CITY OF AUBURN WASHINGTON	**City Council Study Session Community Wellness Special Focus Area** **July 26, 2021 - 5:30 PM** **Virtual** **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

II. VIRTUAL PARTICIPATION LINK

A. Virtual Participation Link

The Auburn City Council Study Session scheduled for Monday, July 26, 2021 at 5:30 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 Stay Safe-Stay Healthy, the City of Auburn is holding public meetings virtually at this time.

City of Auburn Resolution No. 5581, designates City of Auburn meeting locations for all Regular, Special and Study Session Meetings of the City Council and of the Committees, Boards and Commissions of the City as Virtual Locations until Washington's Governor authorizes local governments to conduct in-person meetings.

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://zoom.us/j/93489437035
YouTube: https://www.youtube.com/user/watchauburn/live/?nomobile=1

Or join by phone:

253 215 8782
877 853 5257 (Toll Free)

Webinar ID: 934 8943 7035

B. Roll Call

III. COMMUNITY WELLNESS DISCUSSION ITEMS

A. Human Services Program Update and Panel Presentation (Tate)(60 Minutes)

Staff will provide an overview of progress made towards 2021 Human Services program goals, followed by a panel presentation of staff representatives from currently funded programs serving Auburn residents

IV. AGENDA ITEMS FOR COUNCIL DISCUSSION

A. Limited Update of the 2015 Comprehensive Water Plan (Gaub)(15 Minutes)

B. Ordinance No. 6827 (Thomas)(30 Minutes)

An Ordinance amending Ordinance No. 6794, the 2021-2022 Biennial Operating Budget Ordinance, and Ordinance No. 6796, the 2021-2022 Biennial Capital Budget, as amended by Ordinance No. 6815, authorizing amendment to the City of Auburn 2021-2022 Budget as set forth in Schedule “A” and Schedule “B”

C. Ordinance No. 6830 (O'Neil)(15 Minutes)

An Ordinance adding a new section to the Auburn City Code that authorizes the Auburn Police Department to use body worn cameras and provides a process for community input into body worn camera policy development; and authorizing the Auburn Police Department to engage in a competitive negotiation process to procure to body worn cameras and related equipment

D. Resolution No. 5605 (Tate)(10 Minutes)

A Resolution authorizing the Mayor to execute an interlocal agreement between Pierce County, the Puyallup Indian Tribe and several Pierce County cities for the creation and operation of South Sound Housing Affordability Partners (SSHAP)

V. OTHER DISCUSSION ITEMS

VI. NEW BUSINESS

VII. 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:
Human Services Program Update and Panel Presentation (Tate)(60 Minutes)

Date:
July 20, 2021

Department:
Community Development

Attachments:
Human Services Program Update Powerpoint

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

Administrative Recommendation:

For discussion only.

Background for Motion:

Background Summary:

Every two years, the City Council allocates General Fund dollars to make competitive funding available for nonprofit agencies providing services to Auburn residents. In the Fall of 2019, Cloudburst Consulting completed a Community Needs Assessment for Auburn to help guide Human Services funding priorities over the following five years. This Needs Assessment included recommendations for both priority funding areas and proportionate allocation to each one based on a targeted increase in Human Services funding, based on the community data they compiled.

These priority areas are:
Basic Needs
Homelessness Interventions
Housing and Associated Services
Housing Related Supportive Services
Job Training and Education

The total allocation of Human Services grant funding awarded in the 2021-2022 budget is $680,000. This is a $190,000 increase from the prior year funding, and represents 0.92% of the 2019 General Fund expenditures. With this funding, 39 programs across 32 agencies are contracted with the Human Services program, providing services to thousands of Auburn residents.

During this presentation, staff will provide an overview of 2021 YTD Human Services Program accomplishment data. Following the presentation, agencies representing each of Auburn's funded priority areas will provide a short presentation on their program, followed by an opportunity for questions and answers. Agencies represented on the panel are: Domestic

Abuse Women's Network (DAWN), Mary's Place, Solid Ground, Multi-Service Center, and Orion Industries.

Reviewed by Council Committees:

Councilmember: Mulenga **Staff:** Tate

Meeting Date: July 26, 2021 Item Number:

CITY COUNCIL STUDY SESSION

HUMAN SERVICES PROGRAM UPDATE

PRESENTED BY DEPARTMENT OF COMMUNITY DEVELOPMENT
JULY 26, 2021

Department of Community Development
Planning • Building • Development Engineering • Permit Center
Sustainability • Community Services • Code Enforcement

AUBURN VALUES

SERVICE
ENVIRONMENT
ECONOMY
CHARACTER
SUSTAINABILITY
WELLNESS
CELEBRATION

GENERAL FUND VS CDBG

- General Fund Human Services dollars
  - $680,000
  - Competitive funding for direct service nonprofit agencies
  - Guided by Human Services Funding Priorities set by Council
  - Approved by City Council every other year during budget process
- CDBG dollars
  - $651,632*
  - Funds support city's Housing Repair program, public facility ADA improvements, public services (limited)
  - Guided by Consolidated Plan and Annual Action Plans
  - Approved by City Council every year

CITY OF AUBURN HUMAN SERVICES PROGRAM

- Allocates funding through a competitive application process to nonprofit agencies to provide direct services to community members.
- Currently manages contracts for 50 programs (General Fund and CDBG)
  - Contract management includes:
    - Oversight of agency reports and invoicing
    - Regular monitoring of contracted agencies
    - Support for agencies to identify and overcome barriers to service provision

CITY OF AUBURN HUMAN SERVICES PROGRAM

- Supports coordination, collaboration, and capacity building for nonprofit agencies
  - Facilitates monthly SKC Forum on Homelessness meeting
  - Facilitates monthly rental assistance providers roundtable
- Staff work closely with regional partners to better assess need and advocate for the Auburn and South King County community
- Auburn participates in Share1App, a common Human Services application process shared by 16 King County cities
- Agencies have the opportunity to submit funding applications every two years for programs that meet the City's priority service areas.

ESTABLISHING PRIORITY AREAS

- In early 2019 Cloudburst Consulting was hired by the City to complete a Community Needs Assessment for Auburn to help guide Human Services funding priorities over the following five years.
  - In 2017 City Council approved a specific budget line item in the 2019/2020 biennial budget for the purposes of conducting the Assessment which would be used to establish human service priorities.
  - In the Spring of 2019, the consultant sought input from City Council as the methodology and outreach strategies were formed.
  - In the Fall of 2019, the consultant completed the Community Needs Assessment. Final recommendations from the Consultant included both priority funding areas and proportionate allocation to each one assuming a targeted increase in Human Services funding.

FINAL PRIORITY AREAS

1. **Housing and Associated Services**
   Programs that provide ongoing housing or rental assistance and supportive services for individuals and families experiencing homelessness utilizing the Progressive Engagement model. Programs are characterized by ongoing case management and wraparound services as needed in addition to rental or other housing supports.

2. **Homelessness Interventions**
   Programs that engage individuals and families experiencing homelessness in housing problem solving, including shorter-term, “light touch” models such as diversion and rapid exit from shelter.

3. **Housing-related Supportive Services**
   Programs that meet housing related basic needs, including eviction prevention, utility assistance, shelter, storage, laundry, showers, and other homelessness prevention supports.

4. **Basic Needs**
   Programs that meet a diverse array of non-housing related basic needs, including food access, youth programming, domestic violence advocacy, physical and behavioral health, childcare resources, immigration supports, legal assistance, etc.

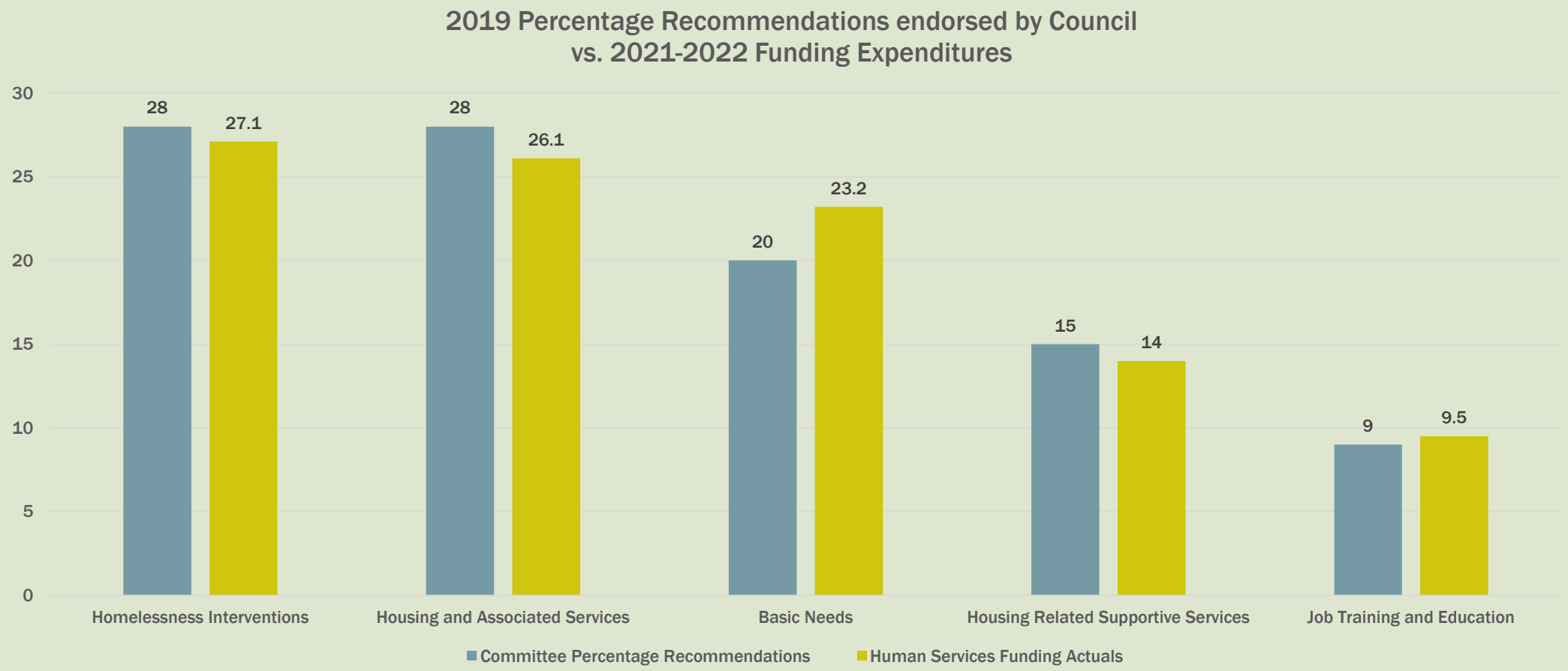
5. **Job Training and Education**
   Programs that provide education, job training and placement, or apprenticeship opportunities with the aim of increasing economic opportunities for participants.

2021-2022 FUNDING CYCLE UPDATES

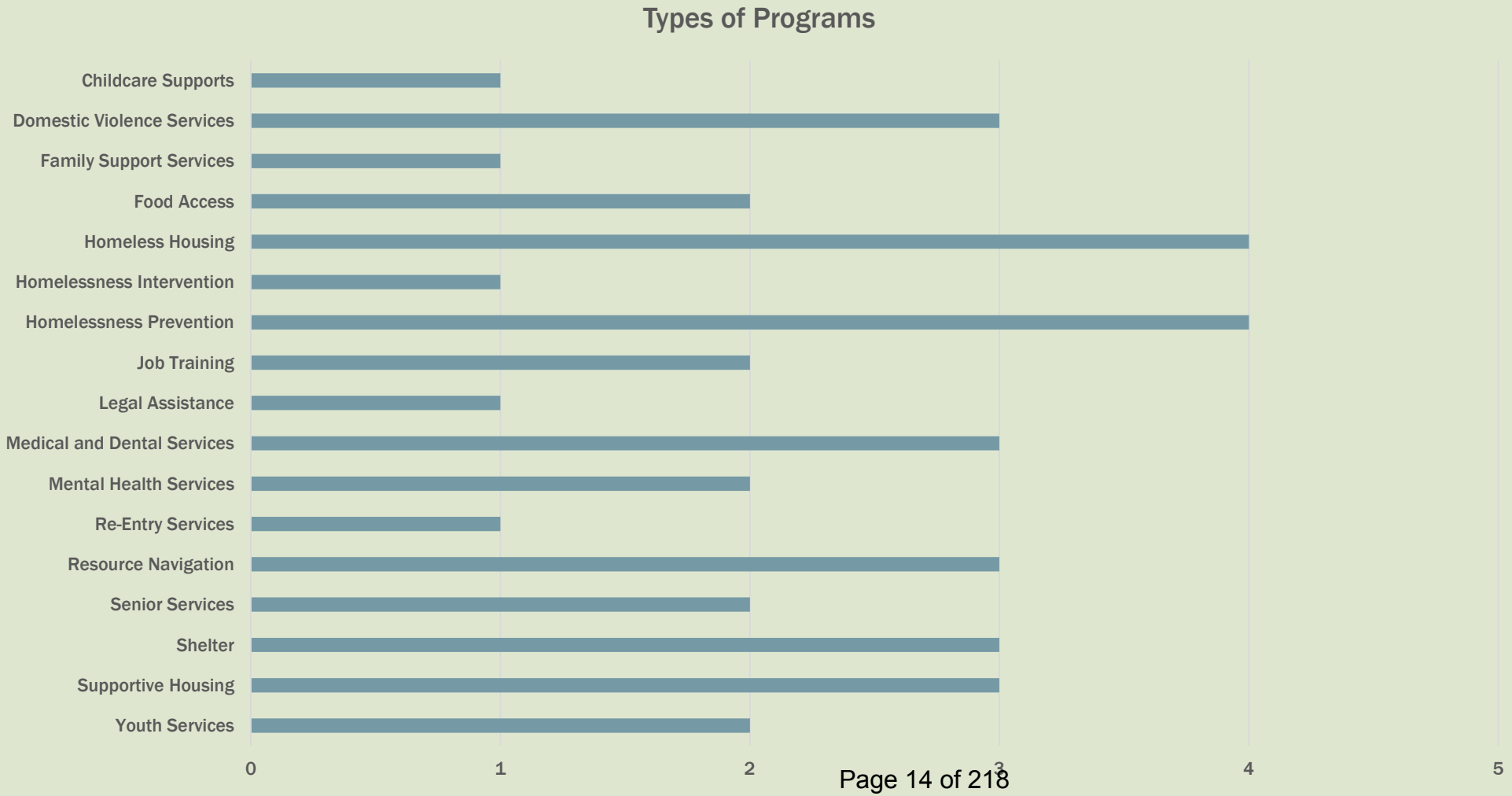
HUMAN SERVICES FUNDING - ELIGIBILITY

- In order to be considered for funding, agencies must:
  - Meet one or more of the City of Auburn's funding priorities
  - Have 501(c)(3) status, or have a 501(c)(3) fiscal sponsor in place by the time the application period closes
  - Have a nondiscrimination policy in place
  - Meet minimum insurance requirements
  - Be willing and able to accept reimbursement for funds based on service unit completion
  - If funded, regularly track and submit required reports regarding services and demographics, and undergo regular monitoring

2021 – 2022 CONTRACTED EXPENDITURES BY PRIORITY AREA



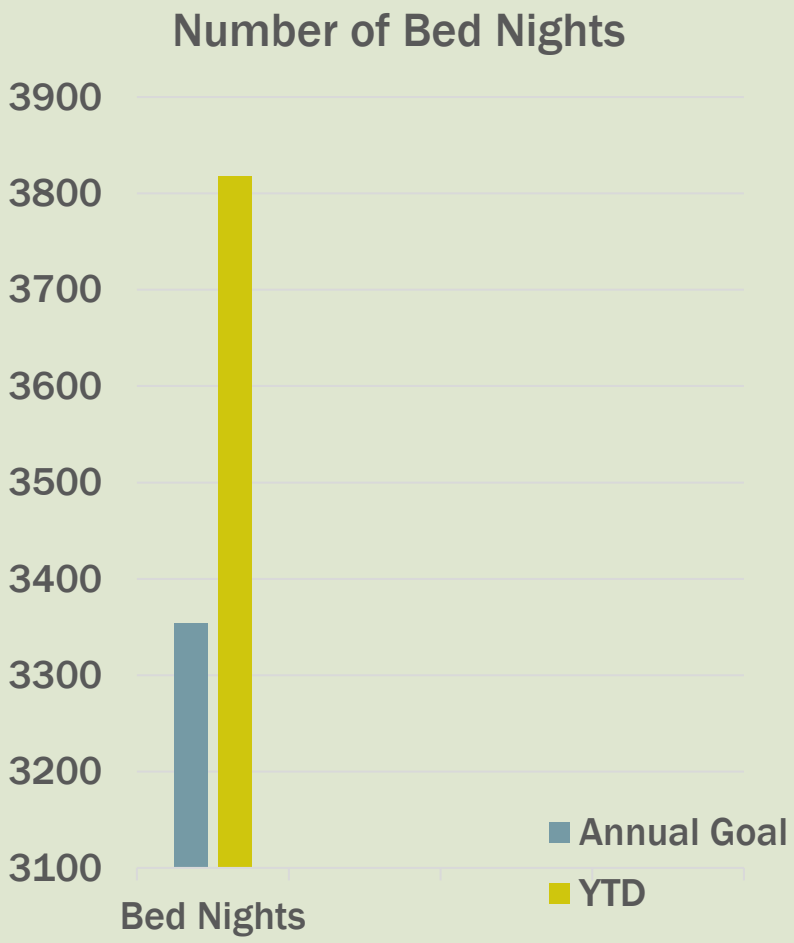
2021 – 2022 EXPENDITURES BY PROGRAM TYPE

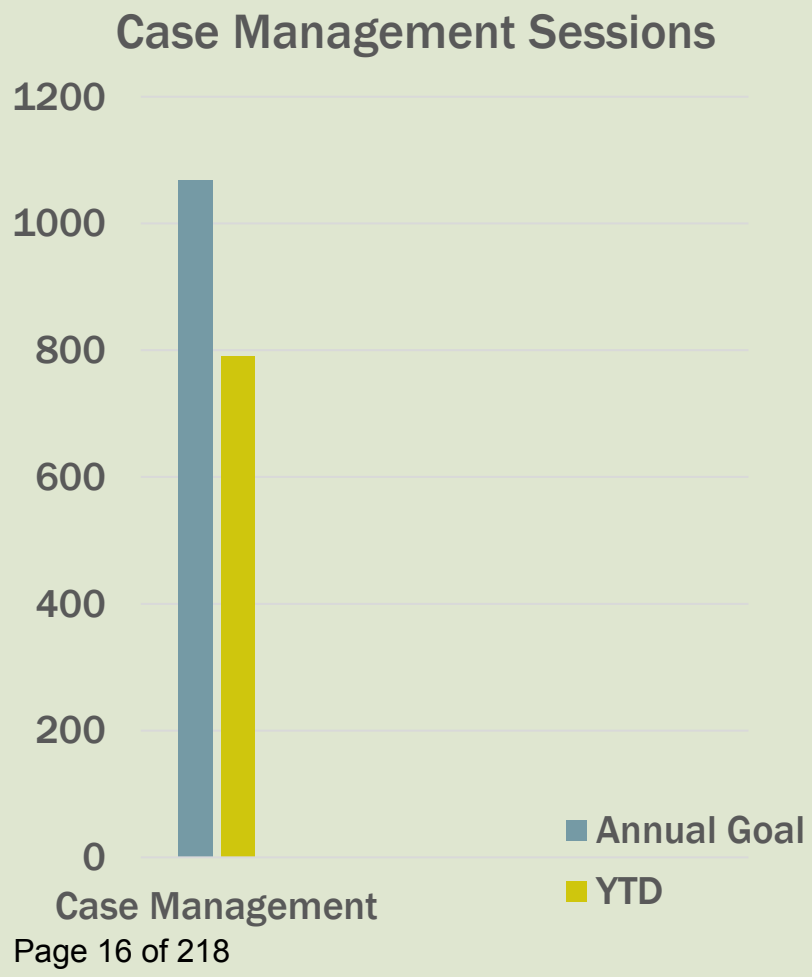


JANUARY – JUNE, 2021

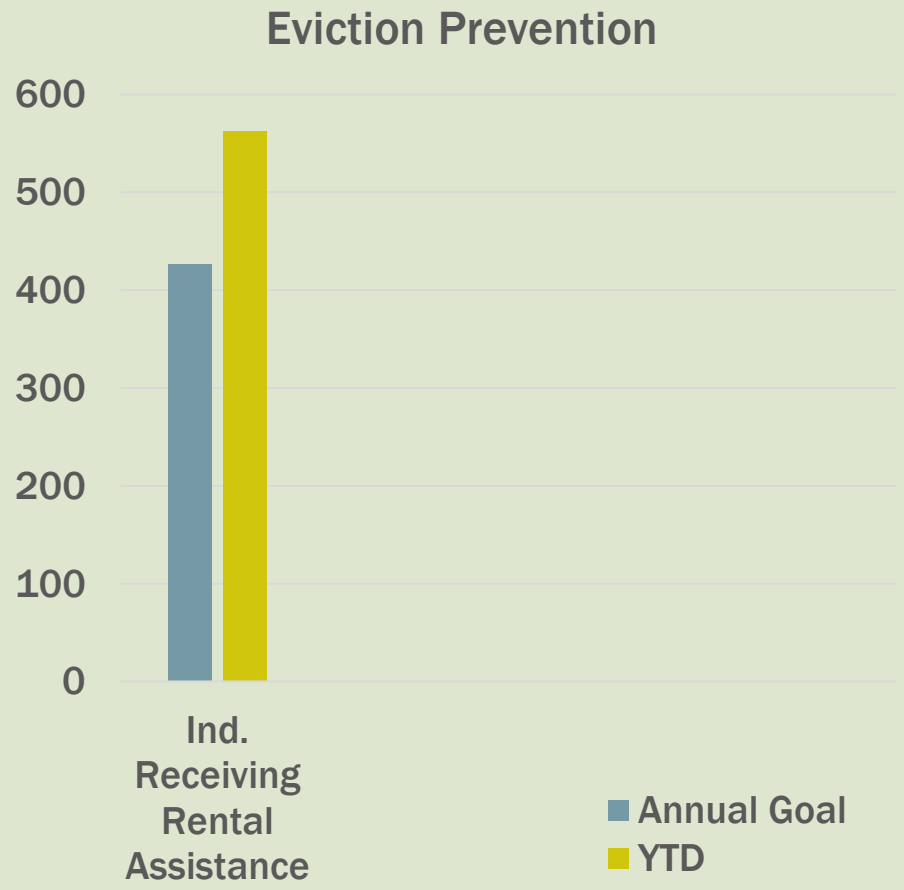
- 39 Programs Funded
  - **9089** Auburn Residents served across all programs
  - **3818** Bed nights provided
  - **791** Case management sessions
  - **563** Auburn Residents received eviction prevention financial resources
  - **33** Auburn Residents enrolled in job training services

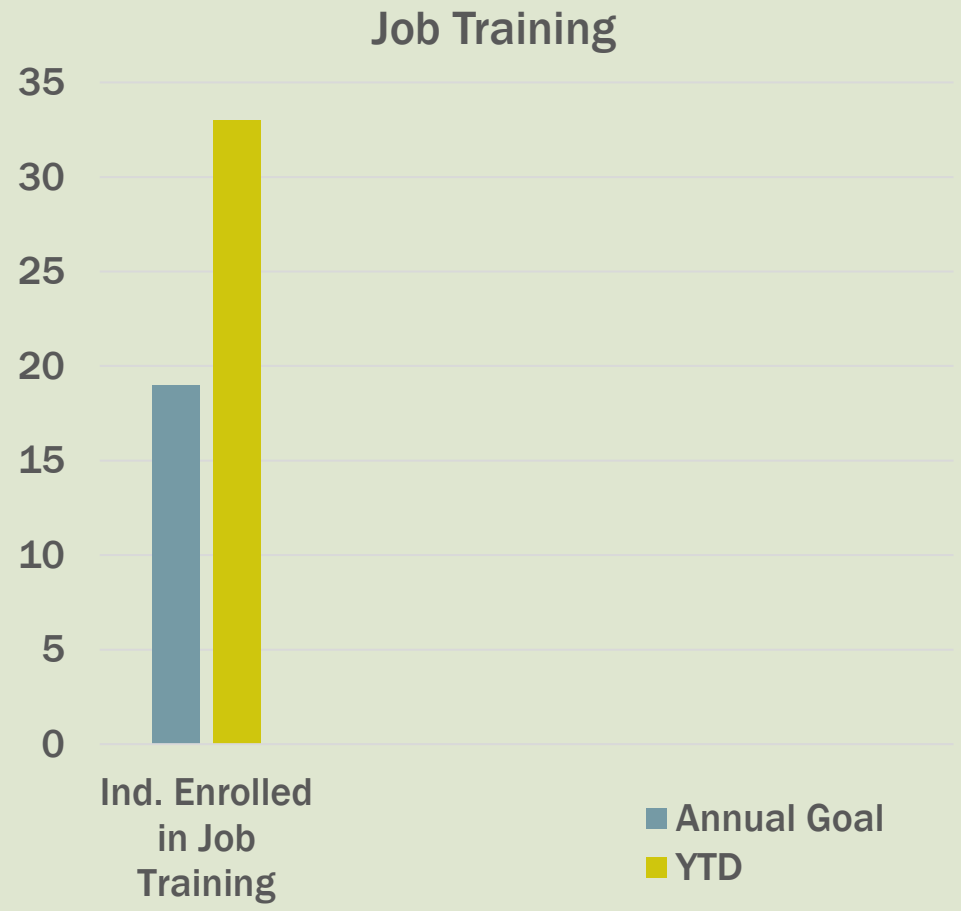
JANUARY – JUNE 2021





JANUARY – JUNE 2021





AGENCY PANEL PRESENTATION

DAWN: COMMUNITY ADVOCATES PROGRAM

Priority Area:
Basic Needs

MARY'S PLACE: A PLACE TO CALL HOME

Priority Area:

Homelessness Interventions

SOLID GROUND: JOURNEYHOME RAPID REHOUSING

Priority Area:

Housing and Associated Services

MULTI-SERVICE CENTER: EMERGENCY ASSISTANCE AND RESOURCE NAVIGATION

Priority Area:

Housing Related Supportive Services

ORION: EMPLOYMENT SERVICES

Priority Area:

Job Training and Education

QUESTIONS?

THANK YOU

AGENDA BILL APPROVAL FORM

Agenda Subject:
Limited Update of the 2015 Comprehensive Water Plan (Gaub) (15 Minutes)

Date:
July 19, 2021

Department:
Public Works

Attachments:
Presentation
Limited Update of the 2015 Comprehensive Water Plan

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

Administrative Recommendation:

For discussion only.

Background for Motion:

Background Summary:

The Washington Department of Health (DOH) approved the 2015 Comprehensive Water Plan (Plan) through May 11, 2022, (a 6-year approval), which contains the required 6-year and 20-year planning period projections. The 2015 Plan also contains 10-year projections in anticipation of a regulatory change allowing 10 years instead of 6 years between preparation of new comprehensive plans. DOH has now implemented that regulatory change. The City will be requesting DOH's approval of a 4-year extension of the City's comprehensive plan by submitting a Limited Update to the 2015 Comprehensive Water Plan. This Limited Update documents how the existing approved Plan is still accurate and applicable.

One element of the Plan is the Water Use Efficiency (WUE) Program. The existing 2015-2020 program goals were evaluated and new goals are being proposed for the 2021-2026 WUE Program.

Public hearings to receive comments on the proposed WUE goals and proposed Plan update will take place during the August 2, 2021 Council meeting.

Reviewed by Council Committees:

Councilmember: Stearns
Staff: Gaub
Meeting Date: July 26, 2021
Item Number:

ENGINEERING SERVICES

LIMITED UPDATE OF THE 2015 COMPREHENSIVE WATER PLAN

SUSAN FENHAUS
CITY COUNCIL STUDY SESSION
JULY 26, 2021

Public Works Department
Engineering Services • Airport Services • Maintenance & Operations Services

AUBURN VALUES

SERVICE
ENVIRONMENT
ECONOMY
CHARACTER
SUSTAINABILITY
WELLNESS
CELEBRATION

TONIGHT'S PRESENTATION

- 2015 Comprehensive Water Plan
  - Extension Request
  - Planning Efforts
- Water Use Efficiency Program
- Public notices and opportunity to comment
- Next Steps

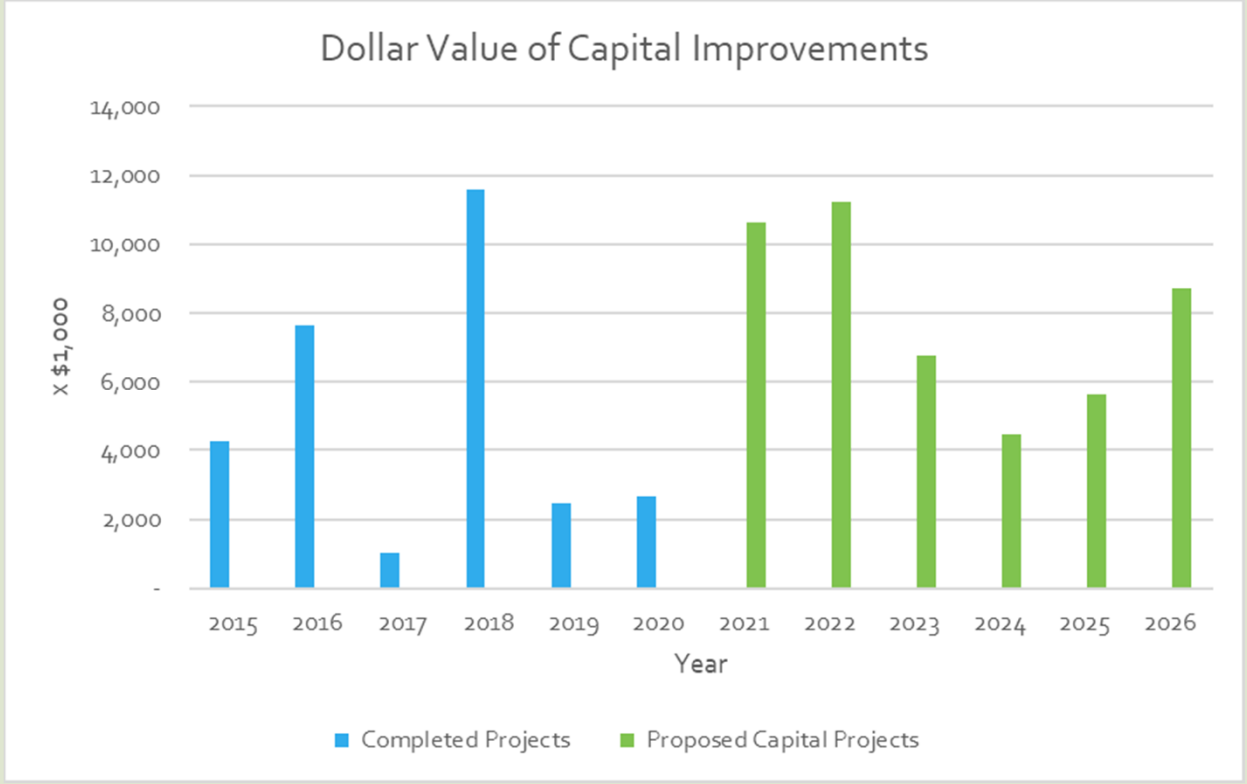
2015 COMPREHENSIVE WATER PLAN

- DOH approved May 11, 2016
- 6-year approval, next plan due May 11, 2022
- Required 6-year and 20-year planning period projection
- 10-year projections

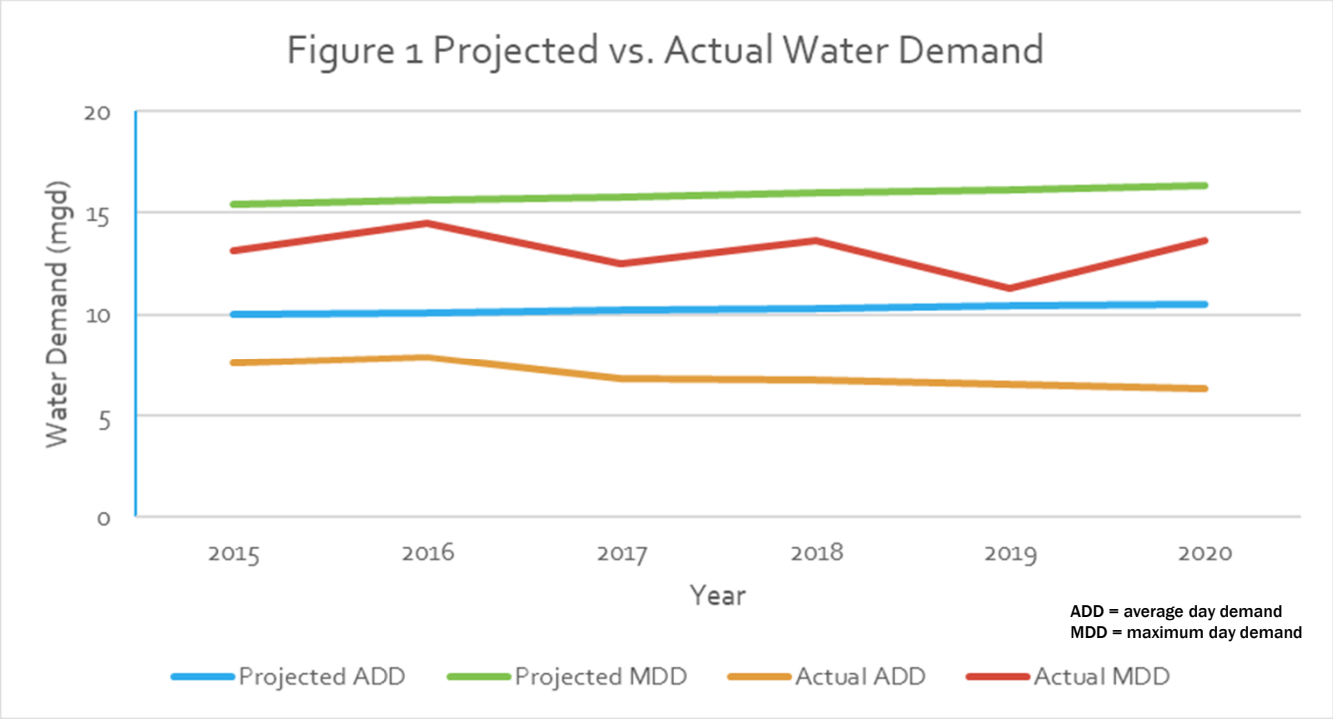
COMPREHENSIVE PLAN EXTENSION REQUEST

- "A water system may request a limited update for their WSP when the existing approved plan still has useful life extending beyond the existing approval time frame." (DOH Directive Memorandum DM B.03)
- Request for 4-year extension to May 11, 2026
- Reasons the approved plan still has validity
  - Capital projects
  - Water demand
  - Population

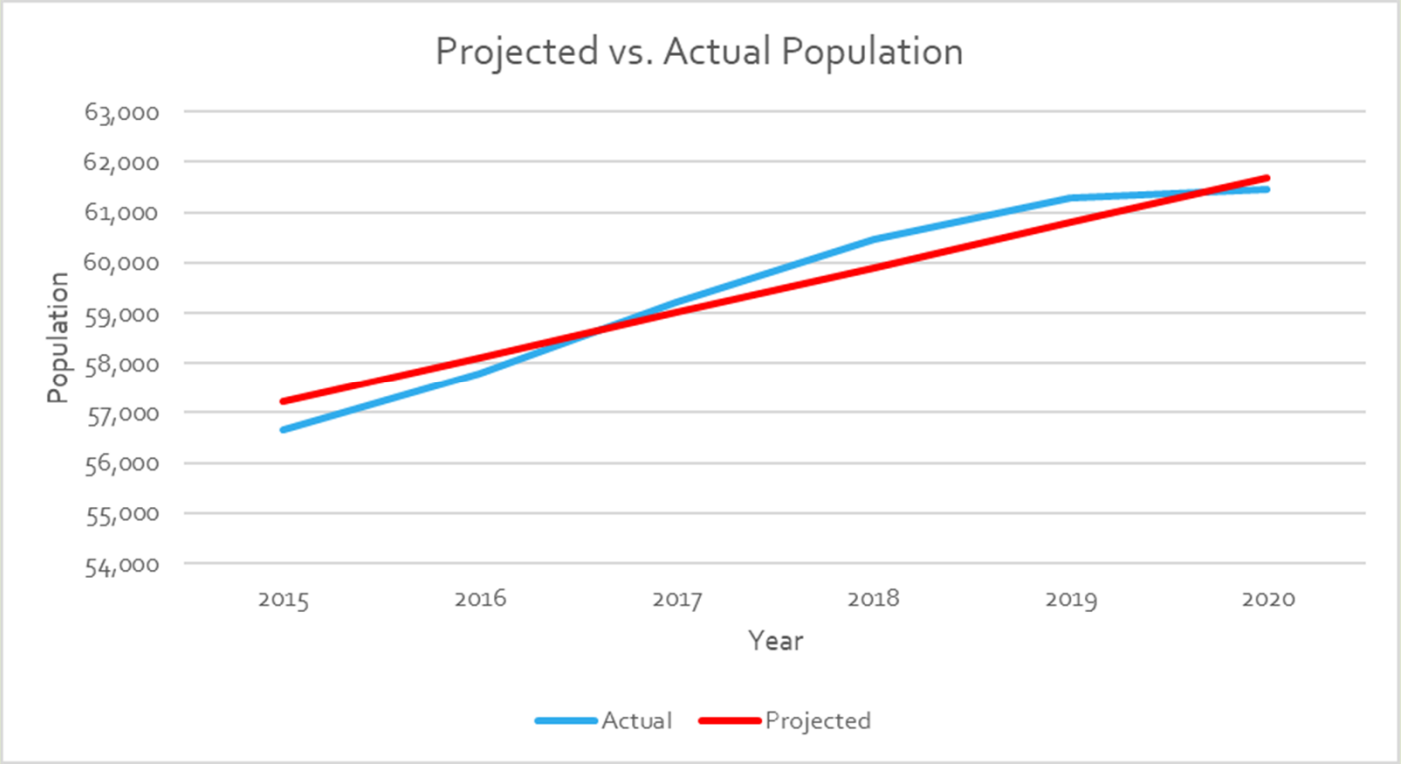
WATER CAPITAL PROJECTS



WATER DEMAND COMPARISON



POPULATION COMPARISON



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2021-2026 WATER USE EFFICIENCY PROGRAM

- Set goals
  - Decrease residential water use 1 percent annually
  - Decrease peak summer water use
  - Maintain distribution system leakage under 10%
- Implement program measures to achieve goals
  - School outreach
  - Theme shows/fairs (Kid's Day, Farmer's Market)
  - Low water use fixtures
  - Automated water meters – see hourly water use, early detection of leaks and customer notification

NEXT STEPS

- August 2, 2021 Council meeting:
  - Public hearing to receive comments on Water Use Efficiency Program
  - Public hearing to receive comments on Limited Update of the 2015 Comprehensive Water Plan
  - Resolution 5603 Approving Water Use Efficiency Program
  - Resolution 5604 Approving Limited Update of the 2015 Comprehensive Water Plan
- Submit both documents to Department of Health
- Begin preparation of full Comprehensive Water Plan along with the City's Comprehensive Plan for 2024 approval

July 14, 2021

Richard Rodriguez
Regional Planner
Washington State Department of Health
Northwest Regional Office
20425 72nd Avenue South, Suite 310
Kent, WA 98032

RE: City of Auburn 2015 Water System Plan (Water System ID 03350)
Approval Extension Request

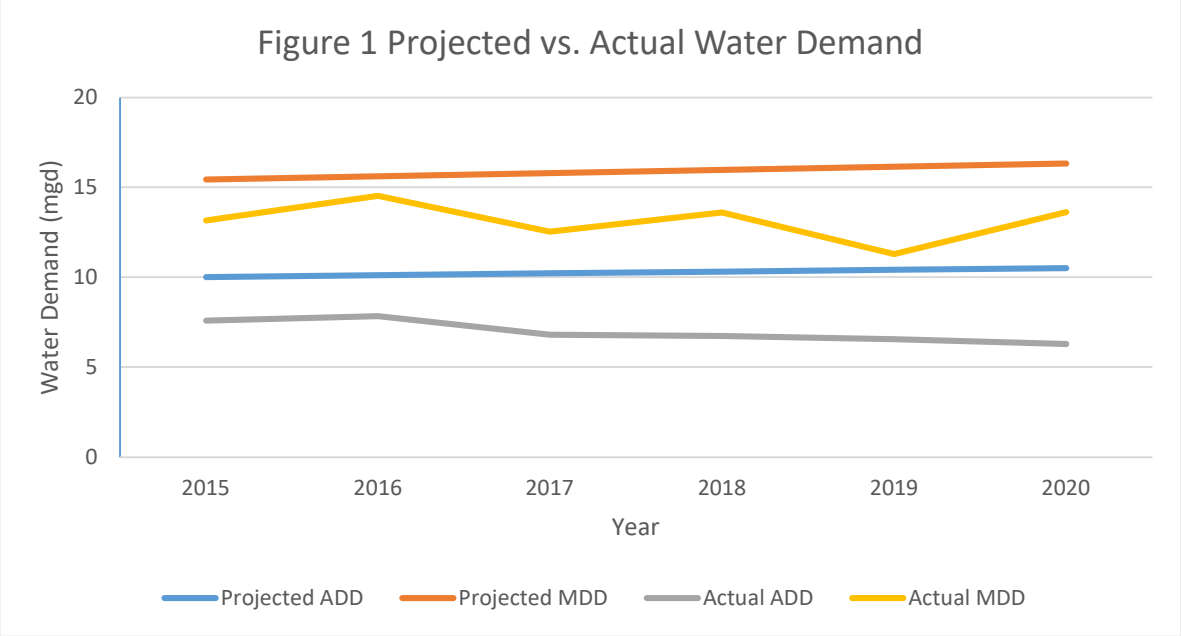
Dear Mr. Rodriguez:

On behalf of the City of Auburn, I am requesting approval of a 4-year extension for the City of Auburn Water System Plan (WSP), entitled "City of Auburn Comprehensive Water Plan, October 2015". On May 11, 2016, the Washington State Department of Health approved the City's WSP for a 6-year term that will expire on May 11, 2022. To date, there have been no significant changes to the WSP that warrants the scheduled approval update per WAC 246-290-100. The projects, demands and growth presented in the current WSP are still valid and are accurate projections of the City's current planning efforts. Additionally, the current WSP includes projects, demands and growth projections 4 years beyond the 6-year planning period in anticipation of this extension request. Although the City is requesting a 4-year extension, a full water system plan will be prepared as part of the City-wide comprehensive plan, expected to be completed in 2024.

SYSTEM CAPACITY

Demand
The City's annual water demand between 2014 and 2020 has been less than the projected demand in the City's 2015 WSP for each corresponding year. Table 1 and Figure 1 show the difference between the projected average day demand (ADD) and maximum day demand (MDD) in the 2015 WSP, and the actual ADD and MDD for the years 2015 through 2020. With conservation, low distribution system leakage, and Lake Meridian securing an alternate wholesale source so that it has not been utilizing wholesale water from Auburn, the City expects to remain below the demands shown in 2015 WSP Table 4.17 and Figure 4.8 through 2025.

Table 1 Projected vs. Actual Water Demand				
Year	Projected Average Day Demand	Projected Maximum Day Demand	Actual Average Day Demand	Actual Maximum Day Demand
	MGD	MGD	MGD	MGD
2015	10.02	15.44	7.58	13.16
2016	10.12	15.61	7.85	14.53
2017	10.21	15.79	6.80	12.54
2018	10.31	15.97	6.73	13.61
2019	10.41	16.15	6.55	11.29
2020	10.51	16.33	6.29	13.62



Water Use Efficiency (WUE) Goal

The Previous 2014-2020 WUE goal that was adopted in the 2015 WSP Section 8.2 has been reported annually to customers and Department of Health. At the end of the 6-year cycle, a new goal was established through a public process.

The new 2021-2025 goal is anticipated to be adopted by the City Council on August 2, 2021. The projected demands that were calculated for the 2015 WSP update using historical water production, purchase, sales data, and the growth projection data were used to support the new goal.

> **2021-2025 WUE Goal**: Decrease the planning ERU value (gpd/ERU) 1 percent annually from the current planning ERU value of 179 gpd/ERU, which is the 75th percentile of 7 years of historical data (2014-2020). Revaluate goal when the planning ERU value reaches less than 172 gpd/ERU.

The City plans to continue to implement 14 of the 15 demand-side WUE program measures noted in the 2015 WSP Section 8.2.5 to achieve the new 2021-2025 WUE goal. The Demonstration Garden (Measure 14) is no longer maintained because the location exacerbated homeless encampment issues. However, a new program measure described below is proposed, keeping the total number of program measures at 15.

> Rainwater Harvesting: The City will evaluate implementation of a rainwater harvesting (rainwater reclamation) promotion program as a means to reduce irrigation water usage by commercial, public and residential customers. The City Stormwater Utility's requirement to use Low Impact Development (LID) measures, where feasible, strives to keep rainwater on the property, further reducing irrigation demands.

Storage

2015 WSP analysis identified storage deficiencies in the Valley and Lea Hill service areas in 2035. A combination of storage and supplies are needed to eliminate these deficiencies. Long-term capital projects to install iron and manganese treatment at Well 7 and construct a new Valley storage reservoir will eliminate the deficiencies when completed. These projects remain in the Capital Improvements Plan in the mid-term and long-term planning.

CAPITAL IMPREOVMENT PLAN

The City has made progress in completing the following capital improvements per the schedule outlined in Chapter 10 of the 2015 WSP. Listed below is a summary of the scheduled Capital Improvement Projects and/or Programs from the 2015 WSP Table 10.6 that were completed or are still in progress. Most water main replacement projects are not identified individually in the 2015 WSP. They are included in the Street Utility Improvements Program, Water Repair and Replacement Program, and Annual Distribution Improvements Program.

Status Project Name

Completed 2015

- SCADA Upgrades
- Valley Asbestos Cement (AC) Water Main Replacement – 1,480 feet 6" and 1,280 feet 8" replaced with 12" ductile iron
- 2015 Local Street Reconstruction – 1,955 feet 6" cast iron and 1,330 feet 8" cast iron replaced with 8" ductile iron
- Auburn Way South Flooding Improvements (17th St SE) – 3,160 feet 8" cast iron replaced with 8" ductile iron

Completed 2016

- Well 1 On-Site Improvements
- Well 4 Emergency Power Improvements
- Lakeland Hills Reservoir 5 Improvements
- Muckleshoot Indian Tribe (MIT) Casino Master Meters

- 2016 Local Street Reconstruction – 1,315 feet 6” cast iron replaced with 8” ductile iron, 1,250 feet 4” cast iron replaced with 12” ductile iron
- Auburn Way South Corridor Improvements (MIT Plaza – Dogwood) – 2,080 feet 10” cast iron replaced with 12” ductile iron

Completed 2017

- West Hill Springs Flow Control Improvements
- 2017 Local Street Reconstruction – 2,440 feet 6” cast iron replaced with 8” ductile iron

Completed 2018

- Fulmer Field Improvements
- Lea Hill PRV Station Improvements
- Water Meter & Billing System Improvements (AMI)
- 2018 Local Street Reconstruction – 600 feet 6” cast iron replaced with 12” ductile iron

Completed 2019

- Reservoir 1 Seismic Control Valve
- 2019 Local Street Reconstruction – 2,115 feet 6” cast iron and 740 feet 8” cast iron replaced with 8” ductile iron
- A Street SE Improvements – 760 feet 6” cast iron and 340 feet 8” cast iron replaced with 12” ductile iron

Completed 2020

- Green River Pump Station Back-Up Power
- Meter Vault Replacement
- Pipe Asset Management Study
- 2020 Arterial Street Reconstruction – 1,155 feet 8” cast iron replaced with 16” ductile iron

In Progress

- Cascade Water Alliance Water Purchase – annual payments until 2029
- Well 4 Pump Improvements
- Academy Pump Station No. 1 Replacement
- Coal Creek Springs Transmission Main Replacement
- Street Utility Improvements Program – annual program that funds water main repair, replacement, or upgrade in conjunction with City street projects
- Water Repair and Replacements Program – annual program that funds repair and replacement of water mains
- Annual Distribution Improvements Program – annual program that funds upgrades or extensions of new water main projects

Cancelled

- Utilities Field Operations Center – This project is replaced with a more comprehensive upgrade to the City’s Operations and Maintenance Facilities

Table 2 below has an updated project list of the 2015 WSP CIP, and new projects for the requested 4-year time extension. Costs have been updated from those presented in Table 10.6 of the 2015 WSP to account for inflation. Projects with minimal costs (e.g., $10,000 in 2021 and no future year costs) are nearing completion.

Table 2 2021-2026 Capital Improvement Projects and Programs (x $1,000)							
2015 WSP ID	Project Name	2021	2022	2023	2024	2025	2026
S-04	**Cascade Water Alliance Water Purchase**	$ 935	$ 935	$ 935	$ 935	$ 935	$ 935
S-06	**Well 5/5A Upgrades**	$ -	$ -	$ -	$ -	$ 947	$ 112
S-07	**Well Inspection and Redevelopment**	$ -	$ 185	$ -	$ -	$ 200	$ -
S-08	**Water Resources Protection Program**	$ 27	$ 28	$ 29	$ 29	$ 30	$ 31
S-09	**Coal Creek Springs Rehabilitation**	$ -	$ -	$ -	$ -	$ -	$ 1,126
S-12	**West Hill Springs Water Quality Improvements**	$ -	$ -	$ -	$ 100	$ 480	$ -
S-13	**Algona Well 1 Decommissioning**	$ -	$ -	$ 50	$ -	$ -	$ -
S-18	**Howard Road CCTF Expansion**	$ -	$ -	$ -	$ -	$ -	$ 349
S-22	**Well 4 Facility Improvements**	$ 147	$ 830	$ -	$ -	$ -	$ -
R-03	**Reservoir Repair and Replacements**	$ 50	$ 62	$ 64	$ 66	$ 68	$ 70
R-04	**Valley Service Area Reservoir No. 3**	$ -	$ 50	$ -	$ -	$ -	$ 700
R-05	**Reservoir Painting**	$ -	$ -	$ -	$ -	$ -	$ 1,747
R-06	**Reservoir Seismic Rehabilitation**	$ -	$ -	$ -	$ 262	$ -	$ 298
R-06	**Reservoir 2 Valves**	$ -	$ 240	$ 760	$ -	$ -	$ -
PS-04	**Intertie Booster Pump Station Improvements**	$ -	$ -	$ -	$ -	$ -	$ 250
PS-07	**Academy PS #1 Pump Replacement**	$ 3,000	$ 610	$ -	$ -	$ -	$ -
PS-09, D-16	**Station/Distribution System Improvements**	$ -	$ -	$ -	$ -	$ -	$ 70
PS-10	**Lea Hill PS Replacement**	$ -	$ -	$ -	$ -	$ 491	$ 746
D-02	**Annual Distribution System Improvements Program**	$ -	$ -	$ 300	$ 1,000	$ 300	$ 1,000
D-02	**104th Park Development (104th to 102nd Water Main Loop)**	$ 250	$ -	$ -	$ -	$ -	$ -
D-06	**Street Utility Improvements Program**		$ 2,000	$ 1,000	$ 1,000	$ 1,000	$ 1,000
D-06	**F Street SE Non-Motorized Improvements**	$ 10	$ -	$ -	$ -	$ -	$ -
D-06	**M Street NE Widening**	$ -	$ 37	$ -	$ 320	$ -	$ -
D-06	**Auburn Way South - Hemlock Street SE to Poplar Street SE**	$ -	$ -	$ 2,176	$ 256	$ -	$ -
D-06	**2021 Local Streets Reconstruction**	$ 2,520	$ -				$ -
D-06	**Water Trench Patches Program**	$ 150	$ 155	$ 160	$ 165	$ 170	$ -
D-06	**4th Street SE Reconstruction**	$ 50	$ 800	$ -	$ -	$ -	$ -
D-06	**Garden Avenue Realignment**	$ 55	$ 440	$ -	$ -	$ -	$ -
D-09	**Water Repair & Replacements Program**	$ -	$ 100	$ 1,000	$ 300	$ 1,000	$ 300
D-11	**Coal Creek Springs Transmission Main**	$ 10	$ 2,425	$ -	$ -	$ -	$ -
G-08	**Comprehensive Water Plan**	$ -	$ 263	$ 271	$ 20	$ -	$ -
New	**Deduct Meter Replacement Program**	$ 515	$ 485	$ -	$ -	$ -	$ -
New	**Lea Hill AC Main Replacement**	$ 10	$ -	$ -	$ -	$ -	$ -
New	**Lead Service Line Replacement**	$ 2,900	$ 1,600	$ -	$ -	$ -	$ -

LAND USE AND GROWTH

The Auburn water service area is smaller than the entire area of the City. For purposes of projecting growth over the next 5-year period, the service area represents approximately 75% of the City's corporate boundaries, taking into account areas are not developed or are served by private wells that are not expected to connect to the water system within the next 5 years. The 2015 WSP Table 4.8 projected a total service area population of 57,213 for 2015 and 62,581 for 2021. The State Office of Financial Management (OFM) population estimates are presented in Table 3. The total population of the City is the sum of the parts in King and Pierce Counties, with calculated water service area population 75% of the total.

