLUTIONS

A. Resolution No. 5622 (Tate)

A Resolution approving the South King Housing and Homelessness 2022 Work Plan and 2022 Operating Budget

(RECOMMENDED ACTION: Move to adopt Resolution No. 5622.)

B. Resolution No. 5627 (Comeau)

A Resolution declaring an Auburn Police Department firearm as surplus property and approving its transfer to Rainier Arms, LLC

(RECOMMENDED ACTION: Move to adopt Resolution No. 5627)

XII. MAYOR AND COUNCILMEMBER REPORTS

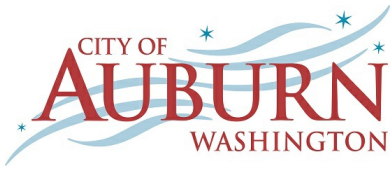
At this time the Mayor and City Council may report on significant items associated with their appointed positions on federal, state, regional and local organizations.

A. From the Council

B. From the Mayor

XIII. 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:

Minutes of the September 20, 2021 Regular Council Meeting

Department:

City Council

Attachments:

[09-20-2021 Minutes](#)

Date:

September 22, 2021

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

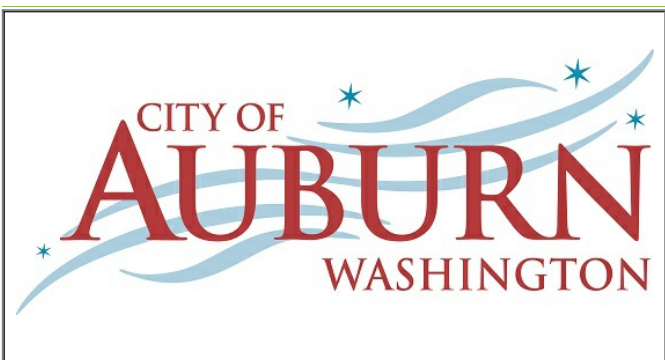
Revised Budget: \$0

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

Meeting Date: October 4, 2021

Staff:

Item Number: CA.A

	City Council Meeting September 20, 2021 - 7:00 PM Virtual MINUTES Watch the meeting LIVE! Watch the meeting video Meeting videos are not available until 72 hours after the meeting has concluded.
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I. **CALL TO ORDER**

II. **VIRTUAL PARTICIPATION LINK**

1. Virtual Participation Link

The City Council Meeting was held virtually.

A. **Pledge of Allegiance**

Mayor Nancy Backus called the meeting to order at 7:00 p.m. virtually and led those in attendance in the Pledge of Allegiance.

B. **Roll Call**

Councilmembers virtually present: Deputy Mayor Claude DaCorsi, Bob Baggett, Larry Brown, James Jeyaraj, Robyn Mulenga, Chris Stearns and Yolanda Trout-Manuel.

Mayor Nancy Backus and the following department directors and staff members attended the meeting virtually: City Attorney Kendra Comeau, Director of Community Development Jeff Tate, Director of Public Works Ingrid Gaub, Director of Human Resources and Risk Management Candis Martinson, Director of Innovation and Technology David Travis, Assistant Finance Director Kevin Fuhrer, Economic Development Coordinator Jenn Francis, Innovation and Technical Support Specialist Danika Olson, Police Chief Dan O'Neil and City Clerk Shawn Campbell.

III. **ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS**

A. Hispanic Heritage Month Proclamation

Mayor Backus to proclaim September 2021 as "Hispanic Heritage Month" in the City of Auburn

Mayor Backus read and proclaimed September 2021 as "Hispanic Heritage Month" in the City of Auburn.

B. Constitution Week Proclamation

Mayor Backus to proclaim September 17-23, 2021 as "Constitution Week" in the City of Auburn

Mayor Backus read and proclaimed September 17-23 as "Constitution Week" in the City of Auburn.

C. Chief O'Neil Announcement

Chief O'Neil addressed the Council announcing his retirement and expressing his thanks for their support over the last 22 years.

IV. **APPOINTMENTS**

A. Junior City Council Reappointment

City Council to reappoint Briseyda Sandate to the Junior City Council for a two-year term expiring August 31, 2023

Deputy Mayor DaCorsi moved and Councilmember Brown seconded to reappoint Briseyda Sandate to the Junior City Council for a two-year term to expire August 31, 2023.

MOTION CARRIED UNANIMOUSLY. 7-0

V. **AGENDA MODIFICATIONS**

There were no modifications to the agenda.

VI. **NEW BUSINESS**

There was no new business.

VII. **CITIZEN INPUT, PUBLIC HEARINGS AND CORRESPONDENCE**

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

B. **Audience Participation**

This is the place on the agenda where the public is invited to speak to the City Council on any issue.

1. Virtual Participation

Cheryl Rakes from the Downtown Auburn Cooperative expressed concern regarding the impact of House Bill 1310 on activity with homeless, garbage and crime in the downtown area.

Kristina Driessen expressed concerns with safety and crime in the downtown area since the passage of House Bill 1310.

Kristi Newman expressed concerns with safety and crime in the downtown area.

Jim Brass expressed concerns with the placement of a homeless shelter in Auburn.

C. Correspondence

There was no correspondence for Council to review.

VIII. COUNCIL AD HOC COMMITTEE REPORTS

Council Ad Hoc Committee Chairs may report on the status of their ad hoc Council Committees' progress on assigned tasks and may give their recommendation to the City Council, if any.

1. Finance Ad Hoc Committee (Chair Baggett)

Councilmember Baggett, Chair of the Finance ad hoc committee, reported he and Councilmember Jeyaraj have reviewed the claims and payroll vouchers described on the agenda this evening and recommended their approval.

IX. CONSENT AGENDA

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

A. Minutes of the September 7, 2021 Regular City Council Meeting

B. Minutes of the September 13, 2021 Study Session

C. Claim Vouchers (Thomas)

Claim voucher list dated September 20, 2021 which includes voucher numbers 464827 through 464995 in the amount of \$5,182,683.09 and six wire transfers in the amount of \$416,339.82

D. Payroll Vouchers (Thomas)

Payroll check numbers 539189 through 539196 in the amount of \$75,596.85, and electronic deposit transmissions in the amount of \$2,293,778.31, for a grand total of \$2,369,375.16 for the period covering September 3, 2021 to September 16, 2021 are approved for payment this 20th, day of September, 2021

Deputy Mayor DaCorsi moved and Councilmember Jeyaraj seconded to approve the consent agenda.

MOTION CARRIED UNANIMOUSLY. 7-0

X. UNFINISHED BUSINESS

There was no unfinished business.

XI. ORDINANCES

A. Ordinance No. 6831 (Tate)

An Ordinance amending Chapter 2.98 of the Auburn City Code to modify the funding allocation of the Business Improvement Area and to rename the Business Improvement Area Committee

Councilmember Stearns moved and Councilmember Baggett seconded to adopt Ordinance No. 6831.

MOTION CARRIED UNANIMOUSLY. 7-0

B. Ordinance No. 6833 (Comeau)

An Ordinance amending Section 3.12.030 of the Auburn City Code regarding the opening of Public Works Contract Bids

Councilmember Stearns moved and Councilmember Trout-Manuel seconded to adopt Ordinance No. 6833.

MOTION CARRIED UNANIMOUSLY. 7-0

XII. RESOLUTIONS

A. Resolution No. 5619 (Gaub)

A Resolution authorizing the Mayor to execute a funding agreement between the City of Auburn and Sound Transit relating to Sound Transit's Auburn Station Parking and Access Improvement Project and the City's A Street Loop Project

Councilmember Jeyaraj moved and Councilmember Stearns seconded to adopt Resolution No. 5619.

MOTION CARRIED UNANIMOUSLY. 7-0

XIII. MAYOR AND COUNCILMEMBER REPORTS

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

A. From the Council

Deputy Mayor DaCorsi reported he attended the King County Community, Health and Housing Services Committee meeting.

Councilmember Trout-Manuel reported she attended the 9th Annual Independent Festival and the "Beating Diabetes Together" event hosted by the City of Auburn's Blue Ribbon Committee.

Councilmember Baggett reported he attended the Regional Transit Committee meeting.

Councilmember Stearns reported he attended the City of Auburn Senior Center Wellness Fair. He also thanked Chief O'Neil for his service to the City.

Councilmember Jeyaraj reported he attended the Sound Cities Association (SCA) Public Issues Committee (PIC) meeting and the SCA Equity and Inclusion Cabinet meeting.

B. From the Mayor

Mayor Backus reported she attended the Puget Sound Regional Council Scoring Criteria Planning meeting, the "One Neighborhood" event at the Church of the Nazarene, the "Beating Diabetes Together" event hosted at the Auburn Community and Event Center and a tour of Orion Industries.

XIV. ADJOURNMENT

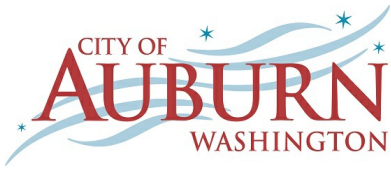
There being no further business to come before the Council, the meeting was adjourned at 7:38 p.m.

APPROVED this 4th day of October, 2021.

NANCY BACKUS, MAYOR

Shawn Campbell, City Clerk

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AGENDA BILL APPROVAL FORM

Agenda Subject:

Minutes of the September 27, 2021 Study Session

Department:

City Council

Attachments:

[09-27-2021 Minutes](#)

Date:

September 29, 2021

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

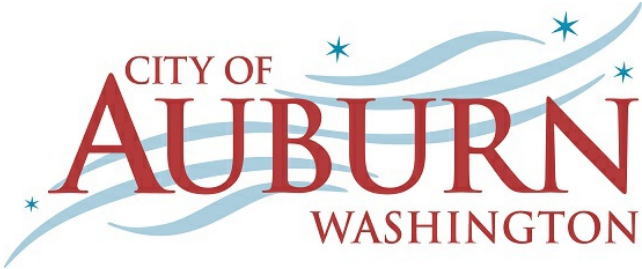
Revised Budget: \$0

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

Meeting Date: October 4, 2021

Staff:

Item Number: CA.B

	City Council Study Session Community Wellness Special Focus Area September 27, 2021 - 5:30 PM Virtual MINUTES Watch the meeting LIVE! Watch the meeting video Meeting videos are not available until 72 hours after the meeting has concluded.
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I. CALL TO ORDER

Deputy Mayor DaCorsi called the meeting to order at 5:30 p.m. in the Council Chambers of Auburn City Hall, 25 West Main Street in Auburn.

II. VIRTUAL PARTICIPATION LINK

A. Virtual Participation Link

The City Council Meeting was held virtually.

B. Roll Call

Councilmembers virtually present: Deputy Mayor Claude DaCorsi, Bob Baggett, James Jeyaraj, Robyn Mulenga, Chris Stearns and Yolanda Trout-Manuel. Councilmember Larry Brown was excused.

Mayor Nancy Backus and the following department directors and staff members attended the meeting virtually: City Attorney Kendra Comeau, Chief of Police Dan O'Neil, Director of Innovation and Technology David Travis, Director of Public Works Ingrid Gaub, Director of Finance Jamie Thomas, Director of Parks, Arts, and Recreation Daryl Faber, Assistant Director of Engineering Services Jacob Sweeting, Engineering Manager Lisa Tobin, Senior Transportation Planner Cecile Malik, SKHHP Executive Manager Angela San Filippo, Community Services Manager Joy Scott, Innovation and Technical Support Specialist Danika Olson, Assistant Director of Innovation and Technology Ashley Riggs and City Clerk Shawn Campbell.

III. ANNOUNCEMENTS REPORTS AND PRESENTATIONS

There were no announcements, reports or presentations.

IV. AGENDA ITEMS FOR COUNCIL DISCUSSION

A. Ordinance No. 6834 (Hinman)(10 minutes)

An Ordinance relating to the membership of the Auburn Junior City Council, and amending Section 2.07.040, 2.07.050, 2.07.060, 2.07.070, and 2.07.080 of the Auburn City Code

Chair of the Junior City Council Waylon Menzia provided Council with an overview of the Junior City Council recruitment process and discussed the proposed changes.

B. Ordinance No. 6835 (Gaub)(5 Minutes)

An Ordinance relating to abandoned utility services and clarifying the process for reestablishing utility services, amending Sections 13.06.140 and 13.20.235 of the Auburn City Code

Manger Tobin explained how the City determines when a water connection is abandoned in terms of date of disconnection.

Council discussed if people have abandoned their service less than 5 years the fees that would be charged.

C. Sidewalk Repair Program (Gaub)(15 Minutes)

Planner Malik presented Council with the proposed sidewalk repair program. She reviewed the requirements for repair and maintenance responsibility for sidewalks, the sidewalk repair process, temporary repairs, issues and concerns with the current approach, the proposed sidewalk program, the removal of tree roots, the annual sidewalk repair and accessibility program, and the next steps for the program.

Council discussed the proposed costs, pending sidewalk replacement, assistance for affected property owners whose private vegetation has damaged sidewalks and how funds will be collected for those repairs.

D. 2nd Quarter 2021 Financial Report (Thomas)(15 Minutes)

Director Thomas presented Council the 2nd Quarter Financial Report. She reviewed the significant variances from the budget, the retail sales and use tax, retail sales tax by sector, building permits revenue, intergovernmental revenues, charges for services, real estate excise tax and water revenues versus water sold.

Council discussed the lower number of car sales, the water revenues for commercial businesses and the increase in residential water use.

V. COMMUNITY WELLNESS DISCUSSION ITEMS

A. Resolution No. 5622 (Tate)(10 Minutes)

A Resolution approving the South King Housing and Homelessness 2022 Work Plan and 2022 Operating Budget

Councilmember Mulenga presided over the Community Wellness section of the meeting.

Manager Scott introduced SKHHP Executive Manager Angela San Filippo. Ms. San Filippo presented Resolution No. 5622 regarding the South King Housing and Homelessness Partners 2022 Work Plan and the 2022 Operating Budget. She provided an overview of the work plan, the areas of ongoing focus, the 2022 SKHHP Work Plan and Budget.

Council discussed the SKHHP work plan, the funds going to homeless and affordable housing, ensuring funds go to benefit the homeless population, capital required to create affordable housing, funds needed from member cities, and affordable housing inventory.

VI. OTHER DISCUSSION ITEMS

There were no other discussion items.

VII. NEW BUSINESS

There was no new business.

VIII. EXECUTIVE SESSION

A. Executive Session

Deputy Mayor DaCorsi recessed into executive session at 7:21 p.m. for 20 minutes pursuant to RCW 42.30.110(1)(i) regarding potential litigation. City Attorney Comeau and Police Chief O'Neil attended the executive session. The executive session was extended by 20 minutes.

Deputy Mayor DaCorsi reconvened the meeting at 8:00 pm.

IX. ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 8:00 p.m.

APPROVED this 4th day of October, 2021.

CLAUDE DACORSI, DEPUTY MAYOR Shawn Campbell, City Clerk

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AGENDA BILL APPROVAL FORM

Agenda Subject:

Claim Vouchers (Thomas)

Date:

September 22, 2021

Department:

Finance

Attachments:

No Attachments Available

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

Approve Claim Vouchers.