Table 3 City of Auburn Population

County	Jurisdiction	2010 Population Census	2015 Population Estimate	2016 Population Estimate	2017 Population Estimate	2018 Population Estimate	2019 Population Estimate	2020 Population Estimate
King	Auburn (part)	62,761	65,950	67,340	69,060	70,650	71,740	71,960
Pierce	Auburn (part)	7,419	9,595	9,720	9,900	9,965	9,980	9,980
	Auburn Total	70,180	75,545	77,060	78,960	80,615	81,720	81,940
Water Service Area Population		52,635	56,659	57,795	59,220	60,461	61,290	61,455
2015 WSP Table 4.8 Projections			57,213	58,108	59,002	59,897	60,792	61,686

As Table 3 shows, the OFM estimated population of 61,455 and the 2015 WSP projection of 61,686 are fairly close. It is anticipated the actual growth in demand over the requested 4-year extension period will not exceed the demand projections stated in the 2015 WSP.

POLICIES AND DESIGN CRITERIA

The City's water service policies as presented in Section 3 of the 2015 WSP have remained the same for operating and constructing new facilities. The Design and Construction Standards provided in Appendix Q of the 2015 WSP have had minor modifications to provide clearer information or revised materials specifications. The water sections of the City of Auburn Design and Construction Standards are attached.

FINANCING AND IMPLEMENTATION

The financial analysis in Section 11 of the 2015 WSP identified the capital improvement plan (CIP) that the City is currently still pursuing. The City continues to fund the water operations and CIP programs while still maintain positive reserves as indicated in Table 4. The City obtained bond funding in 2020 for approximately $13.7 million for some of the planned projects. This funding was anticipated and discussed in the 2015 WSP Chapter 11. The City has adequate reserves to fund its debt service.

Table 4 Statement of Revenues, Expenses, and Changes in Fund Net Position							
	2014	2015	2016	2017	2018	2019
Operating Revenues						
Charges for service	$ 13,123,260	$ 14,225,395	$ 14,603,413	$ 14,781,310	$ 15,293,485	$ 15,057,517
Other Operating Revenue	-	-	-	-	600	835
Total Operating Revenues	13,123,260	14,225,395	14,603,413	14,781,310	15,294,085	15,058,352
Operating Expenses						
Operations and Maintenance	4,542,882	5,724,361	4,708,531	3,753,573	3,692,419	3,789,093
Administration	2,927,033	2,773,952	2,876,688	4,672,569	4,702,259	4,727,971
Depreciation/Amortization	2,410,604	2,934,694	3,014,425	3,269,581	3,407,933	3,848,016
Other Operating Expenses	1,528,313	1,650,719	1,812,788	8,964	-	-
Total Operating Expenses	11,408,832	13,083,726	12,412,432	11,704,687	11,802,611	12,365,080
Operating Income (Loss)	1,714,428	1,141,669	2,190,981	3,076,623	3,491,474	2,693,272
Non-Operating Revenue (Expenses)						
Interest Revenue	13,972	19,431	44,045	104,564	178,271	261,654
Other Non-Operating Revenue	347,225	241,238	218,927	269,264	324,228	589,809
Gain on Sale of Capital Assets	-	-	-	-	-	-
Interest Expense	(546,255)	(606,837)	(687,081)	(703,321)	(697,363)	(658,808)
Other Non-Operating Expenses	(37,857)	(966)	(8,116)	-	-	-
Total Non-Operating Revenue (Expenses)	(222,915)	(347,134)	(432,225)	(329,493)	(194,864)	192,655
Income (Loss) Before Contributions and Transfers	1,491,513	794,535	1,758,756	2,747,130	3,296,610	2,885,927
Capital Contributions	1,283,277	1,999,057	3,299,828	1,176,756	1,271,234	3,246,853
Transfers In	-	-	-	2,500,000	2,686,332	39,258
Transfers Out	(110,271)	(203,642)	(88,921)	(2,693,946)	(2,800,400)	(147,002)
Changes in Net Position	2,664,519	2,589,950	4,969,663	3,729,940	4,453,776	6,025,036
Net Position, January 1, as Previously Reported	68,655,975	71,320,494	70,782,042	75,751,705	79,481,645	83,935,421
Change in Accounting Principle		(3,128,402)				
Net Position, January 1 as Restated		68,192,092				
Net Position, December 31	$ 71,320,494	$ 70,782,042	$ 75,751,705	$ 79,481,645	$ 83,935,421	$ 89,960,457

SEPA COMPLIANCE

Since the 2015 WSP, no changes have occurred that would require a new Determination of Non-significance to be issued. Some planned capital improvements may require project-specific SEPA documents, which will be developed as part of those projects.

ADJACENT WATER SYSTEMS AND WHOLESALE CUSTOMERS

The following adjacent water systems and wholesale customers have been notified of the City's 2015 WSP extension request. The draft letter was emailed on June 28, 2021 for agency review. Response deadline was July 9, 2021. All received comments and responses are documented.

Agency	Agency Comments	Auburn Responses
City of Algona	Comment 6/28/2021 inquiring about the $50,000 on line S-13 of the Capital Program.	Algona transferred ownership of their well to Auburn. The cost is to decommission the Algona well after the water right is transferred to an Auburn well location.
City of Bonney Lake	No response	N/A
City of Kent	No comments (6/30/2021)	N/A
City of Pacific	No response	N/A
City of Sumner	No response	N/A
Covington Water District	No response	N/A
Highline Water District	No response	N/A
Lakehaven Water and Sewer District	Comment 6/30/2021 stating there was no mention of the requirements of the 2018 American Water Infrastructure Act (AWIA), asking if Auburn is exempt from this planning requirement.	Auburn is not exempt from the requirements of AWIA and has met the AWIA requirements for assessment and emergency planning.
Lake Meridian Water District	No response	N/A
Muckleshoot Indian Tribe	No response	N/A

The City Council is anticipated to approve of the adoption process for this Extension Request letter at its August 2, 2021 meeting.

The City requests that the 2015 WSP's existing approval be extended by 4 years as the analyses and recommendations contained in the 2015 WSP are still valid, and the WSP currently meets the Department of Health's water system planning requirements.

If you have any questions, please contact me at 253-804-5061 or sfenhaus@auburnwa.gov

Sincerely,

Susan Fenhaus, PE
Water Utility Engineer
Public Works Department

SF/XX

File: WTR 2.2.1

Enclosure(s)

- 2021 Water Rights Self-Assessment Form
- Population Estimates Washington State Office of Financial Management
- Water Use Efficiency Program
- 2021 Design and Construction Standards

CITY OF AUBURN
LIMITED COMPREHENSIVE WATER PLAN UPDATE

ATTACHMENTS

- **2021 Water Rights Self-Assessment Form**
- **Population Estimates from Washington State Office of Financial Management**
- **2021 – 2025 Water Use Efficiency Program**
- **2021 Design and Construction Standards**

Water Right Self-Assessment Form for Water System Plans

331-372 • 1/13/2017

All water right permits, claims, and certificates must be evaluated in a water right self-assessment for all sources used to supply the water system. The self-assessment compares the parameters and other limitations of existing water rights against current and forecasted water production, as described in your water system plan, to determine whether the rights are adequate to serve your system's current and future water needs.

You must account for all sources of supply and total quantities of water withdrawn from the source. If you purchase water from another purveyor through a non-emergency intertie, you must complete the INTERTIES section of the self-assessment.

A Note on Exempt Wells

If you're seeking DOH approval of a new Group A or Group B water system using an exempt well, you must complete the self-assessment, although certain fields will not apply. Talk to your DOH regional planner about using the Water Right Self-Assessment form for a Small Water System Management Program instead of this version.

Local governments must ensure that an adequate potable water supply is available from the exempt well before issuing a building permit. Before developing a permit exempt well, check with your local authorities on their criteria for establishing an adequate potable water supply for your planned public water system.

Water Right Parameters

Below is a brief description of the parameters associated with a typical water right. For the self-assessment, you only need to describe the last two bulleted items if they apply to your water rights.

Source Type – this refers to whether the source is surface water, groundwater or a spring.

Source Location – this refers to the location of points of groundwater withdrawal or surface water diversion for each right.

Purpose of Use – this refers to the type of use, such as municipal water supply, community domestic, industrial or agricultural purposes.

Place of Use – this describes where water can be put to beneficial use under the right. Under the 2003 Municipal Water Law, RCW 90.03.386, the place of use for a water right held for municipal water supply purposes may be the system's service area as identified in an approved water system plan or small water system management program. See Ecology Policy 2030 for information on how Ecology administers the Municipal Water Law.

Period of Use – this refers to time-of-year limitations in which the water right may be put to use. If any water right has a time-of-year limitation, please include this information in the INTERRUPTIBLE WATER RIGHTS section.

Provisions or Limiting Conditions – this refers to any provisions or conditions placed on the water right. If a water right has a limiting condition or other provision, such as a collection and reporting requirement, other than a time-of year limitation, include this information in the ADDITIONAL COMMENTS section at the bottom of the self-assessment and in the water system plan narrative.

See Ecology Policy 1040 for more information on water right terminology. If you have questions about your water rights, please contact the Ecology regional office in your area.

Completing the Water Right Self-Assessment Form

The self-assessment is a Word document to allow users to make changes or to expand the document. You may use another format, if preferred, as long as all required information is included. Below is a description of all fields and how to complete them. This form is divided into four different sections. Each section is described in the headings below.

See the column identifiers (A, B, C, etc) at the bottom of each column for guidance in completing the necessary calculations.

Water Right Permit, Certificate, or Claim Number: This number is assigned by Ecology when a permit application is filed. It's listed at the top of the permit or certificate. For water right claims, this is the registration number stamped in the lower left hand corner of the claim form.

WFI Source #: Identify the individual sources (e.g. well #1, well #2) as defined on the DOH Water Facilities Inventory form. If a water right is associated with multiple sources, list all sources in the same row in this column. If a source is associated with multiple water rights, identify each water right on a separate row.

If you have any source(s) that is not currently being used (categorized as standby, back-up, or emergency), and the source has an associated water right that is not listed in column #1, please include the source and water right information in the ADDITIONAL COMMENTS section. This will identify that the source is still intended for a beneficial use under RCW 90.03.015(4). See Ecology Policy 1040.

EXISTING WATER RIGHTS SECTION *(olive green color, top section)*

This section refers to existing water rights. It does not include any water right applications that have been submitted to Ecology.

Primary Qi (Instantaneous Quantity): This is also known as instantaneous flow rate. It's the amount of water allowed to be taken under the right from the source during a period of peak operation. For surface water, this is generally expressed in terms of cubic feet per

second (cfs). For groundwater, this is generally expressed in terms of gallons per minute (gpm). One cfs equals 448.8 gpm. Please indicate the units of measurement you are using for each source. If there are situations where the flow rate will be limited (e.g. limitations established on the source when other sources are utilized), please note them in the ADDITIONAL COMMENTS section in the form and in the WSP narrative.

Non-Additive Qi: This term was formally known as "supplemental." Your water rights may use the old terminology. See Ecology Policy 1040 for more information. Not all water rights have non-additive quantities. If a water right has non-additive Qi quantities, include the non-additive quantity in this field. This is generally listed in the "quantity, type of use, period of use" section on both permits and certificates. *Non-additive quantities should not be included in the primary Qi totals.*

Primary Qa (Annual Quantity): This is the amount of water that can be taken from the source under the right on an annual basis. It's usually expressed in terms of acre-feet. An acre-foot is the amount of water necessary to submerge an acre of land to a depth of one foot. One acre-foot equals 43,560 cubic feet or 325,851 gallons of water.

Non-Additive Qa: This term was formerly known as "supplemental." Your water rights may use the old terminology. See Ecology Policy 1040 for more information. Not all water rights have non-additive quantities. If a water right has non-additive Qa quantities, include the non-additive quantity in this field. This is generally listed in the "quantity, type of use, period of use" section on both permits and certificates. *Non-additive quantities should not be included in the primary Qa totals.*

CURRENT SOURCE PRODUCTION SECTION *(light green color, top section)*

This section refers to how much water is withdrawn from the source under each water right for the most recent full calendar year. You will need to determine any excess or deficiency for each water right after calculating how much water was withdrawn compared to how much water is allowed under each water right. If demand has decreased over past years, you may wish to include historic maximum production information in the ADDITIONAL COMMENTS section. This will provide a more complete picture of the use of your water rights.

Use the water use data and demand projections from your water system plan to define current and projected water needs. You can determine if you'll need additional water rights based on the comparison of existing water rights, current water production, and projected 10- and 20-year needs.

Total Qi (Instantaneous Quantity): This refers to the total maximum instantaneous flow rate withdrawn from the source under each water right during the most recent calendar year. For surface water, this is expressed in terms of cubic feet per second (cfs). For groundwater, this is expressed in terms of gallons per minute (gpm). One cfs equals 448.8 gpm.

Current Excess or Deficiency (Qi): Please calculate the excess or deficiency for each water right after comparing the total amount withdrawn against each water right. Please use parentheses for deficient amounts.

Total Qa (Annual Quantity): This refers to the total volume of water withdrawn from each source under each water right during the most recent calendar year. It's usually expressed in acre-feet.

Current Excess or Deficiency (Qa): Please calculate the excess or deficiency for each water right after comparing the total amount withdrawn against each water right. Please use parentheses for deficient amounts.

10-YEAR FORECASTED SOURCE PRODUCTION SECTION *(light blue color, top section)*

This section refers to how much water you project to withdraw from each source in ten years as determined in your water system plan. Please complete this section in the same manner (using the same units of measurement) as the current source production section using your 10-year forecasted amounts.

20-YEAR FORECASTED SOURCE PRODUCTION SECTION *(darker blue color, top section)*

This section refers to how much water you project to withdraw from each source in twenty years as determined in your water system plan. Please complete this section in the same manner (using the same units of measurement) as the current source production section using your 20-year forecasted amounts. If you are unable to provide 20-year forecasts for each source, you may choose to include the combined 20-year total at the bottom.

PENDING WATER RIGHTS SECTION *(second section of form)*

Please complete this section for any water right applications that have been submitted to Ecology. Please include the application number, whether it's a new or a change application, the date submitted, and the total quantities requested.

INTERTIES SECTION *(third section of form)*

This section must be completed by purveyors who purchase any amount of wholesale water. If your system sells water to another public water system, include the quantity sold in the CURRENT SOURCE PRODUCTION section.

Purchasers of wholesale water must account for all water obtained through the intertie for non-emergency supply purposes. This is to ensure that all sources of supply are considered when evaluating whether new water rights are needed within 20 years.

Please identify the maximum quantity of water, expressed in the same manner as the above sections, allowed under each intertie contract. If there are limiting conditions or temporary

agreements that effect the long-term use of the intertie, you must account for such limiting conditions when evaluating the current and forecasted water supply needs in your water system plan.

Finally, purchasers of wholesale water are responsible for ensuring that the underlying water right (held by the purveyor selling water) are adequate for such use. You should confirm that the selling system has accounted for the wholesale area in their water system plan to ensure that the water right authorizes the distribution of water through the intertie.

INTERRUPTIBLE WATER RIGHTS SECTION *(bottom section of form)*

This section refers to water rights that have an annual time-of-year interruption. Please complete this section for any water right listed in the above fields that has a time-of-year interruption. Please include the water right number, describe the limitation, and the time period of interruption. Purveyors with interruptible rights should develop a water shortage response plan as part of their water system plan to describe how demand will be met during periods of interruption through aggressive demand-side conservation, fixing leaks or other means.

ADDITIONAL COMMENTS SECTION *(bottom section of form)*

If the system has any source that is not currently being used on a regular basis (such a source may be categorized as stand-by, back-up, emergency), you should identify the source in this section if the source has an associated water right that is not listed in the above sections. The purpose is to identify that such water rights are still intended for a future beneficial use as required under RCW 90.03.015(4). See Page 2, Item 9 (b) in ECY Policy 2030. For these water rights, please briefly describe the future intended use of the source and when you expect to utilize the water right. This does not refer to sources categorized as seasonal sources.

You should also include any other comments in this section that will explain aspects of your water right portfolio that are not identified above.

Water Right Self-Assessment Form for Water System Plan

Mouse-over any link for more information. Click on any link for more detailed instructions.

Water Right Permit, Certificate, or Claim # *If water right is interruptible, identify limitation in yellow section below	WFI Source # If a source has multiple water rights, list each water right on separate line	Existing Water Rights Qi= Instantaneous Flow Rate Allowed (GPM) Qa= Annual Volume Allowed (Acre-Feet/Year) This includes wholesale water sold				Current Source Production – Most Recent Calendar Year Qi = Max Instantaneous Flow Rate Withdrawn (GPM) Qa = Annual Volume Withdrawn (Acre-Feet/Year) This includes wholesale water sold				10-Year Forecasted Source Production (determined from WSP) This includes wholesale water sold				20-Year Forecasted Source Production (determined from WSP) This includes wholesale water sold			
		Primary Qi Maximum Rate Allowed	Non-Additive Qi Maximum Rate Allowed	Primary Qa Maximum Volume Allowed	Non-Additive Qa Maximum Volume Allowed	Total Qi Maximum Instantaneous Flow Rate Withdrawn	Current Excess or (Deficiency) Qi	Total Qa Maximum Annual Volume Withdrawn	Current Excess or (Deficiency) Qa	Total Qi Maximum Instantaneous Flow Rate in 10 Years	10-Year Forecasted Excess or (Deficiency) Qi	Total Qa Maximum Annual Volume in 10 Years	10-Year Forecasted Excess or (Deficiency) Qa	Total Qi Maximum Instantaneous Flow Rate in 20 Years	20-Year Forecasted Excess or (Deficiency) Qi	Total Qa Maximum Annual Volume in 20 Years	20-Year Forecasted Excess or (Deficiency) Qa
857	Coal Creek Springs	6,730		9,410		4,550	2,180	3,887	5,523	6,000	730	9,410	0	6,730	0	9,410	0
3560-A	Wells 1, 6, &7	2,200		1,120		2,185	15	657	463	2,200		1,120	0	2,200	0	1,120	0
G1-00277C	Wells 2, 6, &7	2,400		1,360	2,480	1,925	475	1,360	0	2,400		1,360	0	2,400	0	1,360	0
G1-23629C	Wells 3A, 3B, 6, &7	2,800		3,600		0	2,800	0	3,600	0	2,800	0	3,600	2,800	0	500	3,100
G1-20391C	Wells 4, 6, &7	2,800		3,600		2,505	295	477	3,123	2,600	200	2,500	1,200	2,600	0	2,460	1,140
G1-23633C	Wells 5, 5A, 5B, &5C	1,000		720		770	230	232	488	800	200	600	120	950	50	720	0
G1-22769C	Algona Well 1	500		175		0	500	0	175	0	500	0	175	500	0	175	0
G1-25173C	Braunwood well	20		6.5		17	3	5	2	17	3	6.5	0	20	0	7	0
S1-049354CL	West Hill Springs	625		1,010		600	25	413	597	600	25	960	50	600	25	1,010	0
	TOTALS =	19,242		21,002		12,719	6,523	7,031	13,971	14,784	4,458	15,957	5,045	19,167	75	16,762	4,240
Column Identifiers for Calculations:		A		B		C	=A-C	D	=B-D	E	= A-E	F	=B-F	G	=A-G	H	=B-H

PENDING WATER RIGHT APPLICATIONS: Identify any water right applications that have been submitted to Ecology.

Application Number	New or Change Application?	Date Submitted	Quantities Requested			
			Primary Qi	Non-Additive Qi	Primary Qa	Non-Additive Qa
G1-28404	New	01/05/06	12,500		13,433	

INTERTIES: Systems receiving wholesale water complete this section. Wholesaling systems must include water sold through intertie in the current and forecasted source production columns above.

Name of Wholesaling System Providing Water	Quantities Allowed In Contract		Expiration Date of Contract	Currently Purchased Current quantity purchased through intertie				10-Year Forecasted Purchase Forecasted quantity purchased through intertie				20-Year Forecasted Purchase Forecasted quantity purchased through intertie			
	Maximum Qi Instantaneous Flow Rate	Maximum Qa Annual Volume		Maximum Qi Instantaneous Flow Rate	Current Excess or (Deficiency) Qi	Maximum Qa Annual Volume	Current Excess or (Deficiency) Qa	Maximum Qi 10-Year Forecast	Future Excess or (Deficiency) Qi	Maximum Qa 10-Year Forecast	Future Excess or (Deficiency) Qa	Maximum Qi 20-Year Forecast	Future Excess or (Deficiency) Qi	Maximum Qa 20-Year Forecast	Future Excess or (Deficiency) Qa
Tacoma Public Utilities	**3,560**	**3,920**	**N/A**	**0**	**3,560**	**0**	**3,920**	**0**	**3,560**	**0**	**3,920**	**0**	**3,560**	**0**	**3,920**
TOTALS =	3,560	3,920		0	3,560	0	3,920	0	3,560	0	3,920	0	3,560	0	3,920
Column Identifiers for Calculations:	A	B		C	=A-C	D	=B-D	E	=A-E	F	=B-F	G	=A-G	H	=B-H

INTERRUPTIBLE WATER RIGHTS: Identify limitations on any water rights listed above that are interruptible.

Water Right #	Conditions of Interruption	Time Period of Interruption
1		
2		
3		

ADDITIONAL COMMENTS:

Current and proposed Qa quantities for Well 5A, G1-25518C are included with G1-23663C.
Current Well 6 Qa = 1074 AF. This was allocated 219 AF to 3560-A, 637 AF to G1-00277C, and 218 AF to G1-20391C.
10-year and 20-year forecasted Qa include providing annual average of 2.5 MGD from Coal Creek Springs (857) to Muckleshoot Indian Tribe (MIT) for hatchery.

April 1, 2020 Population of
Cities, Towns and Counties
Used for Allocation of Selected State Revenues
State of Washington

County Municipality	Census 2010	Estimate 2011	Estimate 2012	Estimate 2013	Estimate 2014	Estimate 2015	Estimate 2016	Estimate 2017	Estimate 2018	Estimate 2019	Estimate 2020
Douglas *continued*											
Rock Island	788	790	790	790	790	865	965	1,005	1,040	1,130	1,220
Waterville	1,138	1,140	1,145	1,145	1,155	1,160	1,165	1,175	1,175	1,185	1,195
Ferry	**7,551**	**7,600**	**7,650**	**7,650**	**7,660**	**7,710**	**7,700**	**7,740**	**7,780**	**7,830**	**7,910**
Unincorporated	6,478	6,520	6,565	6,555	6,560	6,620	6,610	6,645	6,680	6,730	6,805
Incorporated	1,073	1,080	1,085	1,095	1,100	1,090	1,090	1,095	1,100	1,100	1,105
Republic	1,073	1,080	1,085	1,095	1,100	1,090	1,090	1,095	1,100	1,100	1,105
Franklin	**78,163**	**80,500**	**82,500**	**84,800**	**86,600**	**87,150**	**88,670**	**90,330**	**92,540**	**94,680**	**96,760**
Unincorporated	13,491	13,665	13,820	13,160	12,820	12,825	12,065	12,540	12,830	13,230	13,500
Incorporated	64,672	66,835	68,680	71,640	73,780	74,325	76,605	77,790	79,710	81,450	83,260
Connell	4,209	5,150	5,320	5,350	5,330	5,405	5,365	5,450	5,460	5,500	5,500
Kahlotus	193	190	195	195	185	185	185	165	165	165	165
Mesa	489	495	495	495	495	495	495	495	495	495	495
Pasco	59,781	61,000	62,670	65,600	67,770	68,240	70,560	71,680	73,590	75,290	77,100
Garfield	**2,266**	**2,250**	**2,250**	**2,250**	**2,240**	**2,260**	**2,200**	**2,200**	**2,210**	**2,220**	**2,225**
Unincorporated	841	835	840	850	845	855	805	805	815	820	820
Incorporated	1,425	1,415	1,410	1,400	1,395	1,405	1,395	1,395	1,395	1,400	1,405
Pomeroy	1,425	1,415	1,410	1,400	1,395	1,405	1,395	1,395	1,395	1,400	1,405
Grant	**89,120**	**90,100**	**91,000**	**91,800**	**92,900**	**93,930**	**94,610**	**95,630**	**97,350**	**98,740**	**100,130**
Unincorporated	40,134	40,395	40,790	40,956	41,470	41,840	42,130	42,422	42,765	43,255	43,625
Incorporated	48,986	49,705	50,210	50,844	51,430	52,090	52,480	53,208	54,585	55,485	56,505
Coulee City	562	565	560	570	565	560	560	565	570	570	575
Coulee Dam *part*	0	0	0	0	0	0	0	0	0	0	0
Electric City	968	1,065	995	1,010	1,010	1,010	1,010	1,020	1,030	1,030	1,030
Ephrata	7,664	7,690	7,750	7,870	7,930	7,985	8,020	8,005	8,130	8,180	8,210
George	501	690	700	720	720	720	720	720	720	725	730
Grand Coulee	988	1,020	1,035	1,045	1,050	1,050	1,045	1,055	1,055	1,055	1,055
Hartline	151	150	150	155	155	160	155	155	155	155	155
Krupp	48	50	50	50	50	50	50	50	50	50	50
Mattawa	4,437	4,460	4,495	4,540	4,460	4,535	4,625	4,805	4,900	4,920	4,955
Moses Lake	20,366	20,640	20,950	21,250	21,600	22,080	22,250	22,720	23,660	24,220	24,620
Quincy	6,750	6,815	6,945	7,000	7,235	7,270	7,345	7,370	7,510	7,720	7,930
Royal City	2,140	2,150	2,160	2,190	2,210	2,235	2,240	2,245	2,275	2,295	2,605
Soap Lake	1,514	1,515	1,520	1,530	1,530	1,520	1,535	1,550	1,575	1,585	1,575
Warden	2,692	2,690	2,695	2,705	2,710	2,710	2,720	2,730	2,745	2,765	2,800
Wilson Creek	205	205	205	209 +	205	205	205	218 +	210	215	215
Grays Harbor	**72,797**	**72,900**	**73,150**	**73,200**	**73,300**	**73,110**	**72,820**	**72,970**	**73,610**	**74,160**	**74,720**
Unincorporated	28,438	28,555	28,610	28,615	28,635	28,475	28,110	28,190	28,320	28,410	28,675
Incorporated	44,359	44,345	44,540	44,585	44,665	44,635	44,710	44,780	45,290	45,750	46,045
Aberdeen	16,896	16,870	16,890	16,860	16,850	16,780	16,780	16,740	16,760	16,880	16,890
Cosmopolis	1,649	1,645	1,640	1,650	1,645	1,640	1,650	1,660	1,665	1,680	1,695
Elma	3,107	3,115	3,110	3,115	3,130	3,135	3,145	3,145	3,360	3,375	3,410
Hoquiam	8,726	8,650	8,655	8,620	8,625	8,575	8,580	8,560	8,560	8,540	8,540
McCleary	1,653	1,655	1,655	1,655	1,660	1,680	1,685	1,695	1,760	1,790	1,815
Montesano	3,976	4,010	4,050	4,070	4,075	4,095	4,105	4,120	4,155	4,175	4,175
Oakville	684	685	690	690	690	685	695	690	690	695	695
Ocean Shores	5,569	5,615	5,745	5,815	5,880	5,935	5,955	6,055	6,220	6,490	6,690
Westport	2,099	2,100	2,105	2,110	2,110	2,110	2,115	2,115	2,120	2,125	2,135
Island	**78,506**	**78,800**	**79,350**	**79,700**	**80,000**	**80,600**	**82,910**	**82,790**	**83,860**	**84,820**	**85,530**
Unincorporated	53,565	53,700	54,215	54,665	55,090	55,600	57,460	56,880	58,000	58,730	59,500
Incorporated	24,941	25,100	25,135	25,035	24,910	25,000	25,450	25,910	25,860	26,090	26,030
Coupeville	1,831	1,855	1,880	1,890	1,895	1,900	1,905	1,905	1,905	1,925	1,925
Langley	1,035	1,045	1,055	1,065	1,075	1,100	1,135	1,165	1,175	1,195	1,195
Oak Harbor	22,075	22,200	22,200	22,080	21,940	22,000	22,410	22,840	22,780	22,970	22,910
Jefferson	**29,872**	**30,050**	**30,175**	**30,275**	**30,700**	**30,880**	**31,090**	**31,360**	**31,590**	**31,900**	**32,190**
Unincorporated	20,759	20,870	20,990	21,050	21,345	21,500	21,605	21,860	22,045	22,290	22,525
Incorporated	9,113	9,180	9,185	9,225	9,355	9,380	9,485	9,500	9,545	9,610	9,665
Port Townsend	9,113	9,180	9,185	9,225	9,355	9,380	9,485	9,500	9,545	9,610	9,665
King	**1,931,249**	**1,942,600**	**1,957,000**	**1,981,900**	**2,017,250**	**2,052,800**	**2,105,100**	**2,153,700**	**2,190,200**	**2,226,300**	**2,260,800**
Unincorporated	325,000	285,265	255,720	253,100	252,050	253,280	245,920	247,060	247,240	248,275	249,100
Incorporated	1,606,249	1,657,335	1,701,280	1,728,800	1,765,200	1,799,520	1,859,180	1,906,640	1,942,960	1,978,025	2,011,700
Algona	3,014	3,055	3,070	3,075	3,090	3,105	3,175	3,180	3,180	3,190	3,210
Auburn *part*	62,761	63,050	63,390	64,320	65,350	65,950	67,340	69,060	70,650	71,740	71,960
Beaux Arts Village	299	300	300	290	295	300	300	300	300	300	300
Bellevue	122,363	123,400	124,600	132,100	134,400	135,000	139,400	140,700	142,400	145,300	148,100
Black Diamond	4,153 $	4,160	4,170	4,170	4,180	4,200	4,305	4,335	4,360	4,525	5,205

April 1, 2020 Population of
Cities, Towns and Counties
Used for Allocation of Selected State Revenues
State of Washington

County Municipality	Census 2010	Estimate 2011	Estimate 2012	Estimate 2013	Estimate 2014	Estimate 2015	Estimate 2016	Estimate 2017	Estimate 2018	Estimate 2019	Estimate 2020
Lincoln	**10,570**	**10,600**	**10,675**	**10,675**	**10,700**	**10,720**	**10,640**	**10,700**	**10,810**	**10,960**	**11,050**
Unincorporated	5,081	5,110	5,185	5,230	5,305	5,305	5,240	5,280	5,370	5,495	5,580
Incorporated	5,489	5,490	5,490	5,445	5,395	5,415	5,400	5,420	5,440	5,465	5,470
Almira	284	285	285	285	280	280	275	275	275	275	275
Creston	236	235	235	235	230	230	225	225	225	225	225
Davenport	1,734	1,735	1,730	1,700	1,685	1,685	1,690	1,700	1,715	1,730	1,740
Harrington	424	420	420	420	415	420	415	415	415	415	415
Odessa	910	910	915	905	900	905	900	905	905	910	905
Reardan	571	575	575	575	570	570	575	570	575	580	580
Sprague	446	445	445	445	440	445	440	440	440	440	440
Wilbur	884	885	885	880	875	880	880	890	890	890	890
Mason	**60,699**	**61,100**	**61,450**	**61,800**	**62,000**	**62,200**	**62,320**	**63,190**	**64,020**	**64,980**	**65,650**
Unincorporated	50,865	51,245	51,580	51,825	52,005	52,130	52,250	53,070	53,880	54,760	55,260
Incorporated	9,834	9,855	9,870	9,975	9,995	10,070	10,070	10,120	10,140	10,220	10,390
Shelton	9,834	9,855	9,870	9,975	9,995	10,070	10,070	10,120	10,140	10,220	10,390
Okanogan	**41,120**	**41,200**	**41,425**	**41,500**	**41,700**	**41,860**	**41,730**	**42,110**	**42,490**	**42,730**	**43,130**
Unincorporated	24,780	24,805	25,085	25,110	25,120	25,320	25,090	25,400	25,720	25,920	26,220
Incorporated	16,340	16,395	16,340	16,390	16,580	16,540	16,640	16,710	16,770	16,810	16,910
Brewster	2,370	2,365	2,355	2,370	2,380	2,395	2,395	2,400	2,405	2,405	2,420
Conconully	210	220	215	220	230	230	230	230	235	235	235
Coulee Dam *part*	911	910	915	915	915	910	915	915	915	915	915
Elmer City	238	240	235	235	240	285 *	290	290	290	290	290
Nespelem	236	235	235	235	235	245	245	245	245	245	245
Okanogan	2,552	2,585	2,535	2,560	2,595	2,580	2,595	2,610	2,620	2,640	2,665
Omak	4,845	4,845	4,835	4,830	4,840	4,900	4,925	4,925	4,935	4,940	4,955
Oroville	1,686	1,690	1,715	1,715	1,700	1,695	1,710	1,705	1,705	1,700	1,700
Pateros	667	665	665	665	665	525	560	580	585	585	595
Riverside	280	280	280	280	290	285	285	285	285	285	290
Tonasket	1,032	1,025	1,020	1,020	1,110	1,110	1,110	1,110	1,110	1,110	1,115
Twisp	919	925	930	940	945	945	950	970	975	980	985
Winthrop	394	410	405	405	435	435	430	445	465	480	500
Pacific	**20,920**	**20,900**	**20,970**	**21,000**	**21,100**	**21,210**	**21,180**	**21,250**	**21,420**	**21,640**	**21,840**
Unincorporated	14,073	14,070	14,115	14,125	14,225	14,320	14,285	14,360	14,500	14,710	14,770
Incorporated	6,847	6,830	6,855	6,875	6,875	6,890	6,895	6,890	6,920	6,930	7,070
Ilwaco	936	935	940	940	945	945	945	945	965	965	965
Long Beach	1,392	1,390	1,400	1,410	1,410	1,420	1,430	1,440	1,445	1,455	1,550
Raymond	2,882	2,870	2,890	2,895	2,890	2,905	2,900	2,885	2,885	2,885	2,910
South Bend	1,637	1,635	1,625	1,630	1,630	1,620	1,620	1,620	1,625	1,625	1,645
Pend Oreille	**13,001**	**13,000**	**13,100**	**13,150**	**13,210**	**13,240**	**13,290**	**13,370**	**13,540**	**13,740**	**13,850**
Unincorporated	9,810	9,790	9,890	9,945	9,985	10,030	10,085	10,140	10,310	10,485	10,550
Incorporated	3,191	3,210	3,210	3,205	3,225	3,210	3,205	3,230	3,230	3,255	3,300
Cusick	207	210	210	205	205	200	200	205	205	205	220
Ione	447	445	445	445	445	440	440	445	445	450	450
Metaline	173	175	175	175	185	175	180	170	170	170	170
Metaline Falls	238	240	240	240	240	235	235	240	240	240	245
Newport	2,126	2,140	2,140	2,140	2,150	2,160	2,150	2,170	2,170	2,190	2,215
Pierce	**795,225**	**802,150**	**808,200**	**814,500**	**821,300**	**830,120**	**844,490**	**859,400**	**872,220**	**888,300**	**900,700**
Unincorporated	366,738	372,110	375,955	378,495	381,970	386,050	392,260	400,480	409,020	420,000	426,200
Incorporated	428,487	430,040	432,245	436,005	439,330	444,070	452,230	458,920	463,200	468,300	474,500
Auburn *part*	7,419	7,655	7,850	8,915	9,280	9,595	9,720	9,900	9,965	9,980	9,980
Bonney Lake	17,374	17,500	17,730	18,010	18,520	19,490	20,000	20,500	20,940	21,060	21,390
Buckley	4,354	4,345	4,365	4,370	4,430	4,440	4,550	4,670	4,765	4,885	5,080
Carbonado	610	610	610	610	610	615	635	665	665	665	685
DuPont	8,199	8,430	8,640	8,855	9,175	9,250	9,330	9,385	9,385	9,425	9,525
Eatonville	2,758	2,775	2,785	2,815	2,840	2,880	2,925	2,950	2,955	2,970	3,010
Edgewood	9,387	9,405	9,425	9,460	9,525	9,615	9,735	10,420	10,990	11,390	12,070
Enumclaw *part*	0	0	0	0	0	0	0	0	0	0	0
Fife	9,173	9,220	9,235	9,290	9,405	9,545	9,910	10,100	10,100	10,140	10,200
Fircrest	6,497	6,500	6,525	6,540	6,555	6,575	6,625	6,640	6,710	6,770	6,790
Gig Harbor	7,126	7,200	7,340	7,670	7,985	8,555	9,065	9,560	10,320	10,770	11,240
Lakewood	58,163	58,190	58,260	58,310	58,360	58,400	58,800	59,280	59,350	59,670	60,030
Milton *part*	6,137	6,140	6,150	6,345	6,350	6,375	6,625	6,705	6,705	6,735	6,805
Orting	6,746	6,770	6,790	6,930	7,065	7,290	7,535	7,835	8,105	8,380	8,635
Pacific *part*	92	85	85	85	80	70	55	55	40	35	30
Puyallup	37,022	37,240	37,620	37,980	38,670	38,950	39,850	40,500	41,100	41,570	42,700
Roy	793	795	805	805	805	805	805	815	815	820	820
Ruston	749	750	755	795	830	905	935	975	990	1,005	1,040
South Prairie	434	435	435	435	435	435	435	435	435	480	500
Steilacoom	5,985	6,000	6,015	6,040	6,060	6,115	6,170	6,410	6,425	6,450	6,505

CITY OF AUBURN

2021 – 2025 WATER USE EFFICIENCY PROGRAM

WATER USE EFFICIENCY

As populations continue to climb, demand for limited water supplies is steadily increasing in the Pacific Northwest. Efficient water use is critical for water systems to support growth in their communities and support the environment and recreation. The efficient use of water helps ensure reliable water supplies are available for the City of Auburn (City) well into the future. It is important to the City to not only conserve water, which reduces use, but also promote efficient use, which both conserves water and reduces wasteful uses. The purpose of this document is to provide an analysis of the City's historic water conservation program and to evaluate the existing and proposed conservation and water use efficiency measures.

This document is formatted into two sections. The first section analyzes the previous conservation programs by examining how it was formed, it's program and goals, and analyzes the savings. The second section presents the City's new 2021 Water Use Efficiency (WUE) Program, and includes the new requirements, measures, and demand savings anticipated from the program.

1 PRIOR CONSERVATION PROGRAMS

1.1 History

The first formal water conservation program was developed by the City in 1995, one year after the Washington Department of Health (DOH) jointly published conservation guidelines, as described below. The City's program included several conservation activities such as school outreach, program promotion, leak detection, meter repair/replacement, and conservation pricing. The City enhanced the program in 2001, 2009, and in 2015. The 2015 program will provide the basis of the historical review in this chapter.

The City's 2021 WUE Program follows DOH's 2017 *Water Use Efficiency Guidebook*, while building off previous plans. Therefore, it is worth noting that in preparing previous plans the City reviewed the 1990 South King County Coordinated Water System Plan (CWSP), and Washington Department of Ecology's 1994 *Conservation Planning Requirements (CPR) - Guidelines and Requirements for Public Water Systems Regarding Water Use Reporting, Demand Forecasting Methodology, and Conservation Programs,* and the *Water Conservation Bibliography for Public Water Systems* by the US Army Corps of Engineers.

1.2 Regulatory Requirements

The Washington Water Utilities Council, DOH, and Department of Ecology jointly developed the CPR. Interim guidelines were first established in 1990, and subsequently finalized and approved in 1994. The DOH published the CPR in 1994, which was the basis of the City's 1995 and 2001 conservation programs.

In 2003, the Washington State Legislature passed Engrossed Second Substitute House Bill 1338, better known as the Municipal Water Law, to address the increasing demand on our state's water resources. The law established that all municipal water suppliers must use water more efficiently in exchange for water rights certainty and flexibility to help water municipal suppliers meet future demand. The Legislature directed the DOH to adopt an enforceable WUE Program, which became effective on January 22, 2007. The WUE Program replaced the CPR, and emphasizes the importance of measuring water usage and evaluating the effectiveness of the water supplier's WUE Program.

1.3 Previous Program Goals and Historical Water Usage

The City's 2015-2020 WUE Program was a continuation of the 2009-2014 Program, with specific enhancements to the program to comply with WUE regulations and create an emphasis on efficient water usage rather than only conservation. The program goals were set per the WAC 246-290-830(4)(a) through a public process and posted to the City's website in October 2014. The goals for the 2015-2020 Program targeted a 1 percent reduction per year in Equivalent Residential Unit (ERU) values. The City also wanted to raise the visibility and performance of the Conservation Program by becoming a community leader in water conservation through example and public education. As part of that leadership, the City supported and participated in applicable regional plans in order to maintain a reliable and adequate supply of water for the region.

In 2013, the planning ERU value was 195 gpd per ERU, based on the 75th percentile of the previous six years of data. The 2020 (current) planning ERU value is 179 gpd per ERU, which was also based on the 75th percentile of the previous seven years of data. This equates to a 1.1 percent annual decrease in the planning ERU value.

The annual water use per Single Family account from 2014 through 2020 used to calculate the planning ERU value is shown in Table 1.

Table 1 Historical Annual Water Use Per Account (gpd/account)

Year	Single Family/Duplex
2014	174
2015	179
2016	170
2017	176
2018	193
2019	169
2020	179
Average	177
75th percentile	179
ERUs per Account	1.0

Seasonal water use can have a huge impact on the system's ability to deliver water during peak demands. The winter months generally show a steady monthly usage, while summer months typically show an increase, peak, and decrease in water usage. Historically, single-family residential customer class has produced a large peak in the summer months. This peaking is quantified in the MDD to ADD peaking factor presented in Table 2. The 75th percentile of the MDD to ADD peaking factor for the period between 2012 and 2020 is 1.85, which is slightly above the previous plan of 1.82. The City would like to decrease peak use and has included it as a new goal in the 2021-2025 WUE Program.

Table 2 Historical Annual ADD, MDD, Peak Day and Peaking Factor

Year	Annual Production (MG/year)	Average Day Demand (mgd)	Maximum Day Demand (mgd)	Date of Maximum Day Demand	Max Day/ Avg Day Peaking Factor
2012	2,728	7.64	12.08	8/16/2012	1.58
2013	2,710	7.43	12.07	8/21/2013	1.62
2014	2,764	7.30	12.97	8/6/2014	1.78
2015	2,763	7.58	13.16	6/16/2015	1.74
2016	2,871	7.85	14.53	8/16/2016	1.85
2017	2,484	6.80	12.54	7/26/2017	1.84
2018	2,458	6.73	13.61	7/11/2018	2.02
2019	2,392	6.55	11.29	8/1/2019	1.72
2020	2,291	6.26	13.62	8/27/2020	2.18
Average	2,607	7.13	12.87		1.82
75^{th} Percentile	2,763	7.58	13.61		1.85

1.4 Historical Distribution System Leakage

Distribution system leakage (DSL) is a significant element of the WUE requirements. It is calculated as the difference between the total amount of water produced and the sum of water sold and authorized unmetered water usage. It may include inaccurate master and service connection meters, unaccounted-for non-revenue water use, pipeline leakage, and unauthorized use. DSL does not include authorized water usage such as water used for fire protection, flushing, construction, and other maintenance and operations practices. However, to be credited, this must be accounted for by metering or by estimating water use with credible means. All water that is not authorized is considered distribution system leakage. The DOH requires the 3-year average DSL to be under 10 percent to minimize water waste. The historical 3-year rolling average DSL ranged between 3.4 percent and 9.7 percent for the period from 2013 to 2020.

2 2021-2025 WATER USE EFFICIENCY PROGRAM

The 2021-2025 WUE Program will be a continuation of the City's current WUE Program. Program measures have been expanded, reflecting the City's increased service population of over 50,000 people. The program has also been updated to leverage the City's investments in improved SCADA, leak detection, and Advanced Metering Infrastructure (AMI). The 2021 Plan complies with regulations as set forth in WAC 246-290-830 and DOH's 2017 *Water Use Efficiency Guidebook*. This section summarizes the program's goals, demand and supply side measures, reclaimed water, and DSL. The projected demand with the conservation goals, program budget, and cost savings are also presented.

2.1 Program Goals

Per the WAC 246-290-830(4)(a), all water purveyors with 1,000 or more connections were required to set efficiency goals through a public process. The City has chosen to focus on implementing voluntary measures to decrease both the average and peak water usage. The 2021 program has established the following goals:

- Water Use per ERU: Decrease the planning ERU value (gpd/ERU) 1 percent annually from the current planning ERU value of 179 gpd/ERU, which is the 75th percentile of 7 years of historical data (2014-2020). Revaluate goal when the planning ERU value reaches less than 172 gpd/ERU.
- MDD/ADD Peaking Factor: Decrease the planning peaking factor from the current 1.85, which is equal to the 75th percentile of 7 years of historical data (2014-2020), to a planning peaking factor of less than 1.72.
- Distribution System Leakage: Maintain 3-year average DSL under 10 percent to minimize water waste.
- Customer Support: To provide the service and support necessary to those water customers expressing a desire to conserve water as a part of their environmental ethic and as a means of minimizing water bills.
- Regional Support: To support and participate in the *South King County CWSP* and other applicable regional plans in order to maintain a reliable and adequate supply of water for the region.

The WUE Program measures, as summarized below, are designed to help meet these established goals.

2.2 Program Requirements

The WUE requirements emphasize the importance of measuring water usage and evaluating the effectiveness of the City's program. There are three fundamental requirements of a WUE Program that the City follows:

- **Planning Requirements** – Municipal water suppliers are required to:
  - Collect data.
  - Forecast demand.
  - Evaluate WUE measures.
  - Calculate DSL.
  - Implement a WUE Program to meet their goals.
- **Distribution Leakage Standard** – Municipal water suppliers are required to meet a distribution system leakage standard to minimize water loss from their distribution system.
- **Goal setting and performance reporting** – Municipal water suppliers are required to set WUE goals through a public process and report annually to their customers and DOH.

2.3 Mandatory Measures

The WUE Program includes supply side measures that the City implements to understand and control leakage including new meters, leak detection surveys, and water audits. Per the WUE requirements, the following measures shall be continued for the 2021-2025 WUE program:

- Install production (source) meters.
- Install consumption (service) meters.
- Perform meter calibration.
- Implement a water loss control action plan to control leakage if the 3 year rolling average exceeds 10 percent.
- Educate customers about water use efficiency practices.
- Establish rates that encourage water demand efficiency. See Chapter 11 of 2015 Comprehensive Water Plan for discussion on water rates.
- Evaluate reclamation opportunities.

2.4 Distribution System Leakage

DSL is a significant element in the City's WUE Program. In the past, distribution leakage was referred to as "unaccounted-for-water". To limit DSL, the City has ongoing leak detection, meter calibration, and an active repair and replacement program for water system infrastructure. Additionally, the City has recently increased its efforts to reduce non-payment of bills and water theft.

Further, the City has updated its SCADA and implemented AMI during the 2015-2020 period. These investments significantly increase the City's ability to measure DSL both

temporally and geographically. The resulting information allows the City to better target its WUE activities to reduce DSL.

2.4.1 Increasing Effectiveness of the WUE Program with AMI

The City implemented AMI throughout the system during the 2015-2020 program period. AMI provides a new tool to improve the effectiveness of the WUE Program measures. AMI provides detailed water use data for each customer that allows the City to better understand water use patterns and target WUE Program measures to specific customers. Data is sent 6 times each day and is stored in 15-minute intervals indefinitely. Below is a summary of how the City uses AMI.

- Run continuous consumption reports daily to identify customer leaks.
- Detect service leaks sooner resulting in reduced costs for Service Replacement program and Leak Detection program.
- Use meter tamper and other daily alarms to reduce water theft.
- Compare production and customer water use to calculate DSL on a monthly basis.
- Implement a customer portal to provide additional reporting options to educate customers, such as their peak water use.

2.5 2015-2020 Demand-Side Program Measures

The City has incorporated program measures that target reductions in customer usage, saving the customers money without reducing the quality of service. Under the WUE requirements, a program measure may include water efficient devices, actions, business practices, or policies that promote efficient water use. With 15 measures as part of the 2021 Program, the City exceeds the minimum DOH requirement of 12 measures. WUE measures can target specific customer classes or a combination of customer classes. The City's demand-side program measures are summarized below.

1. School Outreach: School programs will continue to be arranged to educate students on efficient water usage. The City has partnered with Nature Vision to provide classroom education for grades K through 12. This program provides hands-on activities to teach water conservation, water supply, groundwater and surface water protection, and the water cycle. The City will conduct alternative or additional outreach if requested by schools.
2. Speakers' Bureau: The City will seek speaking opportunities to discuss water use efficiency with a wide-audience spectrum. Topics could include water efficient fixtures and appliances, curbing seasonal peak demands, lawn watering practices, etc.
3. Program Promotion: The City will seek opportunities for public service announcements for water use efficiency, and submit news articles to local papers

and Auburn City Magazine on efficient water usage especially during the spring and summer months. Additional information is published on the City's website

4. Theme Shows/Fairs: The City hosts an annual Kids Day fair. The fair includes a wide range of activities for all ages of kids. As part of the fair, the City has fun water related activities and provides water efficiency brochures and other materials. The City will conduct outreach at other Theme Shows/Fairs if requested.

5. Water Audits: The City will conduct a water audit upon the request of a customer, including industrial, commercial, and institutional customers. The audits will review items such as: recirculation of cooling water, reuse of cooling and process water, reuse of treated wastewater, efficient landscape irrigation, low water using fixtures, fixing leaks, and process modifications.

6. Customer Leak Detection: The City identifies potential leaks through investigation of the water meter upon request of customers. The City's AMI system identifies smaller leaks and allows the City to notify customers of a potential leak within a couple days of the leak starting.

7. Bills Showing Consumption History: The City will continue to provide customer bills showing the previous year's water usage. The City is evaluating AMI customer portal options that will educate customers on their water use, alert them to leaks in real time, and identify opportunities to reduce their peak water use to help the City meet its goal of reducing the MDD:ADD ratio.

8. Water Saving Device Kits: The City will participate in distribution of water use efficiency kits through education events such as speakers' bureaus, theme shows, fairs, and through bill insert request forms.

9. WUE Pricing: The City has an inverted block rate structure for single-family residential customers to encourage WUE. The City will consider WUE in future cost of service/rate studies. Studies will determine the most appropriate water structures and rate levels to achieve the City's WUE goals, while generating sufficient revenues for utility operations. The studies consider uniform rates by class, inverted block rates, seasonal rates, and excess use rates.

10. Water Efficient Toilet Rebate Program: The City will continue to provide rebates to customers that replace old toilets with new high-efficiency toilets through their EPA WaterSense Toilet Rebate program.

11. Low-Flow Shower Heads Giveaways: The City gives away free low-flow shower heads at the Utility Billing Counter.

12. School Outdoor Water Use Reduction: The City will target schools in an effort to reduce their outdoor water consumption. Water audits and education on benefits of replacing inefficient irrigation systems or landscaping (including turf) will be conducted.

13. City Water Use Reduction: The City will audit the water use of City accounts in an effort to identify both indoor and outdoor water saving opportunities. The Water Utility staff will help educate City account holders on WUE; however, no water budget has been allocated to implement water saving devices at City facilities.

14. Landscape Workshops: The City will seek opportunities to educate homeowners on water saving landscaping.

15. Rainwater Harvesting: The City will evaluate implementation of a rainwater harvesting (rainwater reclamation) promotion program as a means to reduce irrigation water usage by commercial, public and residential customers. The City Stormwater Utility's requirement to use Low Impact Development (LID) measures, where feasible, strives to keep rainwater on the property, further reducing irrigation demands.