Background for Motion:

Claim voucher list dated October 4, 2021 which includes voucher numbers 464996 through 465196 in the amount of \$2,176,298.69 and four wire transfers in the amount of \$303,276.87.

Background Summary:**Reviewed by Council Committees:**

Councilmember: Baggett

Staff:

Thomas

Meeting Date: October 4, 2021

Item Number:

CA.C



AGENDA BILL APPROVAL FORM

Agenda Subject:

Payroll Vouchers (Thomas)

Date:

September 22, 2021

Department:

Finance

Attachments:

No Attachments Available

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

Approve Payroll Vouchers.

Background for Motion:**Background Summary:**

Payroll check numbers 539197 through 539203 in the amount of \$589,921.08, and electronic deposit transmissions in the amount of \$2,174,273.31, for a grand total of \$2,764,194.39 for the period covering September 17, 2021 to September 29, 2021 are approved for payment this 4th, day of October, 2021.

Reviewed by Council Committees:

Councilmember: Baggett

Staff:

Thomas

Meeting Date: October 4, 2021

Item Number:

CA.D



AGENDA BILL APPROVAL FORM

Agenda Subject:

Set Public Hearing Date for Sale of Real Property (Comeau)

Date:

September 29, 2021

Department:

City Attorney

Attachments:

No Attachments Available

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

City Council to set a Public Hearing date to allow the Mayor to execute a purchase and sale agreement for 302 Lund Road on October 18, 2021.

Background for Motion:

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Background Summary:

The City is conducting a public hearing under RCW 39.33.020 and accepting testimony on proposed Resolution No. 5617 authorizing the Mayor to negotiate and execute a sales agreement for the sale of 302 Lund Road to Bridge Acquisitions, LLC, property having previously been declared as surplus by the Auburn City Council in Section 1 of Resolution 5384.

302 Lund Rd is an undeveloped 8.26 acre parcel the City acquired in 2006, purchasing the property from King County. A 2011 Wetland Report conducted by City of Auburn staff classified 8 of the 8.26 acres (97%) as a Category II wetland. The property is currently zoned M1, light industrial. The M1 zone accommodates a variety of industrial and commercial uses while limiting residential uses. The surrounding properties to the north, south and west are all developed with industrial uses. The property adjacent to the east of 302 Lund Road is vacant property with the M1 zoning designation.

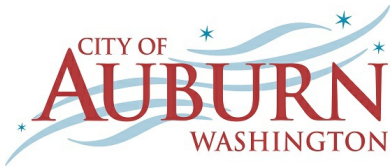
The Buyer intends to purchase 302 Lund Road for the develop an industrial building or to be used for mitigation purposes. A covenant on the deed to be transferred will require that 302 Lund Road be maintained as wetlands or mitigated per SEPA requirements.

Reviewed by Council Committees:**Councilmember:**

Meeting Date: October 4, 2021

Staff:

Item Number: CA.E



AGENDA BILL APPROVAL FORM

Agenda Subject:

Set a Public Hearing Date for Declaring Real Property Surplus
(Comeau)

Date:

September 29, 2021

Department:

City Attorney

Attachments:

No Attachments Available

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

City Council to set a Public Hearing Date to receive public input regarding declaring a portion of real property at 1101 D Street NE as surplus on October 18, 2021.

Background for Motion:**Background Summary:**

The City is conducting a public hearing under RCW 39.33.020 and accepting testimony on proposed Resolution No. 5621 prepared by the City to recognize City owned property located at 1101 D St NE, Auburn, WA 98002 as "surplus". This property located at 1101 D St NE is approximately 95,419 total square feet, however, a 5.5 ft strip along the eastern boundary will be dedicated for right of way leaving the remaining 92,503 feet of the city owned property for the surplus declaration.

The 2.12-acre property to be recognized as "surplus" is developed and leased to Valley Regional Fire Authority as a fire station.

The City acquired title to the property in 1984 and thereafter, began making improvements to the property for use as a fire station by the Auburn Fire Department. On January 1, 2007 as a result of a voter-approved measure, the Auburn Fire Department combined with the Pacific Fire Department and the City of Algona to form the Valley Regional Fire Authority (VRFA), which provides fire and EMS services to all three Cities. The City retained ownership of the real property and leased it to VRFA for continued use as a fire station as outlined in the Valley Regional Fire Authority – Regional Fire Protection Service Authority Plan dated August 29, 2006. VRFA now desires to purchase 1101 D St NE, Auburn continuing its use as a fire station.

Reviewed by Council Committees:

Councilmember:

Staff:

Meeting Date: October 4, 2021

Item Number: CA.F



AGENDA BILL APPROVAL FORM

Agenda Subject:

Contract Award-Arts & Culture Center (Faber)

Department:

Parks/Art and Recreation

Attachments:

[Vicinity Map](#)

[CP1612 Bid Tab Summary](#)

Date:

September 27, 2021

Budget Impact:

Current Budget:

\$1,528,573.00

Proposed Revision:

\$563,486.47

Revised Budget:

\$2,092,059.47

Administrative Recommendation:

City Council to award Contract No. 21-17, to American West Construction, LLC on their low bid of \$1,809,318.32 plus Washington State sales tax of \$182,741.15 and \$100,000 contingency for a total contract price of \$ 2,092,059.47 for Project No. CP1612 Auburn Arts and Culture Center

Background for Motion:**Background Summary:**

The City received seven (7) responsive bids and the low bid was approximately 16% above the engineer's estimate. Staff has performed reference checks and other verifications to determine that American West Construction, LLC meets the responsible bidding criteria and recommends award.

The higher than anticipated bid price is likely attributed to the difficulty in estimating the specialty type of work being completed. The current bidding environment likely contributed to the higher bids as well. There is no indication that re-advertising this project would result in lower bid prices.

The Auburn Arts and Culture Center project will renovate the historic property and building the City purchased in 2016, located at 20 Auburn Avenue, creating an Arts and Culture Center in downtown Auburn. Previous work at the property has already been conducted. In 2018 window restoration work was completed and interior demolition in preparation of the new Arts & Culture Center was completed in 2019. Construction of this phase of work is anticipated to begin in October 2021 and be complete by Summer 2022.

Budget considerations:

A budget adjustment of \$563,486.47 from the 321 General Parks Fund will be required to

fund the project. The needed funds are available from Parks impact fees and the transfer of funds is anticipated with forthcoming Budget Amendment #3.