WUE measures can result in savings in energy and cost, both for the City and its customers, as described below:

- Reduced water use can result in significant customer energy savings because water heaters are the second largest energy users in the home. Hot water use can be reduced almost one-third by cost-effective WUE measures, such as water efficient fixtures and appliances. Significant energy savings can also occur for industrial processes requiring water heating and other power uses.
- Efficient landscaping and irrigation techniques save on maintenance costs.
- Reductions in water production decrease the energy costs incurred to treat and distribute water and to collect and treat wastewater. Chemical costs are also reduced in water and wastewater operations.
- Actions that result in water production cost savings include:
  - Identification of non-revenue water could result in recovery of unbilled revenue from inaccurate meters and reduced unauthorized water usage (theft).
  - Leak detection helps prevent major main breaks, which could result in significant repair costs as well as lost water for sale.
  - Leak detection reduces the City's liability by preventing potential property damage.
  - Repair and/or replacement of service and source meters allows the City to recover unbilled water revenues.

2.6 Reclaimed Water

According to WAC 246-290-100 and the WUE requirements, water systems with over 1,000 connections must collect and evaluate information on reclaimed water opportunities. The City is committed to wastewater reuse and rainwater reclamation. The City monitors opportunities for use of King County's reclaimed water through the City's involvement in the Metropolitan Water Pollution Abatement and Advisory Committee (MWPAAC) and Regional Water Quality Committee. Additionally, the City has completed the King County Water Reclamation Evaluation Checklist (see Appendix J in the 2015 Comprehensive Water Plan). Currently, there are no reclaimed water users in the City. The City considers the most likely users of reclaimed water to be the irrigation customer class. Total irrigation use

just from dedicated irrigation meters for 2020 was 0.40 million gallons per day. Irrigation from residential customers was significantly more. The City has also identified that it may be possible for three large users to use reclaimed water (Boeing, Emerald Downs, and Supermall/Walmart); however, these users have not confirmed an interest in using reclaimed water and there is not currently a reclaimed water source in the area.

The City will implement reclaimed water as a conservation measure and include this savings in the demand projections when specific opportunities arise. The City, in conjunction with King County, may develop projects or consider participation in water reuse projects and programs developed by adjacent jurisdictions and others as appropriate. The efforts may include demonstration or pilot projects developed in accordance with applicable federal, state, and local laws and regulations.

2.7 Budget

The City has established a budget for outside expenditures for applicable program measures from 2021-2025, shown in Table 3. Program Measure budgets coincide with the biannual budget. Budgets increase by three to four percent on average over the period.

Table 3 2021-2025 Budget for Each Program Measure

Measure	2021	2022	2023	2024	2025
1.School Outreach	$20,000	$20,000	$22,000	$22,000	$24,000
2.Speakers' Bureau*	$1,500	$1,500	$1,550	$1,550	$1,600
3.Program Promotion*	$2,000	$2,000	$2,200	$2,200	$2,400
4.Theme Shows/Fairs, 14.Landscape Workshops	$6,350	$6,350	$6,400	$6,400	$6,450
5.Water Audits, 6.Customer Leak Detection, 12.School Outdoor Water Use Reduction, 13.City Water Use Reduction, and 15.Rainwater Harvesting*	$15,000	$15,000	$16,000	$16,000	$17,000
7.Bills Showing Consumption History*	$2,000	$2,000	$2,200	$2,200	$2,400
8.Water Saving Device Kits	$6,000	$6,000	$6,500	$6,500	$7,000
9.Conservation Pricing*	$9,000	$9,000	$9,200	$9,200	$9,400
10.Toilet Rebates and 11.Low-flow Shower Heads	$5,000	$5,000	$5,500	$5,500	$6,000
Totals	$66,850	$66,850	$71,550	$71,550	$78,250

*City labor costs only

Table 4 shows the City's budget for required WUE measures through the planning period.

Table 4 2021-2025 Budget for System Required WUE Measures

Measure	2021	2022	2023	2024	2025
Leak Detection & Repair	$8,000	$8,000	$8,500	$8,500	$9,000
Large Meter Test/Repair/Replace	$20,000	$20,000	$22,500	$22,500	$25,000
Service Line and Meter Replacement*	$150,000	$150,000	$175,000	$175,000	$200,000
Totals	$178,000	$178,000	$206,000	$206,000	$234,000

*primarily City labor costs

2.8 Public Participation

The City publishes its Water Use Efficiency Annual Performance Report on the Water Utility webpage and summarizes it in the Annual Water Quality Report. The report, which is also submitted to DOH, provides the City's DSL, date of most recent public forum, WUE goals, description of progress in reaching goals, and additional information on WUE efforts. The City website provides the last three years of Efficiency Reports allowing customers to compare performance between several years. The City's website also prominently displays its Conservation Promotions, including frequently asked questions and rebate forms, that are also available at the Utility Billing counter.

The City has conducted a public process to establish its 2021-2025 WUE Program Effectiveness goals, which are outlined in the next section. A public meeting will be held on August 2, 2021 at 7:00 PM. Public comments were incorporated into the WUE goals, and are in the Appendix.

2.9 2015-2020 WUE Program Effectiveness

The City's water use, both on average and peak demand days, has declined. An aggressive WUE Program is likely a major reason for this decline; however, it is difficult to estimate the actual water savings directly resulting from the City's WUE Program because the measures are not directly quantifiable. Measures such as rebates for high-efficiency toilets and low-flow showerheads, do have a direct water savings per device, but the water savings from installation of water saving devices without requests for rebates is impossible to measure. The impacts on customer water use as a result of public education, which is the main focus of the City's WUE Program, is challenging to measure, as the response of each participant varies greatly.

2.9.1 Future Methods for Measuring Program Effectiveness

The existing program effectiveness was evaluated using system-wide historical water use data. Future program effectiveness may measure the effectiveness of the City's WUE

Program based on targeted public education programs to customers in a particular area. This area could be limited to a particular pressure zone, group of neighborhoods, etc., but should be an area for which the City can track water use before and after participation in WUE activities or events. Winter months would provide an estimate on indoor water use, since outdoor water uses, such as irrigation, are kept to a minimum during the winter. Summer months could provide an estimate on total indoor and outdoor water use.

The first step would be to establish a baseline from historical information. The second step would be to evaluate the resulting water use after promoting WUE through targeted activities and events to customers in the defined area. AMI wouldprovide additional capabilities to more easily perform these studies. The water use would be tracked for an additional year to identify seasonal trends. Some consideration would need to be given to variations in weather and economic conditions. Another method would be to perform the same before/after water use analysis for WUE Program participants who volunteer and provide their address. The resulting information would be valuable for the City to correlate its WUE Program efforts with direct water savings for its customers.

2.9.2 Cost Savings

The WUE Program primarily provides cost savings in two ways. Reducing demand may reduce or delay capital projects for additional supply and expanded distribution infrastructure. Additionally, reducing DSL can provide additional revenue, as well as increase the efficiency of supplying existing water uses.

The City has completed a cost analysis of their proposed WUE Program using historical data and projected annual water savings. The City has exceeded its WUE Program goal of five percent water use reduction from 2014 through 2020; the actual reduction was nine percent. However, significant portions of the water use savings may be attributed to the factors other than the WUE Program, such as the economy. To avoid over-estimating cost savings, it was assumed that the WUE Program only achieved its goal of five percent, rather than the 9 percent reduction; this corresponds to savings of 0.4 mgd of ADD from 2014 to 2020.

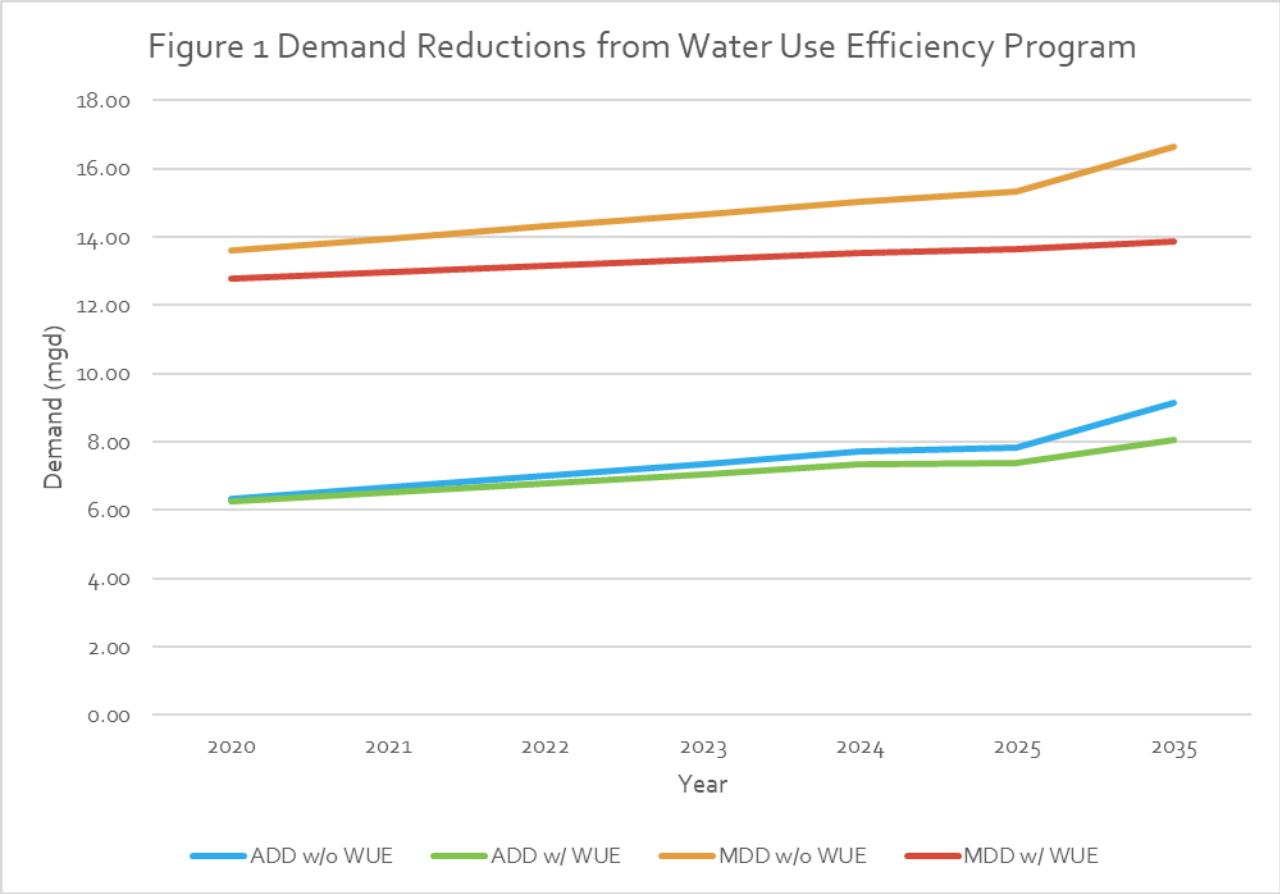
The City will budget approximately $244,850.00 for the WUE Program in 2021. This budget includes both the WUE Program measures ($66,850.00), and the required measures, ($178,000.00). This annual expenditure is budgeted and expended through the City's operation and maintenance budget. Based on the projected 2021 budget and the estimated annual water savings of 0.06 mgd, projected unit cost of water from the City's program for 2021 is estimated to be $0.0112 per gallon on average. It is important to consider the majority of the WUE budget is for service line and meter replacements, which is a key Utility business practice to maintain accurate billing and payment. Without these costs, the estimated cost for each gallon of water saved by the WUE Program is only $0.0031 per gallon on average. Additionally, WUE plays an important role in reducing the need for new supplies and delaying costly distribution system upgrades.

2.10 Projected Water Demand

The WUE Program is only applicable to retail customers. Wholesale customer demand is not included in projections. The projected water demand for the Retail Water Service Area with and without WUE for the ADD and the MDD are presented in Table 5. Demands are presented for the 15-year planning period, as well as the Ultimate demand. The planning ERU value of 172 gpd/ERU is expected to be achieved in 2025 based on an annual one percent decrease. No further reductions in demand are projected beyond 2025. Figure 1 is a graphical representation of the data in Table 5.

Table 5 Retail ADD & MDD with and without WUE

Demand	2020	2021	2022	2023	2024	2025	2035	Ultimate
ADD w/o WUE	6.35	6.67	7.00	7.35	7.72	7.84	9.15	11.65
ADD w/ WUE	6.26	6.53	6.79	7.06	7.33	7.37	8.07	10.26
Savings	0.09	0.13	0.21	0.29	0.38	0.47	1.08	1.39
% Savings	1%	2%	3%	4%	5%	6%	12%	12%
MDD w/o WUE	13.62	13.96	14.31	14.67	15.03	15.32	16.66	21.20
MDD w/ WUE	12.80	12.98	13.16	13.35	13.53	13.63	13.88	17.67
Savings	0.82	0.98	1.14	1.32	1.50	1.69	2.78	3.53
% Savings	6%	7%	8%	9%	10%	11%	17%	17%



As shown in the table, WUE measures are projected to result in an average day reduction in retail demand of 1.08 mgd by 2035, representing a reduction of approximately 12 percent. A reduction of 0.47 mgd (6percent) is projected by 2025. As shown in the table, WUE measures are projected to result in a reduction in retail MDD of 1.69 mgd (11 percent) by 2025, and approximately 2.78 mgd (17 percent) by the year 2035.

2.11 Summary of Water Use Efficiency Program

The City's WUE Program provides for efficient water use and supports continued growth. This program fulfills all the necessary requirements of DOH. The selected program measures will allow the City to meet its WUE goals, resulting in decreased water demand. Measures are interrelated and will help the City achieve its goals to both reduce average water use and peak water use per customer. Public education measures (showing water use in bills, workshops, school outreach, fairs/trade shows, etc.) will continue to be a main focus of the WUE Program to increase customer awareness and knowledge of WUE opportunities. Public education is needed to support the City's other WUE measures and to support reductions in both average and peak water use. Continued appliance rebates and

shower head give-away help customers implement what is learned in the public education campaign. With the implementation of AMI, it is expected that the City and customers will be able to identify substantially more water loss reduction opportunities than previously possible. Therefore, customer and City leak detection and water audits may have a prominent role in the 2021-2025 WUE Program. The increased water loss reduction activities are expected to support reducing average water use. The program will also continue to provide financial disincentives for excessive water use through metering and WUE pricing. This aspect of the program is likely to help reduce peak water usage further. These measures will result in the City being able to achieve its WUE goals, which results in reduced demand.

In conclusion, the City will maintain the target water use efficiency goal of one percent reduction per year in the planning ERU value from 179 gpd per ERU to 172 gpd per ERU by 2025. Additionally, it is the City's goal to reduce the MDD/ADD peaking factor from 1.85 to 1.72. The goals will be reached through implementation of the proposed program measures.

ENGINEERING DESIGN STANDARDS

January 6, 2021

City of Auburn
Community Development & Public Works Departments
25 West Main Street
Auburn, WA 98001-4998

Approved By:

Jacob Sweeting

Jacob Sweeting, P.E.
Assistant Director of Engineering Services/City Engineer

01/12/2021
Date

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7 Water Facilities

7.00 Preface

The design and construction of Public Water Facilities shall conform to the State of Washington Department of Health (DOH) Design Standards for Group A Public Water Systems, the Standard Specifications of the American Water Works Association (AWWA), and the most recent published and adopted edition of the Uniform Plumbing Code (UPC), unless modified herein.

Compliance with these standards does not alleviate the design engineer from using sound professional engineering practices. The design criteria contained herein are the minimum acceptable under standard conditions. Special conditions may require more stringent requirements that will be addressed during the plan review process. Contact the City of Auburn Engineering Services for specific requirements for the design of pump stations, wells, reservoirs, treatment systems, and other special facilities.

The design criteria used to estimate future line capacities are established in the City's Comprehensive Water Plan. Anyone proposing to extend or modify the City's water system should contact the Public Works Department for information. Applicants needing to construct public water improvements shall enter into a Developer Public Facility Extension Agreement (FAC) with the City. The City's Permit Center can provide information on this agreement as well as applicable permit and connection fee estimates.

7.01 Water Mains

Unless otherwise approved by the City Engineer, all water mains shall be constructed using Special Class 52 Cement Lined Ductile Iron Pipe having standard asphaltic coating on the exterior and cement–mortar lining on the interior. The list of acceptable valves, fittings, and other appurtenances for water facility construction is subject to change as new and improved components become available. Refer to the City of Auburn's Construction Standards manual (latest edition) for the most current information on these requirements.

The design of water mains shall meet the requirements in the following subsections:

7.01.01 Water Main Sizing

Public water mains shall be sized using the following criteria:

A. New water mains shall be sized, as indicated in the City's current Comprehensive Water Plan. For lines not specified in the plan, the mains shall be sized as described in this subsection.

B. Water mains in single-family residential areas shall be a minimum of 8 inches in diameter.

C. Water mains in multi-family residential and non-residential areas shall be a minimum of 12 inches in diameter. Onsite water main loops, with no possibility of future extension as determined by the City Engineer, serving two or less fire hydrants with no fire line connection may be reduced to a minimum diameter of 8 inches.

D. Water mains shall be looped to provide a minimum of two separate connection points to the existing water system, with sufficient valves so that water can be

delivered through either connection point independent of the other, except where determined to be not feasible by the City Engineer. Such looping will provide more reliable service and water movement through the distribution system.

E. Water mains shall be sized under fire flow conditions, so that flow velocity shall not exceed 8 feet per second in distribution mains or 5 feet per second in transmission mains.

F. Exceptions to the minimum diameter allowed may be made in small cul-de-sacs and in areas where looping of a main is determined to be not feasible. In these cases, the main may be a minimum of 4 inches in diameter after the last fire hydrant connection.

If a conflict arises between two or more of these criteria, the water main shall be designed using the largest pipe diameter required.

7.01.02 Water Main Location

A. Water mains shall be installed with no less than 42 inches and no more than 72 inches of finished cover.

B. Water mains shall be located in the public right-of-way or within a public water utility easement. Water mains located in the public right-of-way shall meet the requirements of **Section 9.03**.

C. Water mains shall be located a minimum horizontal distance of 10 feet from buildings and sanitary sewer mains and a minimum horizontal distance of 5 feet from all other utilities. The minimum separation distance is measured from the outside wall of each pipe.

D. At crossings between utilities, water mains shall be located a minimum vertical distance of 18 inches above sanitary sewer mains and a minimum vertical distance of 12 inches from all other underground utilities, and shall be in conformance with the applicable sections of the State of Washington Department of Ecology's "Criteria for Sewage Works Design" manual (DOE Manual) unless modified herein.

E. Water mains shall be extended through the full width of the property to be served. Where deemed appropriate by the City Engineer, provisions shall be made for looping all existing and new dead-end mains associated with the project. If, at the time of project approval this is not feasible, an easement shall be provided and the main extended to the adjacent property line or right-of-way for future looping of the dead-end main.

F. When the potential exists to serve adjacent properties, water mains shall extend through the property being served, through the shared driveway or access tract serving the property(s), or across the entire length of the lot frontage as necessary to serve the adjacent properties, as determined by the City.

7.01.03 Water Main Fittings

A. Blowoffs (**See** City of Auburn **Standard Detail W-03 or W-04**) are required on dead-end water mains with a diameter of 6 inches or less; hydrants are required for dead-end mains over 6 inches in diameter. Blowoffs shall also be installed at the low point of a depressed "sag" section of a water main, except where a fire hydrant is installed within 50 feet of said area or on a short segment (20 feet

or less) where the water main dips under other utilities. Blowoffs shall be placed in a level clear area within the right-of-way or easement, be located as close to the main as possible, and be easily accessible to the City.

B. Combination air/vacuum release valves (**See** City of Auburn **Standard Detail W-02**) are required at high points in water mains when an abrupt vertical change in pipe elevation exceeds one pipe diameter, except where fire hydrants are installed within 50 feet of said area. Combination air release valves shall be placed within a level clear area within the right-of-way or easement and be easily accessible to the City.

C. All bends shall have mechanical or flanged joints and concrete thrust blocking (**See** City of Auburn **Standard Detail W-01**). The City may require restrained joints in lieu of thrust blocking in special conditions.

D. Tees shall have flanged joints unless there is no valve against the Tee, in which case the Tee may be flanged or mechanical. Tees shall include concrete thrust blocking (**See** City of Auburn **Standard Detail W-01**). When connecting to an existing public water main, a tapping tee and valve may be used, if only a single valve is needed at the tee, or unless otherwise approved or required by the City.

E. Tapping tees are not allowed on commercial fire lines or other water taps needing uninterruptible service; a cut-in tee or installed tee is required.

F. Size-on-size taps are not allowed unless authorized in writing by the City Engineer or designee.

G. The maximum allowable deflection per joint for ductile iron water mains shall be half of the maximum joint deflection specified by the pipe manufacturer or 4 degrees, whichever is less.

7.02 Water Services

See City of Auburn **Standard Details W-06, W-13 through W-16a, and W-20.**

The City owns and shall maintain the water service line from the main to the meter, the meter and setter, the meter radio, the meter tailpiece, and the meter box. The property owner owns and shall maintain the tailpiece connection fitting, shut-off valve, service line after the shut-off valve, and other facilities such as pressure reducing valves, pumps, or backflow prevention assemblies behind the meter.

For fire sprinkler connections, City ownership and maintenance responsibilities include and cease at the valve installed at the point of connection between the main and the fire service line.

7.02.01 Domestic Services

Domestic Water Services are defined as any service that connects directly to plumbing within a structure and is used for drinking, cooking, washing, and other standard uses of potable water. Domestic water services shall meet the following requirements:

A. Each parcel receiving water service shall have its own meter. Non-single family developments with multiple buildings on a single parcel shall have a meter for each building unless otherwise authorized in writing by the City Engineer or designee.

B. Installation of corporation stops, water services, and meters shall be per City of Auburn Standard Details. The City may, at the City's option, install services from public water mains to the meter in existing rights-of-way and easements. The

developer/contractor will install and/or replace all applicable services when installing new water mains required for the project. The City will furnish and install the meter for services of 2 inches and smaller.

C. Water meters of 3 inches and larger will be purchased from the City and installed by the developer/contractor under City observation. Where vaults are required, the vault roof shall contain a 2-inch port for remote read device.

D. Water meters shall be located in a level unobstructed area not subject to vehicular parking or travel, and as close to the City main as possible with the distance not to exceed 50 feet.

E. Residential sites shall have water meters placed in landscape strips within the right-of-way, set 2 inches above the finished grade including landscaping and mulch. If no areas are available in the right-of-way that are not subject to vehicle parking or traffic, water meters may be placed outside the right-of-way in public water utility easements.

F. Commercial and industrial sites shall have meters located near driveway entrances within the right-of-way or within public water utility easements in landscape islands located near access driveways when placement in right-of-way is not practical.

G. Meters may not be placed within sidewalks or pedestrian travel pathways except in cases where obstructions prevent the meter box from being placed behind the sidewalk or in a landscape strip (where a landscape strip is present). In such conditions, the meter box shall be placed in the sidewalk such that the edge of the meter box closest to the roadway is no closer than 6-inches to the adjacent edge of sidewalk. A minimum of 2 inches shall be maintained between meters boxes.

H. The water service diameter and meter size shall be sized per Tables 610.3 and 610.4 of the current Uniform Plumbing Code and, upon request by the City, supporting documentation of the meter size selection provided to the City. The length of the service between the meter and the structure shall not exceed 300 feet.

I. When installing multiple services to a public main, a minimum spacing of 2 feet shall be used between corporation stops, a minimum spacing of 5 feet shall be used between corporation stops and tapping tees, and a minimum spacing of 5 feet shall be used between tapping tees on existing ductile iron mains and 10 feet on all other types of existing water main materials.

J. Domestic water services shall be connected to a looped distribution main unless otherwise approved by the City.

7.02.02 Other Services

Irrigation and other non-domestic water services shall meet all the above requirements as well as the following:

A. An Irrigation meter shall be installed in cases where water is used for landscape purposes by non-single family customers and does not enter the sanitary sewer system.

B. For fire sprinkler service line requirements, see **Section 7.06.02**.

C. Cross connection control devices shall be installed per **Section 7.04**.

7.02.03 Service Abandonment

Services shall be abandoned when properties are redeveloped and existing meters will no longer be used. The following actions are required after removal of the meter:

A. Obtain the necessary permits (e.g., for work in the right-of-way, for meter abandonment)
B. Shut off the corporation stop at the main.
C. Disconnect the service line from the corporation stop.
D. Remove the meter box.
E. Restore the roadway or other surface(s) disturbed by construction activities (e.g., trench patch/overlay)

7.03 Water Valves

Water valves shall be as specified in the Construction Standards and meet the following additional requirements:

See City of Auburn **Standard Details W-17 through W-19 for valve box and extensions**

7.03.01 Water Valve Sizing

Water valves shall be of the resilient wedge gate variety. Butterfly valves shall be placed on water mains 14" or larger in diameter. Valves larger than 12 inches require the valve to be turned with a gear to maintain minimum cover.

7.03.02 Water Valve Location

A. Water valves shall be installed along the water mains at a maximum spacing of 400 feet and at the intersection of lateral lines. A maximum of 20 service connections between valves shall be maintained except on dead end residential streets where up to 30 service connections between valves are allowed.

B. Water valves shall be located in clusters at tees and crosses when possible and shall be located so that each leg of the main line system can be isolated separately.

C. When extending public water mains, a water valve may be required near the end of lines where future extensions are projected.

D. Water valves shall not be placed within the wheel path of vehicle traffic.

E. A gravel or paved road surface may be required within the public water utility easement as needed to allow access to valves and other appurtenances.

F. Valves shall be adjusted to final grade in accordance with City of Auburn **Standard Detail T-05.**

7.04 Cross Connection Control

See City of Auburn **Standard Details W-22 through W25.**

Water Systems shall be designed to protect the City water system from contamination via cross connection control in accordance with Washington State Law (WAC 246-290-490), Auburn City Code (ACC), the City's Cross Connection Control Program manual, and these design standards. Premises isolation shall be provided on service connections and proposed building tenant improvements in accordance with these standards.

7.04.01 Domestic Services

A. Backflow protection assemblies shall be installed on all new non-single family service connections. Backflow protection assemblies shall be installed on existing non-single family service connections as directed by the City Cross Connection Specialist. The type of backflow protection assembly shall be as determined by the City Cross Connection Specialists.

1) A Reduced Pressure Backflow Assembly (RPBA) shall be installed adjacent to the meter or at an alternate location where the service line enters the building. RPBA assemblies installed at an alternate location, require the approval of the City, shall have no connections between the meter and the assembly, and shall be installed with adequate drainage to accommodate discharges from the RPBA.

2) A Double Check Valve Assembly (DCVA) for domestic service shall be installed adjacent to the meter, unless installed at an alternate location approved by the City Cross Connection Specialists.

7.04.02 Irrigation Services

A. A backflow prevention assembly shall be installed on all irrigation service connections. The layout of the backflow prevention assembly shall be per City of Auburn **Standard Detail W-06** for single family residential services up to 2 inches and per City of Auburn **Standard Detail W-20** for non-single family residential services. The minimum level of backflow prevention required shall be provided by a Double Check Valve Assembly (DCVA) per City of Auburn **Standard Detail W-24**. A higher degree of protection may be required if deemed necessary by the City Engineer, which may include a Reduced Pressure Backflow Assembly (RPBA) per City of Auburn **Standard Detail W-22**.

B. The backflow prevention assembly shall be installed adjacent to the meter.

7.04.03 Fire Line Connections

A. A backflow prevention assembly shall be installed on all fire service connections. The layout of the backflow prevention assembly shall be per City of Auburn City of Auburn **Standard Detail W-09** for single family residential services up to 2-inches and per City of Auburn **Standard Detail W-20** for non-single family residential services. The minimum level of backflow prevention required shall be provided by a Double Check Valve Assembly (DCVA) per City of Auburn **Standard Detail W-24**. A higher degree of protection may be required if deemed necessary by the City, which may include a Reduced Pressure Backflow Assembly (RPBA) per City of Auburn **Standard Detail W-22**.

B. The backflow prevention assembly shall be located in the building riser room.

7.04.04 General

A. A DCVA shall be installed to provide adequate access for inspection, testing and maintenance.

B. A DCVA located outside the building shall be installed in a vault, as described on City of Auburn **Standard Detail W-24.**

C. A DCVA located inside the building shall be installed per City of Auburn **Standard Detail W-25**.

D. An RPBA shall be installed in an above ground enclosure or at alternate location with no connections between the meter and assembly (**see** City of Auburn **Standard Detail W-23**). An RPBA is required for all services utilizing chemicals.

E. Prior to installation, 2 sets of backflow prevention assembly plans, including the connection point to the City main, shall be submitted for review and approval by the City.

F. Only assemblies listed on the current list of Backflow Prevention Assemblies Approved for Installation in Washington State shall be allowed. This list is maintained by the State of Washington and is available from the City.

G. When multiple buildings are proposed on a parcel the building backflow prevention devices shall all be located outside the buildings or all be located inside the buildings per City of Auburn Standards.

7.05 Pressure Reducing Stations

A Pressure Reducing Station shall be installed as required between pressure zones to maintain adequate pressure in the water system. Isolation valves are required upstream and downstream of the station. Contact the City Water Utility Engineer for specific requirements, when applicable. Water system design shall be done so as to minimize the number of pressure reducing stations necessary.

7.06 Fire Systems

7.06.01 Fire Hydrant Assemblies

See City of Auburn **Standard Details W-07 & W-08.**

Fire Hydrant Assemblies shall meet the following requirements:

A. Fire hydrant assemblies shall conform to the standard details listed above.

B. Fire hydrant service lines shall be installed at right angles to 8 inch minimum diameter supply mains.

C. Fire hydrants shall stand plumb, be set to meet manufacturer's specification for ground bury line, and have a clear, level area around the hydrant with a radius of no less than 60 inches.

D. Fire hydrants shall be located no closer than 50 feet to the surrounding structures, or at a distance as determined by the Fire Marshal and approved by the City Engineer. Fire hydrants shall be located such that no portion of the fire hydrant is within 5 feet of any portion of a driveway (including throat, apron, and wings).

E. Fire hydrants shall be provided with two 2½ inch National Standard Thread (NST) hose ports and one 4½ inch NST by 5 inch hose port with a Storz adapter and cap.

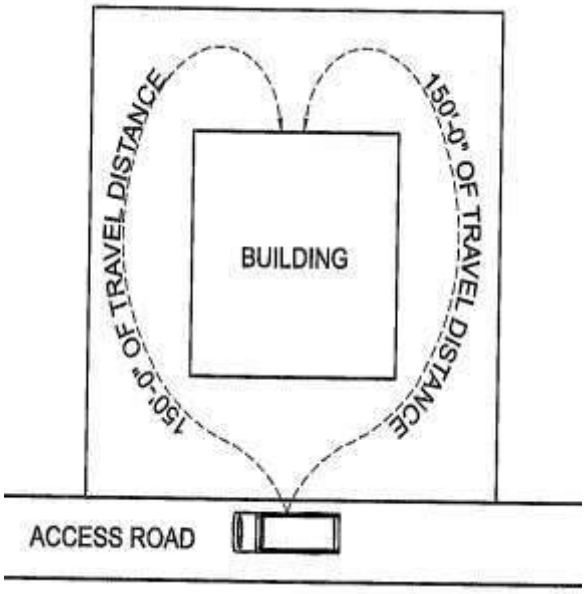
F. The pumper port shall face the street or fire access road and be readily accessible to any fire vehicle for firefighting and pumping operations. There shall be at least 18 inches clear from the face of the pumper port to the edge of pedestrian or traveled ways.

G. The service line from the supply main to the fire hydrant shall be 6 inches in diameter unless the service line extends over 50 feet in length, in which case the service line shall be 8 inches in diameter.

H. Fire hydrants shall be installed with a maximum spacing of 600 feet along streets in single-family zones and 300 feet in all other zones.

I. The maximum distance allowed from any part of a single-family residential structure to the closest fire hydrant is 450 feet.

J. Buildings, other than single-family residences, located with portions of the building more than 150 feet in vehicular travel (see figure below) from a fire hydrant assembly or with building fire flow over 2500 gpm, shall require on-site fire hydrant assemblies. These hydrants shall be served by a public water main that loops around the building, or complex of buildings, and reconnects back to a distribution supply main.



7.06.02 Fire Sprinkler Systems

Fire Sprinkler Systems shall meet the following requirements:

A. Any contractor offering to design, install, test, and/or provide maintenance of fire sprinkler systems in Washington must be licensed with the State Fire Marshal's Office, Licensing Section.

B. Fire sprinkler systems shall be required in commercial/industrial and multifamily buildings according to the adopted fire code regulations. Sprinkler systems may be required in single-family residences when determined by the City and the Fire Authority.

C. Fire sprinkler supply lines for commercial buildings, unless designed by a Fire Protection Engineer, shall be a minimum of 8 inches in diameter.

D. Fire sprinkler supply lines for non-single family buildings shall be connected to a looped water main.

E. Fire sprinkler supply lines shall be separated from the public water main by a valve located at the point of connection. The fire sprinkler supply line shall be installed with a cut-in tee and shall have a 3 valve cluster unless otherwise approved by the City Engineer.

F. The design of fire sprinkler supply lines for single-family/duplex shall be in accordance with City of Auburn **Standard Detail No. W-09.**

G. A Washington State Certified Level "U" contractor shall install underground fire sprinkler supply lines in accordance with WAC 212-80-010. Prior to installation, 3 sets of underground fire sprinkler supply line plans shall be submitted to the City for approval by the Fire Marshal. Both a State Certified Level "U" contractor and a Fire Protection Engineer shall stamp these plans. A letter from a state certified sprinkler system designer stating "FOR DESIGN PURPOSES ONLY" may be attached in lieu of a stamp from the Fire Protection Engineer.

H. A post indicator valve (PIV) shall be installed on the fire sprinkler supply line between the public water main and the building. PIV's shall be located in such a manner as to be easily visible to Fire Department personnel. A wall-mounted PIV may be installed when the exterior wall of the building is of non-combustible construction. A detail containing this information shall be included with the submitted plans.

I. Fire Department Connections (FDC's) shall be placed within 50 feet of a fire hydrant or as directed by the Fire Marshal. FDC's must be identified and approved by the Fire Marshal.

J. New water mains shall be constructed with valves on each side of fire line taps.

K. Fire sprinkler systems shall have backflow prevention in accordance with **Section 7.04**.

L. Fire sprinkler service lines shall not be connected to fire hydrant service lines.

M. Flow-through fire sprinkler systems may be installed for single family residential only. Design shall be according to NFPA 13D. Backflow prevention is not required for flow-through systems.

7.06.03 Fire Flows

New developments, redevelopment of existing sites, or changes in land use are required to meet the minimum City fire flow requirements listed below. The developer shall provide information to the City to define the building specific fire flow requirements. If the building specific fire flow requirements are greater than the minimums listed below, facilities shall be designed to meet the greater requirement.

The minimum fire flow requirements within Auburn Water Service areas are:

1) Single Family Residential: 1,500 GPM @ 2 Hours
2) Industrial/Commercial/Multi-Family: 2,500 GPM @ 3 Hours
3) Additional fire flow may be required per ACC 15.36A.

Minimum fire flows outside Auburn Water Service areas shall be determined by the water service provider and the Fire Marshal.

If off-site water system improvements are necessary to meet these requirements, the Developer shall be responsible for said improvements.

7.06.04 Fire Authority and Hydrant Access

Fire Authority and hydrant access shall meet the following requirements:

A. Access shall be a minimum of 20 feet wide with a minimum vertical clearance of 13½ feet and capable of supporting 75,000 lbs gross vehicle weight.

B. For 20 feet wide roadways, turns in the access shall be designed using a minimum inside radius of 28 feet and a minimum outside radius of 48 feet. The City can provide a turning template for any situation beyond this.

C. Except as noted otherwise in these standards, access that exceeds 150 feet in length from the face of curb or edge of the existing asphalt of the public road and does not return to a public road shall provide a turnaround within 150 feet of the dead-end. If a hammerhead configuration is utilized for the turnaround, it shall be designed per Figure D103.1 and Table D103.4 in Appendix D of the International Fire Code. If a cul-de-sac is utilized for the turnaround, it shall be designed per the City of Auburn Design Standards.

D. Single family residential driveways greater than 150 feet in length from the face of curb or the edge of the existing asphalt to a location where a single family home has all portions of the building no more than 150 feet, as measured by an unobstructed route around the exterior of the building, shall have an 18 foot wide driveway apron and a minimum 20 foot wide paved surface.

7.07 Public Water Utility Easements

Public Water Utility Easements are required for the placement, operation, and maintenance of water facilities upon private property.

Public Water Utility Easements shall meet the following requirements:

A. Public Water Utility Easements shall extend a minimum of 7½ feet to each side of the centerline of the main and all water appurtenances. Easements shall extend a minimum of 7½ feet either side of the vault walls of pressure reducing stations. Additional easement area may be required for facilities constructed in areas of steep terrain or at greater depths.

B. Public Water Utility Easements shall be provided on the City's standard easement form. Legal description of the easement and the property that the easement encumbers, along with a sketch showing both, shall be stamped and signed by a licensed land surveyor and incorporated into the easement form as exhibits. The legal descriptions and sketch shall be on plain bond paper with margins acceptable to the County of recording.

C. Public Water Utility Easements shall be reviewed by the City and then recorded in the appropriate County prior to acceptance of the public water main.

ENGINEERING CONSTRUCTION STANDARDS

COMPRISED OF
PART 1: SPECIAL PROVISIONS
&
PART 2: STANDARD DETAILS

January 6, 2021

City of Auburn
Engineering Services
Community Development & Public Works Departments
25 West Main Street
Auburn, WA 98001-4998

Approved By:

Jacob Sweeting

Jacob Sweeting, P.E.
Assistant Director of Engineering Services/City Engineer

01/04/2021
Date

PREFACE FOR THE

CITY OF AUBURN

ENGINEERING CONSTRUCTION STANDARDS

Grading, Utility, Street and other civil construction work within the City of Auburn shall utilize the 2021 WSDOT Standard Specifications for Road, Bridge, and Municipal Construction (English Version) as supplemented and amended by the City of Auburn Special Provisions contained within Part 1 of this document and the applicable and most current published version of City of Auburn Standard Details and Washington State Department of Transportation (WSDOT) Standard Plans for Road and Bridge Construction as included or referenced in Part 2 of this document.

Contractors are required to have the City of Auburn Engineering Construction Standards (Parts 1 and 2) and the WSDOT Standard Specifications for Road, Bridge, and Municipal Construction available at the job site during construction. Contractors must also have a copy of all City of Auburn Standard Details and WSDOT Standard Plans that are referenced in the Plans available at the job site during construction.

WSDOT Standard Plans and Specifications are available at a nominal charge from the Washington State Department of Transportation at Engineering Publications: Washington State Department of Transportation, Engineering Publications, PO Box 47304, Olympia, WA 98504, or at (360)705-7431, or at http://www.wsdot.wa.gov/Publications/Manuals/PriceList.htm.

The City of Auburn Engineering Construction Standards are available online at: http://www.auburnwa.gov/doing_business/public_works/publications_forms.htm

It is the responsibility of the user to obtain the most current version and any associated revisions from the City of Auburn.

All references within the Engineering Construction Standards to measurement, payment or contractual obligations between the city and the contractor are in reference to a public contract and are not applicable to development projects

In case of conflict between the various elements of the Engineering Construction Standards, refer to Section 1-04.2 (Coordination of Contract Documents, Plans, Special Provisions Specifications, and Addenda) of this document for order of precedence.

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DIVISION 7 Drainage Structures, Storm Sewers, Sanitary Sewers, Water Mains and Conduits

7-01 Drains

7-01.2 Materials

(August 2016, City of Auburn GSP)

Replace the first two paragraphs after the list of materials with the following:

Non-perforated drainpipe shall be manufactured of polyvinyl chloride (PVC) and shall meet the requirements of Section 9-05.12 and perforated drain pipe shall be manufactured of PVC and meet the requirements of Section 9-05.2(6). Trench drains shall be Polydrain Part No. 420 with stainless steel grates Polydrain Part No. 440 or approved equivalent placed on cement concrete Class 4000 per Section 6-02 (Concrete Structures).

7-01.3 Construction Requirements

(January 2018, City of Auburn GSP)

Supplement this section with the following:

PVC drain pipe shall be used to connect existing roof drains and downspouts to the roadway drainage system. The amount of pipe shown in the proposal is approximate and provided for bidding purposes only.

The trench drain shall be installed per the manufacturer's recommendations and shall be flush with the cement concrete surface to provide the proper surface drainage control. The trench drain shall be connected to the nearest catch basin with drain pipe as shown on the Plans.

7-04 Storm Sewers

7-04.2 Materials

(July 2019, City of Auburn GSP)

Replace the first paragraph and list of materials with the following:

Only the pipe materials listed below are approved for use on City storm sewer systems. Materials shall be in accordance with all provisions of the following sections:

Solid Wall Polyvinyl Chloride (PVC) Pipe, SDR-35	9-05.12(1) (Solid Wall PVC Culvert Pipe, Solid Wall PVC Storm Sewer Pipe, and Solid Wall PVC Sanitary Sewer Pipe)
Solid Wall Polyvinyl Chloride (PVC) Pipe, SDR-21	9-05.12(1) (Solid Wall PVC Culvert Pipe, Solid Wall PVC Storm Sewer Pipe, and Solid Wall PVC Sanitary Sewer Pipe)
Solid Wall Polyvinyl Chloride (PVC) Pipe, C900	9-05.12(1) (Solid Wall PVC Culvert Pipe, Solid Wall PVC Storm Sewer Pipe, and Solid Wall PVC Sanitary Sewer Pipe)
Ductile Iron Pipe, Special Class 52, Storm Pipe	9-05.13 (Ductile Iron Sewer Pipe)
High Density Polyethylene Pipe (HDPE)	9-05.21 (High Density Polyethylene Pipe (HDPE))

The laying length for PVC (SDR-35) shall not exceed 14 feet.

7-04.3 Construction Requirements

7-04.3(1)F Low Pressure Air Test for Storm Sewers Constructed of Non Air-Permeable Materials

(January 2017, City of Auburn GSP)

Supplement this section with the following:

If the test shows zero leakage after a five-minute test time, the Engineer has the authority to accept and end the test immediately.

(January 2017, City of Auburn GSP)

Add the following new section:

7-04.3(1)G Television Inspection

All of the provisions of 7-17.3(2)H (Television Inspection) shall apply.

7-05 Manholes, Inlets, Catch Basins, and Drywells

7-05.2 Materials

(November 2020, City of Auburn GSP)

Supplement this section with the following:

Manholes shall be complete with frames and covers. All manhole frames and covers shall be bolt-down and from East Jordan Iron Works: EJ product #00370781 (Eon #3715ZPT Frame and #3705CPT Cover) for Sanitary Sewer and EJ product #00370782 (Eon #3717ZPT Frame and #3705CPT Cover) for Storm Drainage, or approved equivalent. Catch Basins shall be complete with frames and grates unless otherwise specified on the Plans to be provided with solid metal covers or manhole frames and covers. Castings for manhole frames shall be gray iron or ductile iron and covers and grates shall be ductile iron. All storm sewer grates shall have the words “OUTFALL TO STREAMS, DUMP NO POLLUTANTS” cast in place. Manhole and catch basin steps and handholds shall be steel-reinforced copolymer polypropylene (ASTM D4101) with ½ inch steel reinforcing bar (ASTM A615 Grade 60) and in conformance with ASTM C478.

The fabricator of all precast sanitary manholes shall seal them with Tamoseal Cement Based Waterproof Finish or approved equivalent applied to all interior and exterior surfaces in accordance with the manufacturer’s recommendations. The Contractor shall have adequate product on hand to seal any field modifications to sanitary sewer manholes.

(August 2016, City of Auburn GSP)

Add the following new section:

7-05.2(1) Trash Racks

Trash racks shall be constructed in accordance with Section 6-02 (Concrete Structures), 6-03 (Steel Structures), and as detailed in the Plans.

7-05.3 Construction Requirements

(January 2017, City of Auburn GSP)

Supplement this section with the following:

All pipes entering or leaving new or existing manholes, catch basins or inlets shall be placed on firmly compacted bedding, particularly within the area of the manhole excavation, which normally is deeper than that of the pipe trench. Special care shall be taken to see that the openings through which pipes or adapters penetrate the manhole are completely and firmly rammed full of non-shrink grout to ensure water tightness.

Manhole adapters shall be provided when connecting PVC or Polyethylene pipes to any new or existing manholes, catch basins or inlets. All manhole adapters for PVC and Polyethylene pipe shall be of a style as required and manufactured for the specific application with sufficient tangent at the ends to allow for proper joint connections. Field fabricated manhole adapters will not be permitted. All manhole adapters must have approval from the Engineer in writing before being installed.

See Section 2-09.3(3)D (Shoring and Cofferdams) for "Shoring or Extra Excavation Class B" and Section 7-08 (General Pipe Installation Requirements) for foundation material and imported bedding and backfill materials.

7-05.3(1) Adjusting Manholes & Catch Basins to Grade

(November 2020, City of Auburn GSP)

Supplement this section with the following:

Manholes or catch basins shall not be adjusted to finish grade until the asphalt paving is completed, at which time the center of each structure shall be carefully relocated from references previously established by the Contractor. The pavement shall be cut in a restricted area and the base material removed to permit removal of the frame or ring. The structure shall be adjusted to finish grade. Temporary access to manholes and catch basins shall be provided as soon as practical after paving.

The frame or ring shall be placed on concrete blocks and/or wedged up to the desired grade. When the Contract Plans call for rubberized adjustment risers, they shall be the Infra-Riser manufactured by EJCO, or approved equivalent. The asphalt concrete pavement shall be cut and removed, the dimensions of which shall be equal to the inside dimensions of the opening plus 2 feet. The base materials and crushed rock shall be removed and Class 3000 cement concrete shall be placed so that the entire volume of the excavation is replaced to within, but not to exceed 6 inches of the finished pavement surface. A quick setting admixture shall be added to the cement concrete backfill. Once manholes or catch basins have been adjusted to finished grade and the cement concrete backfill has cured (the day following placing the cement concrete), HMA Class ½-inch shall be placed and compacted with hand tampers and a patching roller within 48 hours.

7-05.3(3) Connections to Existing Manholes

(January 2017, City of Auburn GSP)

Supplement this section with the following:

Where shown in the Plans, new storm drain lines shall be extended to connect to an existing manhole. The pipe extension shall be the same diameter as the existing pipe.

Dissimilar pipes shall be joined per Section 7-08.3(2)G (Jointing of Dissimilar Pipe) of these Special Provisions.

(August 2016, City of Auburn GSP)

Add the following new section:

7-05.3(5) Channels for Manholes

Channels for manholes shall be made to conform accurately to the sewer grade, and shall be brought together smoothly with well-rounded junctions. Channel sides shall be carried up vertically to the crown elevation of the various pipes, and the concrete shelf between channels shall be smoothly finished and warped evenly with slopes to drain towards the manhole outflow.

Channels for manholes shall be constructed with non-shrinking mortar. Mortar shall be composed of approximately one part Type II Portland Cement, 1½ to 2 parts sand, and 2 to 3 fluid ounces of water-reducing retarder per sack of cement. Sand, cement, and water shall be as specified for concrete. Water-reducing retarder shall meet ASTM C494 specification for chemical admixture for concrete.

(August 2016, City of Auburn GSP)

Add the following new section:

7-05.3(6) New Castings

Where new castings are indicated to be installed on existing structures in the Plans, the Contractor shall furnish and install new castings of the type specified. Casting shall include frame and grate, or ring and cover and new adjustment section(s) as necessary to set the casting to final grade. Install to the finished grade as shown.

Salvaged castings shall be cleaned and delivered to the City of Auburn as specified in Section 2-02.3(5) (Salvage).

7-08 General Pipe Installation Requirements

7-08.1 Description

(January 2017, City of Auburn GSP)

Delete this section and replace it with the following:

This information shall cover the general requirements for installing culverts, storm sewers, sanitary sewers, and water mains. The Contractor shall also follow all provisions of Sections 7-02 (Culverts), 7-04 (Storm Sewers), 7-09 (Water Mains), 7-17 (Sanitary Sewers), and 1-07.23 (Public Convenience and Safety) as it applies to the specific kind of work. In case of conflicting specifications between Section 7-08 and 7-09, the specifications of Section 7-09 shall take precedence for the installation of water mains and appurtenances.

7-08.2 Materials

(January 2018, City of Auburn GSP)

Delete this section and replace it with the following:

Imported bedding, backfill and foundation material shall meet the requirements of the following sections:

Pipe Zone Bedding and Select Trench Backfill	9-03.9(3) (Crushed Surfacing)
Pipe Foundation Material	9-03.10 (Aggregate for Gravel base)
Imported Pipe Trench Backfill	9-03.14(1) (Gravel Borrow)
Controlled Density Fill for Trench Backfill	2-09.3(1)E (Backfilling)

7-08.3 Construction Requirements

7-08.3(1) Excavation and Preparation of Trench

7-08.3(1)A Trenches

(April 2017, City of Auburn GSP)

The second sentence of the third paragraph is deleted.

(January 2018, City of Auburn GSP)

The first sentence of the eighth paragraph is deleted and replaced with the following:

If any of the excavated (also referred to as native) material meets the specifications of material listed in Section 7-08.2 (Materials), the Engineer may require that native material, in the quantity required, be selectively removed, stockpiled separately, and used as pipe zone bedding, foundation material, or trench backfill instead of the quantities of pipe zone bedding, foundation material, or trench backfill respectively.

7-08.3(1)B Shoring

(January 2017, City of Auburn GSP)

Supplement this section with the following:

Shoring shall meet the requirements of Section 2-09.3(3)D (Shoring and Cofferdams), the Occupational Safety and Health Act (OSHA), and the Washington Industrial Safety and Health Act of 1973 (WISHA), Chapter 296-155 WAC, and RCW Chapter 49.17, shall apply to all excavation, trenching and ditching operations on this project. All trenches four (4) feet and over in depth shall be shored in compliance with applicable Federal and State regulations. Extra Excavation Class B will be allowed only with the approval of the Engineer.

7-08.3(2)B Pipe Laying – General

(January 2017, City of Auburn GSP)

Supplement this section with the following:

The Contractor shall use neat, vertical full-depth saw cuts for trenching through existing asphalt or cement concrete pavement surfaced areas.

All pipe shall be neatly cut using an approved mechanical cutter without causing damage to the pipe.

7-08.3(2)G Jointing of Dissimilar Pipe

(January 2017, City of Auburn GSP)

Supplement this section with the following:

Where new pipe is connected to existing pipe, the Contractor shall verify the type of existing pipe and join pipes with a pipe adapter specifically manufactured for joining the pipes involved.

(August 2016, City of Auburn GSP)

Add the following new section:

7-08.3(2)J Joining High Density Polyethylene Pipe (HDPE) Pipe

Sections of HDPE shall be joined into continuous lengths on the job site above ground. The joining shall be the butt fusion method and shall be performed in strict accordance with the pipe manufacturer's recommendations. The butt fusion equipment used in the joining procedures shall be capable of meeting all conditions recommended by the pipe manufacturer, including but not limited to, temperature requirements of 400 degrees F, alignment, and 75 psi interfacial fusion pressure.

(August 2016, City of Auburn GSP)

Add the following new section:

7-08.3(2)K Packaging, Handling, Storage High Density Polyethylene Pipe (HDPE) Pipe

The manufacturer shall package the pipe in a manner designed to deliver the pipe to the project neatly, intact, and without physical damage. The transportation carrier shall use appropriate methods and intermittent checks to insure the pipe is properly supported, stacked, and restrained during transport such that the pipe is not nicked, gouged, or physically damaged. Pipe shall be stored on clean, level ground to prevent undue scratching or gouging of the pipe. If the pipe must be stacked for storage, such stacking shall be done in accordance with the pipe manufacturer's recommendations. The handling of the pipe shall be done in such a manner that it is not damaged by dragging over sharp objects or cut by chokers or lifting equipment.

Sections of pipe having been discovered with cuts or gouges in excess of 10% of the wall thickness of the pipe shall be cut out and removed. The undamaged portions of the pipe shall be rejoined using butt fusion joining method.

Fused segments of pipe shall be handled so as to avoid damage to the pipe. When lifting fused sections of pipe, chains or cable type chokers must be avoided. Nylon slings are preferred. Spreader bars are recommended when lifting long fused sections. Care must be exercised to avoid cutting or gouging the pipe.

(August 2016, City of Auburn GSP)

Add the following new section:

7-08.3(2)L Dewatering Trenches

Where water is encountered in the trench, it shall be removed during pipe-laying operations and the trench so maintained until the ends of the pipe are sealed and provisions are made to prevent floating of the pipe. Trench water or other deleterious materials shall not be allowed to enter the pipe at any time.

"Normal Trench Dewatering" is defined as dewatering methods occurring in, or directly adjacent to, the trench, including trash pumps, sump pumps, or other methods in the excavated areas. "Normal Trench Dewatering" does not include a dewatering system such as well points, well screens, or deep wells. All "Normal Trench Dewatering" work associated with maintaining a trench suitable for pipeline construction will be included in the cost of the pipes or other facilities being installed.