Reviewed by Council Committees:

Councilmember: Stearns

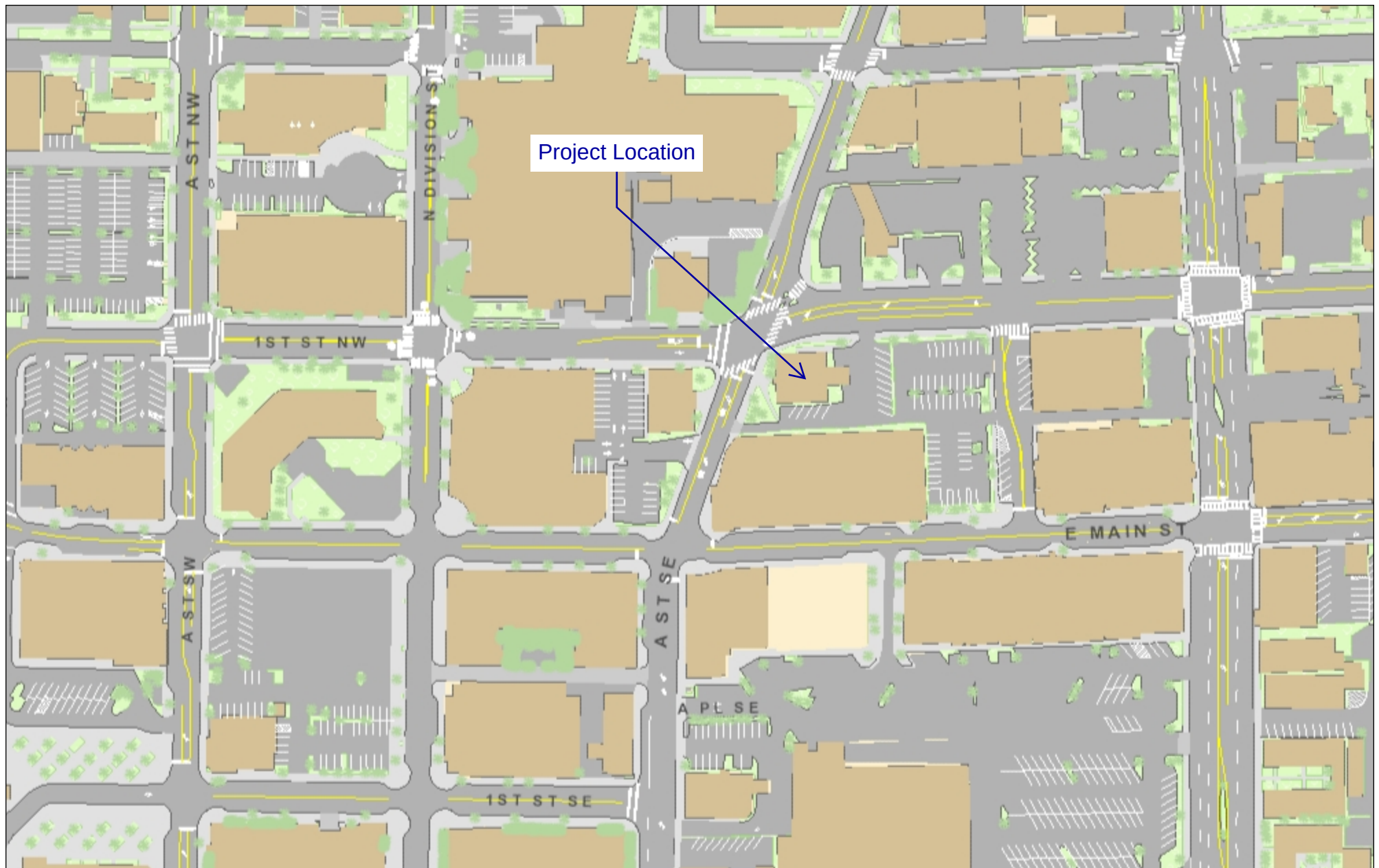
Staff: Faber

Meeting Date: October 4, 2021

Item Number: CA.G

Auburn Arts and Culture Center

Printed Date: 9/24/2021
Map Created by City of Auburn eGIS
Imagery Date: May 2015



333.3 0 166.7 333.3 Feet

NAD_1983_StatePlane_Washington_North_FIPS_4601_Feet

1 in = 167 ft

1:2,000



Page 23 of 52

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.

Bid Tabulation - Bid Totals Summary

Project: CP1612, Auburn Arts and Culture Center , 21-17

Prepared By: City of Auburn

Bid Date: Sept. 9, 2021

	W/O Tax	Inc. Tax
ENGINEER'S ESTIMATE:	\$1,515,536.00	\$1,668,605.14
AVERAGE BID AMOUNT:	\$2,259,909.47	\$2,488,160.33

		Basic BID Amount	Total BID Amount	Total BID Spread \$	Total BID Spread %
LOW BIDDER:	American West Construction, LLC	\$1,754,318.32	\$1,931,504.47	\$262,899.33	15.76%
Second Bidder:	Good News Group, Inc	\$1,918,220.00	\$2,111,960.22	\$443,355.08	26.57%

	Basic BID (Tax not included)	Total BID (Including tax)
1. American West Construction, LLC	\$1,754,318.32	\$1,931,504.47
2. Good News Group, Inc	\$1,918,220.00	\$2,111,960.22
3. Stetz Construction	\$1,948,613.00	\$2,145,422.91
4. Charter Construction, Inc	\$2,134,715.00	\$2,350,321.22
5. Optimus Construction & Development, Inc	\$2,378,000.00	\$2,618,178.00
6. Reynolds General Contracting, Inc	\$2,720,500.00	\$2,995,270.50
7. Western Ventures Construction	\$2,965,000.00	\$3,264,465.00

NOTE: An evaluation of whether a bidder is responsible or non-responsible was only made for the low bidder. This does not indicate, one way or the other, how other bidders would be considered if they were the low bidder.



AGENDA BILL APPROVAL FORM

Agenda Subject:

Ordinance No. 6834 (Hinman)

Department:

Administration

Attachments:

[Ordinance No. 6834](#)

Date:

September 29, 2021

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

City Council to adopt Ordinance No. 6834.

Background for Motion:

The Auburn Junior City Council membership was changed several years ago to include an alternate for each position on the Auburn Junior City Council. This requirement has shown to be onerous to membership recruitment. The Auburn Junior City Council would like to reduce this alternate requirement from a 1:1 requirement to having the option of having two alternates to ensure that vacancies can be filled in a timely manner should the need arise.

Background Summary:

The Auburn Junior City Council will be implementing other ways for recruitment and sustainability that will be more effective and provide for better connections with the youth in and around Auburn.

Reviewed by Council Committees:

Councilmember: DaCorsi

Staff: Hinman

Meeting Date: October 4, 2021

Item Number: ORD.A

ORDINANCE NO. 6834

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
AUBURN, WASHINGTON, RELATING TO THE
MEMBERSHIP OF THE JUNIOR CITY COUNCIL, AND
AMENDING SECTION 2.07.040 OF THE AUBURN CITY
CODE

WHEREAS, the Auburn Junior City Council (AJCC) was established to serve as an advisory body to the Auburn city council, other city boards, commissions and city staff on youth aspects of all city functions; and

WHEREAS, the AJCC consist of nine members and nine alternate members who are students from various Auburn and Muckleshoot Indian Tribe middle schools and high schools; and

WHEREAS, at any meeting of the AJCC, the alternate members act as members for all purposes except they may not vote; and

WHEREAS, if a member position becomes vacant, or a member fails to attend a meeting, an alternate member may be appointed to serve in the member's place; and

WHEREAS, members and alternate members serve for two year terms, and five members are required to establish a quorum at AJCC meetings; and

WHEREAS, it is the desire of the AJCC to reduce from nine to two the number of alternate member positions of the AJCC.

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

Section 1. **Amendment to City Code.** Sections 2.07.040, 2.07.050, 2.07.060, 2.07.070 and 2.07.080 of the Auburn City Code are amended to read as shown in Exhibit A.

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

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

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

INTRODUCED: _____

PASSED: _____

APPROVED: _____

NANCY BACKUS, MAYOR

ATTEST:

APPROVED AS TO FORM:

Shawn Campbell, MMC, City Clerk

Kendra Comeau, City Attorney

Published: _____

EXHIBIT A

2.07.040 Membership.

A. The Auburn junior city council shall consist of nine members and ~~ninetwo~~ alternate members. The members and the alternate members shall be appointed by the mayor, and confirmed by the city council from among students who submit a completed application. The nomination of members and alternates shall be based upon consideration of criteria including: interest in government, positive participation in civics classes, academic accomplishments, involvement in school and community activities and other factors that identify a prospective member as a valuable contributor to the Auburn junior city council. Those considering prospective members, making nominations and appointing or confirming members to the junior city council shall endeavor to include diverse members of the city's population, including one or more representatives of the Muckleshoot Indian Tribe.

B. In the process of nominating members and alternate members to the junior city council, those nominating such members shall strive to seek representation of various schools, and to the extent reasonably possible, assemble a slate consisting of a member ~~and an alternate~~ from each of the four high schools and the four middle schools, and one member ~~and alternate member~~ at large, or such other strategy representing various schools so that their membership represents a diverse cross section of the student population of middle schools and high schools in the city.

C. All students on the junior city council shall be residents of the city of Auburn, and shall be residents of the city during their entire term of office. If a student is a resident of the city of Auburn but attends a school located outside the city, e.g., Thomas Jefferson High School, such student would be eligible to participate on the junior city council, if selected.

D. The junior council members and alternate members shall serve without compensation.

E. Each member and alternate member shall serve a term of two years. Interested students shall submit a completed application that includes a letter of recommendation from the principal of the school they attend and one teacher or counselor to the mayor. The mayor and city council will appoint and confirm new members and alternates to fill the expiring terms on the Auburn junior city council. The city council may remove an Auburn junior city council member or alternate member at any time if the city council determines that member is not fulfilling their responsibilities to the satisfaction of the city council. Members and alternate members of the junior city council who fail to attend two consecutive regular meetings of the junior city council without being excused by the chairperson, or excused by a majority of the membership of the junior city council, shall forfeit their positions on and be removed from the junior city council.

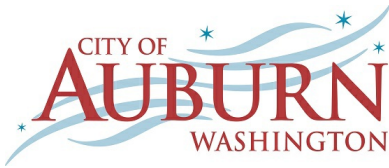
F. In the event of a vacancy on the junior city council, an alternate member ~~who attends the same school as the vacating member~~ shall be appointed to fill the unexpired term of the vacating member. The mayor shall appoint, subject to confirmation by the city council, the alternate member to replace the vacating member. If possible, the mayor shall appoint an alternate member who attends the same school as the vacating member. If an alternate is unavailable, unwilling, or unsuitable, as determined by the mayor, to fill the vacancy, the mayor and city council shall solicit nominations from the school principals and shall appoint and confirm a new member to fill the unexpired term of that Auburn junior city council member; provided, that the junior city council may also nominate members to fill the unexpired term vacancies. Unless the appointed replacement member is replacing the at-large member of the junior city council, the appointed replacement member shall be from the same school as the member being replaced. Notice must be made to that school to solicit applications and nominations for the position to be refilled at least 30 days before the appointment is intended to be made. A vacancy in an alternate member position shall not be filled until the expiration of the term of the position.

G. All members of the Auburn junior city council shall serve until the mayor appoints alternate members to fill their positions or their successors are duly appointed by the mayor and confirmed by the city council.

H. The members will elect a chairperson from among themselves. The chairperson will be elected annually at the first meeting following the beginning of the school year. The chairperson will be allowed to vote on all matters.

I. A quorum of the junior city council shall consist of at least five members, including alternate members appointed to serve for an absent or disqualified member, and a minimum of five members must be present to vote on matters. Members who are aware that they will be unavailable or unable to attend a meeting shall notify the mayor's office. If a member is absent at the time the chairperson calls roll at a meeting, the deputy mayor, or the chairperson if the deputy mayor is absent, may appoint an alternate member in attendance at the meeting to serve as a member and to vote. The alternate member shall serve as a member until adjournment of the meeting.

J. The deputy mayor or designee shall serve as liaison to the junior city council, participating as a nonvoting member of the junior city council, to encourage and counsel the members of the junior city council in connection with their duties as members of the junior city council. (Ord. 6808 § 1, 2020; Ord. 6594 § 1, 2016; Ord. 6441 § 1, 2013.)



AGENDA BILL APPROVAL FORM

Agenda Subject:

Ordinance No. 6835 (Gaub)

Date:

September 27, 2021

Department:

Public Works

Attachments:

[Ordinance No. 6835](#)

[Exhibit A](#)

[Exhibit B](#)

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

City Council to adopt Ordinance No. 6835.

Background for Motion:

Ordinance 6835 proposes to amend ACC 13.06.140 and ACC 13.20.235 to clarify disconnection of water and sewer utility service. The change makes the code more closely follow the City's practice of locking off meters before they are removed permanently.

Background Summary:

This ordinance clarifies under what conditions a property is deemed to have discontinued water and sewer service.

When the building on a property is demolished, the water and sewer service to the building is disconnected and billing for water and sewer ceases. Current Water Code ACC 13.06.140 and Sewer Code ACC 13.20.235 defines "disconnection" as removal of the water meter. The date of disconnection is important because the City Code authorizes that all connection fees and charges will be owing to reinstate water and sewer service that has been discontinued for 5 years or more. The rationale is that the customer has not contributed to the installation, operation, maintenance, repair, and replacement of the water system during that 5-year or longer period, and therefore should be treated the same as a new customer.

The proposed Ordinance 6835 adds "locking off" the water meter at the customer's request, rather than removing it, to the definition of disconnection. The customer then can use the existing water meter in the future upon redevelopment of the property, saving future reinstallation costs. Water and sewer billing would cease, and all fees and charges would be owing if the meter remains locked off for 5 years or more.

Reviewed by Council Committees:

Councilmember: Stearns

Staff:

Gaub

Meeting Date: October 4, 2021

Item Number:

ORD.B

ORDINANCE NO. 6835

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, RELATING TO ABANDONED UTILITY SERVICES AND CLARIFYING THE PROCESS FOR REESTABLISHING UTILITY SERVICES, AMENDING SECTIONS 13.06.140 AND 13.20.235 OF THE AUBURN CITY CODE

WHEREAS, utility connection fees are collected by the City to provide public utility services in a coordinated and efficient manner; and

WHEREAS, properties that have discontinued water, sewer, and/or storm water service for a period of five years or longer have not contributed to the installation, operation, maintenance, repair, and replacement of the public utility systems; and

WHEREAS, in consideration of the installation, operation, maintenance, repair, and replacement of the public utility systems, reestablishment of utility connections after a period of five or more years will require new application and payment before the City reconnects the utility service.

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

Section 1. Amending City Code Section. Section 13.06.140 to the Auburn City Code is amended to read as shown in Exhibit A.

Section 2. Amending City Code Section. Section 13.20.235 to the Auburn City Code is amended to read as shown in Exhibit B.

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

Section 4. Severability. The provisions of this ordinance are declared to be separate and severable. The invalidity of any clause, sentence, paragraph, subdivision, section, or portion of this ordinance, or the invalidity of the application of it to any person or circumstance, will not affect the validity of the remainder of this ordinance, or the validity of its application to other persons or circumstances.

Section 5. Effective date. This Ordinance will take effect and be in force five days from and after its passage, approval, and publication as provided by law.