Where groundwater cannot be removed using "Normal Trench Dewatering" methods, the Contractor shall provide a dewatering system that will be used to lower the water table 2 feet below the depth of excavation. See Section 8-05 (Dewatering System) for dewatering system requirements. The dewatering plan must be received 10 calendar days prior to dewatering operations and approved by the Engineer before underground utility installation begins.

7-08.3(3) Backfilling

(January 2017, City of Auburn GSP)

Supplement this section with the following:

The Engineer may require "Controlled Density Fill" where uniform compaction around other utilities, foundations or other fixed objects is not possible.

7-08.3(4) Plugging Existing Pipe

(January 2018, City of Auburn GSP)

Delete this section and replace it with the following:

All existing sanitary sewer, storm, and drain pipes shown on the Plans to be abandoned and plugged, shall be plugged on the inlet and outlet ends for a distance of three times the diameter with Class 3000 cement concrete. Care shall be used in placing the concrete in the pipe to ensure that the openings are completely filled and thoroughly plugged.

All existing water pipes shown on the Plans to be abandoned and plugged, shall be plugged on the ends with Mechanical Joint plugs.

All existing sanitary sewer, storm, and water pipes shown on the Plans to be abandoned and filled, shall be filled with concrete that has a compressive strength of 1,500 psi or less for the entire length of pipe specified.

The Contractor shall seal abandoned or filled pipe connections at manholes or catch basins with Class 3000 cement concrete and grout to provide a smooth, watertight seal.

(November 2019, City of Auburn GSP)

Add the following new section:

7-08.3(5) Pipe Trench Restoration

Trenches excavated as part of a new street construction shall be completed to subgrade before placing surfacing materials and sidewalks. Final restoration will be completed with the street surfacing.

In existing streets, sidewalks and other native or landscaped areas, the restoration shall be to a minimum of the existing adjacent surfaces. Asphalt and cement concrete pavement, sidewalks, etc., shall be replaced upon a firm unyielding base to match existing surface thickness. Unless otherwise shown on the plans, the minimum asphalt concrete pavement replacement section shall be 2 inches thick.

7-09 Water Mains

7-09.1 Description

(January 2017, City of Auburn GSP)

Supplement this section with the following:

The Contractor shall also follow the requirements of Section 7-08 (General Pipe Installation Requirements). In case of conflicting specifications between Section 7-08 and 7-09, the specifications of Section 7-09 shall take precedence for the installation of water mains and appurtenances.

7-09.2 Materials

(January 2018, City of Auburn GSP)

Delete 'Aggregates' and the reference sections pertaining to Foundation Material, Gravel Backfill for Pipe Zone Bedding, Pipe Zone Bedding, and Trench backfill, from the list in the first paragraph.

Supplement this section with the following:

Ductile Iron Pipe per Section 9-30.1(1) with Ductile Iron Fittings per Section 9-30.2(1) shall be the only pipe and fitting materials allowed for water systems owned by the City of Auburn.

7-09.3(10) Backfilling Trenches

(January 2017, City of Auburn GSP)

Supplement this section with the following:

Water mains shall be installed with 42-inch minimum finished pipe cover, unless the Engineer determines less cover is adequate where existing facilities, not to be relocated, might interfere with the pipe laying operation.

7-09.3(13) Handling of Pipe

(January 2017, City of Auburn GSP)

Supplement this section with the following:

Strict adherence to the requirements preventing debris from entering the pipe will be required, including plugging of pipe during transport, storage, and placement. If, in the opinion of the Engineer, any pipe or fitting has been installed with dirt, foreign material, or diesel residue in it, it shall be removed, cleaned, and re-laid at Contractor expense.

7-09.3(19) Connections

7-09.3(19)A Connections to Existing Mains

(January 2017, City of Auburn GSP)

Supplement this section with the following:

The Contractor shall field verify all existing piping, dimensions, and elevations to ensure proper fit prior to any connections being made to existing mains.

7-09.3(19)B Maintaining Service

(January 2017, City of Auburn GSP)

Supplement this section with the following:

Water main shut-offs shall be in accordance with Section 1-07.17(1) (Disruption to City Water Services).

7-09.3(21) Concrete Thrust Blocking

(January 2018, City of Auburn GSP)

Supplement this section with the following:

Where trench conditions are such that thrust restraint is not accomplishable with concrete, the Contractor shall provide restrained joints in accordance with Section 9-30.2(6) (Restrained Joints) to replace or supplement concrete blocking or anchors. Supplement and replacement restrained joints shall be provided as recommended by the manufacturer and approved by the Engineer.

7-09.3(23) Hydrostatic Pressure Test

(January 2017, City of Auburn GSP)

Supplement this section with the following:

Add the following sentence at the beginning of the first paragraph:

Hydrostatic tests shall be made on all new pipeline in accordance with the applicable portions of this Standard Specification and ANSI/AWWA C600, except as modified in this document.

Add the following sentence between the first and second sentence of the first paragraph:

Test pressures shall not exceed the rated pressure of the valves when the pressure boundary of the test section includes closed, resilient-seated gate valves or butterfly valves.

Add the following sentence at the end of the second paragraph:

Sections of pipe between valves shall be pressure tested immediately upon completion of each section. Each section shall be immediately backfilled upon the Engineer approving the hydrostatic pressure test results.

7-09.3(24) Disinfection of Water Mains

(November 2019, City of Auburn GSP)

Supplement this section with the following:

The City will take bacteriological test samples. The Contractor shall insert corporation stops in the main at all locations required to take bacteriological test samples. If original test samples prove unsatisfactory, a charge of $100.00 will be made for processing each additional sample.

7-09.3(24)J Preventing Reverse Flow

(January 2017, City of Auburn GSP)

Supplement this section with the following:

Prior to beginning the water main installation, the Contractor shall prepare a Prevention of Reverse Flow Plan per Section 1-06 (Control of Material), showing the intended method, in detail, which will be incorporated to insure the prevention of reverse flows from entering the existing distribution system. The plan shall meet the requirement of WAC 246-902-490.

The Contractor shall consider this plan as a submittal, and submit it per the specifications in Section 9-38 (Submittal Approval). The Engineer must approve this plan prior to the Contractor starting work on the water main.

7-09.3(24)N Final Flushing and Testing

(January 2017, City of Auburn GSP)

Supplement this section with the following:

Accomplish line flushing in accordance with the latest provisions of AWWA C601. Flush all dead end mains with a temporary blow off. The Contractor is responsible for disposal of water flushed from the line. An approved bacteriological test is required before connection to the existing system. The City will measure water consumed for flushing.

The Contractor shall submit a de-chlorination plan per Section 1-06 (Control of Material) indicating how chlorine concentration and pH adjustment will be achieved per this Section. All costs to submit the plan shall be included in the unit contract price per linear foot of pipe.

7-12 Valves for Water Mains

7-12.3 Construction Requirements

(January 2018, City of Auburn GSP)

Add the following new section:

7-12.3(2) Adjust Valve Boxes

The Contractor shall adjust water valve boxes to finish grade as specified in the Plans and in accordance with the applicable City of Auburn Standard Details. Water valve boxes shall be accessible at all times.

Valve boxes shall not be adjusted to finish grade until the asphalt paving is completed, at which time, each valve box shall be carefully relocated from references previously

established by the Contractor. The pavement shall be cut in a restricted area and the base material removed to permit adjustment.

The base materials and crushed rock shall be removed and Class 3000 cement concrete shall be placed so that the entire volume of the excavation is replaced to within, but not to exceed 6 inches of the finished pavement surface. A quick setting admixture shall be added to the cement concrete backfill. Once the valve boxes have been adjusted to finished grade and the cement concrete backfill has cured (the day following placing the cement concrete), HMA Class ½-inch shall be placed and compacted with hand tampers and a patching roller within 48 hours.

(August 2016, City of Auburn GSP)

Add the following new section:

7-12.3(3) Combination Air Release/Air Vacuum Valve Assembly

"Combination Air Release/Air Vacuum Valve Assembly" shall be constructed at locations shown on the Plans and shall be a minimum of 1 inch diameter in accordance with the applicable City of Auburn Standard Detail(s).

(August 2016, City of Auburn GSP)

Add the following new section:

7-12.3(4) Valve Wrench Extension Box

The Contractor shall furnish and install valve wrench extension boxes where the valve nut will exceed 48 inches below the top of the finished valve box and finish grade, where shown on the Plans, in accordance with the applicable City of Auburn Standard Detail(s) for deep buried valves.

7-14 Hydrants

7-14.3 Construction Requirements

(January 2017, City of Auburn GSP)

Supplement this section with the following:

A type 2BB Blue Raised Pavement Marker(s) is required at each hydrant location. Location of the blue marker shall be 1-foot offset of centerline in the direction of the hydrant at each hydrant location. Hydrants located within 50-feet of the curb face of an intersection shall be marked on both streets. The reflective surfaces of the raised pavement markers shall be perpendicular to the flow of traffic. The Raised Pavement Markers shall be installed in accordance with Section 8-09 (Raised Pavement Markers).

7-14.3(1) Setting Hydrants

(January 2017, City of Auburn GSP)

Delete this section and replace it with the following:

Where shown in the Plans, the "Hydrant Assembly" shall be installed perpendicular to the supply main. A 6-inch resilient-wedge gate valve with valve box in accordance with Section 7-12 (Valves for Water Mains) shall be installed on each hydrant supply line.

All hydrants shall be inspected upon delivery in the field to ensure proper working order. After installation, fire hydrants, auxiliary gate valves, and other appurtenances thereto shall be subjected to a hydrostatic test and disinfection procedures as specified in Section 7-09 (Water Mains).

After installation each hydrant shall receive 2 field-coats of paint. The first coat shall be Formula B-1-57 iron oxide, and the second coat shall be Safety Yellow Enamel conforming to Federal Specification TT-E-489C Enamel, Alkyd, Gloss, Federal Color No. 1063. The outside surface below the ground shall be coated with asphalt varnish.

During the chlorination process for the newly laid pipe, all valves associated with each hydrant assembly shall be operated while the pipeline is filled with the chlorinating agent and under normal operating pressure.

Any hydrant not in service shall be identified by covering with a burlap or plastic bag properly secured.

7-14.3(4) Moving Existing Hydrants

(January 2018, City of Auburn GSP)

Supplement this section with the following:

Existing hydrants shall be moved where shown in the Plans. Moving existing hydrants shall include removal of all component parts from the water main to the hydrant.

The Contractor shall provide and install the following new components at the new hydrant location shown on the Plans:

- Special Class 52 Ductile Iron pipe;
- 6 inch tee or tapping tee and gate valve with box;
- Restraint system;
- Blocking.

7-15 Service Connections

7-15.2 Materials

(November 2019 City of Auburn GSP)

Replace the reference to Service pipe from the list of materials and replace with the following:

Service Pipe & Tail Piece	9-30.6(3)B (Service Pipes)

All water service materials shall be low lead brass CDA89833 or CDA89520, and shall meet ANSI/AWWA C800 and NSF 61 Annex G maximum lead requirements.

7-15.3 Construction Requirements

(January 2017, City of Auburn GSP)

Supplement this section with the following:

Water service connections shall be installed where shown on the drawings in accordance with these documents and the applicable Standard Details. Multiple service connections to the same main must be made with a 2 foot minimum separation at the main and be staggered horizontally, so that adjacent services are at differing elevations along the pipe. Meter box and water meters shall not be placed in locations which are subjected to vehicular traffic (including driveways, etc.) unless approved by the Engineer and a traffic bearing meter box is provided. Tail pieces (that portion of the service line between the meter and the property line) shall be furnished and installed and shall be of the same material and size as the service line. Connection of the tail piece to the service line from the building shall be made with compression couplings or capped as appropriate. Service pipes shall be installed without joints from the water main to the curb valve near or within the meter box. Tailpieces shall also be installed without joints from the water meter outlet to its termination (18 inches minimum beyond the meter but not beyond the right-of-way line). The existing ¾-inch water meter shall be reinstalled to the new meter setter once the new 1-inch service line, meter setter, and tailpiece, have been installed and the new meter box has been adjusted to grade.

All new materials (service line, meter setter, tailpiece, and meter box) shall be used for water meter relocations. Materials shall match existing size unless otherwise shown on the Plans.

When removing existing meters, the Contractor shall protect all automated meter reading equipment including radios, receivers/transmitters, and other equipment. The removed meters/equipment will be stored in such a manner to prevent damage to the equipment. The Contractor will request and complete training from City staff on proper measures and techniques required to protect the equipment prior to removing any equipped meters.

7-17 Sanitary Sewers

7-17.2 Materials

(December 2018, City of Auburn GSP)

Delete this section and replace it with the following:

Materials shall be in accordance with following Sections:

Solid Wall Polyvinyl Chloride (PVC) Sanitary Sewer Pipe, SDR-35	9-05.12(1) (Solid Wall PVC Culvert Pipe, Solid Wall PVC Storm Sewer Pipe, and Solid Wall PVC Sanitary Sewer Pipe)
Polyvinyl Chloride (PVC) Sanitary Sewer Pipe, SDR-21	9-05.12(1) (Solid Wall PVC Culvert Pipe, Solid Wall PVC Storm Sewer Pipe, and Solid Wall PVC Sanitary Sewer Pipe)
Ductile Iron, Special Class 50 Sanitary Sewer Pipe	9-05.13 (Ductile Iron Sewer Pipe)
High Density Polyethylene Sanitary Sewer Pipe (HDPE)	9-05.23 (High Density Polyethylene Pipe (HDPE))

The laying length for PVC (SDR-35) shall not exceed 14 feet.

7-17.3 Construction Requirements

7-17.3(1) Protection of Existing Sewage Facilities

(January 2017, City of Auburn GSP)

Supplement this section with the following:

Connections to the existing system shall be plugged during the entire period of sewer construction to prevent dirt, water, and debris from entering the existing system

7-17.3(2) Cleaning and Testing

7-17.3(2)A General

(August 2016, City of Auburn GSP)

Delete the first paragraph and replace with the following:

Sewers and appurtenances, where required in the Plans, shall be cleaned and tested after backfilling by the low pressure air method except if the Engineer approves hydrostatic testing of short sections of small diameter pipe.

(January 2017, City of Auburn GSP)

Supplement this section with the following:

Before final acceptance, the Contractor shall have all sewer lines inspected by the use of a television camera per Section 7-17.3(2)H (Television Inspection). Manholes and other structures shall be cleaned and tested per Section 7-07 (Cleaning Existing Drainage Structures).

Special sealants shall not be used to seal leaks and the use of any such materials will be cause for rejection of the sewer lines.

7-17.3(2)C Infiltration Test

(January 2017, City of Auburn GSP)

Revise the second sentence of the second paragraph to read:

$$\text{“Maximum leakage (in gallons per hour)”} = 0.16 \times \frac{\sqrt{H}}{\sqrt{6}} \times D \times \frac{L}{100}$$

7-17.3(2)F Low Pressure Air Test for Sanitary Sewers Constructed of Non Air-Permeable Materials

(January 2017, City of Auburn GSP)

Supplement this section with the following:

If the test shows zero leakage after a five minute test time, the Engineer has the authority to accept and end the test immediately.

Cleaning and testing of pipes and structures shall be included in the unit contract prices for those items installed.

7-17.3(2)H Television Inspection

(May 2019 City of Auburn GSP)

Delete this section and replace it with the following:

The Contractor shall be responsible for having all sewer lines installed by the Contractor inspected by City approved private inspection services that includes the use of a television camera. An approved list of inspection services may be obtained from the Engineer.

After completion of the following, authorization from the City shall be required before the Contractor can perform the initial television camera work:

1. The acceptable placement of applicable pipe, ballast, bedding, and backfill material.

2. The acceptable completion of all applicable channels and grout work.

3. The acceptable debris removal, cleaning, and flushing of all applicable pipes and structures.

The television inspection requirements shall include the provisions of:

1. The television camera shall be a pan and tilt camera system specifically designed and constructed for sewer environments.

2. A dye solution to be introduced in sufficient quantity to travel from the structure that is the highest point of inspection to the downstream terminus of the inspection limits. Red or purple dye shall be used for PVC pipe and green dye for ductile iron and concrete pipe.

3. A one-inch reference ball to be mounted to the camera in order to drag along the bottom of the pipe during the entire inspection procedure.

4. Linear measure references to be measured from the center of the beginning structure to the center of the next inline structure and include the direction of flow. The locations of lateral pipes and all distinctive pipe conditions shall be referenced to the centerline of the beginning structure. All structure references shall utilize the designated structure reference numbers shown on the Plans.

The following television inspection information shall be provided to the City:

1. A clear color DVD or USB Flash Drive which encompasses the limits of the inspection area and including all reference data as described herein. The recorded reference time and date for the start of each run shall also be indicated.

2. A written report shall be provided corresponding to the recorded inspection and including all reference data as described herein. The report shall consist of a written narrative of all distinctive pipe conditions including ponding areas in excess of ¼ inch.

7-18 Side Sewers

7-18.3 Construction Requirements

7-18.3(1) General

(January 2017, City of Auburn GSP)

Supplement this section with the following:

All joints shall be approved rubber-gasket joints except the joint between the new and existing pipe that shall be made with approved flexible transition couplings. Side sewers shall be installed to a minimum slope of two percent or as shown on the Plans unless otherwise directed by the Engineer and shall be 6-inches diameter from the street sewer to the private property line.

Existing side sewers to be connected shall be trimmed to the limit of the right-of-way except where otherwise shown on the Plans and connected to the new sewer with PVC SDR-35 with a diameter to match the existing side sewer or 6 inches, whichever is greater.

(August 2016, City of Auburn GSP).
The third paragraph is replaced with the following:

No joint deflections shall be allowed on side sewers. No horizontal bends shall be allowed in the right-of-way. Vertical bends require Engineer approval.

7-18.3(2) Fittings

(January 2017, City of Auburn GSP)

Delete this section and replace it with the following:

Side sewers shall be connected (where shown on the Plans), using approved sewer saddle tees. Quantities of tees will vary depending upon conditions encountered.

7-18.3(3) Testing

(January 2017, City of Auburn GSP)

Supplement this section with the following:

During construction in areas with more than one side sewer per structure, the Contractor shall test each connected structure to verify which side sewer is used by that structure. The test shall involve flushing every toilet or running every sink or tub on each floor of each structure and directly observing which side sewer the effluent discharges from. Only these side sewers shall be connected. All others are to be abandoned in place per Section 7-08.3(4) (Plugging Existing Pipe).

The Contractor shall be responsible for verifying all City customers originally connected to the sanitary sewer conveyance line are connected to the new sanitary sewer conveyance line. Prior to project completion the Contractor shall document to the City that all City customers have had their services re-established.

All pipes for side sewer and sewer stubs (pipes not ending in a manhole) shall be adequately plugged or capped.

7-19 Sewer Cleanouts

7-19.3 Construction Requirements

(January 2018, City of Auburn GSP)

Delete this section and replace it with the following:

Sewer cleanouts shall be installed as indicated in the applicable Standard Details.

END OF DIVISION 7

shall retrieve message MULTI strings, a map of defective pixels, the time and date, the event schedule, and configuration parameters.

Message Library
The control software shall store messages and transfer messages to a sign for storage and/or display. When a user desires to send a message to a sign, the control software shall offer as choices only those messages compatible with the sign in question. The control software shall allow message names of up to 25 characters in length. If the selected name already exists, the software shall notify the user and give the option of replacing the existing message or selecting another name.

The control software shall display all character fonts supported by the Variable Message Sign System. Messages shall be displayed on the computer monitor in exactly the same format (font, text centering and justification) as on the Variable Message Sign.

Software Duplication Rights
The City of Auburn shall have the right to duplicate the Variable Message Sign Control Software as needed for use in controlling signs under its jurisdiction.

Documentation
The Contractor shall furnish 1 copy of the Control Software user manuals to the Engineer. In addition, 2 sets of the software, installation program, instructions and user manual shall be furnished on CD ROM or diskettes to the Engineer.

9-30 Water Distribution Materials

9-30.1 Pipe

9-30.1(1) Ductile Iron Pipe

(February 2018, City of Auburn GSP)

The third sentence of the first paragraph in the list is revised to read:

All other ductile iron pipe shall be Special Thickness Class 52.

9-30.2 Fittings

9-30.2(1) Ductile Iron Pipe

(September 2020, City of Auburn GSP)

Supplement this section with the following:

All pipe fittings, adapters and joints for ductile iron pipe shall be ductile iron designed to AWWA Specification (unless otherwise approved in writing by the Engineer) with sufficient tangent at the ends to allow for proper joint connections and shall be coated to give them protection equal to that of the pipe. Field fabricated fittings will not be permitted. Flexible couplings shall be of the style as required for specific application.

9-30.2(6) Restrained Joints

(September 2020, City of Auburn GSP)

Delete this section and replace it with the following:

Bolted restrained joint (R.J.) fittings shall be Megalug RomaGrip, Star, or approved alternate. All welding associated with the restraint system shall be performed in the pipe manufacturer's shop. No field welding will be permitted.

Mechanical joint restrain systems shall meet the following requirements:

Restrainers shall be manufactured of ductile iron and shall meet or exceed all the requirements of ANSI A21.11 (AWWA C111) and ASTM A536. The restrainer system shall provide anchoring ductile iron pipe and fittings, valves and PVC pipe to mechanical joint pipe or fittings, or bell to spigot PVC pipe joints. The restrainer shall accommodate the full working pressure rating of the pipe plus surge allowance. In the assembly of the restrain device, the contractor shall tighten the bolts to the correct torque range as recommended by the restraint manufacturer. The restrainers shall be painted black for ductile iron pipe and painted red for PVC pipe applications. The restraining device shall not damage or lower the working pressure of the pipe installed. Restrainers shall be properly stored to minimize sand and debris build-up. Specifically, the twist-off-screws and associated threads shall be clean (free of sand) prior to installation.

Restrainer specifically for ductile iron pipe may be restrained by utilizing a joint restraint gasket which includes a stainless steel locking segment vulcanized into the rubber gasket. The gasket shall be rated for operating pressures up to 250 psi based on the performance requirements of ANSI/ AWWA C111/ A21.11.

9-30.3 Valves

9-30.3(1) Gate Valves (3-inches to 16-inches)

(December 2020, City of Auburn GSP)

Delete this section and replace it with the following:

Resilient wedge gate valves shall be used on all 12 inch and smaller water lines and shall be manufactured by Clow, Kennedy, American Flow Control, Waterous, M&H or Mueller with epoxy-coated valve interiors. The valves shall conform to ANSI/AWWA Specifications C509 or C515 with a 200 psi working pressure rating (minimum). They shall be iron bodied, bronze-mounted, non-rising stem and counterclockwise opening with a 2 inch square operating nut. All valves on the fire hydrant line(s) shall be 6 inch diameter mechanical joint by flange. All other valves shall be either mechanical joint by flange or Mechanical joint shackled to tees or crosses. Valve stems shall be provided with O-ring seals.

9-30.3(3) Butterfly Valves

(December 2020, City of Auburn)
Supplement this section with the following:

Butterfly valves conforming to AWWA Specification C504, Class 150B shall have Mechanical joint ends and be rated at 150 psi or higher working pressure and shall be manufactured by Mueller, Clow, M&H, or Kennedy. Operator shall have standard AWWA 2 inch square nut.

9-30.3(4) Valve Boxes

(February 2018, City of Auburn GSP)

Supplement this section with the following:

Valve boxes shall be two-piece, adjustable, cast-iron (with additional extension pieces, if necessary), as manufactured by the Olympic Foundry Company, East Jordan Iron Works, or approved equivalent, with a minimum inside diameter of 5 inch. The word "WATER" shall be cast in relief on the top of all valve box covers. In addition, the letters "NC" shall be cast in place on valve box covers for those valves that are normally closed. Valve box covers shall have a deep skirt.

9-30.3(8) Tapping Sleeve and Valve Assembly

(January 2017, City of Auburn GSP)

Supplement this section with the following:

Tapping sleeves and valves shall conform to the following:

1. For wet taps on mains 12 inch diameter and larger or size-on-size, the tapping sleeve shall be the full M.J. type, cast-iron, twin seal as manufactured by Mueller, Tyler, Taylor, M&H, or epoxy-coated fabricated-steel, as manufactured by JCM, Rockwell or approved equivalent;

2. For wet taps on mains 10 inch diameter and smaller, or at least 2 inch diameter smaller than the main size, the tapping sleeve shall be the wraparound style, stainless steel or epoxy-coated fabricated-steel, or cast-iron M.J. as manufactured by Romac, Ford, M&H, Rockwell, Smith Blair, or approved equivalent.

9-30.5 Hydrants

(September 2020, City of Auburn GSP)

Supplement this section with the following:

Fire hydrants shall have two 2½ inch hose ports (National Standard Thread) and one 4½ inch pumper port (National Standard Thread) with caps and no chains, 1¼ inch pentagonal operating nut (counterclockwise) opening, O-ring-type stuffing box, automatic barrel drain, and 5¼ inch valve opening. Hydrants shall be equipped with a 5 inch Storz adapter with blind cap, or approved equivalent. Hydrants shall conform to the latest revision of AWWA Specification C502 for dry-barrel fire hydrants for ordinary water service.

Hydrants shall be Mueller "Super Centurion 250" or M&H Style 129.

(August 2016, City of Auburn GSP)

Supplement Division 9 with the following new section including subsections:

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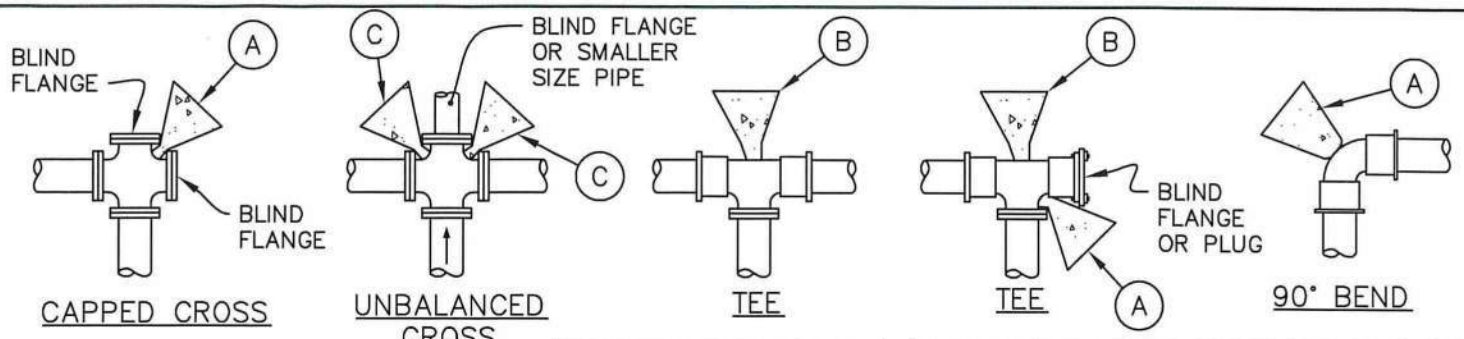
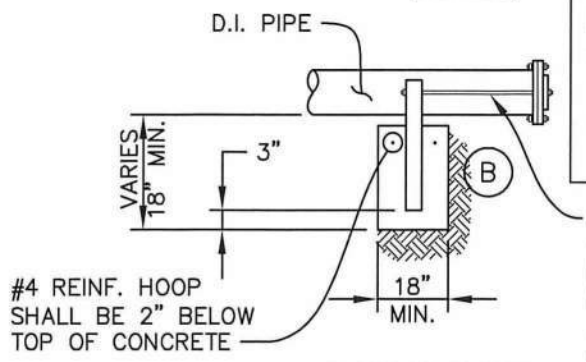


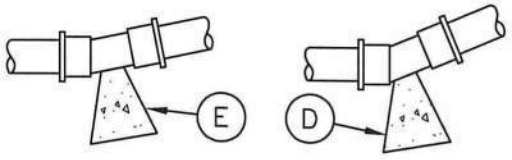


TIE BACK BLOCK DETAIL

NOTE:
SEE STD. DETAIL W-03 FOR TYPICAL BLOW OFF ASSEMBLY. MAINTAIN 2" CLEARANCE BETWEEN CONCRETE AND PIPE

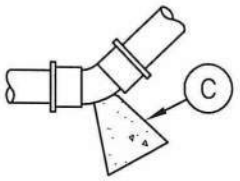
FOR PIPE SIZES UNDER 12" USE 2 3/4" ø HOT DIPPED GALV. THREADED RODS FOR 12" & 14" USE 4 3/4" ø HOT DIPPED GALV. RODS

HORIZ OR UPWARD VERT. BENDS

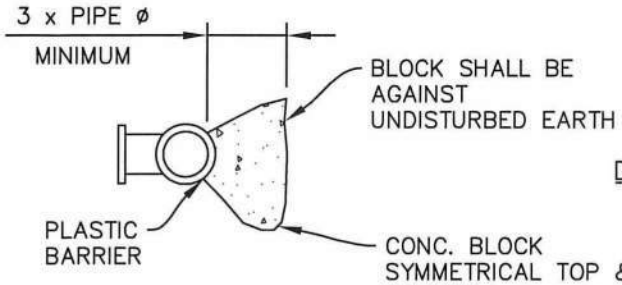


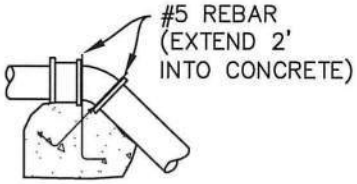
11 1/4° BEND

22 1/2° BEND



45° BEND





DOWNWARD VERTICAL BEND

NOTES:

1. BEARING AREA OF CONC. THRUST BLOCK IS BASED ON 200 PSI PRESSURE AND SAFE SOIL BEARING LOAD OF 2000 PSF.
2. AREAS MUST BE ADJUSTED FOR OTHER PIPE SIZES, PRESSURES, AND SOIL CONDITIONS.
3. CONCRETE BLOCKING SHALL BE CAST IN PLACE AND HAVE A MINIMUM OF 1/4 SQUARE FOOT BEARING AGAINST THE FITTING.
4. THE BLOCK SHALL BEAR AGAINST THE FITTINGS ONLY AND SHALL BE CLEAR OF JOINTS TO PERMIT TAKING UP AND DISMANTLING OF JOINT.
5. THE CONTRACTOR SHALL INSTALL BLOCKING ADEQUATE TO WITHSTAND FULL TEST PRESSURE AS WELL AS TO CONTINUOUSLY WITHSTAND OPERATING PRESSURE UNDER ALL CONDITIONS OF SERVICE.
6. USE 2" THICK STYROFOAM TO FORM THE CONCRETE BLOCKING. PLASTIC SHALL BE INSTALLED BETWEEN ALL CONCRETE BLOCKING AND FITTINGS.
7. RESTRAINED JOINTS ARE REQUIRED WHERE BEARING SOILS OR FILL MATERIAL ARE DETERMINED BY THE ENGINEER TO BE UNSUITABLE TO PROVIDE ADEQUATE BEARING LOAD, OR THIS SOIL HAS BEEN DISTURBED.

THRUST BLOCK TABLE
MIN. BEARING AGAINST UNDISTURBED SOIL

PIPE SIZE	(A) SQ. FT.	(B) SQ. FT.	(C) SQ. FT.	(D) SQ. FT.	(E) SQ. FT.
4"	3	3	2	2	2
6"	4	3	2	2	2
8"	7	5	4	2	2
10"	11	8	6	3	2
12"	16	11	9	5	3
14"	22	15	12	6	3
16"	29	20	16	8	4
18"	36	25	20	10	5
20"	45	32	24	13	6
22"	54	38	29	15	8
24"	64	45	35	18	9
28"	87	62	48	24	12
30"	101	71	55	28	14
36"	145	102	78	40	20
42"	197	139	107	55	27
48"	257	181	140	71	36

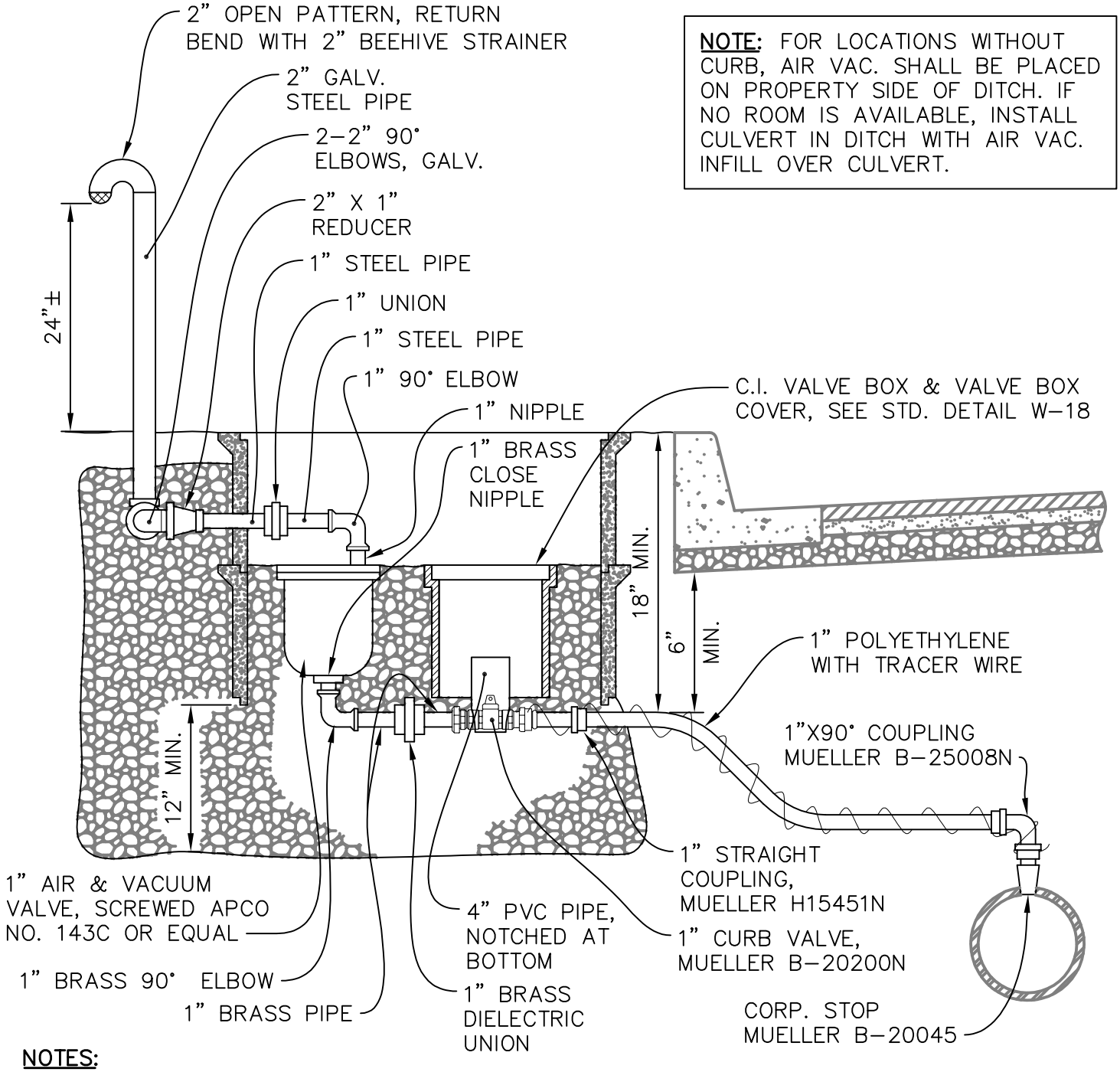
APPROVED BY CITY ENGINEER: DATE: 9/8/2016

CITY OF AUBURN WASHINGTON

WATER MAIN BLOCKING

COMMUNITY DEVELOPMENT & PUBLIC WORKS DEPT. STANDARD DETAIL: W-01.1

Plotted by: Craig Dobyns on 8/10/2016 File location: M:\Construction Standard Details\Approved Drawing Files (dwg)\Water\STDETL-W-01.1



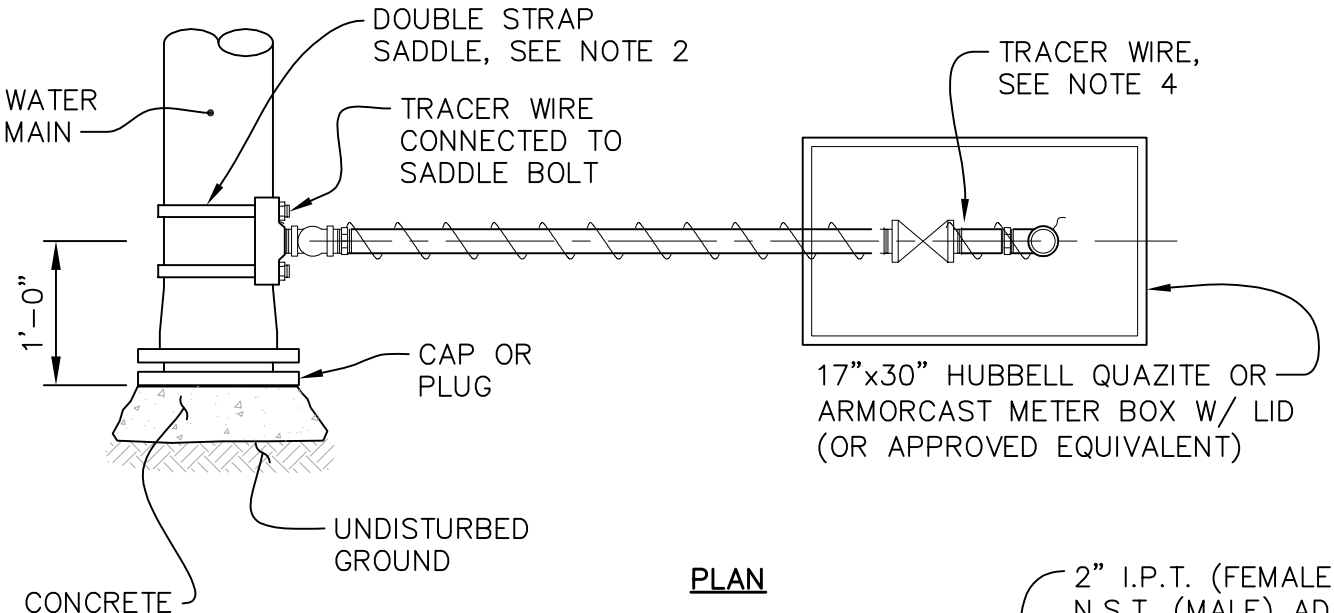
NOTE: FOR LOCATIONS WITHOUT CURB, AIR VAC. SHALL BE PLACED ON PROPERTY SIDE OF DITCH. IF NO ROOM IS AVAILABLE, INSTALL CULVERT IN DITCH WITH AIR VAC. INFILL OVER CULVERT.

NOTES:

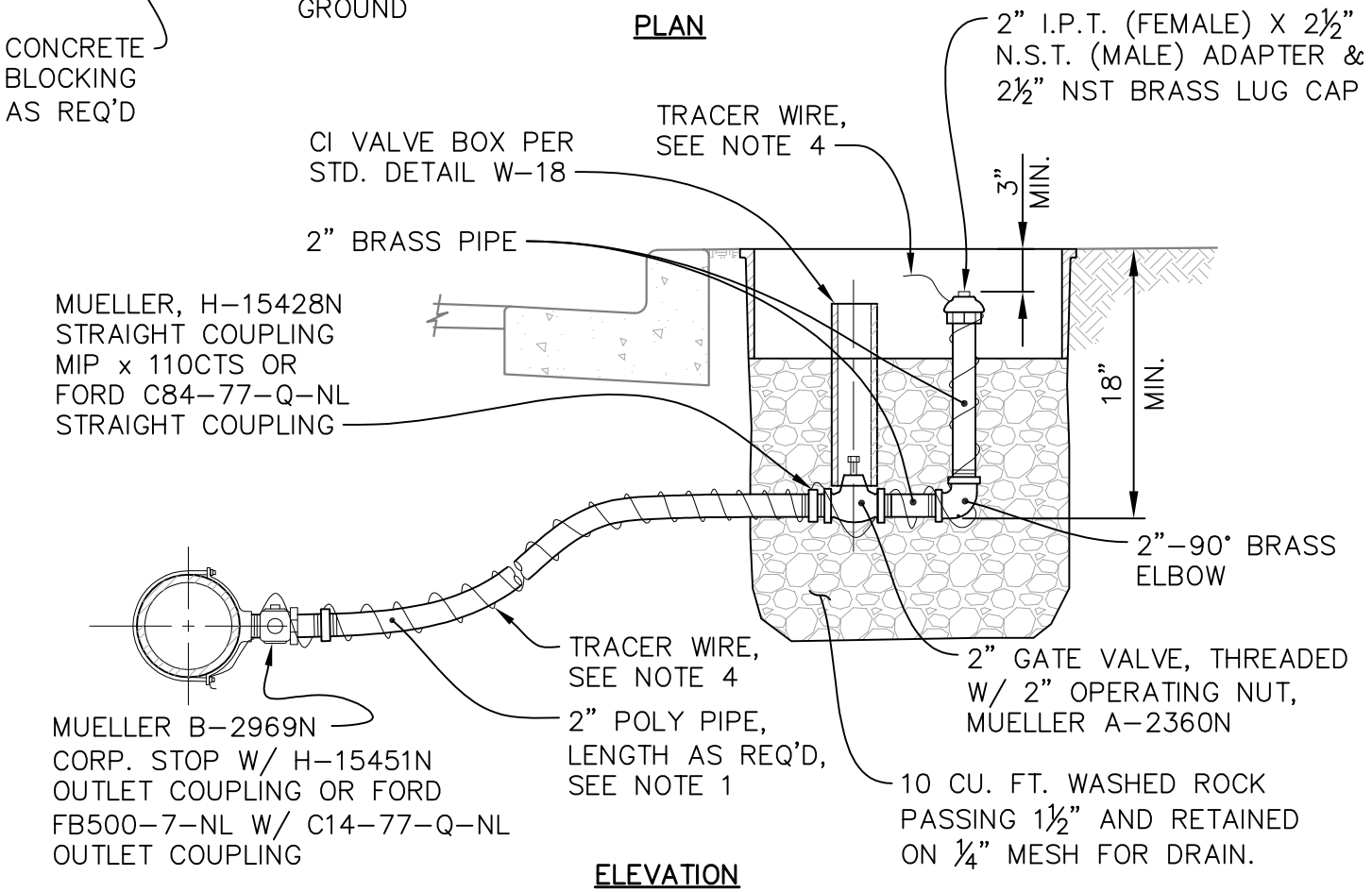
1. AIR VALVE TO BE INSTALLED IN 17" X 30" HUBBELL QUAZITE OR ARMORCAST METER BOX W/ DUCTILE COVER, EAST JORDAN IRON WORKS (OR APPROVED EQUIVALENT).
2. BED WITH ¾" WASHED ROCK, PASSING 1½" AND RETAINED ON ¼" MESH FOR DRAIN.
3. POLYETHYLENE PIPE SHALL BE AS SPECIFIED IN SECTION 9–30.6(3) OF THE CONSTRUCTION STANDARDS AND THE CONTRACT PROVISIONS.
4. DIELECTRIC UNIONS ARE REQUIRED FOR JOINING DISSIMILAR MATERIAL TYPES.
5. MAINTAIN POSITIVE GRADE FROM MAIN TO VALVE.
6. IN LIEU OF 2" BEEHIVE STRAINER, CONTACT CITY WATER DEPT. FOR LIST OF DOH APPROVED STRAINERS.

APPROVED BY CITY ENGINEER:	DATE:	CITY OF AUBURN WASHINGTON	TYPICAL AIR AND VACUUM RELIEF VALVE DETAIL
Jacob Sweeting	01/05/2021		
PUBLIC WORKS DEPARTMENT			STANDARD DETAIL: W–02.3

Plotted by: Craig Dobyns on 12/10/2020 File location: M:\Construction Standard Details\Current Working DWG\Water\STDETL–W–02.3



PLAN



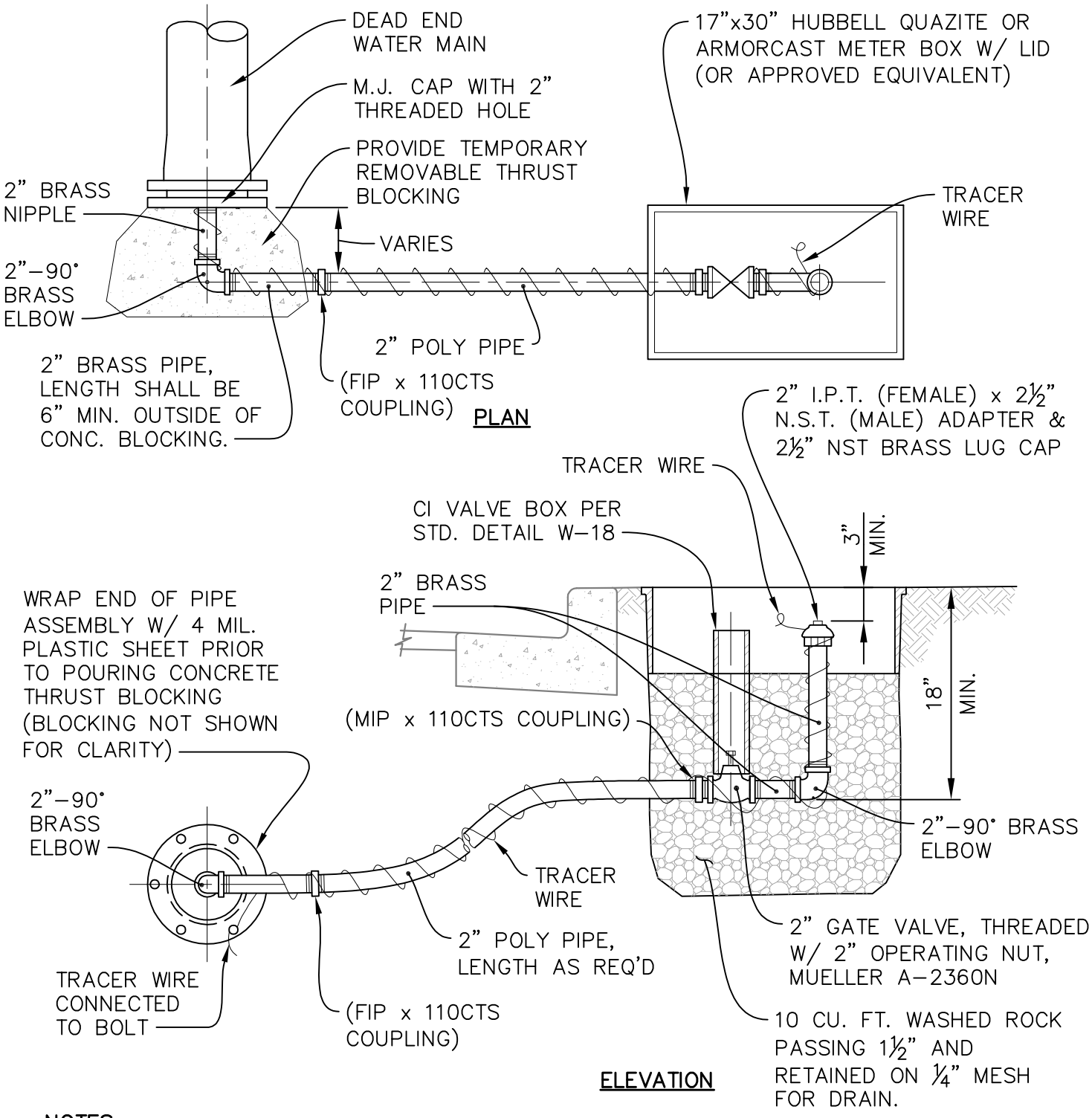
ELEVATION

NOTES:

1. 2" POLY PIPE SHALL BE AS SPECIFIED IN SECTION 9-30.6(3) OF THE CONSTRUCTION STANDARDS AND THE CONTRACT PROVISIONS.
2. SADDLE SHALL BE AS SPECIFIED IN SECTION 9-30.6(1) OF THE CONSTRUCTION STANDARDS AND THE CONTRACT PROVISIONS.
3. FOR LOCATIONS WITHOUT CURB, BLOWOFF SHALL BE PLACED ON PROPERTY SIDE OF THE DITCH. IF NO ROOM IS AVAILABLE, INSTALL CULVERT IN DITCH W/ BLOWOFF INFILL OVER CULVERT.
4. TRACER WIRE SHALL BE INSULATED #10 COPPER WIRE, BARED AT ENDS.

APPROVED BY CITY ENGINEER: Jacob Sweeting	DATE: 01/05/2021	CITY OF AUBURN WASHINGTON	2" PERMANENT BLOW OFF ASSEMBLY
PUBLIC WORKS DEPARTMENT			STANDARD DETAIL: W-03.3

Plotted by: Craig Dobyns on 12/10/2020 File location: M:\Construction Standard Details\Current Working DWG\Water\STDETL-W-03.3

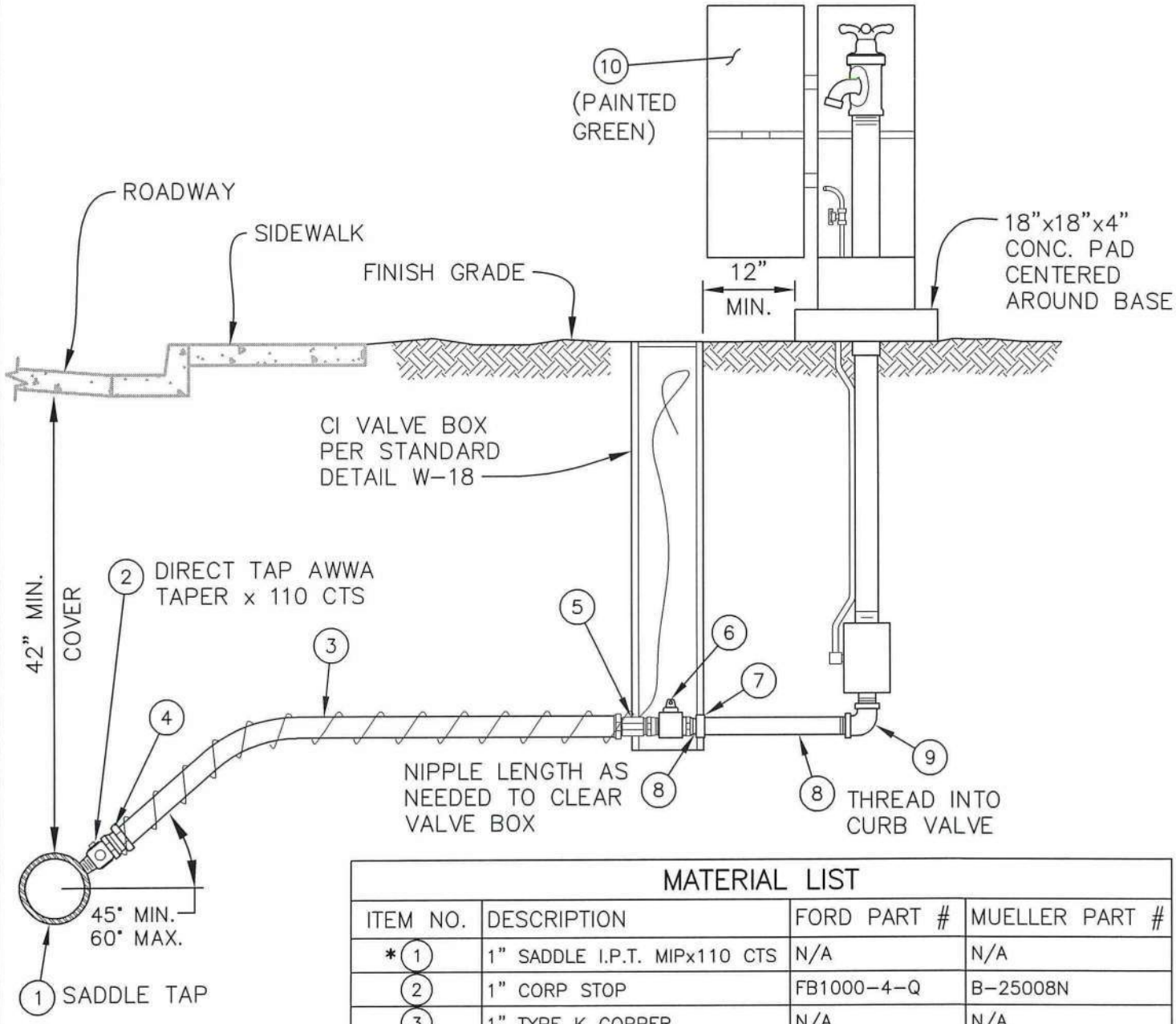


NOTES:

1. 2" POLY PIPE SHALL BE AS SPECIFIED IN SECTION 9–30.6(3) OF THE CONSTRUCTION STANDARDS AND THE CONTRACT PROVISIONS.
2. TEMPORARY BLOWOFFS SHALL BE USED ON ALL DEAD END WATERLINES WITH LOCATION OF BLOWOFF BOX AS SHOWN ON THE PLAN OR WHERE DIRECTED BY THE ENGINEER.
3. TRACER WIRE SHALL BE INSULATED #10 COPPER WIRE, BARED AT ENDS.
4. GATE VALVE SHALL BE AS SPECIFIED IN SECTION 9–30.3(1) OF THE CONSTRUCTION STANDARDS AND THE CONTRACT PROVISIONS.

APPROVED BY CITY ENGINEER:	DATE:	CITY OF AUBURN WASHINGTON	TEMPORARY BLOW OFF
Jacob Sweeting	01/05/2021		
PUBLIC WORKS DEPARTMENT			STANDARD DETAIL: W–04.3

Plotted by: Craig Dobyns on 12/31/2020 File location: M:\Construction Standard Details\Current Working DWG\Water\STDETL–W–04.3



* SADDLES FOR 1½" OR 2" PIPE TAPS SHALL BE EPOXY COATED OR E-COATED DUCTILE IRON W/ DOUBLE STAINLESS STEEL STRAPS & NEOPRENE GASKETS. SADDLES SHALL HAVE I.P.S. FEMALE THREADS

MATERIAL LIST			
ITEM NO.	DESCRIPTION	FORD PART #	MUELLER PART #
* 1	1" SADDLE I.P.T. MIPx110 CTS	N/A	N/A
2	1" CORP STOP	FB1000-4-Q	B-25008N
3	1" TYPE K COPPER	N/A	N/A
4	1" FIP COMPRESSION ADAPTOR	C14-44-Q-NL	H-15451N
5	1" COMPRESSION x 1" MIP	C84-44-Q-NL	H-15428N
6	1" BALL CURB FIP x FIP	B11-444W-NL	B-20200N
7	1" BRASS UNION	N/A	N/A
8	1" BRASS NIPPLE	N/A	N/A
9	1" 90° BRASS STREET ELL	N/A	N/A
10	KUPFERLE ECLIPSE #88-SS	N/A	N/A

NOTES:

1. ALL PIPE AND FITTINGS TO BE ASSEMBLED W/ TEFLON AND PIPE DOPE UNLESS OTHERWISE NOTED.
2. SERVICE LINES SHALL BE INSTALLED PERPENDICULAR TO THE WATER MAIN.
3. THE SERVICE LINE SHALL BE INSTALLED TO ALLOW FOR THE FAR SIDE OF THE SAMPLE STATION TO BE INSTALLED IN THE ROW OR EASEMENT LINE, UNLESS OTHERWISE DIRECTED BY THE CITY.

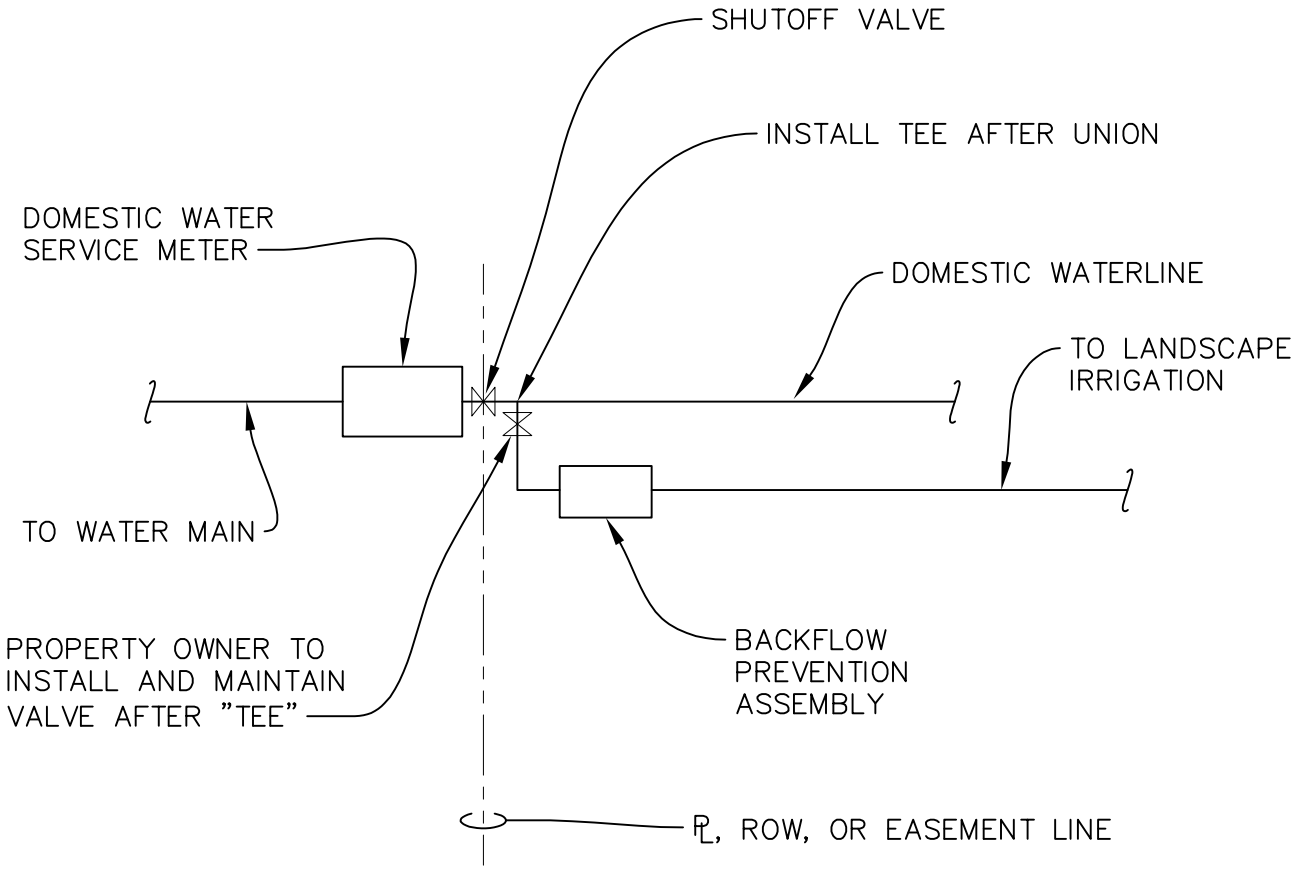
APPROVED BY CITY ENGINEER: Jacob Sreeting DATE: 12/26/19

CITY OF AUBURN WASHINGTON

WATER SAMPLING STATIONING DETAIL

PUBLIC WORKS DEPARTMENT

STANDARD DETAIL: W-05.2



PLAN
NTS

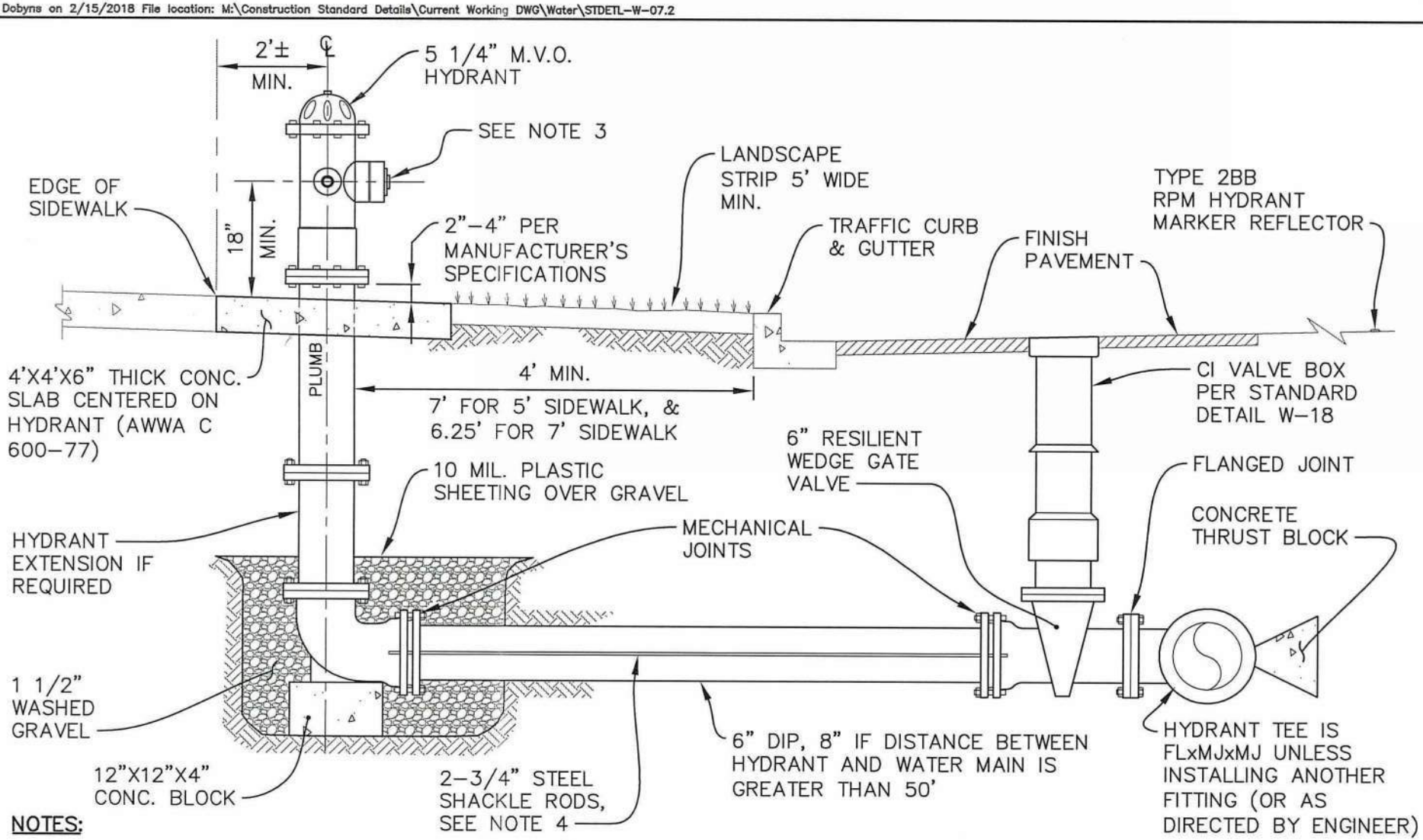
NOTES:

1. BACKFLOW ASSEMBLY SHALL BE PER DESIGN STANDARDS.
2. THIS DETAIL IS APPLICABLE TO SINGLE FAMILY RESIDENCE ONLY.

APPROVED BY CITY ENGINEER:	DATE:		3/4" TO 2" IRRIGATION FROM DOMESTIC SERVICE LINE (SINGLE FAMILY)
Jacob Sweeting	01/05/2021	CITY OF AUBURN WASHINGTON	
PUBLIC WORKS DEPARTMENT			STANDARD DETAIL: W-06.3

Plotted by: Craig Dobyns on 12/30/2020 File location: M:\Construction Standard Details\Current Working DWG\Water\STDETL-W-06.3

Plotted by: Craig Dobyns on 2/15/2018 File location: M:\Construction Standard Details\Current Working DWG\Water\STDETL-W-07.2



NOTES:

1. HYDRANT SHALL BE LOCATED WITHIN THE LANDSCAPE STRIP. WHERE LANDSCAPE STRIP IS NOT PRESENT OR IS LESS THAN 5' WIDE, HYDRANT AND PAD SHALL BE PLACED BEHIND THE SIDEWALK IN R.O.W. OR EASEMENT.
2. WHERE NO CURB & GUTTER IS INSTALLED, FIRE HYDRANT SHALL BE LOCATED (IN RELATION TO STREET CENTER LINE) AS INDICATED ON THE DRAWINGS.
3. HYDRANTS SHALL HAVE 2–2 1/2" NATIONAL STANDARD THREAD (NST) HOSE PORTS & 1–4 1/2" NST WITH 5" STORZ ADAPTER AND CAP.
4. MEGA–LUGS OR PUSH–ON JOINT RESTRAINTS MAY BE USED IN PLACE OF SHACKLE RODS WITH PRIOR ENGINEER APPROVAL.
5. ENSURE 5' MINIMUM CLEARANCE TO OBSTACLES FROM CENTERLINE OF HYDRANT.
6. REMOVE CHAINS.

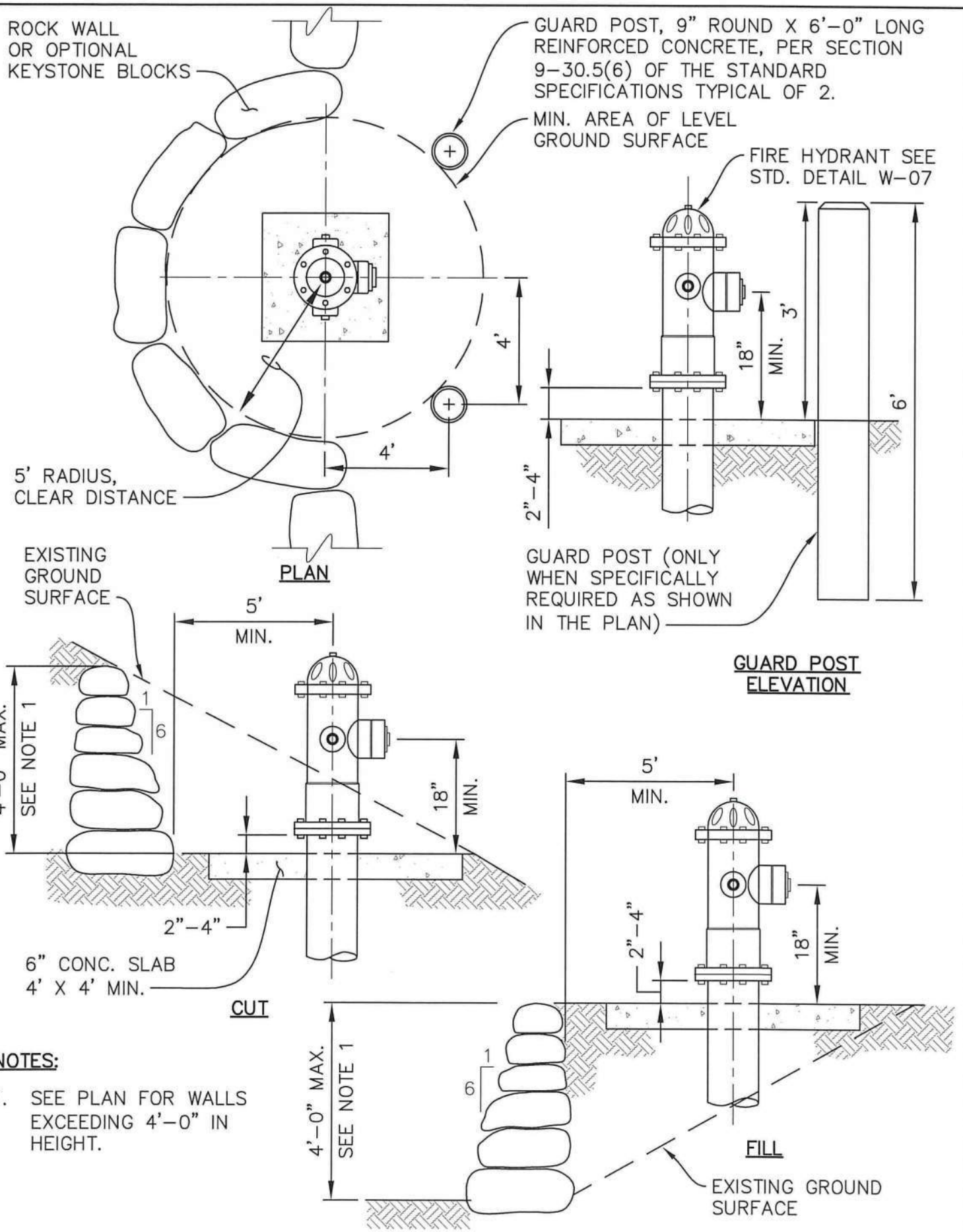
APPROVED BY CITY ENGINEER: DATE: 2/20/2018

COMMUNITY DEVELOPMENT & PUBLIC WORKS DEPT.

CITY OF AUBURN WASHINGTON

5 1/4" M.V.O. HYDRANT SETTING DETAIL

STANDARD DETAIL: W–07.2

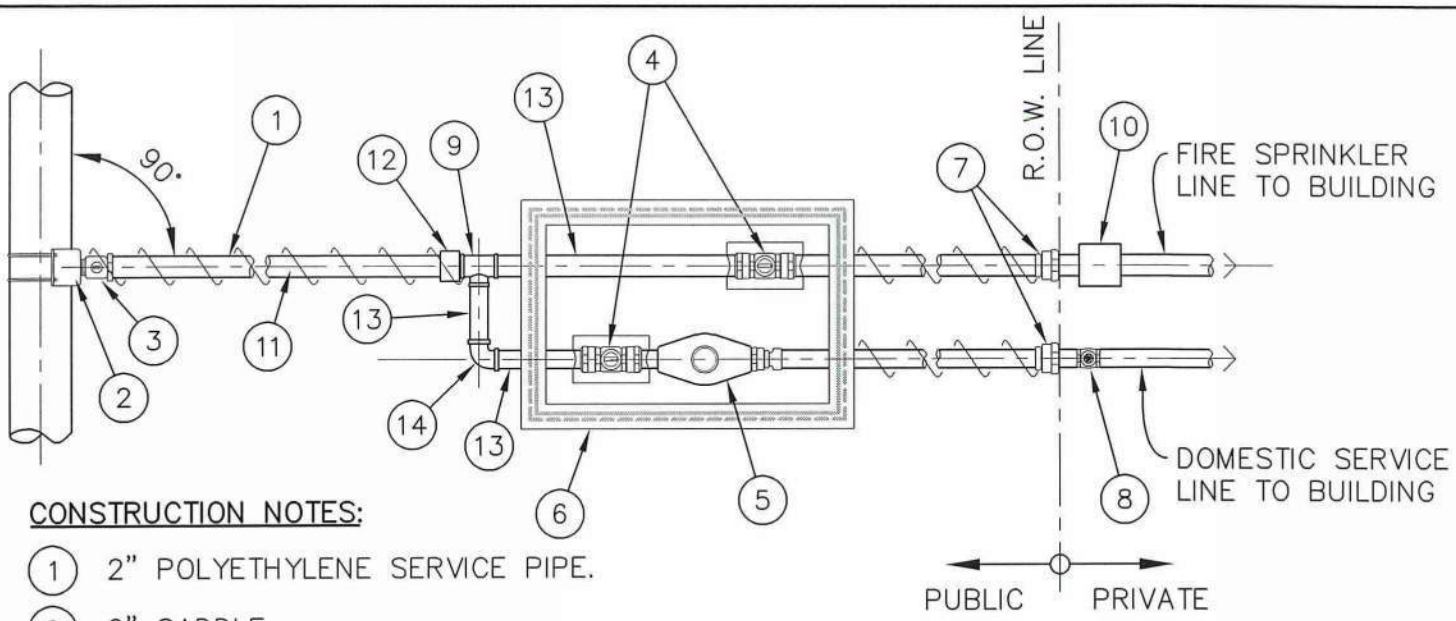


NOTES:

1. SEE PLAN FOR WALLS EXCEEDING 4'-0" IN HEIGHT.

APPROVED BY: CITY ENGINEER: [signature]	DATE: 8/5/2016	CITY OF AUBURN WASHINGTON	FIRE HYDRANT LOCATION IN CUT OR FILL W/ GUARD POSTS
COMMUNITY DEVELOPMENT & PUBLIC WORKS DEPT.			STANDARD DETAIL: W-08.1

Plotted by: Craig Dobyns on 7/13/2016 File location: M:\Construction Standard Details\Approved Drawing Files (dwg)\Water\STDETL-W-08.1



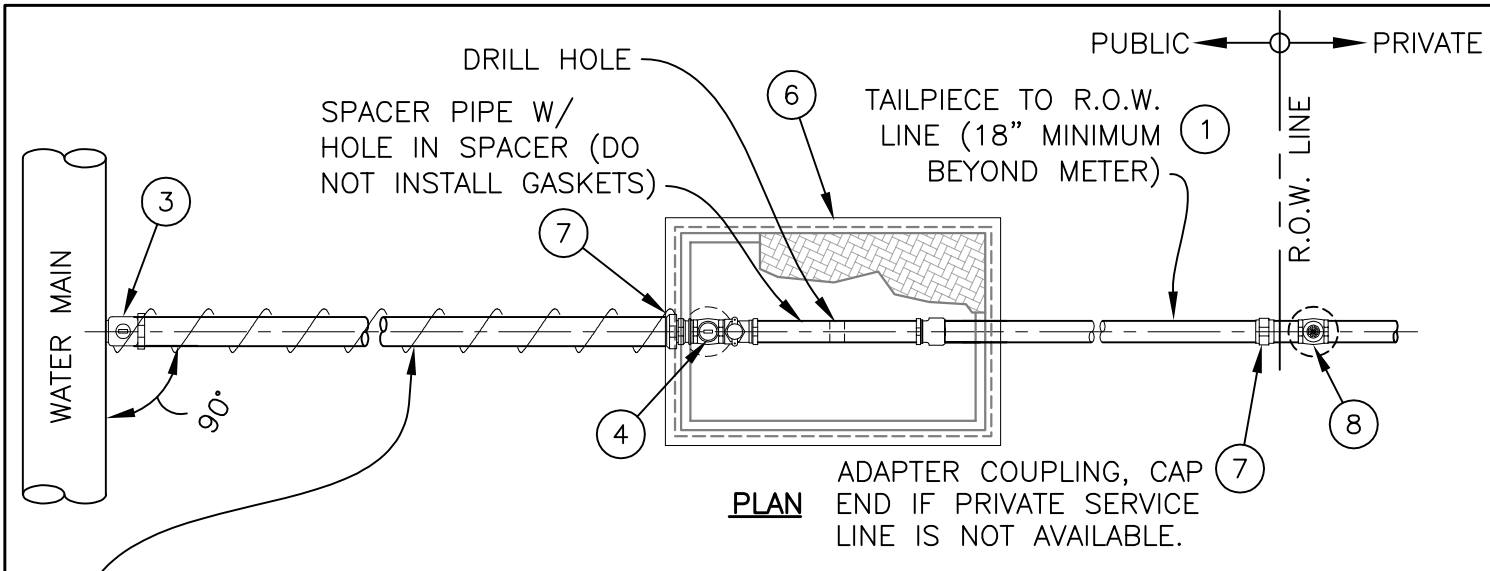
CONSTRUCTION NOTES:

1. 2" POLYETHYLENE SERVICE PIPE.
2. 2" SADDLE.
3. 2" CORPORATION STOP.
4. CURB VALVE WITH COUPLINGS AND LOCK WING EARS, ENCASED VERTICALLY BY 3" DIA. SCH. 40 PVC PIPE, NOTCHED AT BOTTOM TO FIT OVER COUPLINGS. FIRE LINE PVC PIPE SHALL BE PAINTED RED TO IDENTIFY AS A FIRE LINE.
5. METER YOLK WITH SPACER PIPE W/ HOLE IN SPACER. DO NOT INSTALL GASKETS.
6. 17"x30" METER BOX.
7. ADAPTER COUPLING, TEMPORARILY CAP IF PRIVATE SIDE CONNECTION IS NOT READY.
8. SHUT OFF VALVE ON DOMESTIC LINE (CUSTOMER TO INSTALL AND MAINTAIN).
9. 2"x2"x*" TEE, WHERE *" IS METER SIZE IN INCHES (1" MINIMUM) FOR DOMESTIC LINE.
10. BACKFLOW PREVENTION ASSEMBLY ON FIRE SPRINKLER LINE (CUSTOMER TO INSTALL AND MAINTAIN).
11. #10 INSULATED COPPER TRACER WIRE.
12. 2" ADAPTER (MIPxCOMP)
13. *" BRASS NIPPLE, LENGTH AS NEEDED.
14. *" BRASS ELBOW

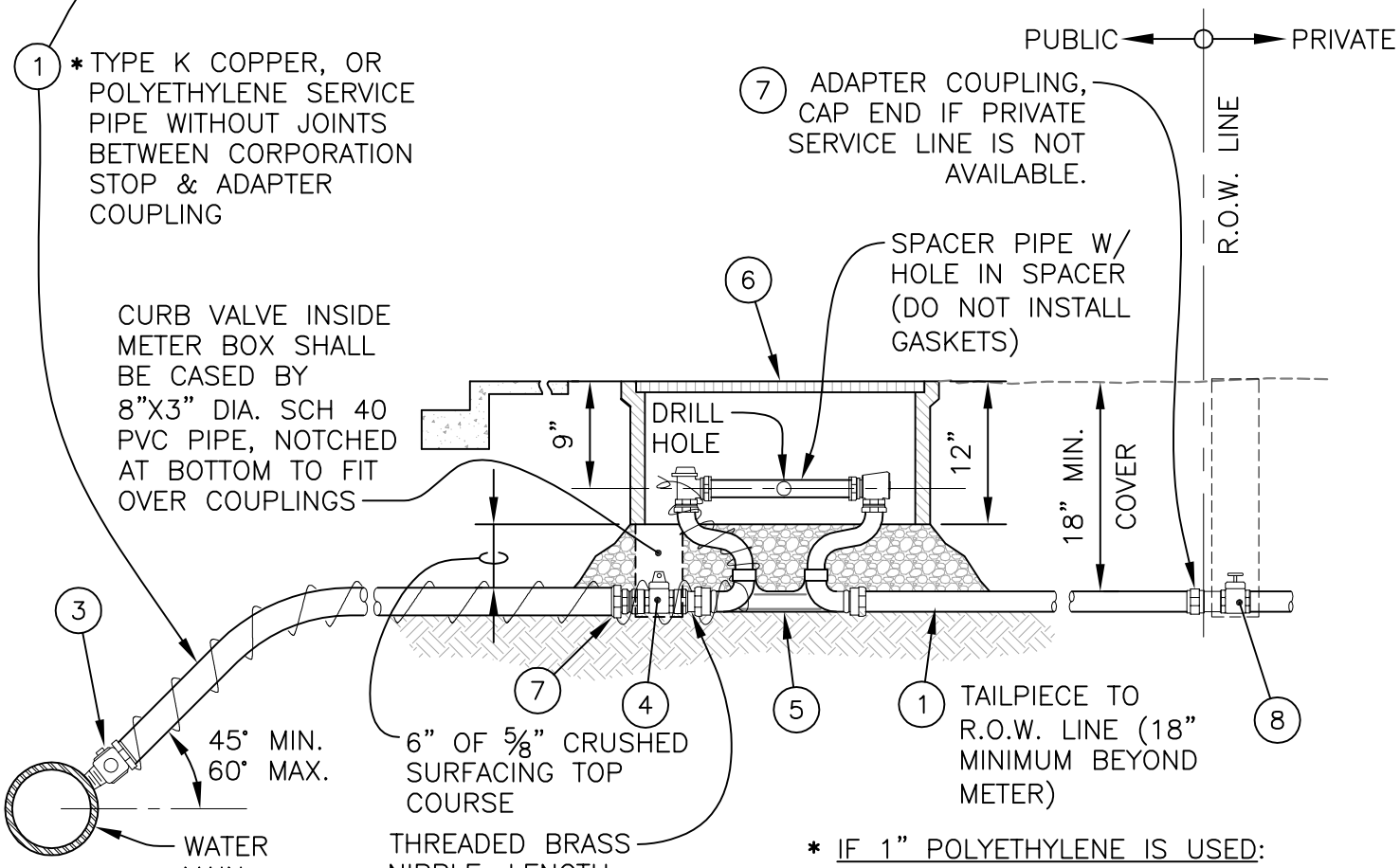
NOTES:

1. THIS DETAIL IS APPLICABLE TO SINGLE FAMILY RESIDENCES ONLY.
2. CONNECTION TO CITY WATER MAIN PER CITY OF AUBURN REQUIREMENTS.
3. BACKFLOW PREVENTION ASSEMBLY SHALL BE PER DESIGN STANDARDS.
4. PLANS FOR SEPARATE FIRE SPRINKLER LINE MUST BE SUBMITTED AND APPROVED BY THE FIRE MARSHAL PRIOR TO INSTALLATION.
5. NO DETAIL IS REQUIRED FOR FLOW-THROUGH FIRE SPRINKLER SYSTEMS.
6. SEE STANDARD DETAIL W-15 FOR MATERIAL SCHEDULE.

APPROVED BY CITY ENGINEER: Jacob Sreeby DATE: 12/26/19	CITY OF AUBURN WASHINGTON	2" FIRE SPRINKLER LINES WITH 3/4" to 2" DOMESTIC SERVICE LINE
PUBLIC WORKS DEPARTMENT		STANDARD DETAIL: W-09.3



PLAN



ELEVATION

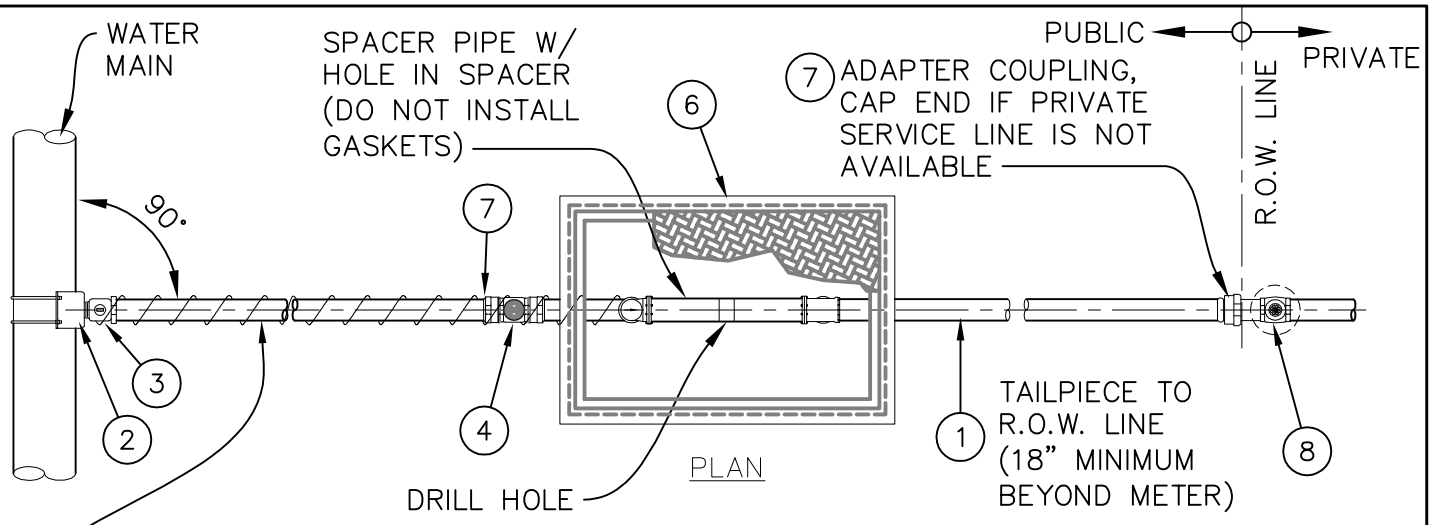
NOTES:

1. SEE STANDARD DETAIL W–15 FOR MATERIAL SCHEDULE.
2. ALL DOMESTIC SERVICE LINES FROM THE WATER MAIN, INCLUDING THE METER YOLK, SHALL BE A MINIMUM OF 1" IN DIAMETER.
3. METER PROVIDED BY CITY, CONNECTIONS MADE FROM EXISTING WATER MAIN SHALL BE INSTALLED BY THE CITY OF AUBURN AND PAID FOR BY THE APPLICANT OR CONTRACTOR.
4. METER LAY LENGTH 1" METER = 10–3/4"

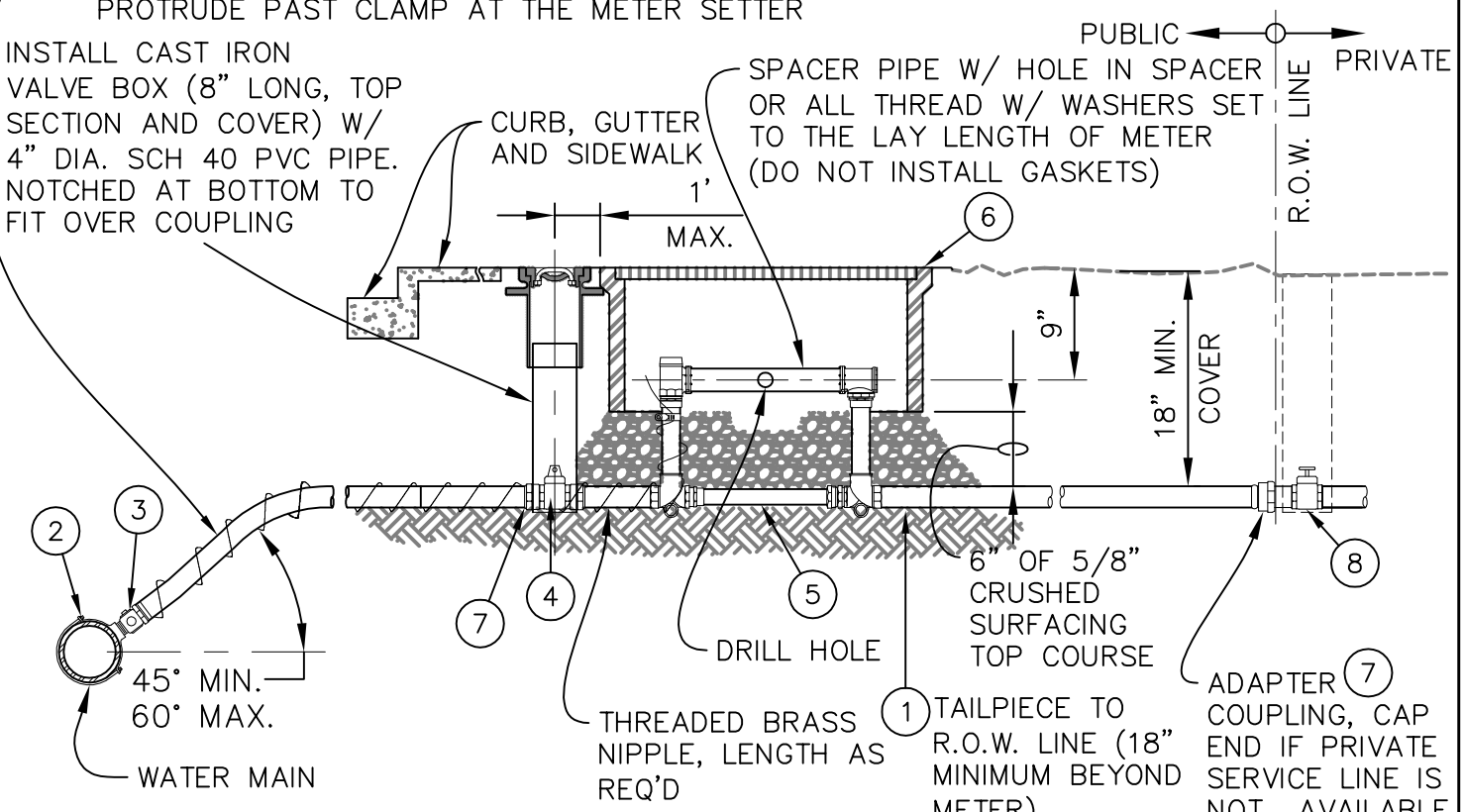
* IF 1" POLYETHYLENE IS USED:
SERVICE PIPE W/OUT JOINTS BETWEEN CORP. STOP AND CURB VALVE AND WRAPPED W/ #10 INSULATED COPPER TRACER WIRE. ATTACH BARE TRACER WIRE TO CORP. STOP AND WRAP IT AROUND THE HDPE PIPE AND METER SETTER AS SHOWN W/ HIGH TORQUE SMOOTH STAINLESS STEEL HOSE CLAMPS. A MINIMUM OF 8" BARE WIRE SHALL PROTRUDE PAST CLAMP AT THE METER SETTER

APPROVED BY CITY ENGINEER:	DATE:		
Jacob Sweeting	01/05/2021	CITY OF AUBURN WASHINGTON	1" WATER SERVICE FOR 3/4" AND 1" METERS
PUBLIC WORKS DEPARTMENT			STANDARD DETAIL: W–13.4

Plotted by: Craig Dobyns on 12/30/2020 File location: M:\Construction Standard Details\Current Working DWG\Water\STDETL–W–13.4



1 SERVICE PIPE W/OUT JOINTS BETWEEN CORP. STOP AND CURB VALVE AND WRAPPED W/ #10 INSULATED COPPER TRACER WIRE. ATTACH BARE TRACER WIRE TO CORP. STOP AND WRAP IT AROUND THE HDPE PIPE AND METER SETTER AS SHOWN W/ HIGH TORQUE SMOOTH STAINLESS STEEL HOSE CLAMPS. A MINIMUM OF 8" BARE WIRE SHALL PROTRUDE PAST CLAMP AT THE METER SETTER



ELEVATION

NOTES:

1. SEE STANDARD DETAIL W–15 FOR MATERIAL SCHEDULE.
2. ALL DOMESTIC SERVICE LINES FROM THE WATER MAIN TO THE ADAPTER COUPLING, STRAIGHT COUPLING, OR CURB VALVE, SHALL BE A MINIMUM OF 1" IN DIAMETER.
3. METER PROVIDED BY CITY, CONNECTIONS MADE FROM EXISTING WATER MAIN SHALL BE INSTALLED BY THE CITY OF AUBURN AND PAID FOR BY THE APPLICANT OR CONTRACTOR.
4. METER LAY LENGTHS: 1.5" METER = 13" || 2" METER = 17"

APPROVED BY CITY ENGINEER:	DATE:		1 1/2" & 2" WATER SERVICE
Jacob Sweeting	01/05/2021	CITY OF AUBURN WASHINGTON	
PUBLIC WORKS DEPARTMENT			STANDARD DETAIL: W–14.2

Plotted by: Craig Dobyns on 12/30/2020 File location: M:\Construction Standard Details\Current Working DWG\Water\STDETL–W–14.2

WATER SERVICE MATERIAL SCHEDULE

(1) THE CITY OF AUBURN ALLOWS 1–1/2" TO 2" POLYETHYLENE SDR–9 (IN COPPER TUBE SIZES) W/ STAINLESS STEEL LINERS IN ALL COUPLINGS & WRAPPED W/ A #10 INSULATED COPPER TRACER WIRE. FOR 1" COPPER, IT SHALL BE TYPE K COPPER TUBING W/OUT TRACER WIRE FOR WATER SERVICE & TAILPIECE CONNECTION, IN ACCORDANCE W/ STANDARD SPECIFICATION SECTION 9–30.6(3). ALL CONNECTIONS TO POLYETHYLENE OR COPPER TUBING SHALL BE W/ MUELLER 110 COMPRESSION CONNECTIONS OR EQUAL. TAILPIECE SHALL EXTEND TO R.O.W. LINE (18" MINIMUM BEYOND METER) & SHALL BE THE SAME SIZE AS THE SERVICE LINE.

(2) SADDLES FOR 1", 1–1/2", OR 2" PIPE TAPS SHALL BE EPOXY COATED OR E–COATED DUCTILE IRON W/ DOUBLE STAINLESS STEEL STRAPS & NEOPRENE GASKETS. SADDLES SHALL HAVE I.P.S. FEMALE THREADS.

(8) CONTRACTOR SHALL FURNISH & INSTALL PRIVATE SERVICE LINE SHUT–OFF VALVE & RISER. FOR CAPITAL PROJECTS, SEE CONTRACT DOCUMENTS, OTHERWISE PROPERTY OWNER TO INSTALL PRIVATE SERVICE LINE SHUT–OFF VALVE AT POINT OF CONNECTION.

METER LOCATIONS:

1) WHERE LANDSCAPE STRIPS ARE PLANNED OR EXIST, THE METER & METER BOX WILL BE PLACED BETWEEN THE BACK OF THE CURB & THE SIDEWALK, ADJACENT TO THE SIDEWALK IF ROOM PERMITS;

2) WHERE THE SIDEWALK IS LOCATED ADJACENT TO THE BACK OF THE CURB OR THE LANDSCAPE STRIP IS TOO NARROW TO ACCOMMODATE THE METER BOX, THE METER & METER BOX WILL BE PLACED ADJACENT TO & AT THE BACK OF SIDEWALK;

3) WHERE METERS & METER BOXES ARE LOCATED IN THE STREET OR SIDEWALK OR IN LOCATIONS WHICH ARE SUBJECTED TO VEHICULAR TRAFFIC, INCLUDING DRIVEWAYS, ETC., A TRAFFIC BEARING METER BOX & LID OF APPROPRIATE LOAD RATING SHALL BE PROVIDED AS SPECIFIED (EAST JORDAN IRON WORKS, OR EQUAL).

4) LOCATE CURB VALVE IN THE METER BOX WHERE POSSIBLE & 1 FT. OUTSIDE IF NO ROOM INSIDE METER BOX IS AVAILABLE.

5) OFF STREET METER LOCATION SHALL BE APPROVED BY THE CITY.

SCHEDULE NO. & PART	SERVICE LINE SIZE & MUELLER/FORD CATALOG NO. OR APPROVED EQUAL		
	1"	1–1/2"	2"
(3) CORP. STOP	DIRECT TAP OPTION: MUELLER B–25008N OR FORD FB1000–4–Q–NL SADDLE OPTION: MUELLER B–20013N W/ H–15451N OUTLET COUPLING OR FORD FB500–4–NL W/ C14–44–Q–NL OUTLET COUPLING	MUELLER B–2969N W/ H–15451N OUTLET COUPLING OR FORD FB500–6–NL W/ C14–66–Q–NL OUTLET COUPLING	MUELLER B–2969N W/ H–15451N OUTLET COUPLING OR FORD FB500–7–NL W/ C14–77–Q–NL OUTLET COUPLING
(4) CURB VALVE	MUELLER B–20200N OR FORD B11–444W–NL	MUELLER B–20200N OR FORD B11–666W–NL	MUELLER B–20200N OR FORD B11–777W–NL
(5) METER YOKE	MUELLER B–2404R–2N W/ H–14222N INLET & H–14227N OUTLET COUPLINGS, 12" RISER W/ MUELLER H–10879 5/8"x3/4"x1" ADAPTERS FOR 3/4" METERS	MUELLER B–2423–N W/ H–15428N OUTLET COUPLING OR FORD VBH76–12B–11–66–NL W/ C84–66–Q–NL OUTLET COUPLING, 12" RISER	MUELLER B–2423–N W/ H–15428N OUTLET COUPLING OR FORD VBH77–12B–11–77–NL W/ C84–77–Q–NL OUTLET COUPLING, 12" RISER
(6) METER BOX	HUBBELL QUAZITE OR ARMORCAST (NOT PERMITTED FOR USE IN PEDESTRIAN PATHWAYS) 13"x24"x12" POLYMER CONCRETE BOX & COVER W/ READER LID & 2" AMR PORT W/ (2) 2 ½ X 3 MOUSEHOLES (BO3132412M)	HUBBELL QUAZITE OR ARMORCAST (NOT PERMITTED FOR USE IN PEDESTRIAN PATHWAYS), 17"x30"x12" POLYMER CONCRETE BOX & COVER W/ READER LID & 2" AMR PORT & W/ (2) 2 ½ x 3 MOUSEHOLES (BO3173012M)	
(7) COUPLING	MUELLER H–15428N OR FORD C84–44–Q–NL	MUELLER H–15428N OR FORD C84–66–Q–NL	MUELLER H–15428N OR FORD C84–77–Q–NL
(8) SHUT–OFF VALVE	MUELLER B–20200N W/ B–20298–99000 LEVER HANDLE, W/ 8" IRRIGATION BOX AND 6" PVC RISER		

APPROVED BY CITY ENGINEER: Jacob Sweeting
DATE: 01/05/2021

CITY OF AUBURN WASHINGTON

WATER METER LOCATION & MATERIAL SCHEDULE

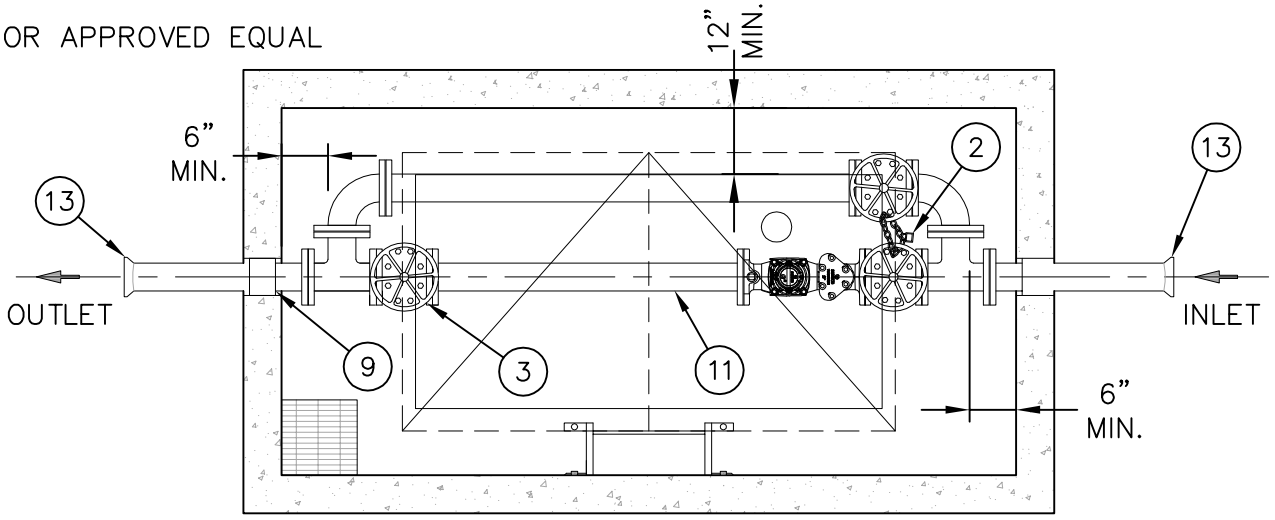
PUBLIC WORKS DEPARTMENT

STANDARD DETAIL: W–15.5

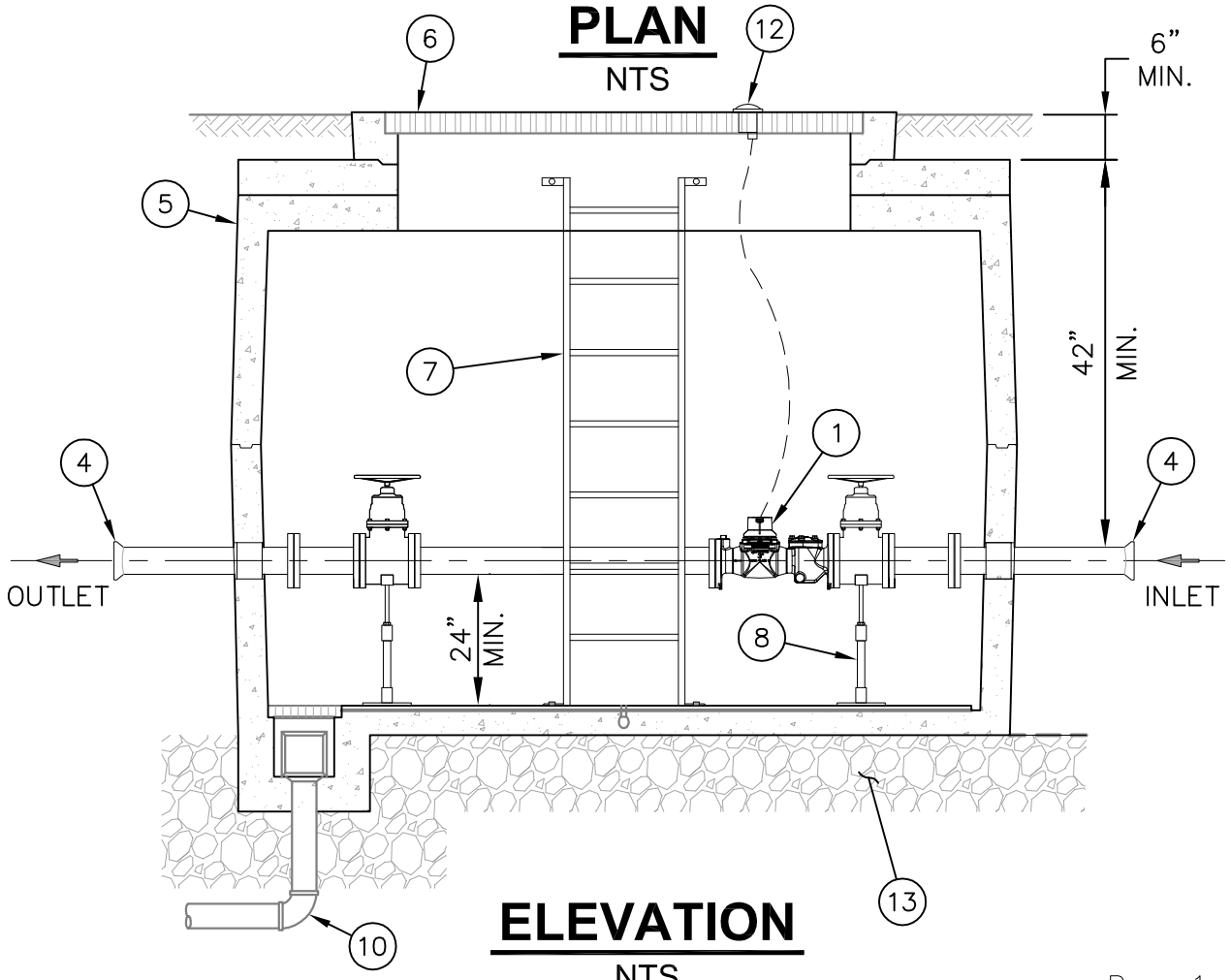
Plotted by: Craig Dobyns on 12/10/2020 File location: M:\Construction Standard Details\Current Working DWG\Water\STDETL–W–15.5

METER SIZE	MAIN LINE	BYPASS	METER LENGTH FLG. TO FLG.	MIN. LENGTH	MIN. WIDTH	MIN. HEIGHT	OLDCASTLE VAULT MODEL**	GRANITE VAULT MODEL**
3"	3" D.I.P.	3" D.I.P.	17"	8'–4"	4'–4"	6'–2"	4484–LA	4x8 MV
4"	4" D.I.P.	4" D.I.P.	20"	8'–4"	4'–4"	6'–2"	4484–LA	4x8 MV
6"	6" D.I.P.	6" D.I.P.	24"	10'–6"	5'–0"	6'–2"	5106–LA	5x10 MV
8"	8" D.I.P.	8" D.I.P.	30 1/8"	12'–0"	6'–0"	6'–5"	612–LA	6x12 MV
10"	10" D.I.P.	10" D.I.P.	41 7/8"	14'–0"	8'–0"	6'–5"	814–LA	8x14 MV

** OR APPROVED EQUAL



PLAN
NTS



ELEVATION
NTS

APPROVED BY CITY ENGINEER: Jacob Sweeting
DATE: 01/05/2021
CITY OF AUBURN WASHINGTON
3" OR LARGER WATER METER INSTALLATION
PUBLIC WORKS DEPARTMENT
STANDARD DETAIL: W–16.3

Plotted by: Craig Dobyns on 12/10/2020 File location: M:\Construction Standard Details\Current Working DWG\Water\STDETL–W–16.3

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BILL OF MATERIALS		
PART NO.	QUANTITY	DESCRIPTION
(1)	1	METER PROVIDED BY CITY FOR CONTRACTOR INSTALLATION: SENSUS OMNI C2 COMPOUND METER OR APPROVED EQUAL FLANGED WITH BUILT-IN STRAINER AND ENCODERS COMPATIBLE WITH CURRENT SENSUS AMR/AMI SYSTEM
(2)	1	LOCK WITH CHAINS
(3)	3	AWWA C-509 OR C-515 GATE VALVE COMPLETE WITH HAND WHEEL
(4)	2	FIRST JOINT OUTSIDE VAULT REQUIRES FIELD LOK GASKET OR OTHER FORM OF JOINT RESTRAINT
(5)	1	PRECAST CONCRETE VAULT COMPLETE WITH COLLAR, C555 WHITE INTERIOR PAINT
(6)	1	36"x72" ALUMINUM HATCH H20-44 CLASS B, STATIC LOADING WITH HOLD OPEN ARM
(7)	1	O.S.H.A. APPROVED SAFETY LADDER W/ TELESCOPING SAFETY POST (IF VAULT IS OVER 30" DEEP). BOLT LADDER TO VAULT FLOOR AND TO VAULT WALL
(8)	2	GALVANIZED STEEL ADJUSTABLE PIPE SUPPORT
(9)	2	MEGALUG OR ROMAGRIP SEALED IN CONCRETE FILLING KNOCKOUT
(10)	1	SUMP DRAIN, CONNECT TO CITY STORM SYSTEM, IF GRAVITY DRAIN IS NOT FEASIBLE, A SUMP PUMP WITH CHECK VALVE ON DISCHARGE LINE IS REQUIRED
(11)	1	SPOOL, MINIMUM LENGTH 2'-0", ONE END OF SPOOL TO BE INSTALLED WITH A UNI-FLANGE W/ RESTRAINT LUGS.
(12)	1	2" AMR PORT
(13)	AS REQ'D	5/8" MINUS CRUSHED ROCK FOUNDATION WITH COMPACTED DEPTH OF 12" MINIMUM

STANDARD FABRICATION & FINISHING SPECIFICATION

1. ALL STEEL PIPE SHALL BE SANDBLASTED, EPOXY LINED AND COATED TO AWWA C-120 AND NSF-61 SPECIFICATIONS. FINISH COATING SHALL BE BLUE ENAMEL.
2. GATE VALVE ON THE BYPASS SHALL BE NORMALLY CLOSED AND LOCKED WITH THE GATE VALVE ON THE MAIN LINE AS SHOWN AND KEYS GIVEN TO THE CITY.
3. DUCTILE IRON PIPE SHALL BE ACCORDING TO 9-30.1(1) OF THE STANDARD SPECIFICATIONS.