INTRODUCED: _____

PASSED: _____

APPROVED: _____

NANCY BACKUS, MAYOR

ATTEST:

Shawn Campbell, MMC, City Clerk

APPROVED AS TO FORM:

Kendra Comeau, City Attorney

Published: _____

EXHIBIT A

13.06.140 Abandoned services.

- A. A water service is considered to be disconnected when the city has locked off or removed the meter and service billing is stopped. The date of disconnect will be considered the date that service billing stops. Water service is abandoned when it has been disconnected for a period of five or more years.
- B. When new building(s) are to be erected on the site of existing building(s) and it is desired to increase the size or change the location of the existing service connection or to install a new service connection for the new building(s), the owner will apply to disconnect the existing service connection and to install the new service connection(s), and will pay all fees and charges for a new service connection as provided in the city's fee schedule. In determining system development charges owed for the new, upsized, or relocated service connection, the city may credit the owner for the ERUs associated with the existing service connection that is being replaced except for abandoned water services for which no credit will be applied.
- C. To reestablish service to a property or building with an abandoned water service, the property or building owner will apply and pay for a new water service connection as defined in the fee schedule, with no credit for any previous fees and charges paid.
- D. When service connection of any premises on an unpaved street does not exceed one inch in size and the same does not come from the main in front of the premises, the city shall, when a main is laid by the city in front of the premises, after notifying the owner or tenant thereof, transfer the service connection to the new main without charge for such portion as is on public property, and at the same time cut out the old service connection.
- E. When a new main is laid in any street, owners of premises on the street, or within one-half block on side streets, who are being supplied with city water from a private main or a connection to a private service shall make application for service and shall connect up with a separate service connection to the main in front of premises. (Ord. 6724 § 1 (Exh. A), 2019; Ord. 5849 § 1, 2004; Ord. 5216 § 1, 1999; Ord. 4878 § 3, 1996.)

EXHIBIT B

13.20.235 Abandoned sewer services.

A. A sewer service is considered disconnected when the city has locked off or removed the water meter ~~has been removed by the city~~, the side sewer is capped, and service billing stopped. The date of disconnect will be considered the date that service billing stops. A sewer service is abandoned when it has been disconnected for a period of five or more years.

B. To reestablish service to a property or building with an abandoned sewer service, the property or building owner will apply and pay for a new sewer service connection as defined in the fee schedule, with no credit for any previous fees and charges paid. (Ord. 6724 § 2 (Exh. B), 2019.)



AGENDA BILL APPROVAL FORM

Agenda Subject:

Resolution No. 5622 (Tate)

Date:

September 28, 2021

Department:

Community Development

Attachments:

[Resolution No. 5622](#)

[Resolution No. 5622 Attachment A](#)

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

City Council to adopt Resolution No. 5622.

Background for Motion:

Resolution 5622 is the City of Auburn's endorsement of the 2022 SKHHP Work Plan and Budget. Auburn is one of ten municipal members of SKHHP who are jointly working on affordability housing objectives in South King County.

Background Summary:

The South King Housing and Homelessness Partners (SKHHP) was established through an interlocal agreement to work together and share resources to increase the available options for South King County residents to access affordable housing and preserve the existing affordable housing stock. In accordance with the Interlocal Agreement the annual SKHHP work plan and budget must be approved by the legislative body of each member jurisdiction in addition to the SKHHP Executive Board. Each SKHHP jurisdiction had an opportunity to review and provide feedback on the work plan and budget prior to Executive Board adoption. The 2022 SKHHP work plan and budget priorities were reviewed with Council at the May 10, 2021 City Council study session. The feedback from member jurisdictions was used to draft the 2022 SKHHP work plan and budget adopted by the SKHHP Executive Board on July 23, 2021, see attachment to proposed resolution.

The SKHHP 2022 work plan and budget operationalizes the SKHHP mission and goals and provides an itemization of all categories of budgeted expenses and itemization of each Party's contribution, including in-kind services. Consistent with the SKHHP Interlocal Agreement, the SKHHP 2022 work plan and budget must be approved by each legislative body and adopted by the SKHHP Executive Board.

WORK PLAN

The 2022 work plan includes three major areas of work that will facilitate implementation of the SKHHP Interlocal Agreement: governance and administration; policy and planning; and education and outreach. The 2022 work plan builds on work done in 2020 and 2021 to establish the SKHHP Housing Capital Fund through pooled public resources, increase

philanthropic and corporate investment through creation of a SKHHP 501(c)(3) fundraising branch, and establish a SKHHP Advisory Board made up of community members that will help to ground SKHHP decision in community needs and interests.

The governance and administration work area includes strategic planning to set 3-5 year goals for the organization, annual work plan and budget process, quarterly progress and budget reports, and annual reporting to stakeholders and non-SKHHP south King County cities. The policy and planning work area includes: administering and allocating funds from the SKHHP Housing Capital Fund and coordinating with partner jurisdictions to enhance and develop new local housing policies and programs. The outreach and education work area includes: representing south King County at local and regional decision tables and further strengthening regional stakeholders' understanding of housing needs and opportunities in south King County.

OPERATING BUDGET

Attributable to the Interlocal Agreement including an adopted budget before staff was hired and before the City of Auburn became the administering agency, the adopted budget for 2019 and 2020 was a projection of operating costs that did not cover the full SKHHP operating costs. In light of the COVID-19 pandemic and resulting revenue shortfalls and budget uncertainties original jurisdictions contributions were maintained in 2021, this was made possible by personnel cost savings from 2019 and 2020. This decision intentionally spent down some of the cost savings from the previous two years to cover operating costs and deferred consideration of increasing member contributions to the 2022 operating budget.

During the development of the 2022 SKHHP operating budget, feedback from SKHHP partner jurisdictions and the SKHHP staff work group identified the following budget priorities for 2022:

- Work towards a balanced budget
- Increase staff capacity to two full time positions
- Consider a compensation structure for SKHHP Advisory Board members

The 2022 SKHHP operating budget operationalizes these priorities by increasing jurisdiction contributions by 15%. The SKHHP budget contributions are based on population size, as shown in the attachment to the resolution, Auburn's 2022 SKHHP contribution is \$29,900.

If there are any additional contributions to SKHHP's operating budget from sources such as: existing SKHHP partners, additional partners become part of SKHHP, or contributions or donations from outside sources, each SKHHP partner contribution could be reduced through an amended budget.

Resolution 5622 was presented to City Council during the September 27, 2021 Community Wellness Special Focus Area Study Session. Council authorized the resolution to be scheduled for action.

RECOMMENDATION

Staff recommends approval of Resolution 5622 adopting the 2022 SKHHP work plan and budget. This recommendation is based on the following:

1. The 2022 SKHHP work plan and budget is consistent with the Interlocal Agreement between Auburn, Burien, Covington, Des Moines, Federal Way, Normandy Park, Renton, Tukwila, and King County.
2. The 2022 SKHHP work plan and budget operationalizes the agreed upon priorities by the SKHHP Executive Board to implement the Interlocal Agreement by acting cooperatively to formulate housing policies and strategies that address housing stability, foster efforts to preserve and provide affordable housing by combining public funding and private-sector resources, and support implementation of other local policies and programs relating to affordable housing.

Reviewed by Council Committees:

Councilmember: Mulenga

Staff: Tate

Meeting Date: October 4, 2021

Item Number: RES.A

RESOLUTION NO. 5 6 2 2

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, APPROVING THE SOUTH KING HOUSING AND HOMELESSNESS 2022 WORK PLAN AND 2022 OPERATING BUDGET

WHEREAS, on February 19, 2019 the City of Auburn enacted Resolution 5408 which authorized the Mayor to enter into an Interlocal Agreement (ILA) with 8 other south King County cities and King County to form the South King Housing and Homelessness Partners (SKHHP); and

WHEREAS, pursuant to the Interlocal Agreement, each participating jurisdiction must approve an annual work plan each year to guide the work of SKHHP staff; and

WHEREAS, pursuant to the Interlocal Agreement, each participating jurisdiction must approve SKHHP's annual budget that includes an itemization of all categories of budgeted expenses and itemization of each Party's contribution, including in-kind services; and

WHEREAS, the purpose of the annual work plan and budget is to provide management and budget guidance; and implement the overarching SKHHP goals to work together and share resources to increase the available options for South King County residents to access affordable housing and to preserve the existing affordable housing stock; and

WHEREAS, the 2022 work plan includes three major streams of work: governance and administration; policy and planning; and outreach and education; and

WHEREAS, the governance and administration work stream includes program-wide management activities including establishing decision-making protocols and reporting procedures; and convening an advisory board; and

WHEREAS, the policy and planning work stream includes advocating for and establishing a SKHHP affordable housing capital fund; and collaborating with partners to enhance local policies and programs that accelerate access to affordable housing, protect existing housing stock, and provide housing security; and

WHEREAS, the outreach and education work stream includes representing South King County at all applicable decision tables; and furthering the understanding of the spectrum of affordable housing options and related needs and opportunities; and

WHEREAS, on July 23, 2021 the SKHHP Executive Board adopted Resolution 2021-03 enacting the 2022 work plan and budget upon approval by the legislative body of each participating party.