APPROVED BY CITY ENGINEER: Jacobs Engineering

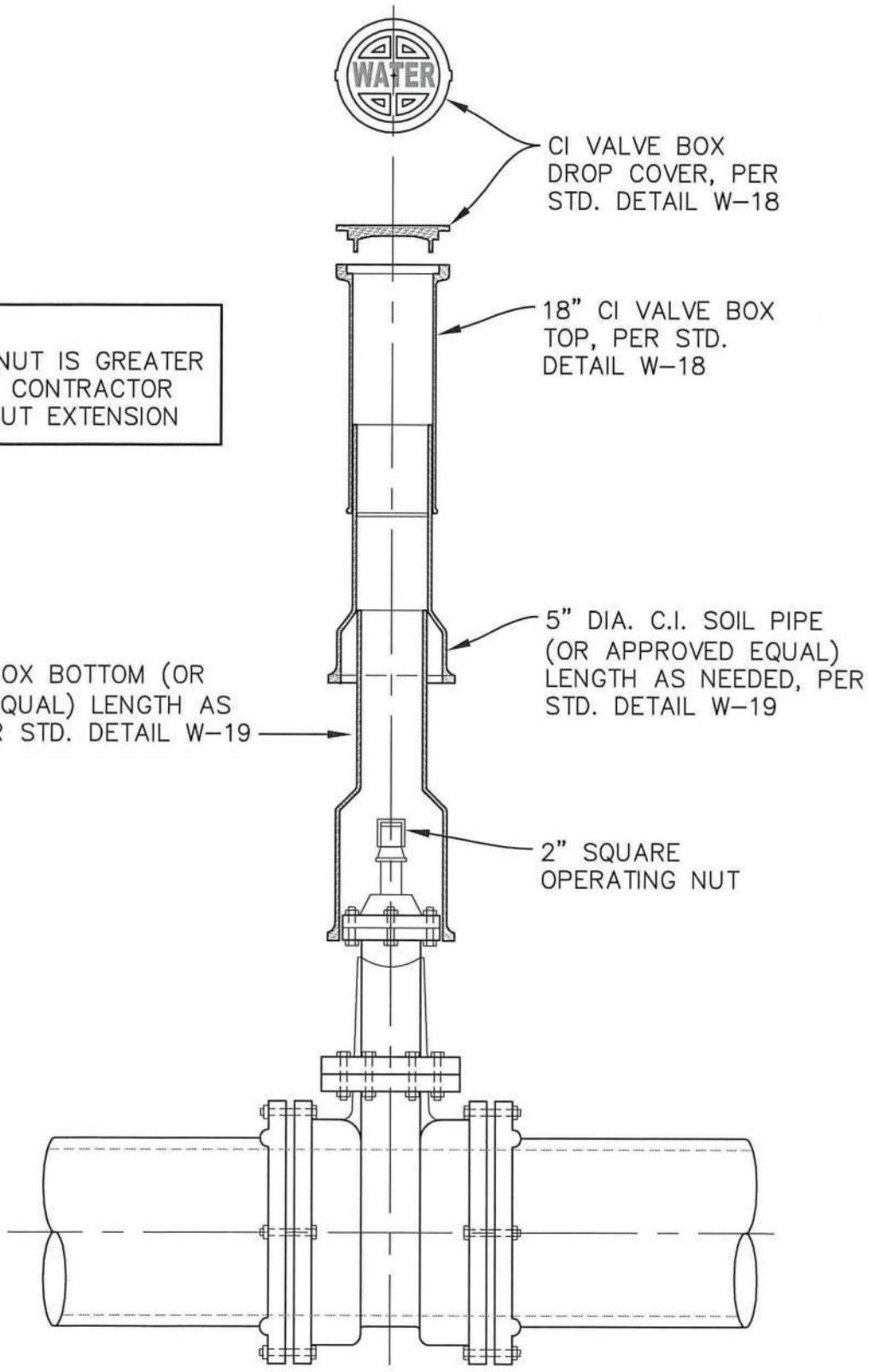
DATE: 01/05/2021

CITY OF AUBURN WASHINGTON

PUBLIC WORKS DEPARTMENT

3" OR LARGER WATER METER INSTALLATION

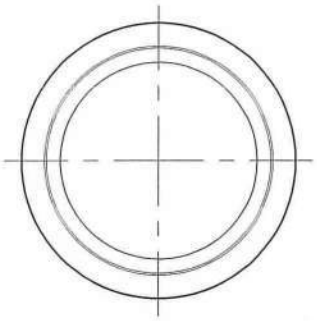
STANDARD DETAIL: W-16a.4



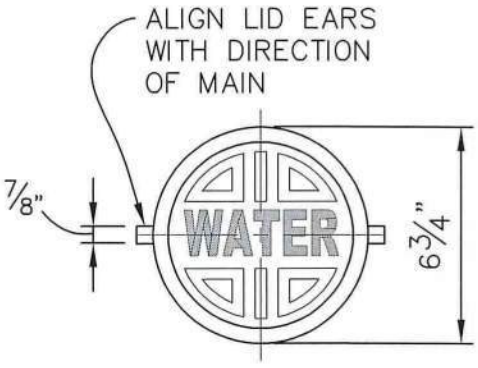
NOTE:
IF DEPTH OF NUT IS GREATER THAN 7 FEET, CONTRACTOR TO PROVIDE NUT EXTENSION

Plotted by: Craig Dobyns on 7/13/2016 File location: M:\Construction Standard Details\Approved Drawing Files (dwg)\Water\STDETL-W-17.1

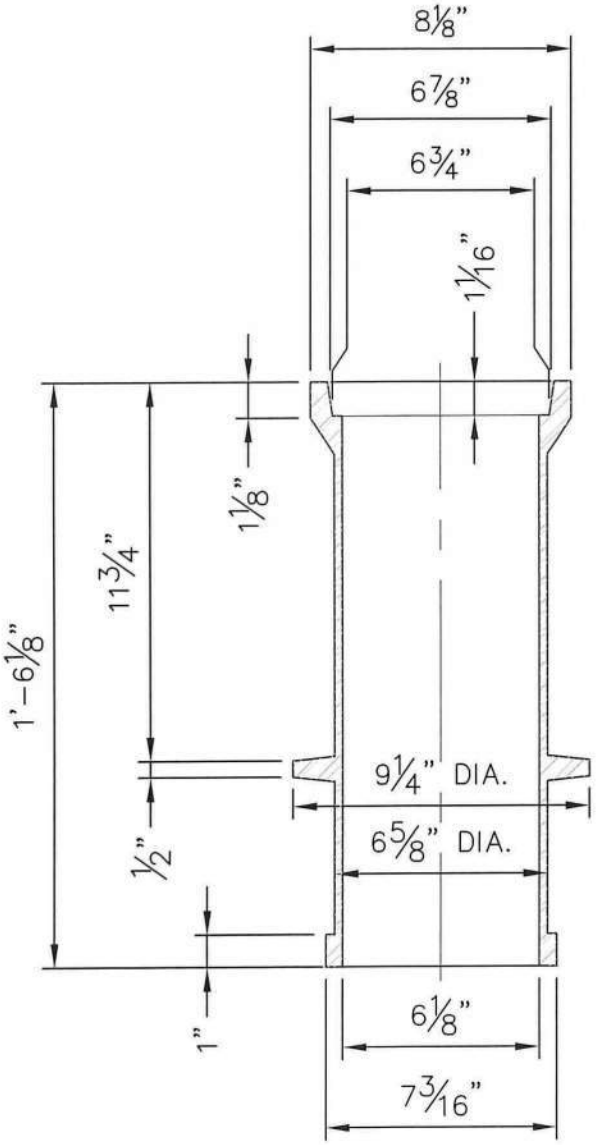
APPROVED BY CITY ENGINEER:	DATE: 8/5/2016	CITY OF AUBURN WASHINGTON	VALVE WRENCH EXTENSION BOX
COMMUNITY DEVELOPMENT & PUBLIC WORKS DEPT.			STANDARD DETAIL: W-17.1



TOP VIEW

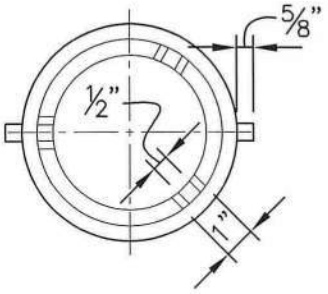


TOP VIEW

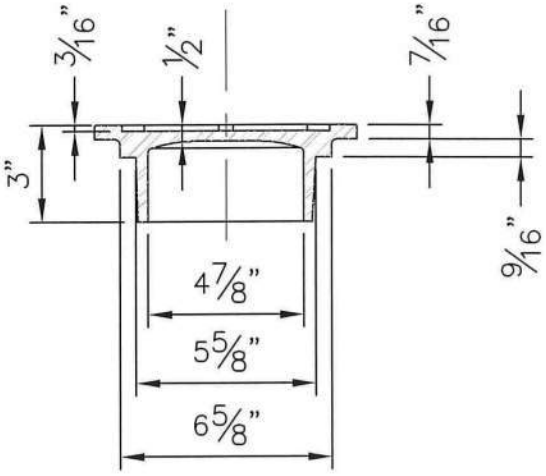


18" CAST IRON VALVE BOX TOP & COVER

NOT TO SCALE



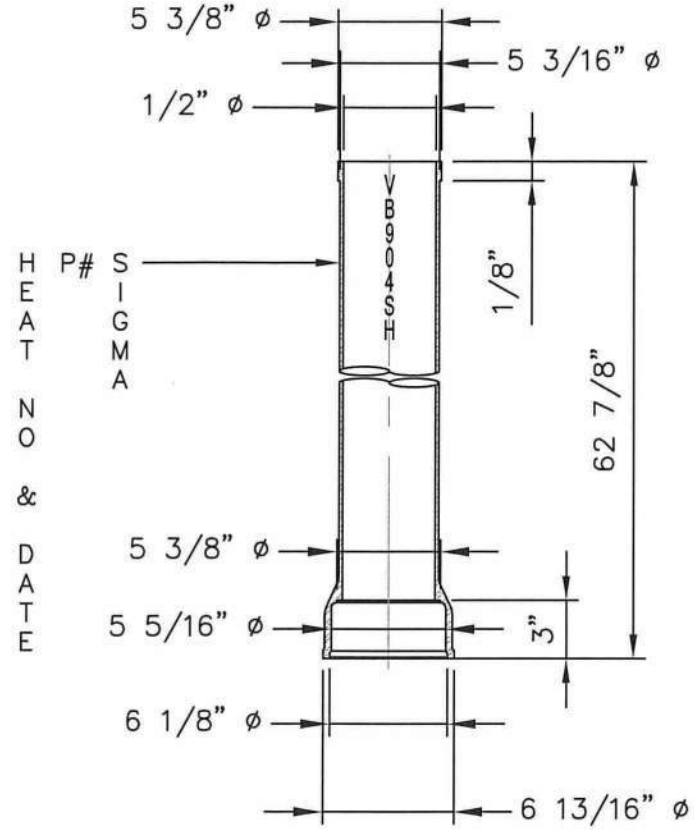
BOTTOM VIEW



VALVE BOX DROP COVER

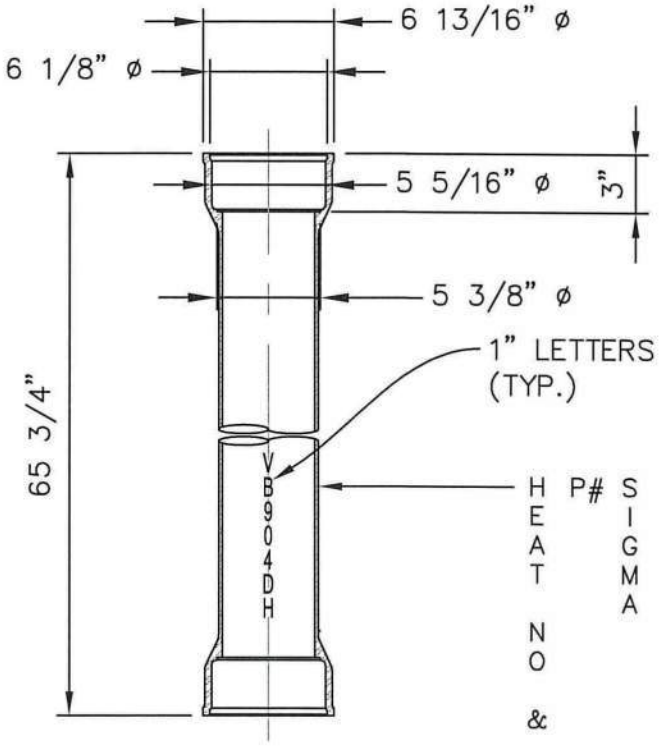
NOT TO SCALE

APPROVED BY CITY ENGINEER: Mark Sweeting DATE: 12/20/19	CITY OF AUBURN WASHINGTON	C.I. VALVE BOX TOP & VALVE BOX COVER
PUBLIC WORKS DEPARTMENT		STANDARD DETAIL: W-18.3



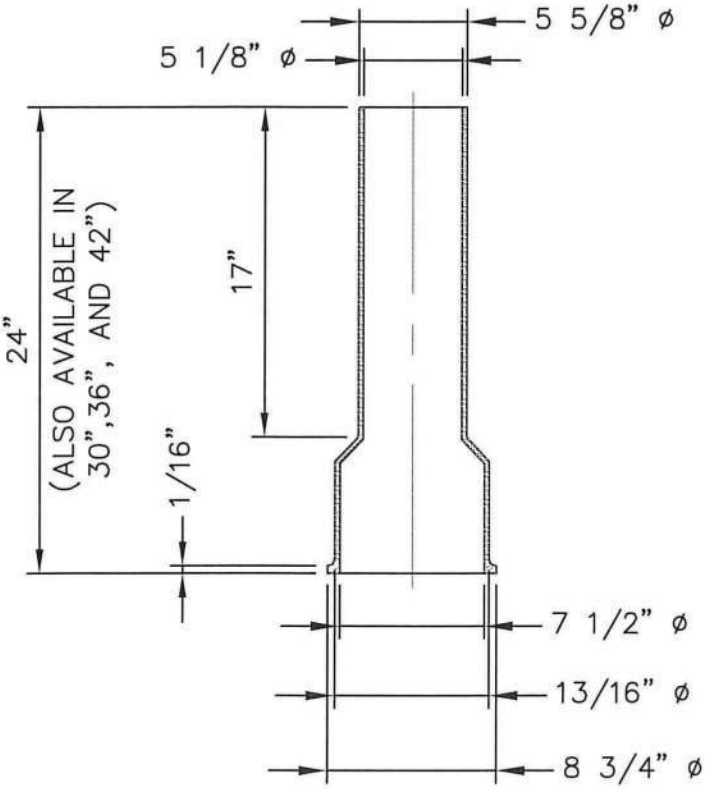
SINGLE HUB 5" C.I. SOIL PIPE VALVE BOX EXTENSION

NOT TO SCALE



DOUBLE HUB 5" C.I. SOIL PIPE VALVE BOX EXTENSION

NOT TO SCALE

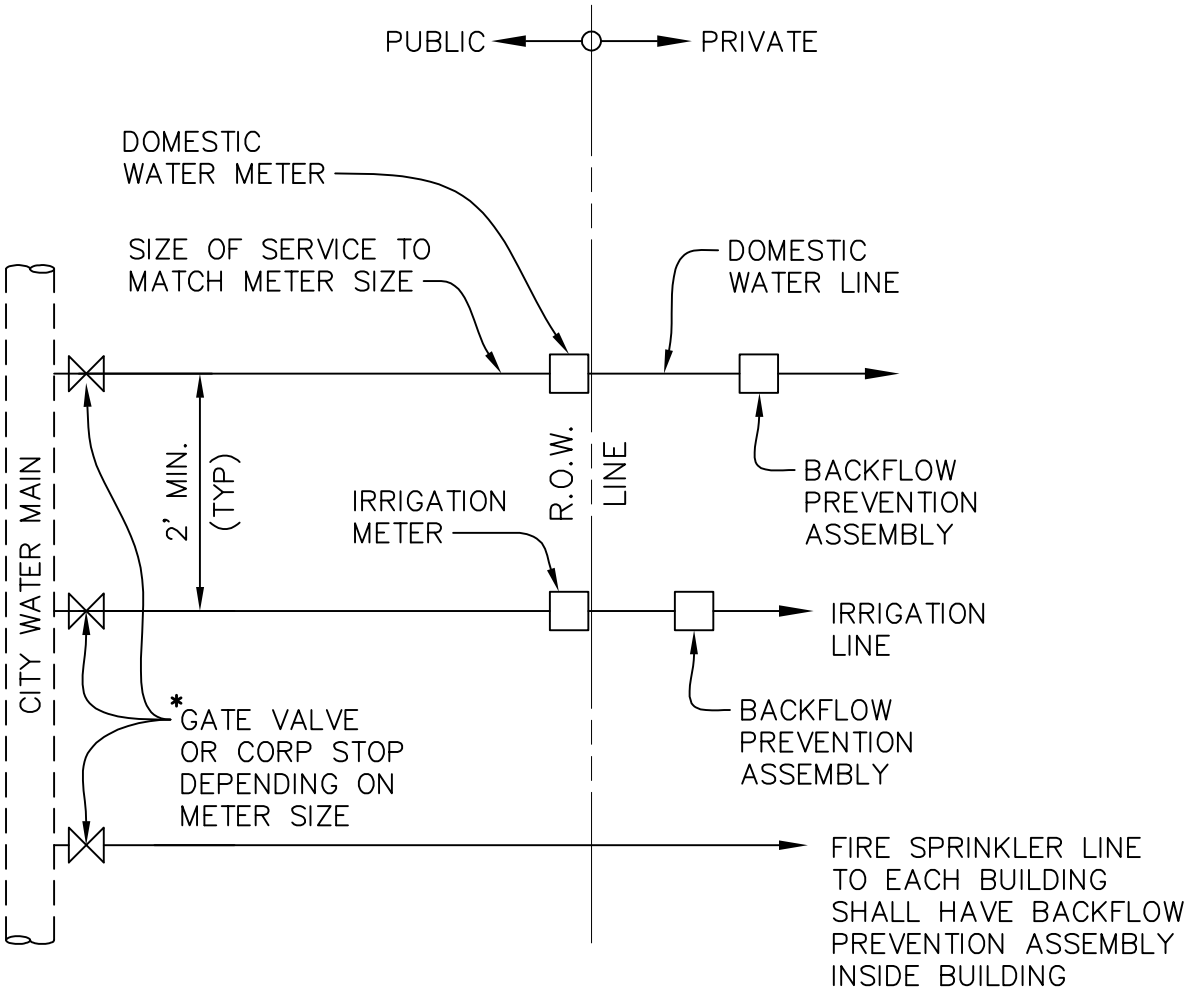


C.I. VALVE BOX BOTTOM

NOT TO SCALE

APPROVED BY CITY ENGINEER: [signature]	DATE: 8/5/2016	CITY OF AUBURN WASHINGTON	5" C.I. SOIL PIPE VALVE BOX EXTENSION & C.I. VALVE BOX BOTTOM
COMMUNITY DEVELOPMENT & PUBLIC WORKS DEPT.			STANDARD DETAIL: W-19.1

Plotted by: Craig Dobyns on 7/13/2016 File location: M:\Construction Standard Details\Approved Drawing Files (dwg)\Water\STDETL-W-19.1



NOTES:

1. CONNECTION TO CITY WATER MAIN PER CITY OF AUBURN REQUIREMENTS.
2. BACKFLOW ASSEMBLY IS REQUIRED ON FIRE SPRINKLER, DOMESTIC, & IRRIGATION LINES. TYPE OF ASSEMBLY SHALL BE PER DESIGN STANDARDS.
3. PLANS FOR SEPARATE FIRE SPRINKLER LINE MUST BE SUBMITTED & APPROVED BY THE FIRE MARSHAL PRIOR TO INSTALLATION, AND SHALL BE DESIGNED BY A FIRE PROTECTION ENGINEER.

* FOR METERS 2" OR LESS USE CORP STOP & FOR METERS LARGER THAN 2" USE GATE VALVE WITH 2" STANDARD OPERATING NUT & COA VALVE BOX TO SURFACE.

APPROVED BY CITY ENGINEER:	DATE:		NON-SINGLE FAMILY SERVICE LINES
Jacob Sweeting	01/05/2021	CITY OF AUBURN WASHINGTON	
PUBLIC WORKS DEPARTMENT			STANDARD DETAIL: W-20.3

Plotted by: Craig Dobyns on 12/30/2020 File location: M:\Construction Standard Details\Current Working DWG\Water\STDETL-W-20.3

Plotted by: Craig Dobyns on 7/13/2016 File location: M:\Construction Standard Details\Approved Drawing Files (dwg)\Water\STDETL-W-21.1

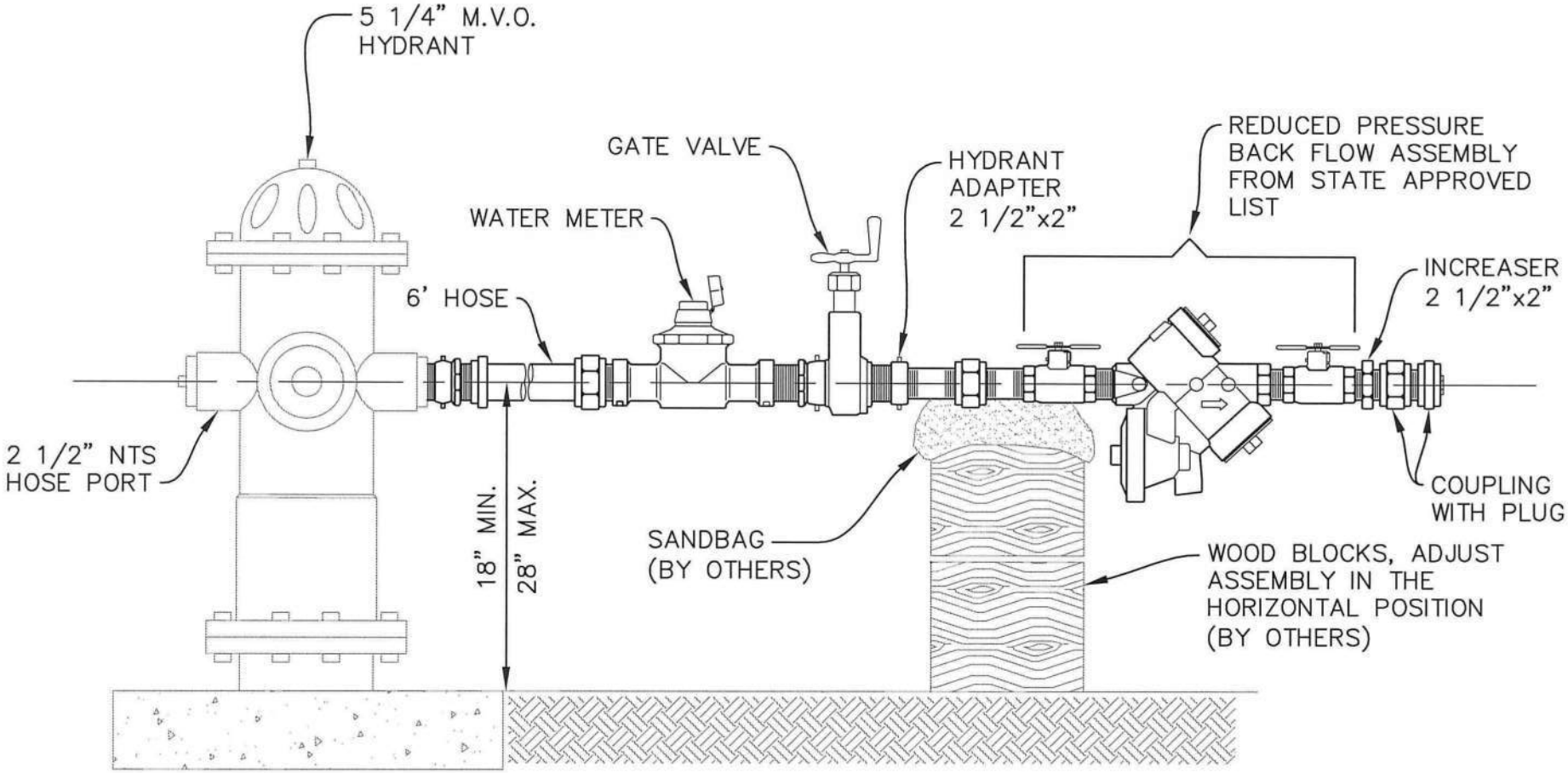
APPROVED BY CITY ENGINEER: DATE: 8/5/2016

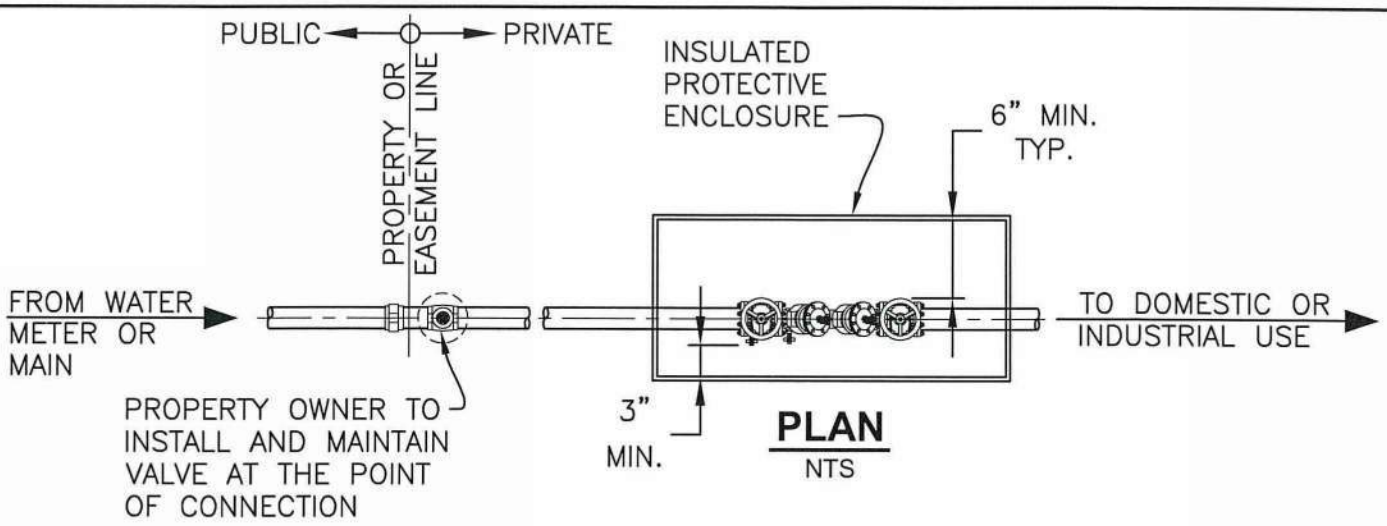
CITY OF AUBURN WASHINGTON

COMMUNITY DEVELOPMENT & PUBLIC WORKS DEPT.

TEMP. COMBINATION HYDRANT METER/ REDUCED PRESSURE BACK FLOW ASSEMBLY

STANDARD DETAIL: W-21.1





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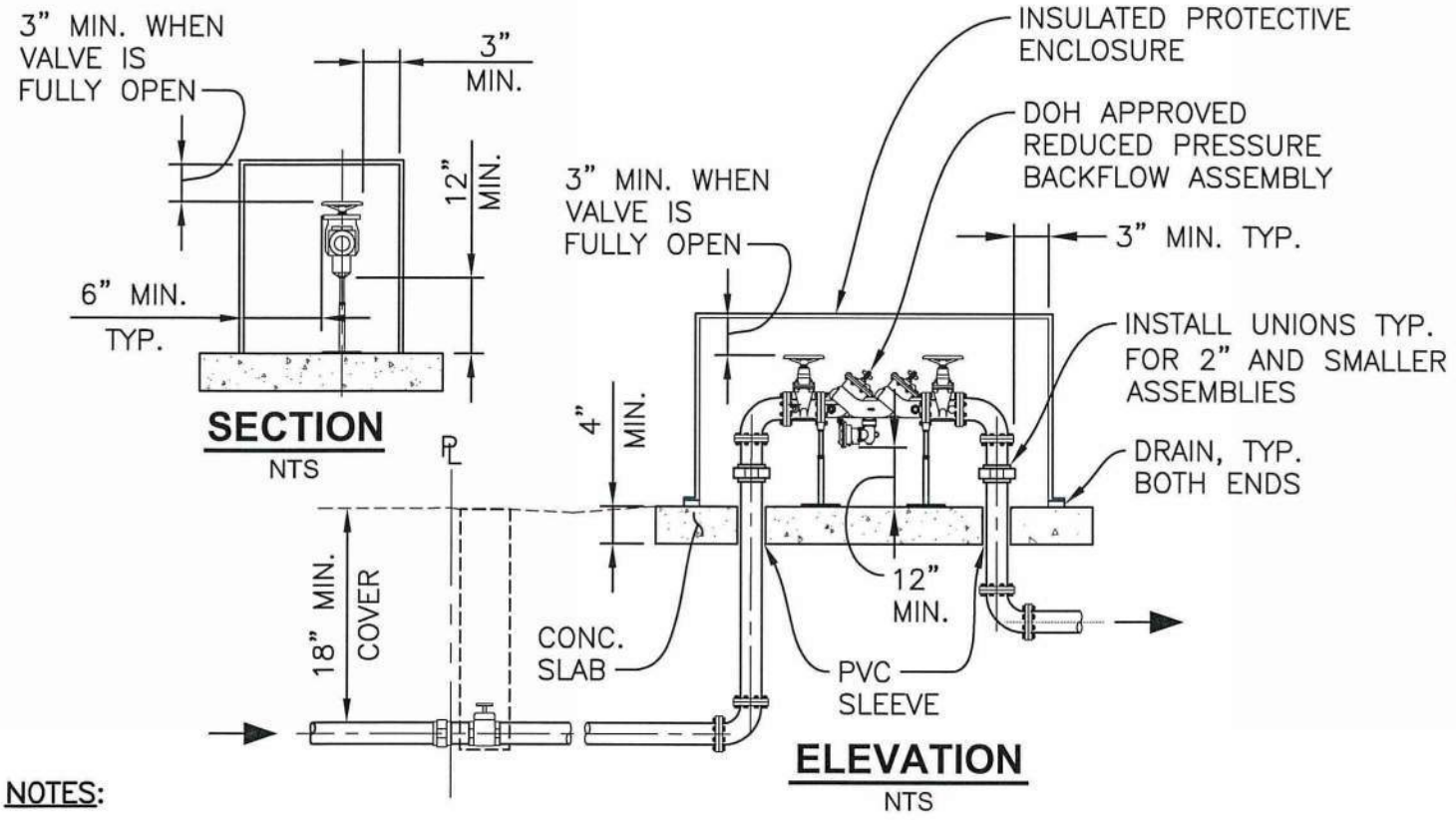

SECTION
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ELEVATION
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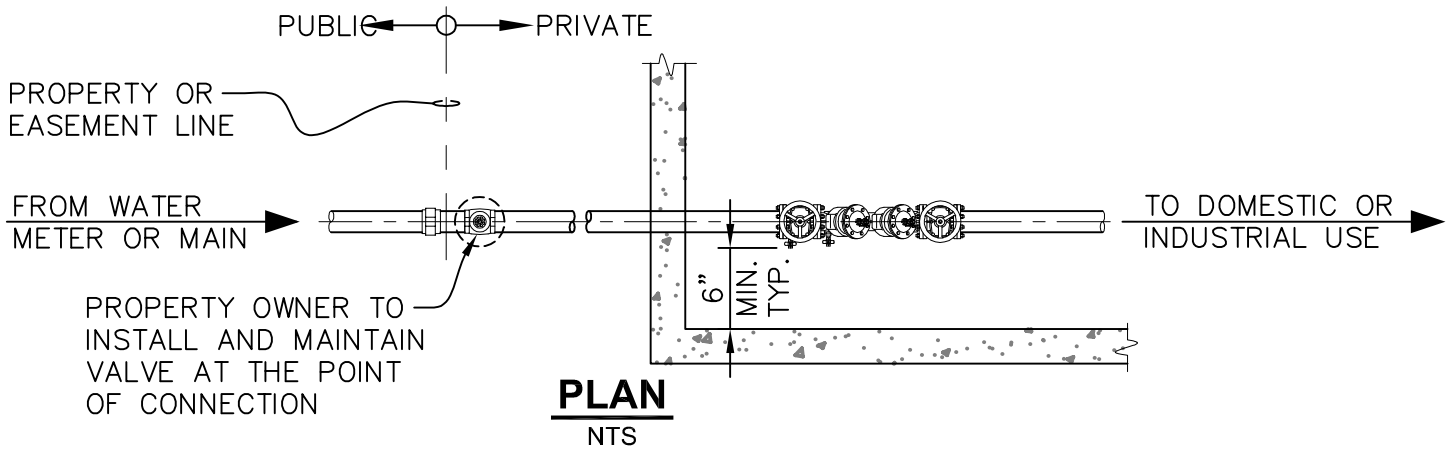
NOTES:

1. INSULATED PROTECTIVE ENCLOSURE MUST COMPLY WITH THE AMERICAN SOCIETY OF SANITARY ENGINEERING (ASSE) 1060 OUTDOOR ENCLOSURES FOR BACKFLOW PREVENTION ASSEMBLIES. IT SHALL BE LOCKABLE WITH A KEY LOCK OR PADLOCK AND SHALL ALLOW FOR MINIMUM CLEARANCES AND PROVIDE ADEQUATE DRAINAGE.
2. RPBA SHALL BE INSTALLED ADJACENT TO THE METER AND HAVE NO BRANCH CONNECTION BETWEEN THE METER AND THE BACKFLOW ASSEMBLY. INSTALL RPBA HORIZONTALLY.
3. BACKFLOW ASSEMBLY MUST BE APPROVED FOR USE IN WASHINGTON STATE BY THE DEPARTMENT OF HEALTH (DOH). IT MUST BE TESTED BY A STATE CERTIFIED "BAT" AT THE TIME OF INSTALLATION, ANNUALLY, AFTER THE ASSEMBLY IS REPAIRED, MOVED OR AFTER AN INCIDENT AT OWNER'S EXPENSE.
4. BACKFLOW ASSEMBLY SHALL BE PURCHASED AND INSTALLED AS A UNIT, AS SHIPPED BY THE MANUFACTURER, WITH NO MODIFICATIONS TO ANY PART OF THE ASSEMBLY.
5. A MINIMUM OF TWO SUPPORTS MUST FIRMLY ANCHOR THE ASSEMBLY.

APPROVED BY CITY ENGINEER:	DATE:	CITY OF AUBURN WASHINGTON	REDUCED PRESSURE BACKFLOW ASSY. (OUTSIDE INSTALLATION)
[signature]	12/31/18		
PUBLIC WORKS DEPARTMENT			STANDARD DETAIL: W-22.2

Plotted by: Craig Dobyns on 12/31/2018 File location: M:\Construction Standard Details\Current Working DWG\Water\STDETL-W-22.2



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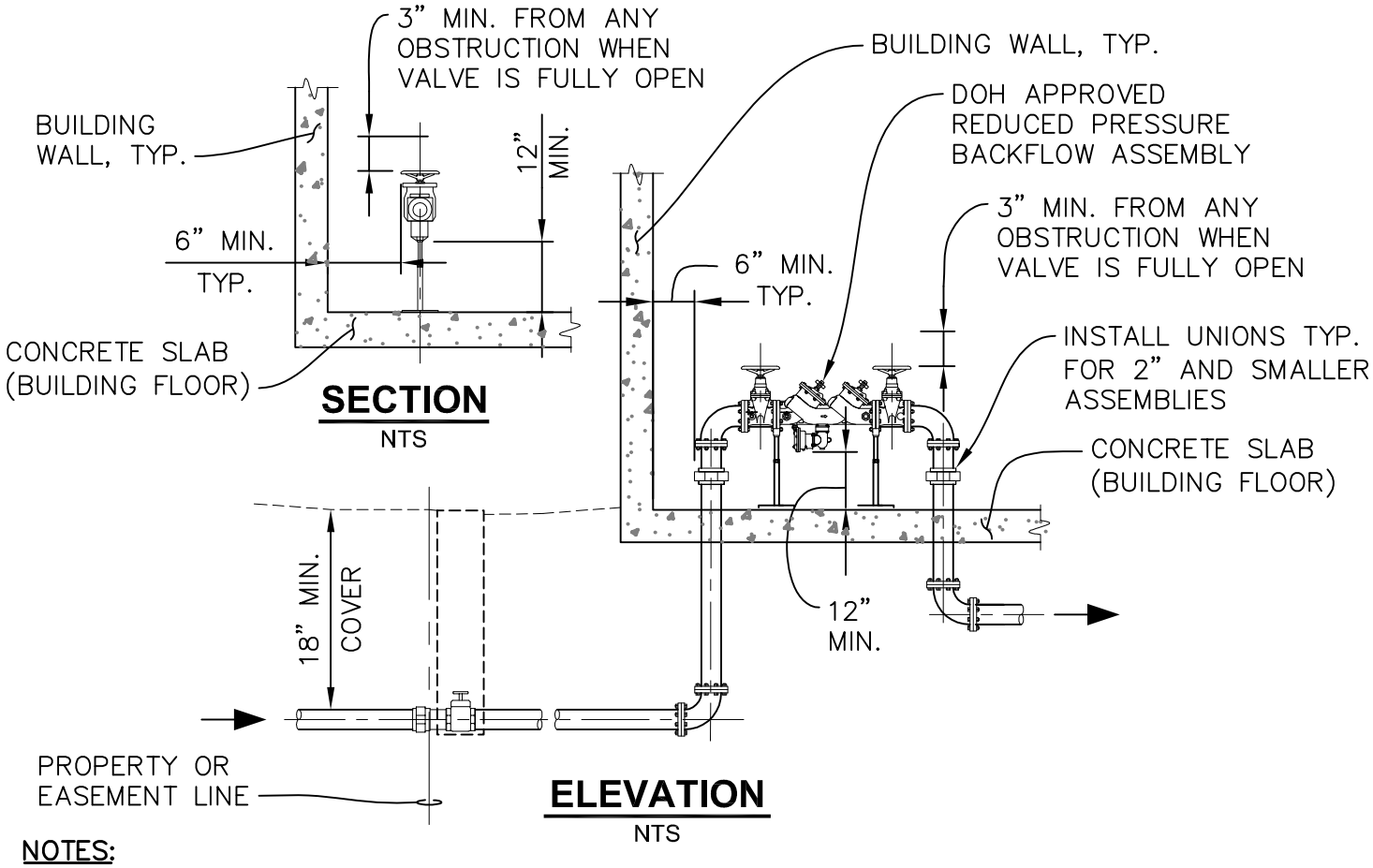

SECTION
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ELEVATION
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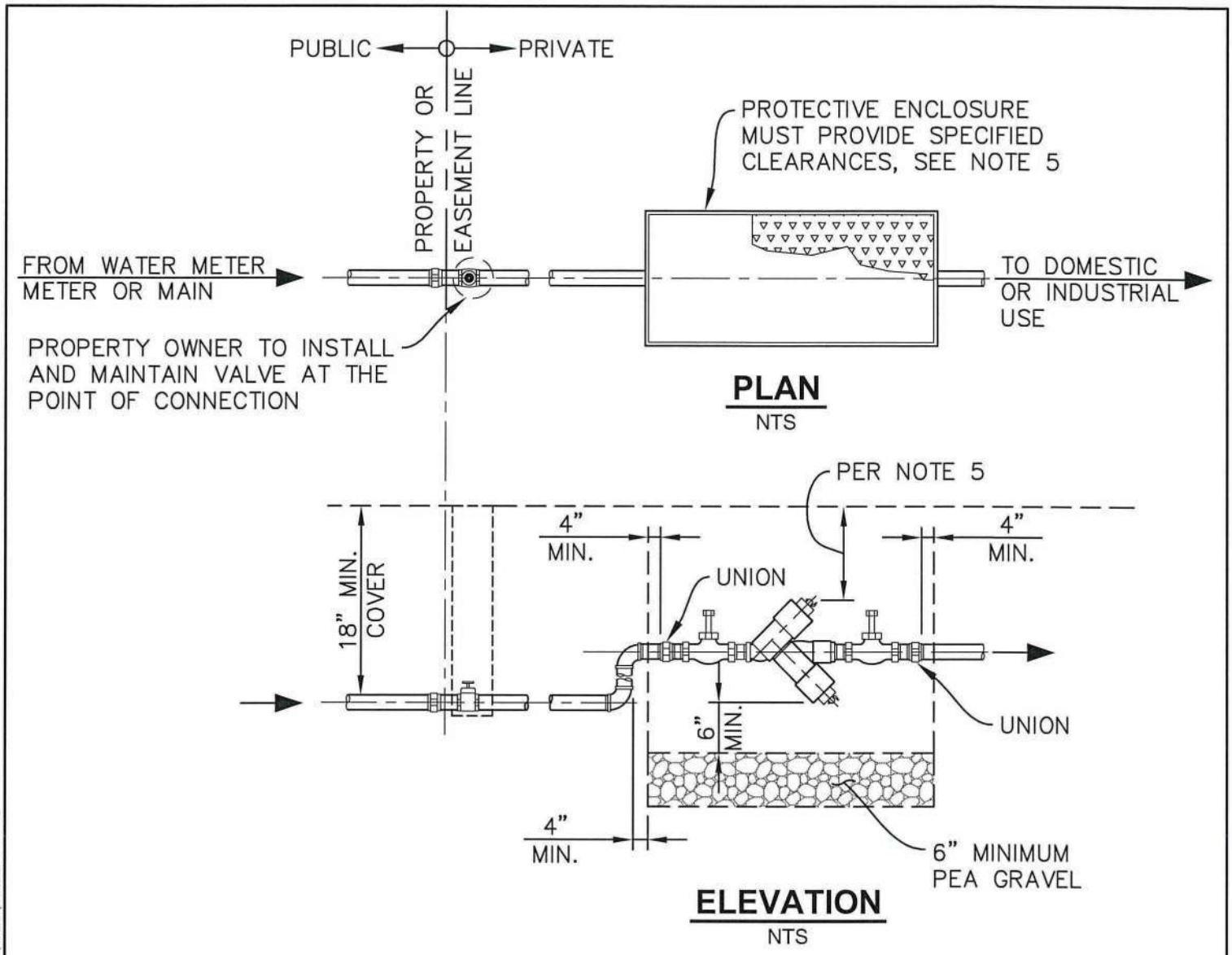
NOTES:

1. RPBA INSTALLED INSIDE BUILDING SHALL HAVE NO BRANCH CONNECTIONS BETWEEN THE METER AND THE BACKFLOW ASSEMBLY. INSTALL RPBA HORIZONTALLY.
2. BACKFLOW ASSEMBLY MUST BE APPROVED FOR USE IN WASHINGTON STATE BY THE DEPARTMENT OF HEALTH (DOH). IT MUST BE TESTED BY A STATE CERTIFIED "BAT" AT THE TIME OF INSTALLATION, ANNUALLY, AFTER THE ASSEMBLY IS REPAIRED, MOVED OR AFTER AN INCIDENT AT OWNER'S EXPENSE.
3. BACKFLOW ASSEMBLY SHALL BE PURCHASED AND INSTALLED AS A UNIT, AS SHIPPED BY THE MANUFACTURER, WITH NO MODIFICATIONS TO ANY PART OF THE ASSEMBLY.
4. A MINIMUM OF TWO SUPPORTS MUST FIRMLY ANCHOR THE ASSEMBLY.
5. ADEQUATE DRAINAGE MUST BE PROVIDED.

APPROVED BY CITY ENGINEER:	DATE:	CITY OF AUBURN WASHINGTON	REDUCED PRESSURE BACKFLOW ASSY. (INSIDE INSTALLATION)
Jacob Sweeting	01/05/2021		
PUBLIC WORKS DEPARTMENT			STANDARD DETAIL: W-23.3

Plotted by: Craig Dobyns on 12/10/2020 File location: M:\Construction Standard Details\Current Working DWG\Water\STDETL-W-23.3

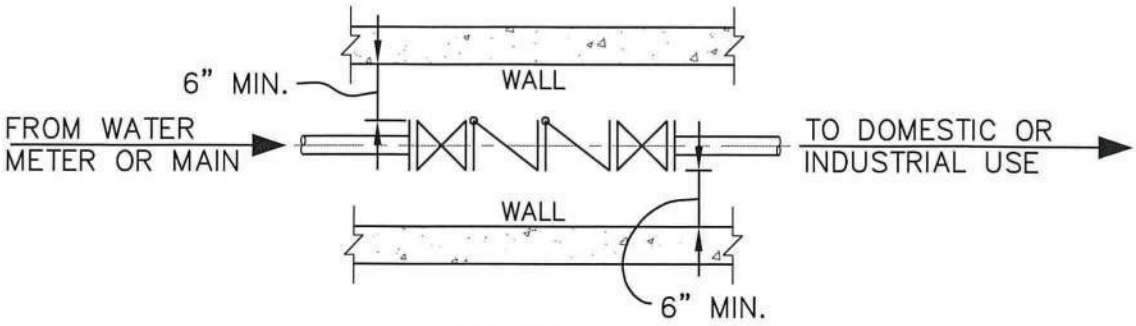


NOTES:

1. BACKFLOW ASSEMBLY MUST HAVE ADEQUATE SPACE CONSIDERATIONS FOR PROPER TESTING AND MAINTENANCE. A MINIMUM OF 12" CLEARANCE FROM ANY OBSTRUCTIONS ON THE TEST SIDE. A MINIMUM OF 6" CLEARANCE BELOW ASSEMBLY AND A MINIMUM OF 6" OF PEA GRAVEL IN THE BOTTOM OF THE BOX. THE MINIMUM CLEARANCE FROM THE TOP OF THE PEA GRAVEL TO THE BOTTOM OF THE ASSEMBLY IS 6".
2. DCVA MUST BE INSTALLED WITH TEST COCKS FACING UP. TEST COCKS MUST BE PLUGGED WITH BRASS OR PLASTIC PLUGS. INSTALL DCVA HORIZONTALLY.
3. BACKFLOW ASSEMBLY MUST BE APPROVED FOR USE IN WASHINGTON STATE BY THE DEPARTMENT OF HEALTH (DOH). IT MUST BE TESTED BY A STATE CERTIFIED "BAT" AT THE TIME OF INSTALLATION, ANNUALLY, AFTER THE ASSEMBLY IS REPAIRED, MOVED OR AFTER AN INCIDENT AT OWNER'S EXPENSE.
4. BACKFLOW ASSEMBLY SHALL BE PURCHASED AND INSTALLED AS A UNIT, AS SHIPPED BY THE MANUFACTURER, WITH NO MODIFICATIONS TO ANY PART OF THE ASSEMBLY.
5. MINIMUM CLEARANCE AT ABOVE ASSEMBLY SHALL BE: 9" (FOR 3/4" METER), 12" (FOR 1" METER), AND 14" (FOR 1 1/2" & 2" METER).

APPROVED BY CITY ENGINEER: Craig Dobyns 12/31/18	DATE:	CITY OF AUBURN WASHINGTON	DOUBLE CHECK VALVE ASSEMBLY (OUTSIDE INSTALLATION)
PUBLIC WORKS DEPARTMENT			STANDARD DETAIL: W-24.2

Plotted by: Craig Dobyns on 12/31/2018 File location: M:\Construction Standard Details\Current Working DWG\Water\STDETL-W-24.2



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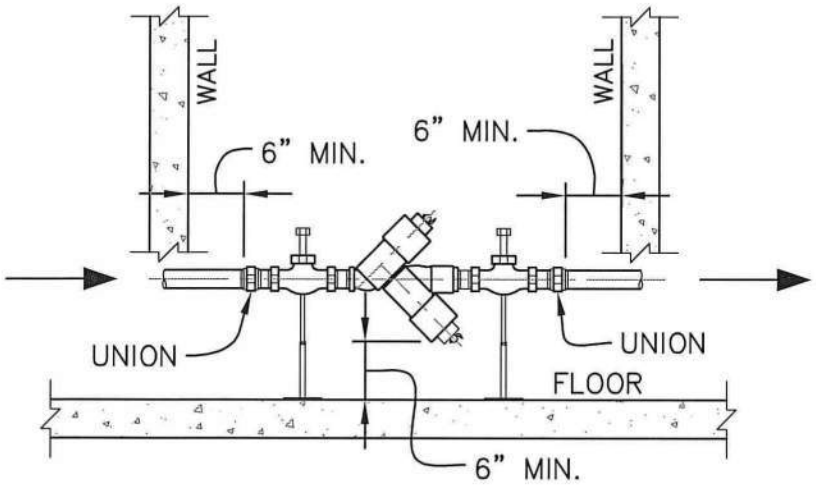

ELEVATION
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NOTES:

1. BACKFLOW ASSEMBLY MUST HAVE ADEQUATE SPACE CONSIDERATIONS FOR PROPER TESTING AND MAINTENANCE. A MINIMUM OF 6" SIDE CLEARANCE BETWEEN DCVA AND WALL OR ANY OBSTRUCTIONS AND A MINIMUM OF 6" CLEARANCE BELOW ASSEMBLY SHALL BE PROVIDED.
2. DCVA MUST BE INSTALLED WITH TEST COCKS FACING UP. TEST COCKS MUST BE PLUGGED WITH BRASS OR PLASTIC PLUGS.
3. DCVA INSTALLED INSIDE BUILDING SHALL HAVE NO BRANCH CONNECTIONS BETWEEN THE METER AND THE BACKFLOW ASSEMBLY. INSTALL DCVA HORIZONTALLY.
4. BACKFLOW ASSEMBLY MUST BE APPROVED FOR USE IN WASHINGTON STATE BY THE DEPARTMENT OF HEALTH (DOH). IT MUST BE TESTED BY A STATE CERTIFIED "BAT" AT THE TIME OF INSTALLATION, ANNUALLY, AFTER THE ASSEMBLY IS REPAIRED, MOVED OR AFTER AN INCIDENT AT OWNER'S EXPENSE.
5. BACKFLOW ASSEMBLY SHALL BE PURCHASED AND INSTALLED AS A UNIT, AS SHIPPED BY THE MANUFACTURER, WITH NO MODIFICATIONS TO ANY PART OF THE ASSEMBLY.
6. TWO SUPPORTS, EITHER WALL OR FLOOR, ONE ON EACH SIDE OF THE ASSEMBLY, MUST FIRMLY ANCHOR THE ASSEMBLY.

APPROVED BY CITY ENGINEER: Craig Dobyns DATE: 12/31/18	CITY OF AUBURN WASHINGTON	DOUBLE CHECK VALVE ASSEMBLY (INSIDE INSTALLATION)
PUBLIC WORKS DEPARTMENT		STANDARD DETAIL: W-25.2

Plotted by: Craig Dobyns on 12/31/2018 File location: M:\Construction Standard Details\Current Working DWG\Water\STDETL-W-25.2

AGENDA BILL APPROVAL FORM

Agenda Subject:
Ordinance No. 6827 (Thomas)(30 Minutes)

Date:
July 22, 2021

Department:
Finance

Attachments:
Memo
Ordinance No. 6827
Schedule A
Schedule B

Budget Impact:

Administrative Recommendation:

For discussion only.

Background for Motion:

Background Summary:

Ordinance No. 6827 (Budget Amendment #2) amends the 2021-2022 revised budget as presented in the attached transmittal memorandum and supporting attachments.

Reviewed by Council Committees:

Councilmember: Baggett
Staff: Thomas
Meeting Date: July 26, 2021
Item Number:

CITY OF AUBURN WASHINGTON

Interoffice Memorandum

To: City Council
From: **Jamie Thomas, Finance Director**
CC: Nancy Backus, Mayor
Date: July 21, 2021
Re: Ordinance #6827 – 2021-2022 Budget Amendment #2

Budget Amendment #2 is the second amendment of the City of Auburn's 2021-2022 biennial budget. The purpose of this budget amendment is to do the following:

1. Fund Balance Adjustments: realign budgeted 2021 beginning fund balances to match 2020 ending fund balances per accounting records at year end;
2. Revenue Adjustments: this includes new/increased revenue related to grant awards, other new funding, and reallocation of revenues between funds;
3. Capital Fund Transfers: transfers from operating to capital funds to provide budget for previously approved capital projects in prior years;
4. Funding Adjustments: to increase or enhance budget authority for previously approved programs; and
5. New Requests: new programs, projects, purchases, and FTE's that haven't been previously approved by council

Below is a summary of the proposed amendments. For additional detail, ***Schedule A, Summary of 2021 Budget Adjustments by Fund***, breaks down each request and its relative impact to each fund.

Fund Balance Adjustments: This amendment adjusts City-wide 2021 budgeted beginning fund balances to reflect actual ending balances as of the end of 2020. City-wide beginning fund balances are adjusted by a net increase of $21.8 million.

Revenue Adjustments: This amendment recognizes new grants and updated revenue projections. The total adjustment in this category is $8.4 million and includes:

• Add Streamlined Sales Tax (General Fund)	$	1,000,000
• Add fee-in-lieu of street improvement revenues (F102)		200,000
• Grant-funded High Friction Surface Treatment project (F102)		414,000
• TIB grant funding for the 4th Street SE project (F105)		1,747,600

- Grant funding for the Auburn Way N preservation project (F105) 298,000
- Grant funding for the Lea Hill Road Bridge Deck project (F105) 280,000
- Restore Utility Tax revenues from 2020 (was REET in F328) 1,800,000
- Restore Motor Vehicle Fuel Tax revs from 2020 (was REET in F328) 432,600
- Restore 2020 transfer from Cumulative Reserve Fund to General Fund 2,000,000

Capital Fund Transfers: This budget amendment provides funding for current and future capital projects by transferring monies among funds. These transfers include moving cash reserves from enterprise operating funds to the associated capital funds; e.g., from the Water Operating Fund (F430) to the Water Capital Fund (F460), as well as the transfer of traffic impacts fees for application to a specific project. The total requested adjustment in this category is $3.1 million.

Funding Adjustments: Funding adjustment requests included in this budget amendment increase or decrease spending authority for existing programs. The total requested adjustment in this category is $1.2 million, and includes:

- Increase Golf Course pro shop front counter staffing: This request would add $25,000 in part time staff hours in the Golf Course pro shop due to higher participation levels in league, tournament, and public play. Funding for this cost increase will be from increased greens fee revenues that were about $500,000 above budget in 2020 and are expected to be significantly above budget in 2021 as well based on year-to-date experience (General Fund).

- Increase budget for day and night sheltering for homeless persons: This amendment would add $275,000 to the budget for day and night sheltering service agreements with the Auburn Food Bank (General Fund).

- Increase budget for the Arterial Pedestrian and Bicycle Safety program: This request would add $130,000 to the 2021 budget due to increased project scope (Fund 102). This increase would be funded by the 2020 contribution from King County Metro for the 2019 program budget.

- Add budget for 104th Avenue Park development: Due to increased cost of labor and materials as well as unanticipated design changes, this request would add $770,200 in budget for the project. This cost increase would be funded by park impact fees (F328).

- Improvements to City-owned parking lots: This amendment would increase the budget for converting older high-pressure sodium lights in City-owned lots to LED lighting, replace broken and missing globe lights, and restore power to certain locations so that decorative lighting can be added. The total cost increase is $34,000

and will be funded using existing Community Development department budget that will be transferred to the Local Revitalization Fund (F330) to complete the project.

New Requests: New funding requests total $1.5 million and include:

- New FTE – Administrative Specialist in Maintenance and Operations Services: This position would replace the existing temporary position with a full-time position to oversee the Ford warranty program. This request is for the additional cost for a half year in 2021, which is $31,500 above the existing budget for the temporary position (F430, F431, F432, and F550).

- Add budget for the Auburn Resource Center (ARC): This amendment would add $75,000 for architectural and engineering services associated with the design and construction of the Auburn Resource Center and Auburn Consolidated Resource Center. A separate amendment would add $150,900 in budget to cover annual operating costs (General Fund).

- Accelerate the time frame for the A Street Loop project: This project was originally planned for 2022 and will be funded using traffic impact fees. The cost of this amendment is $400,000 (F102).

- Miscellaneous park improvement projects: This request would add $177,500 for unanticipated park improvements at several City parks (F321).

- Purchase Bobcat municipal cleaning vehicle: This amendment would add $150,000 to purchase a vehicle for cleaning pervious sidewalks that are used to infiltrate stormwater (F462).

- Reimburse the Equipment Rental Fund (ERR) for police vehicles: This request will provide $108,100 in reimbursements to ERR (Fund 560) for the purchases in 2020 of several police vehicles whose costs exceeded their budgeted amounts as well as the under-collection of replacement costs in 2021-2022.

- Replace the existing Police Crisis Negotiations van: This amendment would use $86,800 from the Drug Seizure Fund (F117) and $46,200 in accumulated replacement costs (in Fund 560) to replace the existing Police Crisis Negotiations van that has reached the end of its service life.

The following table summarizes the current and revised budget as a result of this amendment.

Table 1: 2021 Budget as Amended

2021 Budget as Amended through Budget Amendment #1	$	377,689,790
Budget Amendment #2		34,643,772
2021 Budget as Amended	**$**	**412,333,562**

Attachments:

- 1. Proposed Ordinance #6827 (Budget Amendment #2)
- 2. Summary of proposed 2021 budget adjustments by fund and department (Schedule A)

- 3. Summary of proposed changes to adopted 2021 budget by fund (Schedule B)

ORDINANCE NO. 6827

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, AMENDING ORDINANCE NO. 6794, THE 2021-2022 BIENNIAL OPERATING BUDGET ORDINANCE, AND ORDINANCE NO. 6796, THE 2021-2022 BIENNIAL CAPITAL BUDGET, AS AMENDED BY ORDINANCE NO. 6815, AUTHORIZING AMENDMENT TO THE CITY OF AUBURN 2021-2022 BUDGET AS SET FORTH IN SCHEDULE "A" AND SCHEDULE "B"

WHEREAS, the Auburn City Council at its regular meeting of November 16, 2020, adopted Ordinances No. 6794 and 6796 which adopted the City of Auburn 2021-2022 Biennial budget; and

WHEREAS, the Auburn City Council at its regular meeting of April 5, 2021, adopted Ordinance No. 6815 (BA#1) which amended Ordinances No. 6794 and 6796 which adopted the City of Auburn 2021-2022 Biennial budget; and

WHEREAS, the City of Auburn deems it necessary to appropriate additional funds to the various funds of the 2021 budget as outlined in this Ordinance (BA#2); and

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

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

Section 1. Amendment of the 2021-2022 Biennial Budget. The 2021-2022 Biennial Budget of the City of Auburn is amended pursuant to Chapter 35A.34 RCW, to reflect the revenues and expenditures as shown on Schedule "A" attached hereto and incorporated herein by reference. The Mayor of the City of Auburn,

Washington is hereby authorized to utilize revenue and expenditure amounts shown on said Schedule “A” and Schedule “B”. A copy of said Schedule “A” and Schedule “B” is on file with the City Clerk and available for public inspection.

Section 2. Implementation. The Mayor is 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:

_____
Shawn Campbell, MMC, City Clerk

APPROVED AS TO FORM:

_____
Kendra Comeau, City Attorney

Published: _____

Schedule A
Summary of 2021 Budget Adjustments by Fund
Budget Amendment #2 (Ordinance #6827)

	Beg. Fund Balance	2021 Revenues	2021 Expenditures	Ending Fund Balance
General Fund (#001)				
2021 Adopted Budget	**19,948,152**	**72,870,710**	**82,294,077**	**10,524,785**
Previous Budget Amendments	192,500	189,900	822,600	(440,200)
2021 Amended Budget	**20,140,652**	**73,060,610**	**83,116,677**	**10,084,585**
BA#2 (Ordinance #, Proposed):	**11,087,748**	**1,187,900**	**5,224,400**	**7,051,248**
General Fund Revenues:				
Add Streamlined Sales Tax (SST) revenues for 2021	**-**	**1,000,000**	**-**	**1,000,000**
Community Development Department:				
Add budget for eCityGov Alliance annual subscription (fee supported)	**-**	**-**	**65,000**	**(65,000)**
Increase budget for City-owned parking lot repair	**-**	**-**	**-**	**-**
Police Department:				
Purchase BolaWrap devices to enhance de-escalation tactics	**-**	**-**	**51,000**	**(51,000)**
Replace Crisis Negotiations van (partly paid in)	**-**	**-**	**17,400**	**(17,400)**
Public Works Department:				
Budget for update to the Comprehensive Transportation Plan	**-**	**-**	**40,000**	**(40,000)**
Parks Department:				
"No Child Left Inside" grant from WA State Recreation Conservation Office	**-**	**22,900**	**22,900**	**-**
WSDA Relief and Recovery grant for the Auburn International Farmers' Market	**-**	**20,000**	**20,000**	**-**
Golf Course maintenance and improvement projects	**-**	**115,000**	**115,000**	**-**
Increase Golf Course pro shop front counter staffing	**-**	**25,000**	**25,000**	**-**
King County grant to promote physical fitness for children	**-**	**5,000**	**5,000**	**-**
City Attorney's Office:				
Emergency repairs to a paved trail on City property	**-**	**-**	**40,000**	**(40,000)**
Increase budget for Auburn Food Bank to provide sheltering for homeless persons	**-**	**-**	**275,000**	**(275,000)**
Design and construction of office space in the ACRC, incl the Community Court	**-**	**-**	**75,000**	**(75,000)**
Add budget for operation of the Auburn Consolidated Resource Center (ACRC)	**-**	**-**	**150,900**	**(150,900)**
Non-Departmental:				
Restore Utility Tax revenues from 2020	**-**	**-**	**1,781,500**	**(1,781,500)**
Restore Motor Vehicle Fuel Tax revenues from 2020	**-**	**-**	**432,600**	**(432,600)**
Restore transfer from Cumulative Reserve Fund from 2020	**-**	**-**	**2,000,000**	**(2,000,000)**
True up 2021 beginning fund balance to 2020 ending fund balance	**11,087,748**	**-**	**-**	**11,087,748**
Reimburse Equipment Rental Fund for 2020 purchase of police vehicles	**-**	**-**	**108,100**	**(108,100)**
Revised 2021 Budget - Fund 001	**31,228,400**	**74,248,510**	**88,341,077**	**17,135,833**

Schedule A
Summary of 2021 Budget Adjustments by Fund
Budget Amendment #2 (Ordinance #6827)

	Beg. Fund Balance	2021 Revenues	2021 Expenditures	Ending Fund Balance
Arterial Street Fund (#102)				
2021 Adopted Budget	1,015,159	4,948,080	5,535,930	427,309
Previous Budget Amendments and CIP Carry-Forwards	1,147,695	2,684,923	3,897,618	(65,000)
2021 Amended Budget	2,162,854	7,633,003	9,433,548	362,309
BA#2 (Ordinance #, Proposed):	121,221	1,023,600	950,000	194,821
Restore Motor Vehicle Fuel Tax revenues from 2020	-	9,600	-	9,600
True up 2021 beginning fund balance to 2020 ending fund balance	121,221	-	-	121,221
Add revenue for fee-in-lieu of street improvements agreements	-	200,000	-	200,000
Budget for High Friction Surface Treatment project (grant-funded)	-	414,000	420,000	(6,000)
Increase budget for Arterial Pedestrian and Bicycle Safety project	-	-	130,000	(130,000)
Move budget for A Street Loop from 2022 to 2021 (funded by traffic impact fees)	-	400,000	400,000	-
Revised 2021 Budget - Fund 102	2,284,075	8,656,603	10,383,548	557,130
Local Street Fund (#103)				
2021 Adopted Budget	1,321,778	2,360,600	2,363,950	1,318,428
Previous Budget Amendments and CIP Carry-Forwards	1,257,269	-	1,257,269	-
2021 Amended Budget	2,579,047	2,360,600	3,621,219	1,318,428
BA#2 (Ordinance #, Proposed):	709,525	-	-	709,525
True up 2021 beginning fund balance to 2020 ending fund balance	709,525	-	-	709,525
Revised 2021 Budget - Fund 103	3,288,572	2,360,600	3,621,219	2,027,953
Hotel/Motel Tax Fund (#104)				
2021 Adopted Budget	225,286	139,100	177,110	187,276
Previous Budget Amendments	-	-	-	-
2021 Amended Budget	225,286	139,100	177,110	187,276
BA#2 (Ordinance #, Proposed):	90,521	-	-	90,521
True up 2021 beginning fund balance to 2020 ending fund balance	90,521	-	-	90,521
Revised 2021 Budget - Fund 104	315,807	139,100	177,110	277,797

Schedule A
Summary of 2021 Budget Adjustments by Fund
Budget Amendment #2 (Ordinance #6827)

	Beg. Fund Balance	2021 Revenues	2021 Expenditures	Ending Fund Balance
Arterial Street Preservation Fund (#105)				
2021 Adopted Budget	1,606,304	2,794,050	2,886,250	1,514,104
Previous Budget Amendments and CIP Carry-Forwards	1,832,573	2,387,718	4,220,291	-
2021 Amended Budget	3,438,877	5,181,768	7,106,541	1,514,104
BA#2 (Ordinance #, Proposed):	(52,951)	2,325,600	2,344,100	(71,451)
Restore Utility Tax revenues from 2020	-	-	18,500	(18,500)
Increase budget for Lea Hill Road Bridge Deck Preservation (grant-funded)	-	280,000	280,000	-
Allocate Transportation Impact Board (TIB) grant funding for 4th Street SE project	-	1,747,600	1,747,600	-
Increase budget for Auburn Way N preservation project phase 2 (grant-funded)	-	210,300	210,300	-
Increase budget for Auburn Way N preservation project phase 3 (grant-funded)	-	87,700	87,700	-
True up 2021 beginning fund balance to 2020 ending fund balance	(52,951)	-	-	(52,951)
Revised 2021 Budget - Fund 105	3,385,926	7,507,368	9,450,641	1,442,653
Drug Forfeiture Fund (#117)				
2021 Adopted Budget	957,967	147,600	492,994	612,573
Previous Budget Amendments	10,000	-	32,000	(22,000)
2021 Amended Budget	967,967	147,600	524,994	590,573
BA#2 (Ordinance #, Proposed):	55,534	-	86,800	(31,266)
True up 2021 beginning fund balance to 2020 ending fund balance	55,534	-	-	55,534
Revised 2021 Budget - Fund 117	1,023,501	147,600	611,794	559,307
Housing & Comm Develop Fund (#119)				
2021 Adopted Budget	42,904	600,000	600,000	42,904
Previous Budget Amendments	-	952,100	952,100	-
2021 Amended Budget	42,904	1,552,100	1,552,100	42,904
BA#2 (Ordinance #, Proposed):	(579)	-	-	(579)
True up 2021 beginning fund balance to 2020 ending fund balance	(579)	-	-	(579)
Revised 2021 Budget - Fund 119	42,325	1,552,100	1,552,100	42,325

Schedule A
Summary of 2021 Budget Adjustments by Fund
Budget Amendment #2 (Ordinance #6827)

	Beg. Fund Balance	2021 Revenues	2021 Expenditures	Ending Fund Balance
Recreation Trails Fund (#120)				
2021 Adopted Budget	79,425	7,700	-	87,125
Previous Budget Amendments	-	-	-	-
2021 Amended Budget	79,425	7,700	-	87,125
BA#2 (Ordinance #, Proposed):	2,287	-	-	2,287
True up 2021 beginning fund balance to 2020 ending fund balance	2,287	-	-	2,287
Revised 2021 Budget - Fund 120	81,712	7,700	-	89,412
BIA Fund (#121)				
2021 Adopted Budget	96,325	55,700	90,000	62,025
Previous Budget Amendments	-	-	-	-
2021 Amended Budget	96,325	55,700	90,000	62,025
BA#2 (Ordinance #, Proposed):	73,070	-	-	73,070
True up 2021 beginning fund balance to 2020 ending fund balance	73,070	-	-	73,070
Revised 2021 Budget - Fund 121	169,395	55,700	90,000	135,095
Cumulative Reserve Fund (#122)				
2021 Adopted Budget	6,383,315	101,000	-	6,484,315
Previous Budget Amendments and CIP Carry-Forwards	-	-	-	-
2021 Amended Budget	6,383,315	101,000	-	6,484,315
BA#2 (Ordinance #, Proposed):	2,239,029	2,000,000	42,200	4,196,829
Restore transfer from Cumulative Reserve Fund from 2020	-	2,000,000	-	2,000,000
Transfers from operating to capital funds for capital carry forwards	-	-	42,200	(42,200)
True up 2021 beginning fund balance to 2020 ending fund balance	2,239,029	-	-	2,239,029
Revised 2021 Budget - Fund 122	8,622,344	2,101,000	42,200	10,681,144

Schedule A
Summary of 2021 Budget Adjustments by Fund
Budget Amendment #2 (Ordinance #6827)

	Beg. Fund Balance	2021 Revenues	2021 Expenditures	Ending Fund Balance
Mitigation Fees Fund (#124)				
2021 Adopted Budget	12,420,562	1,217,560	4,265,480	9,372,642
Previous Budget Amendments and CIP Carry-Forwards	1,101,257	-	1,576,257	(475,000)
2021 Amended Budget	13,521,819	1,217,560	5,841,737	8,897,642
BA#2 (Ordinance #, Proposed):	895,203	-	1,170,200	(274,997)
Move budget for A Street Loop from 2022 to 2021 (funded by traffic impact fees)	-	-	400,000	(400,000)
Increase budget for 104th Ave Park development project	-	-	770,200	(770,200)
True up 2021 beginning fund balance to 2020 ending fund balance	895,203	-	-	895,203
Revised 2021 Budget - Fund 124	14,417,022	1,217,560	7,011,937	8,622,645
City Hall Annex 2010 A&B Bond Fund (#230)				
2021 Adopted Budget	4,489	1,645,300	1,645,300	4,489
Previous Budget Amendments	-	-	-	-
2021 Amended Budget	4,489	1,645,300	1,645,300	4,489
BA#2 (Ordinance #6764, Proposed):	(4,489)	(1,645,300)	(1,645,300)	(4,489)
Move debt service on 2010 debt to 2020 LTGO A&B Refunding Bonds Fund	-	(1,645,300)	(1,645,300)	-
True up 2021 beginning fund balance to 2020 ending fund balance	(4,489)	-	-	(4,489)
Revised 2021 Budget - Fund 230	-	-	-	-
Local Revitalization 2010 C&D Bond Fund (#231)				
2021 Adopted Budget	33,593	574,070	573,800	33,863
Previous Budget Amendments	-	-	-	-
2021 Amended Budget	33,593	574,070	573,800	33,863
BA#2 (Ordinance #, Proposed):	(33,593)	(574,070)	(573,800)	(33,863)
Move debt service on 2010 debt to 2020 LTGO A&B Refunding Bonds Fund	-	(574,070)	(573,800)	(270)
True up 2021 beginning fund balance to 2020 ending fund balance	(33,593)	-	-	(33,593)
Revised 2021 Budget - Fund 231	-	-	-	-

Schedule A
Summary of 2021 Budget Adjustments by Fund
Budget Amendment #2 (Ordinance #6827)

	Beg. Fund Balance	2021 Revenues	2021 Expenditures	Ending Fund Balance
2020 LTGO A&B Refunding Bonds Fund (#232)				
2021 Adopted Budget	-	-	-	-
Previous Budget Amendments	-	-	-	-
2021 Amended Budget	-	-	-	-
BA#2 (Ordinance #6764, Proposed):	92,708	2,219,370	2,209,250	102,828
Move debt service on 2010 debt to 2020 LTGO A&B Refunding Bonds Fund	-	2,219,370	2,209,250	10,120
True up 2021 beginning fund balance to 2020 ending fund balance	92,708	-	-	92,708
Revised 2021 Budget - Fund 232	92,708	2,219,370	2,209,250	102,828
LID Guarantee Fund (#249)				
2021 Adopted Budget	1,669	10	-	1,679
Previous Budget Amendments	-	-	-	-
2021 Amended Budget	1,669	10	-	1,679
BA#2 (Ordinance #, Proposed):	7	-	-	7
True up 2021 beginning fund balance to 2020 ending fund balance	7	-	-	7
Revised 2021 Budget - Fund 249	1,676	10	-	1,686
LID 350 Fund (#275)				
2021 Adopted Budget	403	960	-	1,363
Previous Budget Amendments	-	-	-	-
2021 Amended Budget	403	960	-	1,363
BA#2 (Ordinance #, Proposed):	794	-	-	794
True up 2021 beginning fund balance to 2020 ending fund balance	794	-	-	794
Revised 2021 Budget - Fund 275	1,197	960	-	2,157

Schedule A
Summary of 2021 Budget Adjustments by Fund
Budget Amendment #2 (Ordinance #6827)

	Beg. Fund Balance	2021 Revenues	2021 Expenditures	Ending Fund Balance
Parks Construction Fund (#321)				
2021 Adopted Budget	**819,996**	**3,095,800**	**2,883,800**	**1,031,996**
Previous Budget Amendments and CIP Carry-Forwards	137,009	100,000	237,009	-
2021 Amended Budget	**957,005**	**3,195,800**	**3,120,809**	**1,031,996**
BA#2 (Ordinance #, Proposed):	**(63,670)**	**-**	**177,500**	**(241,170)**
Miscellaneous Parks improvement projects	**-**	**-**	**177,500**	**(177,500)**
True up 2021 beginning fund balance to 2020 ending fund balance	**(63,670)**	**-**	**-**	**(63,670)**
Revised 2021 Budget - Fund 321	**893,335**	**3,195,800**	**3,298,309**	**790,826**
Capital Improvements Fund (#328)				
2021 Adopted Budget	**7,705,844**	**4,264,180**	**7,932,720**	**4,037,304**
Previous Budget Amendments and CIP Carry-Forwards	1,470,972	1,639,595	3,210,567	(100,000)
2021 Amended Budget	**9,176,816**	**5,903,775**	**11,143,287**	**3,937,304**
BA#2 (Ordinance #, Proposed):	**1,107,511**	**3,063,400**	**798,200**	**3,372,711**
4Culture Cultural Facilities grant	**-**	**28,000**	**28,000**	**-**
Restore Motor Vehicle Fuel Tax revenues from 2020	**-**	**423,000**	**-**	**423,000**
Restore transfer from Cumulative Reserve Fund from 2020	**-**	**1,800,000**	**-**	**1,800,000**
Transfers from operating to capital funds for capital carry forwards	**-**	**42,200**	**-**	**42,200**
Increase budget for 104th Ave Park development project	**-**	**770,200**	**770,200**	**-**
True up 2021 beginning fund balance to 2020 ending fund balance	**1,107,511**	**-**	**-**	**1,107,511**
Revised 2021 Budget - Fund 328	**10,284,327**	**8,967,175**	**11,941,487**	**7,310,015**
Local Revitalization Fund (#330)				
2021 Adopted Budget	**244,000**	**1,000**	**245,000**	**-**
Previous Budget Amendments and CIP Carry-Forwards	111,086	-	111,086	-
2021 Amended Budget	**355,086**	**1,000**	**356,086**	**-**
BA#2 (Ordinance #, Proposed):	**-**	**34,000**	**34,000**	**-**
Increase budget for City-owned parking lot repair	**-**	**34,000**	**34,000**	**-**
Revised 2021 Budget - Fund 330	**355,086**	**35,000**	**390,086**	**-**

Schedule A
Summary of 2021 Budget Adjustments by Fund
Budget Amendment #2 (Ordinance #6827)

	Beg. Fund Balance	2021 Revenues	2021 Expenditures	Ending Fund Balance
Water Fund (#430)				
2021 Adopted Budget	17,088,517	19,149,300	25,067,833	11,169,984
Previous Budget Amendments and CIP Carry-Forwards	-	-	1,622,500	(1,622,500)
2021 Amended Budget	17,088,517	19,149,300	26,690,333	9,547,484
BA#2 (Ordinance #, Proposed):	6,540,539	-	3,075,720	3,464,819
New FTE in M&O Division – Administrative Specialist (1/2 year in 2021)	-	-	6,700	(6,700)
Transfers from operating to capital funds for capital carry forwards	-	-	2,990,020	(2,990,020)
Transfer budget from operating to capital for water rights evaluation services	-	-	79,000	(79,000)
True up 2021 beginning working capital to 2020 ending working capital	6,540,539	-	-	6,540,539
Revised 2021 Budget - Fund 430	23,629,056	19,149,300	29,766,053	13,012,303
Sewer Fund (#431)				
2021 Adopted Budget	7,837,981	9,670,730	8,507,355	9,001,356
Previous Budget Amendments and CIP Carry-Forwards	-	-	22,500	(22,500)
2021 Amended Budget	7,837,981	9,670,730	8,529,855	8,978,856
BA#2 (Ordinance #, Proposed):	878,126	-	6,700	871,426
New FTE in M&O Division – Administrative Specialist (1/2 year in 2021)	-	-	6,700	(6,700)
True up 2021 beginning working capital to 2020 ending working capital	878,126	-	-	878,126
Revised 2021 Budget - Fund 431	8,716,107	9,670,730	8,536,555	9,850,282
Storm Drainage Fund (#432)				
2021 Adopted Budget	8,943,194	10,686,150	9,366,223	10,263,121
Previous Budget Amendments and CIP Carry-Forwards	-	-	22,500	(22,500)
2021 Amended Budget	8,943,194	10,686,150	9,388,723	10,240,621
BA#2 (Ordinance #, Proposed):	1,163,165	-	6,700	1,156,465
New FTE in M&O Division – Administrative Specialist (1/2 year in 2021)	-	-	6,700	(6,700)
True up 2021 beginning working capital to 2020 ending working capital	1,163,165	-	-	1,163,165
Revised 2021 Budget - Fund 432	10,106,359	10,686,150	9,395,423	11,397,086

Schedule A
Summary of 2021 Budget Adjustments by Fund
Budget Amendment #2 (Ordinance #6827)

			Beg. Fund Balance	2021 Revenues	2021 Expenditures	Ending Fund Balance
Sewer Metro Sub Fund (#433)						
2021 Adopted Budget			**2,066,136**	**20,335,950**	**20,331,250**	**2,070,836**
Previous Budget Amendments			-	-	-	-
2021 Amended Budget			**2,066,136**	**20,335,950**	**20,331,250**	**2,070,836**
BA#2 (Ordinance #, Proposed):			**771,586**	**-**	**-**	**771,586**
True up 2021 beginning working capital to 2020 ending working capital			**771,586**	**-**	**-**	**771,586**
Revised 2021 Budget - Fund 433			**2,837,722**	**20,335,950**	**20,331,250**	**2,842,422**
Solid Waste Fund (#434)						
2021 Adopted Budget			**5,753,618**	**16,775,500**	**16,950,830**	**5,578,288**
Previous Budget Amendments			-	-	81,000	(81,000)
2021 Amended Budget			**5,753,618**	**16,775,500**	**17,031,830**	**5,497,288**
BA#2 (Ordinance #, Proposed):			**174,299**	**-**	**-**	**174,299**
True up 2021 beginning working capital to 2020 ending working capital			**174,299**	**-**	**-**	**174,299**
Revised 2021 Budget - Fund 434			**5,927,917**	**16,775,500**	**17,031,830**	**5,671,587**
Airport Fund (#435)						
2021 Adopted Budget			**810,777**	**5,285,700**	**4,487,696**	**1,608,781**
Previous Budget Amendments			-	-	-	-
2021 Amended Budget			**810,777**	**5,285,700**	**4,487,696**	**1,608,781**
BA#2 (Ordinance #, Proposed):			**193,185**	**-**	**44,210**	**148,975**
Move budget for Airport maintenance projects to capital subfund			**-**	**-**	**-**	**-**
	435.00.597.100.55	OPERATING TRANSFERS OUT			(100,000)	
	435.00.546.800.48	REPAIRS & MAINTENANCE			100,000	
Transfers from operating to capital funds for capital carry forwards			**-**	**-**	**44,210**	**(44,210)**
True up 2021 beginning working capital to 2020 ending working capital			**193,185**	**-**	**-**	**193,185**
Revised 2021 Budget - Fund 435			**1,003,962**	**5,285,700**	**4,531,906**	**1,757,756**

Schedule A
Summary of 2021 Budget Adjustments by Fund
Budget Amendment #2 (Ordinance #6827)

	Beg. Fund Balance	2021 Revenues	2021 Expenditures	Ending Fund Balance
Cemetery Fund (#436)				
2021 Adopted Budget	505,802	1,203,600	1,344,820	364,582
Previous Budget Amendments	-	-	-	-
2021 Amended Budget	505,802	1,203,600	1,344,820	364,582
BA#2 (Ordinance #, Proposed):	566,587	-	100,070	466,517
Transfers from operating to capital funds for capital carry forwards	-	-	15,670	(15,670)
True up 2021 beginning working capital to 2020 ending working capital	566,587	-	84,400	482,187
Revised 2021 Budget - Fund 436	1,072,389	1,203,600	1,444,890	831,099
Water Capital Fund (#460)				
2021 Adopted Budget	888,139	11,614,710	10,670,410	1,832,439
Previous Budget Amendments and CIP Carry-Forwards	4,342,319	1,600,000	5,942,319	-
2021 Amended Budget	5,230,458	13,214,710	16,612,729	1,832,439
BA#2 (Ordinance #, Proposed):	(4,826,176)	2,990,020	(79,000)	(1,757,156)
Transfers from operating to capital funds for capital carry forwards	-	2,990,020	-	2,990,020
Transfer budget from operating to capital for water rights evaluation services	-	-	(79,000)	79,000
True up 2021 beginning working capital to 2020 ending working capital	(4,826,176)	-	-	(4,826,176)
Revised 2021 Budget - Fund 460	404,282	16,204,730	16,533,729	75,283
Sewer Capital Fund (#461)				
2021 Adopted Budget	10,762,357	762,400	3,399,600	8,125,157
Previous Budget Amendments and CIP Carry-Forwards	2,615,154	-	2,615,154	-
2021 Amended Budget	13,377,511	762,400	6,014,754	8,125,157
BA#2 (Ordinance #, Proposed):	(395,750)	-	-	(395,750)
True up 2021 beginning working capital to 2020 ending working capital	(395,750)	-	-	(395,750)
Revised 2021 Budget - Fund 461	12,981,761	762,400	6,014,754	7,729,407

Schedule A
Summary of 2021 Budget Adjustments by Fund
Budget Amendment #2 (Ordinance #6827)

	Beg. Fund Balance	2021 Revenues	2021 Expenditures	Ending Fund Balance
Storm Drainage Capital Fund (#462)				
2021 Adopted Budget	10,569,965	838,870	4,695,700	6,713,135
Previous Budget Amendments	679,311	-	679,311	-
2021 Amended Budget	11,249,276	838,870	5,375,011	6,713,135
BA#2 (Ordinance #, Proposed):	657,285	-	150,000	507,285
Purchase Bobcat Triverus Municipal Cleaning Vehicle for sidewalk cleaning	-	-	150,000	(150,000)
True up 2021 beginning working capital to 2020 ending working capital	657,285	-	-	657,285
Revised 2021 Budget - Fund 462	11,906,561	838,870	5,525,011	7,220,420
Airport Capital Fund (#465)				
2021 Adopted Budget	20,557	3,000,200	2,891,600	129,157
Previous Budget Amendments and CIP Carry-Forwards	44,210	13,500	57,710	-
2021 Amended Budget	64,767	3,013,700	2,949,310	129,157
BA#2 (Ordinance #, Proposed):	96,573	(55,790)	(100,000)	140,783
Move budget for Airport maintenance projects to capital subfund	-	(100,000)	(100,000)	-
Transfers from operating to capital funds for capital carry forwards	-	44,210	-	44,210
True up 2021 beginning working capital to 2020 ending working capital	96,573	-	-	96,573
Revised 2021 Budget - Fund 465	161,340	2,957,910	2,849,310	269,940
Cemetery Capital Fund (#466)				
2021 Adopted Budget	48,983	800	40,100	9,683
Previous Budget Amendments and CIP Carry-Forwards	15,673	-	15,673	-
2021 Amended Budget	64,656	800	55,773	9,683
BA#2 (Ordinance #, Proposed):	(56,471)	100,070	-	43,599
Transfers from operating to capital funds for capital carry forwards	-	15,670	-	15,670
True up 2021 beginning working capital to 2020 ending working capital	(56,471)	84,400	-	27,929
Revised 2021 Budget - Fund 466	8,185	100,870	55,773	53,282

Schedule A
Summary of 2021 Budget Adjustments by Fund
Budget Amendment #2 (Ordinance #6827)

	Beg. Fund Balance	2021 Revenues	2021 Expenditures	Ending Fund Balance
Insurance Fund (#501)				
2021 Adopted Budget	1,741,353	12,800	182,900	1,571,253
Previous Budget Amendments	-	-	30,000	(30,000)
2021 Amended Budget	1,741,353	12,800	212,900	1,541,253
BA#2 (Ordinance #, Proposed):	48,262	-	-	48,262
True up 2021 beginning working capital to 2020 ending working capital	48,262	-	-	48,262
Revised 2021 Budget - Fund 501	1,789,615	12,800	212,900	1,589,515
Workers' Comp Fund (#503)				
2021 Adopted Budget	2,382,027	1,139,400	876,800	2,644,627
Previous Budget Amendments	-	-	-	-
2021 Amended Budget	2,382,027	1,139,400	876,800	2,644,627
BA#2 (Ordinance #, Proposed):	58,098	-	-	58,098
True up 2021 beginning working capital to 2020 ending working capital	58,098	-	-	58,098
Revised 2021 Budget - Fund 503	2,440,125	1,139,400	876,800	2,702,725
Facilities Fund (#505)				
2021 Adopted Budget	986,936	3,713,100	4,076,191	623,845
Previous Budget Amendments	-	235,600	235,600	-
2021 Amended Budget	986,936	3,948,700	4,311,791	623,845
BA#2 (Ordinance #, Proposed):	147,089	-	-	147,089
True up 2021 beginning working capital to 2020 ending working capital	147,089	-	-	147,089
Revised 2021 Budget - Fund 505	1,134,025	3,948,700	4,311,791	770,934

Schedule A
Summary of 2021 Budget Adjustments by Fund
Budget Amendment #2 (Ordinance #6827)

	Beg. Fund Balance	2021 Revenues	2021 Expenditures	Ending Fund Balance
Innovation & Technology Fund (#518)				
2021 Adopted Budget	2,597,407	6,724,750	7,372,520	1,949,637
Previous Budget Amendments	141,000	-	141,000	-
2021 Amended Budget	2,738,407	6,724,750	7,513,520	1,949,637
BA#2 (Ordinance #, Proposed):	126,252	-	-	126,252
True up 2021 beginning working capital to 2020 ending working capital	126,252	-	-	126,252
Revised 2021 Budget - Fund 518	2,864,659	6,724,750	7,513,520	2,075,889
Equipment Rental Fund (#550)				
2021 Adopted Budget	2,384,056	2,306,800	3,138,077	1,552,779
Previous Budget Amendments	-	-	-	-
2021 Amended Budget	2,384,056	2,306,800	3,138,077	1,552,779
BA#2 (Ordinance #, Proposed):	238,514	-	11,400	227,114
New FTE in M&O Division – Administrative Specialist (1/2 year in 2021)	-	-	11,400	(11,400)
True up 2021 beginning working capital to 2020 ending working capital	238,514	-	-	238,514
Revised 2021 Budget - Fund 550	2,622,570	2,306,800	3,149,477	1,779,893
Equipment Rental Capital Fund (#560)				
2021 Adopted Budget	4,104,409	3,046,920	3,248,600	3,902,729
Previous Budget Amendments and CIP Carry-Forwards	1,311,290	117,100	1,690,890	(262,500)
2021 Amended Budget	5,415,699	3,164,020	4,939,490	3,640,229
BA#2 (Ordinance #, Proposed):	(935,088)	212,300	207,900	(930,688)
Reimburse Equipment Rental Fund for 2020 purchase of police vehicles	-	108,100	74,900	33,200
Replace Crisis Negotiations van (partly paid in)	-	104,200	133,000	(28,800)
True up 2021 beginning working capital to 2020 ending working capital	(935,088)	-	-	(935,088)
Revised 2021 Budget - Fund 560	4,480,611	3,376,320	5,147,390	2,709,541

Schedule A
Summary of 2021 Budget Adjustments by Fund
Budget Amendment #2 (Ordinance #6827)

	Beg. Fund Balance	2021 Revenues	2021 Expenditures	Ending Fund Balance
IT Capital Fund (#568)				
2021 Adopted Budget	545,314	579,700	489,200	635,814
Previous Budget Amendments and CIP Carry-Forwards	328,985	-	328,985	-
2021 Amended Budget	874,299	579,700	818,185	635,814
BA#2 (Ordinance #, Proposed):	(135,461)	-	-	(135,461)
True up 2021 beginning working capital to 2020 ending working capital	(135,461)	-	-	(135,461)
Revised 2021 Budget - Fund 568	738,838	579,700	818,185	500,353
Fire Pension Fund (#611)				
2021 Adopted Budget	2,033,441	103,500	210,204	1,926,737
Previous Budget Amendments	-	-	-	-
2021 Amended Budget	2,033,441	103,500	210,204	1,926,737
BA#2 (Ordinance #, Proposed):	55,039	-	-	55,039
True up 2021 beginning fund balance to 2020 ending fund balance	55,039	-	-	55,039
Revised 2021 Budget - Fund 611	2,088,480	103,500	210,204	1,981,776
SKHHP Fund (#654)				
2021 Adopted Budget	241,645	253,100	307,860	186,885
Previous Budget Amendments	-	-	-	-
2021 Amended Budget	241,645	253,100	307,860	186,885
BA#2 (Ordinance #6764, Proposed):	38,028	-	-	38,028
True up 2021 beginning fund balance to 2020 ending fund balance	38,028	-	-	38,028
Revised 2021 Budget - Fund 654	279,673	253,100	307,860	224,913
Cemetery Endowment Fund (#701)				
2021 Adopted Budget	1,983,146	63,620	-	2,046,766
Previous Budget Amendments and CIP Carry-Forwards	-	-	-	-
2021 Amended Budget	1,983,146	63,620	-	2,046,766
BA#2 (Ordinance #, Proposed):	39,116	-	-	39,116
True up 2021 beginning fund balance to 2020 ending fund balance	39,116	-	-	39,116
Revised 2021 Budget - Fund 701	2,022,262	63,620	-	2,085,882

Schedule A
Summary of 2021 Budget Adjustments by Fund
Budget Amendment #2 (Ordinance #6827)

	Beg. Fund Balance	2021 Revenues	2021 Expenditures	Ending Fund Balance
Grand Total - All Funds				
2021 Adopted Budget	**137,202,931**	**213,828,120**	**241,379,280**	**109,651,771**
Previous Budget Amendments	16,738,303	9,920,436	29,801,939	(3,143,200)
2021 Amended Budget	**153,941,234**	**223,748,556**	**271,181,219**	**106,508,571**
TOTAL BA#2 (Ordinance #, Proposed):	**21,762,672**	**12,881,100**	**14,241,250**	**20,402,522**
Revised 2021 Budget	**175,703,906**	**236,629,656**	**285,422,469**	**126,911,093**
		412,333,562		**412,333,562**

Schedule B
2021 Appropriations by Fund

Fund	2021 Adopted Budget	BA#1 (Ord #6815)	CIP Carry Forwards	BA#2 (Ord #6827)	Total Amendments	Revised Budget
General Fund (#001)	92,818,862	382,400	-	12,275,648	12,658,048	105,476,910
Arterial Street Fund (#102)	5,963,239	-	3,832,618	1,144,821	4,977,439	10,940,678
Local Street Fund (#103)	3,682,378	-	1,257,269	709,525	1,966,794	5,649,172
Hotel/Motel Tax Fund (#104)	364,386	-	-	90,521	90,521	454,907
Arterial Street Preservation Fund (#105)	4,400,354	-	4,220,291	2,272,649	6,492,940	10,893,294
Drug Forfeiture Fund (#117)	1,105,567	10,000	-	55,534	65,534	1,171,101
Housing & Comm Develop Fund (#119)	642,904	952,100	-	(579)	951,521	1,594,425
Recreation Trails Fund (#120)	87,125	-	-	2,287	2,287	89,412
BIA Fund (#121)	152,025	-	-	73,070	73,070	225,095
Cumulative Reserve Fund (#122)	6,484,315	-	-	4,239,029	4,239,029	10,723,344
Mitigation Fees Fund (#124)	13,638,122	-	1,101,257	895,203	1,996,460	15,634,582
1998 GO Library Bond Fund (#229)	-	-	-	-	-	-
City Hall Annex 2010 A&B Bond Fund (#230)	1,649,789	-	-	(1,649,789)	(1,649,789)	-
Local Revitalization 2010 C&D Bond Fund (#231)	607,663	-	-	(607,663)	(607,663)	-
2020 LTGO A&B Refunding Bonds Fund (#232)	-	-	-	2,312,078	2,312,078	2,312,078
SCORE Debt Service Fund (#238)	1,366,100	-	-	-	-	1,366,100
LID Guarantee Fund (#249)	1,679	-	-	7	7	1,686
LID 350 Fund (#275)	1,363	-	-	794	794	2,157
Golf/Cemetery 2016 Refunding Fund (#276)	371,000	-	-	-	-	371,000
Parks Construction Fund (#321)	3,915,796	100,000	137,009	(63,670)	173,339	4,089,135
Capital Improvements Fund (#328)	11,970,024	180,000	2,930,567	4,170,911	7,281,478	19,251,502
Local Revitalization Fund (#330)	245,000	-	111,086	34,000	145,086	390,086
Water Fund (#430)	36,237,817	-	-	6,540,539	6,540,539	42,778,356
Sewer Fund (#431)	17,508,711	-	-	878,126	878,126	18,386,837
Storm Drainage Fund (#432)	19,629,344	-	-	1,163,165	1,163,165	20,792,509
Sewer Metro Sub Fund (#433)	22,402,086	-	-	771,586	771,586	23,173,672
Solid Waste Fund (#434)	22,529,118	-	-	174,299	174,299	22,703,417
Airport Fund (#435)	6,096,477	-	-	193,185	193,185	6,289,662
Cemetery Fund (#436)	1,709,402	-	-	566,587	566,587	2,275,989
Water Capital Fund (#460)	12,502,849	1,600,000	4,342,319	(1,836,156)	4,106,163	16,609,012
Sewer Capital Fund (#461)	11,524,757	-	2,615,154	(395,750)	2,219,404	13,744,161
Storm Drainage Capital Fund (#462)	11,408,835	-	679,311	657,285	1,336,596	12,745,431
Airport Capital Fund (#465)	3,020,757	-	57,710	40,783	98,493	3,119,250
Cemetery Capital Fund (#466)	49,783	-	15,673	43,599	59,272	109,055
Insurance Fund (#501)	1,754,153	-	-	48,262	48,262	1,802,415
Workers' Comp Fund (#503)	3,521,427	-	-	58,098	58,098	3,579,525
Facilities Fund (#505)	4,700,036	235,600	-	147,089	382,689	5,082,725
Innovation & Technology Fund (#518)	9,322,157	141,000	-	126,252	267,252	9,589,409
Equipment Rental Fund (#550)	4,690,856	-	-	238,514	238,514	4,929,370
Equipment Rental Capital Fund (#560)	7,151,329	117,100	1,311,290	(722,788)	705,602	7,856,931
IT Capital Fund (#568)	1,125,014	-	328,985	(135,461)	193,524	1,318,538
Fire Pension Fund (#611)	2,136,941	-	-	55,039	55,039	2,191,980
SKHHP Fund (#654)	494,745	-	-	38,028	38,028	532,773
Cemetery Endowment Fund (#701)	2,046,766	-	-	39,116	39,116	2,085,882
Total	**351,031,051**	**3,718,200**	**22,940,539**	**34,643,772**	**61,302,511**	**412,333,562**

AGENDA BILL APPROVAL FORM

Agenda Subject:
Ordinance No. 6830 (O'Neil)(15 Minutes)

Date:
July 19, 2021

Department:
Police

Attachments:
Ordinance No. 6830

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

Administrative Recommendation:

For discussion only.

Background for Motion:

Background Summary:

The City of Auburn Police Department is interested in pursuing body cameras as part of its commitment to open, transparent, and professional policing. The process for procuring body cameras will be a competitive process, which will require Council to authorize budgetary authority in advance of entering into a contract.

RCW 10.109.020 strongly recommends that cities adopt an ordinance regarding police body cam use that includes a community involvement process for developing body cam use policies. In 2020, the APD created a Police Advisory Committee (PAC) to provide individuals with the ability to give input to the APD regarding concerns, issues and policies related to police community transparency and accountability. The PAC will be asked to periodically provide the APD with input into the development of operational policies governing the Department's body worn camera use.

Ordinance 6830 proposes to add a new section is added to Auburn City Code (ACC) Chapter 9.02 to authorize the use of body worn cameras and the development of body worn camera policies in consultation with the PAC.

Reviewed by Council Committees:

Councilmember: Jeyaraj **Staff:** O'Neil

Meeting Date: July 26, 2021 Item Number:

ORDINANCE NO. 6830

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, (1) ADDING A NEW SECTION TO THE AUBURN CITY CODE (ACC) THAT AUTHORIZES THE AUBURN POLICE DEPARTMENT TO USE BODY WORN CAMERAS AND PROVIDES A PROCESS FOR COMMUNITY INPUT INTO BODY WORN CAMERA POLICY DEVELOPMENT; AND (2) AUTHORIZING THE AUBURN POLICE DEPARTMENT TO ENGAGE IN A COMPETITIVE NEGOTIATION PROCESS TO PROCURE TO BODY WORN CAMERAS AND RELATED EQUIPMENT

WHEREAS, to enhance transparency and accountability, the Auburn Police Department (APD) seeks to expand its use of body worn cameras (body cams) by officers in the course of official duties;

WHEREAS, RCW 10.109.020 strongly recommends that cities adopt an ordinance regarding police body cam use that includes a community involvement process for developing body cam use policies;

WHEREAS, the APD is prepared to undertake a competitively negotiated process for the purchase of body cams and related audio/video recording equipment from qualified vendors;

WHEREAS, in 2020 the APD created a Police Advisory Committee (PAC) to provide individuals with the ability to give input to the APD regarding concerns, issues and policies related to police community transparency and accountability;

WHEREAS, the PAC may periodically provide the APD with input into the development of operational policies governing the Department's body worn camera use;

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

Section 1. New City Code section. A new section is added to Auburn City Code (ACC) Chapter 9.02 to read as follows:

ACC 9.02.130 Police Use of Body Worn Cameras

A. Authorization to use Body Worn Cameras. Officers employed with the Auburn Police Department are authorized to use body worn cameras consistent with the limitations of RCW 10.109.030 and with any department policies enacted pursuant to RCW 10.109.010.

B. Development of Body Worn Camera policies. Members of the Auburn Police Department's Police Advisory Committee may periodically provide the Chief of Police with input into the development of operational policies governing the Department's body worn camera use.

Section 2. Codification. Section 1 of this Ordinance shall be codified and included in the ACC. This section and the remaining sections of this Ordinance shall not be codified or added to the ACC.

Section 3. Competitive negotiation process for equipment purchases. The APD is authorized to engage in a competitive negotiation process to procure body cams, their associated software and services, and other related police equipment from a qualified vendor. Subject to any required budget process, APD is further authorized to contract with a qualified vendor chosen through that process.

Section 4. Implementation. The Mayor is authorized to implement those administrative procedures necessary to carry out the directives of this legislation.

Section 5. 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 6. 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: _____

AGENDA BILL APPROVAL FORM

Agenda Subject:
Resolution No. 5605 (Tate)(10 Minutes)

Date:
July 21, 2021

Department:
Community Development

Attachments:
Resolution No. 5605
Draft Interlocal Agreement

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

Administrative Recommendation:

For discussion only.

Background for Motion:

Background Summary:

Over the last two years several Pierce County elected officials that represent the county, cities and tribes have convened for the purposes of discussing the benefits of forming a coalition that can work towards advancing affordable housing objectives in Pierce County. The Mayor of Auburn has participated in these discussions and has advocated for a concept that allows municipal governments to pool resources and collectively work together on an affordable housing crisis that reaches all corners of Pierce County. The Mayor has provided several short briefings summarizing the progress of this effort during her verbal reports at City Council meetings. The most recent briefing was introduction of the draft Interlocal Agreement during Study Session on April 26, 2021.

After two years of collaboration a draft Intergovernmental Agreement (IGA) has been prepared and distributed for review and comment. The draft IGA that was presented on April 26th was accompanied by a transmittal letter dated March 26, 2021 that was signed by Pierce County elected officials, the Puyallup Tribe, and the Mayors of Lakewood, Auburn, Puyallup, Gig Harbor, Orting, Fife and Tacoma.

The IGA is similar to the Interlocal Agreement (ILA) that the City of Auburn entered into when the South King Housing and Homeless Partners (SKHHP) was formed (An IGA and ILA are synonymous – an ILA is the preferred term for King County and an IGA is the preferred term for Pierce County). SSHAP has a very similar function, purpose, and organization as SKHHP.

Similar to the SKHHP ILA, the SSHAP IGA declares that all participants have voting rights, that all participants share a common objective but are able to pursue different approaches and methods within their municipality, and that each participant would contribute a relatively modest annual fee to help cover the costs of this work. Also similar to SKHHP, a future resolution will be prepared and presented for City Council consideration in June which would

authorize the Mayor to sign the IGA.

What would the IGA do if enacted?

1. Establish a common set of housing goals across Pierce County.
2. Establish one municipality as the Administering Agency for SSHAP.
3. Create an Executive Board made up of elected officials representing each participating municipality.
4. Create an Advisory Board that will help guide SSHAP initiatives and programs.
5. Establish a mechanism for funding housing initiatives and programs, including capital expenditures to acquire housing.
6. Create a staff position (or positions) that will support the efforts of SSHAP.
7. Establish rules, procedures, voting methods and other operational details defining how SSHAP will function.

If adopted, the annual budget commitment would range between $2,000 to $5,434 depending upon the number of municipalities that sign on to the ILA and range of budget options that are selected under the draft ILA.

Reviewed by Council Committees:

Councilmember: Mulenga **Staff:** Tate

Meeting Date: July 26, 2021 Item Number:

RESOLUTION NO. 5605

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, AUTHORIZING THE MAYOR TO EXECUTE AN INTERLOCAL AGREEMENT BETWEEN PIERCE COUNTY, THE PUYALLUP INDIAN TRIBE AND SEVERAL PIERCE COUNTY CITIES FOR THE CREATION AND OPERATION OF SOUTH SOUND HOUSING AFFORDABILITY PARTNERS (SSHAP)

WHEREAS, the cities of cities within Pierce County, the Puyallup Indian Tribe and Pierce County share a common interest in addressing homelessness; and

WHEREAS, the parties wish to enter into an Interlocal Agreement for the creation and operation of South Sound Housing Affordability Partners (SSHAP); and

WHEREAS, SSHAP will formulate affordable housing policies and programs specific to Pierce County, complimenting current efforts by public and private organizations to address housing needs locally; and

WHEREAS, the most efficient and expeditious way for the parties to address affordable housing needs is through cooperative action and the pooling of public and private resources.

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

Section 1. The Mayor is authorized to execute an Interlocal Agreement between Pierce County, the Puyallup Tribe and other Pierce County cities for the creation and operation of South Sound Housing Affordability Partners, which agreement will be in substantial conformity with the agreement attached as Exhibit A.