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

Section 1. City Council adopts the SKHHP 2022 Work Plan as shown in Attachment A.

Section 2. City Council adopts the SKHHP 2022 operating budget as shown in Attachment A.

Section 3. The City of Auburn will transmit its annual contribution to SKHHP on an annual basis during the first quarter of the calendar year; and

Section 4. The Mayor is authorized to implement such administrative procedures as may be necessary to carry out directions of the legislation.

Section 5. This Resolution will take effect and be in full force on passage and signatures.

Dated and Signed: _____

CITY OF AUBURN

NANCY BACKUS, MAYOR

ATTEST:

APPROVED AS TO FORM:

Shawn Campbell, MMC, City Clerk

Kendra Comeau, City Attorney

RESOLUTION NO. 2021-03

A RESOLUTION OF THE EXECUTIVE BOARD OF THE SOUTH KING COUNTY HOUSING AND HOMELESSNESS PARTNERS (SKHHP), ADOPTING THE 2022 SKHHP WORK PLAN AND 2022 SKHHP OPERATING BUDGET

WHEREAS, pursuant to the Interlocal Agreement, the SKHHP Executive Board approves an annual work plan and budget each year to guide the work of SKHHP staff; and

WHEREAS, pursuant to the Interlocal Agreement the annual budget includes an itemization of all categories of budgeted expenses and itemization of each Party's contribution, including in-kind services; and

WHEREAS, upon adoption, the annual work plan and budget will be transmitted to each participating jurisdiction for approval by their legislative body; and

WHEREAS, the budget will not become effective until approved by the legislative body of each jurisdiction and adopted by the SKHHP Executive Board; and

WHEREAS, the purpose of the annual work plan and budget is to provide management and budget guidance; and implement the overarching SKHHP goals to work together and share resources to increase the available options for South King County residents to access affordable housing and to preserve the existing affordable housing stock; and

WHEREAS, the 2022 work plan includes three major streams of work: governance and administration; policy and planning; and education and outreach; and

WHEREAS, the governance and administration work stream includes program-wide management activities including establishing decision-making protocols and reporting procedures; and convening a community advisory board; and

WHEREAS, the policy and planning work stream includes advocating for and establishing a SKHHP affordable housing capital fund; and collaborating with partners to enhance local policies and programs that accelerate access to affordable housing, protect existing housing stock, and provide housing security; and

WHEREAS, the outreach and education work stream includes representing South King County at all applicable decision tables; and furthering the understanding of the spectrum of affordable housing options and related needs and opportunities; and

NOW, THEREFORE, THE EXECUTIVE BOARD RESOLVES as follows:

Section 1. The Executive Board adopts the SKHHP 2022 Work Plan as shown in Attachment A.

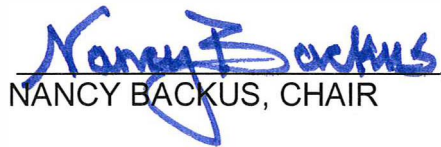
Section 2. The Executive Board adopts the SKHHP 2022 Budget as shown in Attachment B.

Section 3. Each party's contribution to SKHHP's operating budget will be transmitted on an annual basis during the first quarter of the calendar year.

Section 4. This Resolution will take effect and be in full force upon approval by the legislative body of each participating jurisdiction.

Dated and Signed this ___28___ day of _____ July _____, 2021.

SOUTH KING COUNTY HOUSING AND HOMELESSNESS PARTNERS



NANCY BACKUS, CHAIR

RESOLUTION 2021-03 – ATTACHMENT A

SKHHP 2022 WORK PLAN

SKHHP MISSION

South King County jurisdictions working together and sharing resources to create a coordinated, comprehensive, and equitable approach to increasing housing stability, reducing homelessness, and producing and preserving quality affordable housing in South King County.

OBJECTIVES

- Share technical information and resources to promote sound housing policy
- Coordinate public resources to attract greater private and public investment for affordable housing in South King County
- Provide a unified voice to advocate for South King County needs at a local, regional, and state levels

Purpose

Establish a 2022 SKHHP Work Plan that is shaped by member jurisdictions, consistent with the SKHHP Interlocal Agreement, and furthers SKHHP's mission.

Background

The South King Housing and Homelessness Partners (SKHHP) was established through an interlocal agreement to work together and share resources to increase the available options for South King County residents to access affordable housing and preserve the existing affordable housing stock.

The SKHHP 2022 work plan includes three major areas of work that will facilitate implementation of the SKHHP Interlocal Agreement: governance and administration; policy and planning; and education and outreach. The 2022 work plan builds on work done in 2020 and 2021 to establish a SKHHP Housing Capital Fund through pooled public resources, increase philanthropic and corporate investment through the creation of a SKHHP 501(c)(3) fundraising branch, and establish a SKHHP Advisory Board made up of community members that will help to ground SKHHP decisions in communities needs and interests.

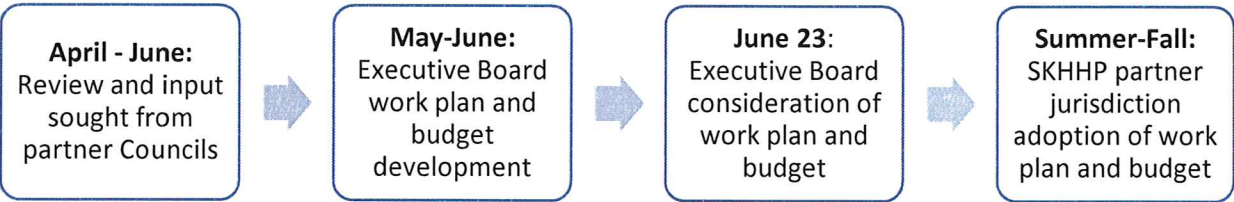
Progress reports

Consistent with the Interlocal Agreement, the SKHHP Executive Manager will submit quarterly budget performance and progress reports on the status of the work plan elements to the SKHHP Executive Board and the legislative body of each member

jurisdiction. To be consistent with the administering agency’s finance department, quarterly progress reports will be provided as follows:

- Quarter 1: May
- Quarter 2: August
- Quarter 3: November
- Quarter 4: February

Next steps: In accordance with the Interlocal Agreement, the 2022 SKHHP Work Plan will be approved by the legislative body of each member jurisdiction and the SKHHP Executive Board. The timeline for review and adoption of the 2020 SKHHP Work Plan is as follows:



GOVERNANCE AND ADMINISTRATION

GOAL 1: Define strategy, direction, and long-term goals, and provide direction to staff on implementation of the SKHHP Interlocal Agreement.

Outcomes:

- 1) Functioning and collaborative entity with clear measures of success.
- 2) Implementation supports equitable outcomes across jurisdictions, community members, and stakeholders.
- 3) Added value for SKHHP partners and South King County subregion.

Activities/Actions:

- 1) Develop annual work plan and budget
 - a. Partner jurisdiction input and review
 - b. Partner jurisdiction adoption
- 2) Quarterly progress and budget reports
- 3) Annual updates to stakeholders and non-SKHHP South King County cities
- 4) Strategic planning – establish 3-5 year goals and objectives

POLICY AND PLANNING

GOAL 2: Administer and allocate South King County Housing Capital Funds.

Outcomes:

- 1) Increase resources dedicated to affordable housing preservation, rehabilitation, and production in South King County.
- 2) Pool resources to address the growing affordable housing and homelessness needs in South King County.

Activities/Actions:

- 1) SKHHP Housing Capital Fund application and allocation process
- 2) Build funding support through advocacy with philanthropic and private corporations

GOAL 3: Work with partner jurisdictions to enhance and develop new local policies and programs that protect existing affordable housing stock, provide housing security, and accelerate access to affordable housing.

Outcomes:

- 1) Number of jurisdictions that adopt new or enhanced legislation or programs that support equitable affordable housing production and preservation strategies.
- 2) Increased number of affordable rental housing units in participating programs.

- 3) Improved collective efforts to address systemic and institutional racism and create greater racial equity and justice in housing.

Activities/Actions:

- 1) Support implementation of housing strategy/action plans to increase equitable housing production and preservation strategies
- 2) Maintain inventory & assessment of existing city policies and regulations for affordable housing preservation programs and housing production strategies
- 3) Assist cities in enacting policies and strategies that address tenant protections through anti-displacement, fair housing, and healthy housing
- 4) Develop subregional affordable housing preservation strategies.
- 5) Maintain catalog of successful affordable housing development projects

OUTREACH AND EDUCATION

Goal 4: Represent South King County and its unique affordable housing needs at all decision tables and foster collaboration between partners.

Outcomes:

- 1) Establish credibility of SKHHP with potential partners and funders.
- 2) South King County is authentically heard, considered, and supported by regional and state stakeholders and policy makers.
- 3) Changes in policies, practices, and funding streams that support affordable housing and homelessness programs in South King County.

Activities/Actions

- 1) Represent SKHHP at local & regional meetings and forums.
- 2) Develop annual SKHHP State advocacy priorities
- 3) Develop annual SKHHP Federal advocacy priorities
- 4) Conduct work sessions with state legislators

Goal 5: Further strengthen regional stakeholders' understanding of the spectrum of affordable housing options, the range of related needs and opportunities, and the housing system .

Outcomes:

- 1) South King County decision makers are informed and prepared to act based on current information and facts.
- 2) Increased interest from nonprofit and for-profit developer to partner with South King County cities to produce affordable housing.
- 3) The broader community is engaged on local housing issues.

Activities/Actions

- 1) Coordinate and work with developers to better understand barriers to increasing construction and preservation of affordable housing
- 2) Support SKC engagement and elected official participation in affordable housing development tours
- 3) Coordinate monthly educational topics that promote understanding of the full housing system and practices that have led to inequities in the system, and opportunities to address racial equity and justice
- 4) Generate educational information for the public including brochures, website, housing tours, and other outreach programs.

RESOLUTION 2021-03 – ATTACHMENT B

2022 SKHHP Operating Budget

Projected beginning fund balance - January 1, 2022	\$211,801.80
Projected ending fund balance - December 31, 2022	\$143,573.11

REVENUES

Auburn	\$29,900
Burien	\$17,250
Covington	\$8,625
Des Moines	\$8,625
Federal Way	\$29,900
Kent	\$39,100
Normandy Park	\$4,600
Renton	\$39,100
Tukwila	\$8,625
Unincorporated King County**	\$39,100
King County Housing Authority	\$15,000
King County**	\$35,900
Interest earnings	
Office space (in-kind donation)	\$12,000
Contributions & Donations	
TOTAL REVENUES	\$287,725.00

<i>Spend down balance</i>	<i>\$68,228.69</i>
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TOTAL	\$355,953.69
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EXPENSES

Salaries and benefits	\$254,685.17
Misc - travel, phone, postage	\$12,000.00
Advisory Board compensation	\$14,400.00
Office space (in-kind donation)	\$12,000.00
Supplies	\$1,000.00
Professional development	\$5,000.00
Interfund IT	\$25,600.00

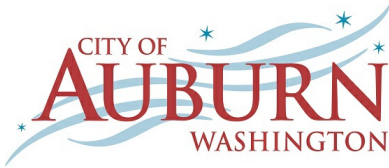
Subtotal	\$324,685.17
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Administering agency – 10% Administrative Fee*	\$31,268.52
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TOTAL	\$355,935.69
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*10% administrative fee is calculated as a percentage of operating costs which does not include in-kind donations, or carry forwards.

**King County contribution based on the population of unincorporated King County is shown as increasing at the same rate as other partner jurisdictions and the additional allocation decreasing to maintain a total contribution of \$75,000 per year.



AGENDA BILL APPROVAL FORM

Agenda Subject:

Resolution No. 5627 (Comeau)

Date:

September 29, 2021

Department:

City Attorney

Attachments:

[Resolution No. 5627](#)

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

City Council to adopt Resolution No. 5627.

Background for Motion:

Resolution 5627 declares an Auburn Police Department firearm as surplus property and approves its transfer to Rainier Arms, LLC.

Background Summary:

In 2015 the Auburn Police Department (APD) purchased a 4th generation Glock-17 firearm for use in its operations and assigned it to then Officer Dan O'Neil, who became the Police Chief of the City of Auburn beginning with his interim appointment in 2019. Chief O'Neil is retiring and separating from APD, leaving the firearm. APD no longer needs the firearm for its operations. Rainier Arms, LLC (Rainer) is a licensed firearm dealer in Auburn. Rainier desires to receive the firearm from APD, and APD desires to transfer ownership of the firearm to Rainer.

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

Comeau

Meeting Date: October 4, 2021

Item Number:

RES.B

RESOLUTION NO. 5627

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, DECLARING AN AUBURN POLICE DEPARTMENT FIREARM AS SURPLUS PROPERTY AND APPROVING ITS TRANSFER TO RAINIER ARMS, LLC

WHEREAS, in 2015 the Auburn Police Department (APD) purchased a 4th generation Glock-17 firearm (serial number YGM-818, “firearm”) for use in its operations and assigned it to then officer Dan O’Neil, who has since become APD’s police chief;

WHEREAS, Chief O’Neil is retiring and separating from APD, leaving the firearm with APD;

WHEREAS, APD no longer needs the firearm for its operations. APD has sufficient firearms to properly equip its officers and the department;

WHEREAS, Rainier Arms, LLC (Rainier) is a licensed firearm dealer in Auburn. Rainier desires to receive the firearm from APD, and APD desires to transfer ownership of the firearm to Rainier;

WHEREAS, APD and Rainier have agreed that Rainier will provide the City \$325 for the firearm transfer, which is the firearm’s fair market value based on its make, model, condition and depreciation;

WHEREAS, APD, Rainier and their respective employees and agents are legally eligible to possess, transfer and/or receive firearms under Washington and Federal law.

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

Section 1. The APD Glock-19 firearm, serial number YGM-818, is declared surplus property to APD. APD is accordingly authorized to transfer ownership of the firearm to Rainier in exchange for its fair market value of \$325.

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

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

Dated and Signed this _____ day of _____, 2021.

CITY OF AUBURN

NANCY BACKUS
MAYOR

ATTEST:

APPROVED AS TO FORM:

Shawn Campbell, MMC, City Clerk

Kendra Comeau, City Attorney