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

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

Dated and Signed: _____

CITY OF AUBURN

_____
NANCY BACKUS, MAYOR

ATTEST:

_____
Shawn Campbell, MMC, City Clerk

APPROVED AS TO FORM:

_____
Kendra Comeau, City Attorney

Intergovernmental Agreement for SSHA^{3}P
South Sound Housing Affordability Partners

(Effective Date: Date of Execution)

This Intergovernmental Agreement ("Agreement") is entered into by and between the Cities of ??, Pierce County (each municipal corporations and political subdivisions of the State of Washington), and the Puyallup Tribe of Indians, a federally-recognized Indian tribe (the Tribe) Individually each member of SSHA^{3}P is a "Party" and collectively, the "Parties". This Agreement relates to the creation and operation of a joint undertaking among the Parties hereto to be known as the South Sound Housing Affordability Partners ("SSHA^{3}P"). This Agreement is made pursuant to the Interlocal Cooperation Act, chapter 39.34 RCW, and has been authorized by the legislative body of each government.

WHEREAS, the recent increases in the cost to purchase or rent housing in Pierce County has resulted in more than one-third of all households in the county considered cost-burdened, paying more than 30% of their income for housing costs; and

WHEREAS, in the past decade increases in Pierce County median home sales prices (108%) and rental rates (78%) have dramatically outpaced the increases in median household incomes (10%); and

WHEREAS, the recent global pandemic has placed new pressures on the housing market, with the economic downturn resulting in many households unable to afford rent or mortgage payments, anticipated increases in the number of evictions and foreclosures (including among those small rental property owners who have not been receiving rental payments), and at the same time increased demand for purchasing homes due to historically low interest rates and the large increase in the number of those now working remotely; and

WHEREAS, the Parties have a common goal to ensure the availability of housing that meets the needs of residents and workers at all income levels in Pierce County, including but not limited to families, veterans, and seniors; and

WHEREAS, the Parties share a common goal to eliminate housing inequities for all races, ethnicities and other vulnerable or marginalized communities and geographic locations in Pierce County; and

WHEREAS, the Parties wish to provide a sound base of housing policies and programs in Pierce County and to complement the efforts of local governments and existing public and private organizations to address housing needs in Pierce County; and

WHEREAS, the Parties wish to act cooperatively to formulate policies that create access to affordable/attainable housing policies and strategies that address housing stability by helping homeowners and renters stay in their homes, ensure an ample housing supply that remains affordable for all income levels, provide incentives for affordable/attainable housing for lower and middle income households, foster efforts to preserve and provide access to affordable/attainable housing by combining public funding with private-sector resources, and support implementation of the goals of the Washington State (the "State") Growth Management Act, related countywide planning policies, and other local policies and programs relating to providing access to affordable and attainable housing, and to do so efficiently and expeditiously; and

WHEREAS, the Parties have determined that the most efficient and effective way for the Parties to address access to affordable and attainable housing needs in Pierce County is through cooperative action and pooling their resources to create a larger scale of activities than any one Party could accomplish on their own, achieve economies of scale, and leverage other public and private resources; and

WHEREAS, the intent of this cooperative undertaking is not to duplicate efforts of non-profit corporations and other entities already providing affordable/attainable-housing-related services; and

WHEREAS, a cooperative work plan with a primary focus on the production and preservation of affordable/attainable housing, is needed because the lack of access to affordable/attainable housing is one of the key contributors to homelessness;

WHEREAS, the Parties are each empowered to promote the public health, safety, and welfare, pursuant to RCW 36.32.120(7), RCW 35.22.195, and RCW 35A.11.020; and

WHEREAS, the parties are authorized by Revised Code of Washington 39.34 to enter into agreements for the joint exercise of governmental powers.

NOW, THEREFORE, the Parties agree to the above Recitals and the following terms and conditions:

1. DEFINITIONS. The following terms used in this Agreement are defined as follows:

a. *Administering Agency* – One or more of the Parties that will provide administrative support services on behalf of SSHA^{3}P. The role of the Administering Agency will be to serve as the fiscal agent for SSHA^{3}P, in accordance with the requirements of chapter 39.34 RCW, and provide space and administrative support for the SSHA^{3}P staff. These roles could be provided by one Party or the roles could be split and provided by two Parties.

b. *Advisory Board* – A board consisting of 15 to 20 community members and/or key stakeholders appointed by the Executive Board to provide advice and recommendations to the Executive Board on policy needs related to housing stability, program design and development, land and/or funding resource allocation for enhancing access to affordable/attainable housing projects, and other immediate affordable/attainable housing needs, and to provide public education and community outreach support.

c. *Area of Activity* – The area in Pierce County where SSHA^{3}P is expected to conduct its work, and where future expansion of SSHA^{3}P membership could occur, as further described in Exhibit A.

d. *Direct Service Housing* – Direct service housing programs may include but are not limited to relocation assistance programs, rent voucher and/or deposit loan programs.

e. Executive Board – The governing board for SSHA3P comprised of members as provided herein, which will act on behalf of all Parties and as may be in the best interest of SSHA3P in order to carry out the purposes of this Agreement.

f. *SSHA^{3}P Fund* – A fiduciary fund established by the Administering Agency, as authorized by RCW 39.34.030, to be known as the "Operating Fund of the SSHA^{3}P Executive Board". Within the SSHA^{3}P Fund may be established various subfunds and/or subaccounts including but not limited to a "SSHA^{3}P Operating Account" and a "Housing Capital Funds Account".

i. *SSHA^{3}P Operating Account* – A subaccount or subfund created by the Administering Agency for the receipt of contributions from the Parties and other private or public

entities, for the purpose of paying for the operations of and supporting the SSHA^{3}P annual budget.

ii. *Housing Capital Funds Account* – A subaccount or subfund established by the Administering Agency within the SSHA^{3}P Fund for the purpose of administering the voluntary contributions of Parties, or other public or private entities, to affordable/attainable housing projects and programs, to be known as the SSHA^{3}P Housing Capital Funds Account. The amounts in the Housing Capital Funds Account will be held and disbursed by the Administering Agency.

iii. *Individual Account(s)* – One or more subaccounts or subfunds established within the Housing Capital Funds Account for each Party to this Agreement that chooses to contribute to the Housing Capital Funds Account. Contributions to an Individual Account from a Party may be released only upon, and in accordance with, the written direction of that Party.

g. *SSHA^{3}P Executive Manager* – The managing lead staff for SSHA^{3}Pwill be responsible for carrying out the SSHA^{3}P annual work plan, as developed by the Executive Board, and other terms of this Agreement. The Executive Manager will be an employee of the Administering Agency subject to the human resource rules and requirements of that agency.

h. *SSHA^{3}P Staff* – The full-time and part-time staff hired or assigned by the Administering Agency with the responsibility for carrying out the SSHA^{3}P work plan, under the direction of the SSHA^{3}P Executive Manager.

2. PURPOSE. All Parties to this Agreement have responsibility for local, regional and tribal planning for the provision of housing affordable to residents that work and/or live in Pierce County. The Parties agree to act cooperatively to formulate housing policies that address access to affordable/attainable housing, housing stability and to foster efforts to preserve and create affordable/attainable housing by combining public funding or other resources with private-sector resources. In order to accomplish the purposes of this Agreement, the Parties agree to create a joint, voluntary and cooperative undertaking responsible for administering the activities described herein. The cooperative undertaking among the Parties will be called the South Sound Housing Affordability Partners ("SSHA^{3}P"). The Parties further intend that this Agreement serve as a framework for all participating municipalities within the broader SSHA^{3}P Area of Activity to do the aforementioned work. It is the intent of the

Parties to create a collaboration that involves members representing broad geographic diversity across the county, governments of different sizes, and regional perspectives about affordable, attainable and accessible housing needs and solutions. The Parties encourage other cities and tribes and other public and private entities in Pierce County within the SSHA^{3}P Area of Activity to join the Parties in this endeavor.

3. STRUCTURE; CREATION OF JOINT BOARD. By executing this Agreement, the Parties hereto create a joint board pursuant to RCW 39.34.030(4) to govern SSHA^{3}P. The joint board created by this Agreement will be called the "Executive Board" and will be composed of members as provided for in Section 5.a of this Agreement. The Joint Board created in this Agreement is not a separate legal or administrative entity within the meaning of RCW 39.34.030(3). The Executive Board will act on behalf of all Parties and as may be in the best interest of SSHA^{3}P in order to carry out the purposes of this Agreement. The Executive Board is not authorized to own assets or have employees.

4. RESPONSIBILITIES AND AUTHORITY. In order to carry out the purposes of SSHA^{3}P and this Agreement, the Executive Board will have the responsibility and authority to:

a. Create and implement an annual work plan approved by the Executive Board to guide the work of SSHA^{3}P Staff. The work plan will include activities that may benefit multiple participating jurisdictions or individual jurisdictions. The work plan activities will be consistent with the purpose described in this Agreement. The Executive Board will determine how it will track, monitor and report on progress on the work plan and the timeliness of deliverables. For purposes of accountability and transparency, this will include methods for timely reporting to members and to the public.

b. Make decisions regarding the allocation of public and private funding deposited into the SSHA^{3}P Housing Capital Funds Account for the purpose of enhancing access to affordable/attainable housing.

c. Recommend to the Administering Agency to enter into agreements with third parties for the use and application of public and private funds contributed by individual Parties to the SSHA^{3}P Fund, including the Housing Capital Funds Account established in Section 14, under terms and conditions as may be agreed by the individual contributing Parties, as further described in Section 14. At least annually, report to the Parties on the geographic

distribution of all housing capital funds as recommended by the SSHA^{3}P Executive Board.

d. Guide the SSHA^{3}P Staff in the performance of the following duties:

i. Provide recommendations to the Parties regarding local and regional policies to improve access to affordable/attainable housing. SSHA^{3}P Staff may assist the Parties in developing strategies and programs to achieve State Growth Management Act housing goals, growth targets, local Comprehensive Plan Housing Element goals, and local housing strategy plans, as appropriate.

ii. SSHA^{3}P Staff may provide technical assistance as requested to any Party considering adoption of land use incentives or requirements, or programs to enhance access to affordable/ attainable housing. SSHA^{3}P Staff may research model programs, develop draft legislation, prepare briefing materials and make presentations to planning commissions and councils on request by a Party. SSHA^{3}P Staff may assist Parties in developing strategies and programs to implement county-wide affordable/attainable housing policies to meet State Growth Management Act objectives, growth targets, local Comprehensive Plan Housing Element goals, and local housing strategy plans for an equitable and rational distribution of low- and moderate-income housing.

iii. Facilitate cooperation between the private and public sector with regard to the provision of and access to affordable/attainable housing. SSHA^{3}P Staff may communicate directly with private developers, financial institutions, non-profit corporations and other public entities to assist in the implementation of affordable/attainable housing projects. SSHA^{3}P Staff may work directly with any Party to provide technical assistance with regard to the public funding of affordable/attainable housing projects and the implementation of affordable/attainable housing regulatory agreements for private developments.

iv. SSHA^{3}P Staff may also identify public and private sites that are available for affordable/attainable housing and develop housing alternatives for such sites.

v. After the Housing Capital Fund is created, develop standard regulatory agreements acceptable to private and public financial institutions to facilitate the availability of funding for private and public projects containing affordable/ attainable housing, and other documents and procedures as appropriate.

vi. Provide other technical advice to any Party upon request and, as staff capacity allows, enter into agreements to provide technical assistance to other public entities on a reimbursable basis.

vii. Provide support and educational activities and to monitor legislative and regulatory activities and proposed policy changes related to enhancing access to affordable/ attainable housing at the county, state and federal levels. Ensure that the Parties to this Agreement have a strong Pierce County voice in federal, state and regional decision making regarding affordable/attainable housing programs, policy and funding. All lobbying activities will comply with state laws and regulations.

viii. After the Housing Capital Fund is created, develop and carry out procedures for monitoring of affordable/attainable units and to administer direct service housing programs on behalf of any Party.

ix. Work directly with other public and private entities for the development of affordable/ attainable housing policies and encourage the provision and preservation of affordable/ attainable housing.

x. Work with the Advisory Board appointed under this Agreement and Pierce County agencies and organizations working on regional housing stability and access to affordable and attainable housing, identify trends and promising practices, and mobilize those agencies and organizations to

support Pierce County positions in regional, state and federal decision-making forums.

xi. Support public and private fundraising efforts of public and private entities (including non-profit corporations) to raise funds to carry out the purposes of this Agreement. Enter into agreements with those entities for the use of such funds in order to carry out the purposes of this Agreement.

xii. As recommended by the Executive Board, accept public and private funding, receive and invest those funds in accordance with State and Federal law, and take other appropriate and necessary action to carry out the purposes of this Agreement.

5. EXECUTIVE BOARD.

a. Membership. SSHA^{3}P will be governed by an Executive Board composed of individuals who represent the perspectives of their governments.

- For cities/towns: Members will either be Mayors or, as designated by the Mayor, Council members or a City Manager/Administrator.
- For tribes: Members will be the Tribal Council Chair or a member of the Tribal Council as designated by the Chair.
- For the county: Members will be the County Executive, and the County Council Chair (or their designee).

Each Party will have one vote on the Executive Board. For purposes of voting, the County shall be considered an individual Party and entitled to one vote. The vote will be split equally between the County's two Executive Board members.

Municipalities, local governments, tribes and public agencies within the Area of Activity may become Parties to this Agreement with representation on the Executive Board described in this Section 5, upon satisfaction of the requirements of Section 20.

The Executive Board will administer this cooperative undertaking under the terms of this Agreement and under any procedures adopted by the Executive Board.

b. Officers. The Chair and Vice Chair of the Executive Board will be elected by the members of the Board from the Board membership. The Chair, or in their absence the Vice Chair, will preside over all meetings of the Executive Board; and will, in the

absence of an Executive Manager provided for in Section 6 of this Agreement, process issues, organize meetings and provide for administrative support as required by the Executive Board. The Chair will serve a one-year term, but may be reelected by the Executive Board for one additional term.

c. Alternate Member. Each member of the Executive Board may designate one alternate member who will serve in the place of the member on the Executive Board during the member's absence from a meeting. Notice of the designation will be provided to the Chair of the Executive Board. An alternate member may only vote on behalf of the Party if the Chair has received written notice of the alternate's appointment. It is not intended that alternates will serve on the Board in an ongoing capacity.

d. Powers. It is intended that the Executive Board will serve as a decision-making body for SSHA^{3}P. The Executive Board will have the power to:

i. develop and recommend an annual budget and annual work plan for SSHA^{3}P and oversee the management of the SSHA^{3}P Fund;

ii. adopt procedures for the administration of SSHA^{3}P (including securing any necessary legal counsel as needed) and for the conduct of meetings;

iii. make recommendations to the Parties concerning planning, policy, programs and the funding of projects to enhance access to affordable/attainable housing;

iv. establish policies for the expenditure of SSHA^{3}P budgeted items;

v. work with the designated Administering Agency (see Section 6) to carry out the terms of this Agreement;

vi. work with the Administering Agency to establish a special fund within the Administering Agency as authorized by RCW 39.34.030, to be known as the "Operating Fund of the SSHA^{3}P Executive Board" ("SSHA^{3}P Fund") within which Fund may be established various accounts and subaccounts including but not limited to a "SSHA^{3}P Operating Account"(into which will be deposited funding for the SSHA^{3}P operating budget) and a "Housing Capital Funds Account";

vii. hold regular meetings on those dates and at those places as the Executive Board may designate;

viii. recommend that the Administering Agency enter into contracts and agreements for the provision of personnel and other necessary services to SSHA^{3}P,

including accounting and legal services and the purchase of insurance, and advise the Administering Agency to execute such other contracts, agreements or other legal documents necessary with public and private entities for SSHA^{3}P to carry out its purposes;

ix. work with the Administering Agency to: establish the responsibilities for the SSHA^{3}P Executive Manager, conduct the hiring process and performance review for that position and direct and oversee the activities of the SSHA^{3}P Executive Manager;

x. create a recruitment process and appoint members of the Advisory Board;

xi. assist with incorporating and/or work with a non-profit corporation to accept grants, donations and other funds on behalf of SSHA^{3}P and recommend the Administering Agency to enter into contracts or other agreements with such agency for the use of those funds to carry out the purposes of this Agreement; and

xii. take whatever other action is necessary to carry out the purposes of this Agreement.

6. ADMINISTRATION AND OVERSIGHT. The Executive Board will have final decision-making authority on behalf of SSHA^{3}P over all legislative priorities and administrative matters within the scope of this Agreement. The Executive Board may delegate responsibility for general oversight of the operations of SSHA^{3}P to an Executive Manager. The SSHA^{3}P Executive Manager will submit quarterly budget performance and progress reports on the status of the work program elements to the Executive Board and annually to the legislative body of each Party. The reports and their contents will be in a form acceptable to the Executive Board.

The Executive Board will, by two-thirds supermajority vote, designate one or more of the Parties to serve as the Administering Agency, which will provide administrative support services on behalf of SSHA^{3}P. To change the Administering Agency, the Executive Board will, by two-thirds supermajority vote, designate one or more of the Parties to serve as the Administering Agency. Each Party that serves in the capacity of Administering Agency hereby agrees to comply with the terms of this Agreement applicable to the Administering Agency in order to permit SSHA^{3}P to carry out its purposes. SSHA^{3}P will be staffed with personnel funded by the Parties and/or independent contractors contracting with the Administering Agency on behalf of SSHA^{3}P.

Any Party providing personnel to SSHA^{3}P will remain solely responsible for the continued payment of all compensation and benefits to those personnel as well as for any worker's compensation claims. All Parties will cooperate fully in assisting SSHA^{3}P to provide the services authorized in this Agreement.

7. MEETINGS OF EXECUTIVE BOARD.

a. Frequency. The Executive Board will meet as often as it deems necessary, but not less often than quarterly. Executive Board meetings will comply with the requirements of the State Open Public Meetings Act (OPMA).

b. Quorum. A quorum at any meeting of the Executive Board will consist of the Board members (or alternates) who represent a simple majority of the Board's membership.

c. Action. No action may be taken except at a meeting where a quorum exists. Action by the Executive Board requires an affirmative vote by a majority of the Board members present at a meeting, provided however, that a supermajority (two-thirds of all Board members) will be required to change the Administering Agency, or to modify the proposed contribution methodology for dues and assessments (see Section 15). Official action by the Executive Board may be conducted by motion, resolution, declaration, or such means as determined to be necessary by the Executive Board in their procedures for conducting meetings (referred to in 5.d above), provided however, changing the Administering Agency or Agencies shall be completed by resolution. All official action of the Executive Board shall be recorded in its official minutes. Each Executive Board member, or his or her alternate, will have one vote on any proposed action; except that shared member voting shall be in accordance with the Executive Board's approval under Section 5 (a). Proxy voting will not be allowed. To the extent applicable to meetings of the Executive Board, the Executive Board will comply with applicable requirements of the Washington State Open Public Meetings Act (chapter 42.30 RCW).

8. ADVISORY BOARD.

a. Purpose and Role. The Executive Board will create an Advisory Board to provide advice and recommendations on the work of SSHA^{3}P. Specific objectives shall be to advise the Executive Board regarding: assessment of affordable/attainable housing needs for different populations in Pierce County; the development of policies and/or funding resources to meet those needs; the priorities for allocation of future SSHA^{3}P capital resources to

create or preserve access to affordable/attainable housing; input on program design and development related to housing affordability and stability; suggested approaches to federal, state and regional legislative advocacy; and providing support for public education and community outreach activities. The Advisory Board will be created before the end of the first year of SSHA^{3}P operations (with the start of the year defined as the hiring of the SSHA^{3}P Executive Manager).

b. Membership. The Advisory Board will consist of not more than twenty (20) and not less than fifteen (15) community members and/or key stakeholders. The Executive Board will appoint members to the Advisory Board. Appointed members must have knowledge and understanding of affordable/attainable housing and be committed to the furtherance of improving access to affordable/attainable housing for all in Pierce County. Membership should reflect a geographic diversity of Pierce County cities, towns, tribes and unincorporated areas. Membership will reflect one-third consumers of affordable/attainable housing (rental and ownership housing), one-third developers, designers, planners, managers of affordable/attainable housing, and one-third advocates and advisors who work on land use and housing issues.

c. Terms. Appointments will be for a three-year term. When the Advisory Board is created, the initial terms of members shall be staggered as follows:

- One-third shall be appointed for a one-year term
- One-third shall be appointed for a two-year term
- One-third shall be appointed for a three-year term

The membership categories of the Advisory Board, described in section 8.b above, will be evenly distributed across the three initial terms.

d. Recruitment and Termination. The Executive Board will adopt procedures for the recruiting, convening and administration of the Advisory Board. A member may be removed from the Advisory Board by the Executive Board with or without cause on a majority vote of membership of the Executive Board.

e. Officers. When the Advisory Board has been duly created, the members shall elect a Chair and Vice Chair, who will be responsible for working with the SSHA^{3}P Executive Manager to set agendas and facilitate meetings.

f. Conflict of Interest. Members of the Advisory Board shall comply with Ch. 42.23 RCW, the Code of Ethics for Municipal Officers. It is the responsibility of each Board Member to declare

potential conflicts of interest. The Chair shall be responsible for mediating differences of opinion on these matters as they may arise.

9. MEETINGS OF ADVISORY BOARD.

a. Frequency. The Advisory Board will meet as often as it deems necessary, but not less often than quarterly.

b. Quorum. A quorum at any meeting of the Advisory Board will consist of the Board members who represent a simple majority of the Board's membership. Advisory Board members may participate in any meeting by phone and/or video conferencing for all purposes, including but not limited to voting and establishing a quorum.

c. Action. No action may be taken except at a meeting where a quorum exists. Action by the Advisory Board requires an affirmative vote by a majority of those members attending a Board meeting where a quorum exists. Official action by the Advisory Board may be conducted by motion, resolution, declaration, or other means as determined to be necessary by the Advisory Board. Proxy voting is not allowed. To the extent applicable to meetings of the Advisory Board, the Advisory Board will comply with applicable requirements of the Washington State Open Public Meetings Act (chapter 42.30 RCW).

10. AGREEMENT DURATION. This Agreement will be in full force and effect for a period commencing as provided in Section 34, and ending December 31, 2023. This Agreement will automatically renew for successive two-year terms, unless sooner terminated under the provisions of this Agreement.

11. TERMINATION OF AGREEMENT. This Agreement may be terminated at any time by affirmative vote of a majority of the legislative bodies of the Parties to this Agreement. Parties may consider multiple factors/reasons for termination, including but not limited to the timeliness of work plan deliverables and the sufficiency of dues to support the work plan and SSHA^{3}P staff.

Upon termination of this Agreement, all property acquired during the life of the Agreement will be disposed of in the following manner:

a. all property contributed without charge by any Party will revert to the contributing Party;

b. all property purchased on behalf of SSHA^{3}P after the effective date of this Agreement will be distributed to the Parties based on each Party's pro rata contribution to the overall budget at the time the property was purchased;

c. except as provided in Subsection d. below, all unexpended or reserve funds will be distributed to the Parties based on each Party's pro rata contribution to the overall budget in effect at the time the Agreement is terminated;

d. all uncommitted monies in the Housing Capital Funds Account will be distributed to the Parties by remitting the total uncommitted amounts remaining in each Party's Individual Account (as described in Section 14) to that Party; and

e. each Party that has funded a project through the Housing Capital Funds Account will be substituted for the Administering Agency with regard to all project financing documents, and the Administering Agency will be released from further obligations with respect thereto.

12. WITHDRAWAL. If a Party wishes to withdraw from participation in this Agreement, it may do so after the initial term if its Legislative Body first gives six months advance written notice to the Executive Board of its intention to withdraw, which notice will be due on or before June 30, 2023. If notice of an intent to withdraw is timely received, withdrawal will be effective as of 11:59 p.m. on December 31, 2023. The initial members of SSHA^{3}P agree they will participate for at least through the first full term of the collaboration.

After December 31, 2023, an opportunity is provided once per year for a Party to withdraw from this Agreement. Under this provision, advance written notice must be provided from the Legislative Body of any Party to this agreement to the Executive Board on or before June 30, of its intention to withdraw from participation in the Agreement, effective as of 11:59 p.m. on December 31st of that current year.

Any Party withdrawing from this Agreement will remain legally and financially responsible for any obligation incurred by the Party pursuant to the terms of this Agreement, including but not limited to any project financing documents executed by the Administering Agency on behalf of that Party, during the time the withdrawing Party was a member of SSHA^{3}P. A notice of withdrawal may be revoked by the Party that submitted the notice only by approval of a majority of the Executive Board to accept the revocation. Any

Party that provides written notice of its intent to withdraw may continue to vote on all matters before the Executive Board prior to the effective date of its withdrawal, except the budget and work plan for the following year.

13. BUDGET. The fiscal year for SSHA^{3}P will be January 1 to December 31 of any year. The first year budget and anticipated second year budget for SSHA^{3}P are attached to this Agreement as Exhibit B and incorporated herein by this reference. Approval of this Agreement by the legislative body of each Party includes approval of the SSHA^{3}P budgets through the first full term of the agreement. For subsequent years, on or before July 1st of each year, a recommended operating budget for SSHA^{3}P for the following budget year will be prepared, reviewed and recommended by the Executive Board and transmitted to each Party. The recommended operating budget will contain an itemization of all categories of budgeted expenses and will contain an itemization of the amount of each Party's contribution, including in-kind services, toward that budget. Contributions to the SSHA^{3}P annual budget may also come from other public or private entities. The Executive Board will approve acceptance of those contributions.

a. No recommended budget will become effective until approved by the legislative body of each Party and adopted by the Executive Board, except for SSHA^{3}P's first full term (2021, 2022 and 2023). Once the legislative body of each Party has approved its contribution to SSHA^{3}P, either separately or through its budget process, and the SSHA^{3}P budget has been adopted by the Executive Board, each Party will be obligated to make whatever contribution(s) is budgeted for that Party. If a Party does not approve the budget in a timely manner, the Executive Board may adopt the annual budget and work plan with a two-thirds majority vote.

b. Each Party's contribution(s) will be transmitted to SSHA^{3}P on an annual basis no later than the end of the first quarter of each calendar year, unless otherwise provided in the budget document. The Administering Agency will submit invoices to each Party for their annual dues payments. Each Party will specify the amount of its contribution to be deposited by the Administering Agency into the SSHA^{3}P Operating Account, as well as the amount, *if any*, to be deposited into the Party's Individual Account within the SSHA^{3}P Housing Capital Funds Account established by Section 14.

c. If any Party is delinquent by more than three months in the payment of its approved operating budget contribution to

the SSHA^{3}P Operating Account, that Party will not be entitled to vote on matters before the Executive Board until the delinquency has been paid. A Party's decision not to contribute funds to its Individual Account, or its delinquency in funding the same will not affect that Party's voting rights on the Executive Board.

14. HOUSING CAPITAL FUNDS ACCOUNT ESTABLISHED; PROCEDURES FOR ADMINISTERING HOUSING CAPITAL FUNDS ACCOUNT CONTRIBUTIONS. If authorized by resolution of the Executive Board, the Administering Agency may establish and maintain a subaccount or subfund within the SSHA^{3}P Fund for the purpose of administering the contributions of Parties, or other public or private entities, to affordable/attainable housing projects and programs, to be known as the SSHA^{3}P Housing Capital Funds Account. The amounts in the Housing Capital Funds Account will be held and disbursed by the Administering Agency as described in this Agreement.

a. Within the Housing Capital Funds Account, a sub-account or subfund will be established for each Party to this Agreement that chooses to contribute to the Housing Capital Funds Account. Such sub-accounts are collectively referred to as the "Individual Accounts." The Executive Board will work with the Administering Agency to create policies and procedures for the release of those funds.

b. A subaccount may be established within each Individual Account for each project or program funded in whole or part by a Party from its Individual Account. Such sub-accounts are referred to as "Project Accounts." The intent is to create a structure that enables each Party to easily track the use of their contributed funds.

c. The Administering Agency will maintain records sufficient to separately track the deposits, withdrawals and interest earnings, within each Individual Account and each Project Account, and will provide quarterly reports to all Parties as to the status of funds in each Individual Account and Project Account. The Administering Agency's responsibilities under this Section may be delegated to the SSHA^{3}P Executive Manager to the extent consistent with applicable law and as the Administering Agency and Executive Board may agree.

d. Funds transmitted to SSHA^{3}P for deposit in the Housing Capital Funds Account will be held by the Administering Agency on behalf of SSHA^{3}P until directed for application by the contributing Party (as described in 14.a. above). Uncommitted funds in an Individual Account will be remitted to the contributing

Party within 45 days of receipt of written request from the Party signed by its chief executive officer, or upon the Party's withdrawal from SSHA^{3}P in accordance with the terms of Section 12, or on the dissolution of SSHA^{3}P per Section 11.

e. Funds held by the Administering Agency on behalf of SSHA^{3}P will be subject to laws applicable to public funds, including but not limited to limitations on investments for public funds as provided in State law and the State constitutional limitations on the gifting of public funds. Investment earnings will be credited to each Individual Account and Subaccount on a pro rata basis.

f. The Executive Board will develop standard forms of approvals and agreements to be used in the application of funds contributed to the Housing Capital Funds Account (collectively referred to as "project financing documents"), consistent with the following goals and procedures:

i. The SSHA^{3}P Executive Board will authorize the application of specified amounts of Individual Account monies to projects or programs consistent with the purpose of the SSHA^{3}P Capital Fund, and will authorize and recommend the SSHA^{3}P Executive Manager, and the Administering Agency to take such actions as necessary to accomplish this. At least two weeks prior to the Executive Board action they will notify the individual parties whose funds will be used for such projects or programs of the various terms to accompany their authorizations, and will at a minimum include terms related to:
   1. amount of funds allocated;
   2. project description, including minimum affordability requirements, if any;
   3. nature of the funding commitment (loan, grant, or other);
   4. in the event the funding commitment is provided as a loan, the general repayment terms including but not limited to the term of the loan and applicable, interest rate(s); and
   5. a general description of the security interests, if any, to be recorded in favor of the Party.

ii. For each individual housing project or program to be funded through the Housing Capital Funds Account, the developer, owner or administrator of such project or program (generally referred to as

the "developer"), will enter into the necessary set of agreements (project financing documents) with the Administering Agency. The project financing documents will specify that the Administering Agency is acting as administering agency on behalf of each Party that is providing Housing Capital Funds Account funding to the project or program pursuant to this Agreement and RCW 39.34.030(4), and will identify each participating funding Party. The project financing documents will be consistent with general forms of agreement approved by the Executive Board and the terms and conditions approved by the legislative bodies of the funding Parties. To the extent permitted by law, the project financing agreements will incorporate all terms and conditions relative to the use and (if applicable) repayment of such funds, and provide for transfer of the Housing Capital Funds Account monies from the funding Parties to the developer.

iii. Funding contributions to, and repayments (if any) from, specific projects and programs will be recorded by the Administering Agency, including recording of monies deposited and withdrawn from each Party's Individual Account and Project Accounts. Repayments (if any) under any project financing agreement will be applied *pro rata* to the funding Parties' Individual Accounts based on the ratio of funding contributed to the project by each Party, unless the funding Parties otherwise agree.

iv. Unless the Parties funding a project or program through the Housing Capital Funds Account otherwise agree, a default, termination or other action against a developer or other third party may be declared only after securing approval in writing of the chief executive officers of funding Parties which together have contributed not less than 51% of the total SSHA^{3}P member funding to the project. The Administering Agency will provide reasonable notice and information regarding the status of projects as necessary to each funding Party's chief executive officer to allow them to make a timely decision in this regard. Funding Parties not consenting to such default, termination or other action will be bound by the decision of the majority. All funding Parties will be obligated on

a pro rata basis (based on their contributions to the project) to pay to the Administering Agency its reasonable costs and expenses incurred as a result of declaring a default, terminating an agreement or taking other action against a developer or other third party. Any funds recovered through such enforcement proceedings will be allocated to the funding Parties Individual Accounts pro rata based on their respective funding contributions to a project.

v. The Executive Board may from time to time authorize the Administering Agency to administer housing project agreements entered into before the effective date of this Agreement, upon terms consistent with this Agreement and subject to the consent of the Administering Agency and the Parties to such agreements.

15. DUES, ASSESSMENTS AND BUDGET AMENDMENTS. Contributions to the SSHA^{3}P Operating fund will be based on groupings of like-sized cities (based on population), or whatever contribution methodology is approved by a two-thirds majority of the Executive Board. Funding for the activities of SSHA^{3}P will be provided solely through the budgetary process. Unless otherwise specified in this Agreement, no dues, charges or assessments will be imposed or required of the Parties except upon unanimous vote of the membership of the Executive Board and ratification by the legislative body of each Party subject to the dues, charges or assessments. An approved budget (the overall revenues and expenditures) will not be modified until approved by the legislative body of each Party and finally adopted by the Executive Board. If a Party agrees to totally fund an additional task to the work program, not currently approved in the budget, the task may be added to the work plan and the budget amended to reflect the funding of the total cost of such task by the requesting Party, upon approval by a majority of the membership of the Executive Board without approval by the individual Parties. Notwithstanding the foregoing, contributions by a Party to its Individual Account within the Housing Capital Funds Account will be solely within the discretion of that Party and are not considered "dues or assessments."

16. PUBLIC RECORDS REQUESTS. Each party to this agreement shall be responsible for retaining and producing the records it creates, owns or uses, in accordance with applicable public records access and retention laws and regulations. Nothing in this Section

is intended to require a Party to collect or produce records that are not prepared, owned, used, or retained by that agency as defined by the Public Records Act (RCW 42.56), other than as provided for herein.

The Administering Agency shall be responsible for maintaining and storing, in compliance with the state Public Records Act (Chapter 42.56 RCW), those records of the Executive Board and Advisory Committee that are created by the Administering Agency in connection with this Agreement (SSHA^{3}P Records). SSHA^{3}P records may include, but are not limited to, Executive Board and Advisory Committee meeting agendas, meeting summaries, reports, plans, budgets, and other related documents. For purposes of the Public Records Act, the SSHA^{3}P Executive Manager shall serve as the Public Records Officer with respect to requests for SSHA^{3}P records and the Administering Agency shall be responsible for ensuring compliance with RCW 42.56.152 (Training-Public Records Officers). Upon receipt of a request for SSHA^{3}P records, the SSHA^{3}P Executive Manager, serving as the SSHA^{3}P Public Records Officer, shall timely share the request with the Parties. In the event that the SSHA^{3}P Executive Manager shares a request for SSHA^{3}P records with the Parties, each party notified by the SSHA^{3}P Executive Manager shall cooperate with the SSHA^{3}P Executive Manager as requested to fulfill the request. Parties who receive requests for SSHA^{3}P records or records related to SSHA^{3}P are also encouraged, but not required, to share those with the SSHA^{3}P Executive Manager.

Each party shall indemnify and hold the other party to this Agreement harmless for any and all claims, demands, damages, lawsuits, liabilities, losses, liens, expenses including reasonable attorney's fees and costs arising from a public records require (collectively "Claims"), to the extent attributed to the indemnitor party's Fault. The term "Fault" as used herein shall have the same meaning as set forth in RCW 4.22.015. This obligation to indemnify and hold the other party harmless shall survive termination of this Agreement.

17. INDEMNIFICATION AND HOLD HARMLESS.

a. Each Party will indemnify, defend and hold other Parties (including without limitation the Party serving as, and acting in its capacity as, SSHA^{3}P's Administering Agency), their officers, officials, agents and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of that Party's wrongful acts or omissions in connection with the performance of its obligations under this Agreement, except to the extent the injuries or damages are caused

by another Party. If there is any recovery under this Section, the Party responsible for any wrongful acts or omissions will pay any judgment or lien arising from the acts or omissions, including all costs and other Parties' reasonable attorney's fees. If more than one Party is held to be at fault, the obligation to indemnify and to pay costs and attorney's fees, will be only to the extent of the percentage of fault allocated to each respective Party by a final judgment of the court.

b. If a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of a Party (including without limitation the Party serving as, and acting in its capacity as, SSHA^{3}P's Administering Agency), its officers, officials, employees, and volunteers, the Party's liability hereunder will be only to the extent of the Party's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Party's waiver of immunity under Industrial Insurance Title 51 RCW, solely for the purpose of this indemnification. This waiver has been mutually negotiated by the Parties. The provisions of this Section will survive the expiration or termination of this Agreement.

c. Each Party (including without limitation the Party serving as, and acting in its capacity as, SSHA^{3}P's Administering Agency) will give the other Parties proper notice of any claim or suit coming within the purview of these indemnities.

18. INSURANCE. The Executive Board, SSHA^{3}P Executive Manager and the Administering Agency will take such steps as are reasonably practicable to minimize the liability of the Parties associated with their participation in this Agreement, including but not limited to the utilization of sound business practice. The Executive Board will determine which, if any, insurance policies may be reasonably practicably acquired to cover the operations of SSHA^{3}P and the activities of the Parties pursuant to this Agreement (which may include general liability, errors and omissions, fiduciary, crime and fidelity insurance), and will direct the acquisition of same.

19. AMENDMENTS. Any amendments to this Agreement must be in writing. This Agreement may be amended upon approval of the legislative bodies of all Parties to this Agreement, evidenced by the authorized signatures of those Parties as of the effective date of the amendment. This Section will not be construed to

require amendment of this Agreement for the addition of a new Party contemplated under Section 20 or for any related revision to Executive Board membership authorized in Section 5(a) or Advisory Board membership in Section 8(b). The Executive Board will review this Agreement, no less than every five years, to determine if the purposes of SSHA^{3}P are being achieved and if any amendments or modifications to the Agreement are needed.

20. ADDITIONAL PARTIES. Municipalities, local governments, tribes, and public agencies within the SSHA^{3}P Area of Activity may, on execution of the Agreement and approval of the budget and work plan by its legislative body, become a Party to this Agreement on affirmative vote of at least fifty percent of the Executive Board. The Executive Board will determine by a vote of at least fifty percent of its membership what, if any, funding obligations the additional Party will commit to as a condition of becoming a Party to this Agreement.

21. SEVERABILITY. The invalidity of any clause, sentence, paragraph, subdivision, section or portion of this Agreement, will not affect the validity of the remaining provisions of the Agreement.

22. CONFLICT RESOLUTION. Whenever any dispute arises between the Parties or between a Party or Parties, the Executive Board, or the Administering Agency (referred to collectively in this Section as the "Parties") under this Agreement which is not resolved by routine meetings or communications, the parties agree to seek resolution of such dispute in good faith by meeting, as soon as feasible. The meeting will include the Chair of the Executive Board, the SSHA^{3}P Executive Manager, and the representative(s) of the Parties involved in the dispute. If the parties do not come to an agreement on the dispute, any party may pursue mediation through a process to be mutually agreed to in good faith between the parties within 30 days, which may include binding or nonbinding decisions or recommendations. The mediator(s) will be individuals skilled in the legal and business aspects of the subject matter of this Agreement. The parties to the dispute will share equally the costs of mediation and assume their own costs.

23. SURVIVABILITY. Notwithstanding any provision in this Agreement to the contrary, the provisions of Section 10 (Agreement Duration), Section 11 (Termination of Agreement), Section 12 (Withdrawal), Section 16 (Public Records Requests), and Section 17 (Indemnification and Hold Harmless) will remain operative and in full force and effect, regardless of the withdrawal or termination of any Party or the termination of this Agreement.

24. WAIVER. No term or provision of this Agreement will be deemed waived and no breach excused unless that waiver or consent is in writing and signed by the Party claimed to have waived or consented.

25. SUBSEQUENT BREACH. Waiver of any default will not be deemed a waiver of any subsequent default. Waiver of breach of any provision of this Agreement will not be deemed to be a waiver of any other or subsequent breach and will not be construed to be a modification of the terms of the Agreement unless stated to be such through written approval of all Parties.

26. NOTICE. Any notice to the Executive Board will be in writing and will be addressed to the Chair of the Executive Board and to the SSHA^{3}P Executive Manager. In the absence of a SSHA^{3}P Executive Manager, notice will be given to the chief executive officer of the Administering Agency. Any notice to an Officer or Party will be sent, to the address specified by the chief executive officer of the Party.

27. ASSIGNMENT. No Party may sell, transfer or assign any of its rights or benefits under this Agreement without Executive Board approval.

28. APPLICABLE LAW AND VENUE. This Agreement and any rights, remedies, or obligations provided for in this Agreement will be governed, construed, and enforced in accordance with the substantive and procedural laws of the State. The Parties agree that the venue for any legal action under this Agreement is in the County in which a project is located, provided that the venue for any legal action against Pierce County may be filed in accordance with RCW 36.01.050.

29. RETAINED RESPONSIBILITY AND AUTHORITY. Parties retain the responsibility and authority for managing and maintaining their own internal systems and programs related to affordable/attainable housing activities.

30. INDEPENDENT CONTRACTORS. Each Party to this Agreement is an independent contractor with respect to the subject matter of this Agreement. No joint venture or partnership is formed as a result of this Agreement.

Nothing in this Agreement will make any employee of one Party an employee of another party for any purpose, including, but not limited to, for withholding of taxes, payment of benefits, worker's

compensation pursuant to Title 51 RCW, or any other rights or privileges accorded by virtue of their employment. No Party assumes any responsibility for the payment of any compensation, fees, wages, benefits or taxes to or on behalf of any other Party's employees. No employees or agents of one Party will be deemed, or represent themselves to be, employees of another Party.

31. NO THIRD PARTY BENEFICIERIES. This Agreement is for the benefit of the Parties only, and no third party will have any rights under this agreement.

32. NONDISCRIMINATION. The Parties will comply with the nondiscrimination requirements of applicable federal, state and local statutes and regulations.

33. COUNTERPARTS. This Agreement may be signed in counterparts and, if so signed, will be deemed one integrated Agreement. Parties will submit copies of signed Agreements to the Administering Agency, or to Pierce County before an Administering Agency is selected.

34. FILING AND EFFECTIVE DATE; PRIOR AGREEMENTS. This Agreement will become effective (Date of Execution), subject to its approval by the legislative bodies of all jurisdictions who are members of SSHA^{3}P as of (Date of Execution), and, pursuant to RCW 39.34.040, upon recording this Agreement or posting this Agreement on a Party's web site or other electronically retrievable public source. Although this Agreement may be approved and signed by a Party after the Agreement's effective date, all acts consistent with the authority of this Agreement that occur on or after , (Date of Execution), are hereby ratified and affirmed, and the terms of this Agreement will be deemed to have applied.

(Signature Page Follows)

Approved and executed this _____ day of _____,2019.

Name of Party:_____ Approved as to form

_____

_____

By: _____ City Attorney
Its: _____

Exhibit A – SSHA^{3}P Area of Activity (Map)

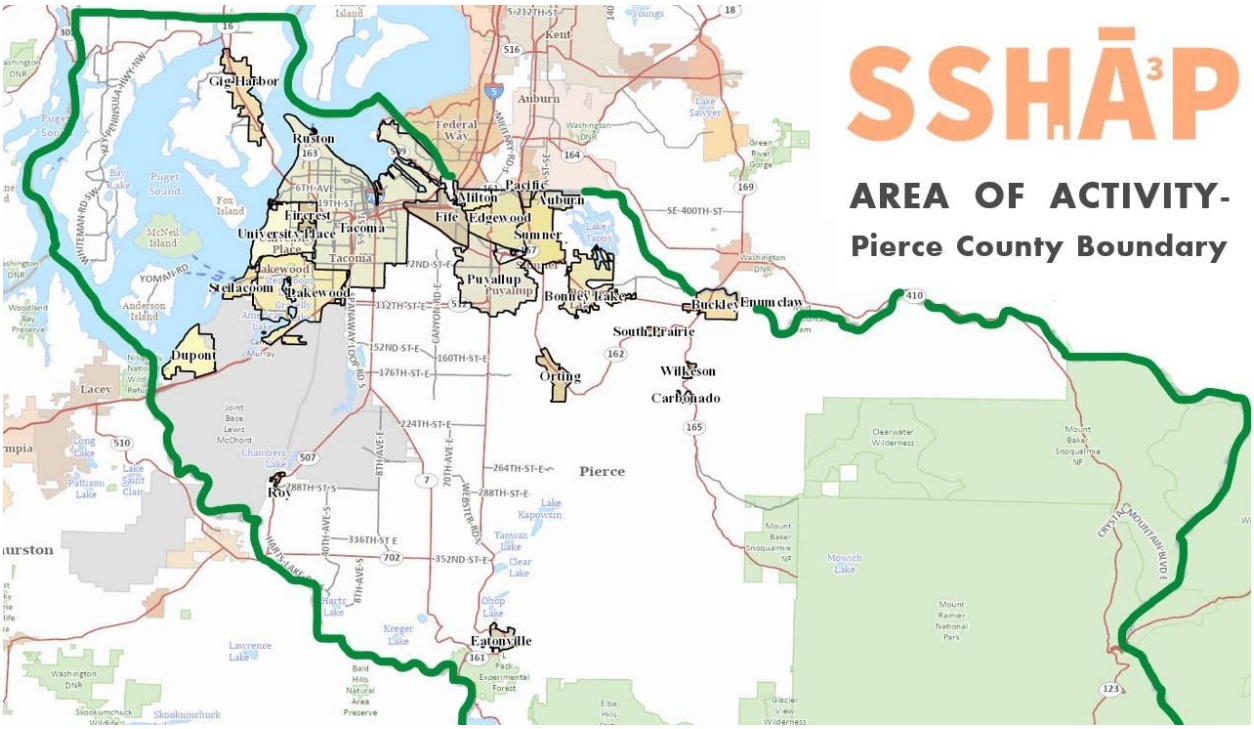

EXHIBIT B – SSHA^{3}P Budgets for First 2.5 Years

NOTE: The following budgets are draft and won't be finalized until the final number of member governments are identified. The numbers may also change depending the amount of outside revenue raised.

The following provides draft budgets for years 1 (6 months of operations)2 and 3. There are two scenarios: one in which ten governments participate and the other in which 16 governments participate.

DRAFT BUDGET PROPOSAL (10 Governments)
YEAR 1 (2021) - 1 FTE
Funding for 6 Months Operations

Annual Expense Budget		
Full-time manager with salary/taxes/benefits	$	154,000
Administrative & policy support with salary/taxes/benefits (3 months)	$	-
Direct Expenses - travel, phone, postage	$	12,000
Insurance	$	15,000
Space	$	12,000
SubTotal	$	193,000
10% Overhead/Administration Fee	*$*	*19,300*
TOTAL	**$**	**212,300**
Cost for 6 months of Operations:	**$**	**106,150**
Revenue Budget		
Outside sources* (Philanthropy, aligned organizations)	**$**	**7,500**
Office Space (in-kind donation) [Pro-rated]	**$**	**6,000**
Shared among participating governments (see below)	**$**	**92,650**
TOTAL	**$**	**106,150**

Shares for participating governments:

	Population (OFM 2021 est)	% of Population	Grouped by Population Size
Auburn	10,050	1%	$ 2,250
Fife	10,360	1%	$ 2,250
Gig Harbor	11,490	1%	$ 2,250
Lakewood	60,330	7%	$ 8,500
Puyallup	43,040	5%	$ 6,500
Puyallup Tribe	6,000	1%	$ 1,500
Steilacoom	6,555	1%	$ 1,500
Sumner	10,500	1%	$ 2,250
Tacoma	214,700	27%	$ 22,000
Unincorporated Pierce Co	436,840	54%	$ 46,000
TOTAL	809,865		$ 95,000

YEAR 2 (2022) - 1.5 FTE
10 Governments Providing Full Year of Operations Funding

Annual Expense Budget		
Full-time manager with salary/taxes/benefits/inflation for 2nd year	$	159,390
Administrative & policy support with salary/taxes/benefits/inflation 2nd yr	$	67,636
Direct Expenses - travel, phone, postage	$	12,420
Insurance	$	15,000
Space	$	12,000
SubTotal	$	266,446
10% Overhead/Administration Fee	*$*	*26,645*
TOTAL	**$**	**293,090**

Revenue Budget		
Outside sources (Philanthropy, aligned organizations)	**$**	**15,000**
Office Space (in-kind donation)	**$**	**12,000**
Shared among participating governments (see below)	**$**	**266,090**
TOTAL	**$**	**293,090**

Shares for participating governments:

	Population (OFM 2021 est)	**% of Population**	**Grouped by Population Size**
Auburn	10,050	1%	$ 5,250
Fife	10,360	1%	$ 5,250
Gig Harbor	11,490	1%	$ 5,250
Lakewood	60,330	7%	$ 22,000
Puyallup	43,040	5%	$ 15,500
Puyallup Tribe	6,000	1%	$ 4,250
Steilacoom	6,555	1%	$ 4,250
Sumner	10,500	1%	$ 5,250
Tacoma	214,700	27%	$ 66,000
Unincorporated Pierce Co	436,840	54%	$ 134,000
TOTAL	809,865		$ 267,000

YEAR 3 (2023) - 1.5 FTE
10 Governments Providing Full Year of Operations Funding

Annual Expense Budget		
Full-time manager with salary/taxes/benefits/inflation for 3rd year	$	164,969
Administrative & policy support with salary/taxes/benefits/inflation 3rd yr	$	70,003
Direct Expenses - travel, phone, postage	$	12,855
Insurance	$	15,000
Space	$	12,000
SubTotal	$	274,826
10% Overhead/Administration Fee	*$*	*27,483*
TOTAL	**$**	**302,309**

Revenue Budget		
Outside sources (Philanthropy, aligned organizations)	**$**	**15,000**
Office Space (in-kind donation)	**$**	**12,000**
Shared among participating governments (see below)	**$**	**275,309**
TOTAL	**$**	**302,309**

Shares for participating governments:

	Population (OFM 2021 est)	% of Population	Grouped by Population Size	
Auburn	10,050	1%	$	5,434
Fife	10,360	1%	$	5,434
Gig Harbor	11,490	1%	$	5,434
Lakewood	60,330	7%	$	22,770
Puyallup	43,040	5%	$	16,043
Puyallup Tribe	6,000	1%	$	4,399
Steilacoom	6,555	1%	$	4,399
Sumner	10,500	1%	$	5,434
Tacoma	214,700	27%	$	68,310
Unincorporated Pierce Co	436,840	54%	$	138,690
TOTAL	809,865		$	276,345

DRAFT BUDGET PROPOSAL (16 Governments)
YEAR 1 (2021) - 1 FTE
Funding for 6 Months Operations

Annual Expense Budget		
Full-time manager with salary/taxes/benefits	$	154,000
Administrative & policy support with salary/taxes/benefits (3 months)	$	-
Direct Expenses - travel, phone, postage	$	12,000
Insurance	$	15,000
Space	$	12,000
SubTotal	$	193,000
10% Overhead/Administration Fee	*$*	*19,300*
TOTAL	**$**	**212,300**
Cost for 6 months of Operations:	**$**	**106,150**
Revenue Budget		
Outside sources* (Philanthropy, aligned organizations)	**$**	**7,500**
Office Space (in-kind donation) [Pro-rated]	**$**	**6,000**
Shared among participating governments (see below)	**$**	**92,650**
TOTAL	**$**	**106,150**

Shares for participating governments:

	Population (OFM 2021 est)	% of Population	Grouped by Population Size
Auburn	10,050	1%	$ 2,000
Dupont	9,605	1%	$ 2,000
Edgewood	13,000	1%	$ 2,000
Fife	10,360	1%	$ 2,000
Fircrest	6,860	1%	$ 2,000
Gig Harbor	11,490	1%	$ 2,000
Lakewood	60,330	7%	$ 7,000
Milton	6,845	1%	$ 2,000
Orting	8,675	1%	$ 2,000
Puyallup	43,040	5%	$ 5,000
Puyallup Tribe	6,000	1%	$ 1,000
Steilacoom	6,555	1%	$ 1,000
Sumner	10,500	1%	$ 2,000
Tacoma	214,700	24%	$ 20,000
University Place	33,730	4%	$ 5,000
Unincorporated Pierce Co	436,840	49%	$ 41,000
TOTAL	888,580		$ 98,000

YEAR 2 (2022) - 1.5 FTE
16 Governments Providing Full Year of Operations Funding

Annual Expense Budget		
Full-time manager with salary/taxes/benefits/inflation for 2nd year	$	159,390
Administrative & policy support with salary/taxes/benefits/inflation for 2nd year	$	67,636
Direct Expenses - travel, phone, postage	$	12,420
Insurance	$	15,000
Space	$	12,000
SubTotal	$	266,446
10% Overhead/Administration Fee	*$*	*26,645*
TOTAL	**$**	**293,090**

Revenue Budget		
Outside sources (Philanthropy, aligned organizations)	**$**	**15,000**
Office Space (in-kind donation)	**$**	**12,000**
Shared among participating governments (see below)	**$**	**266,090**
TOTAL	**$**	**293,090**

Shares for participating governments:

	Population (OFM 2021 est)	**% of Population**	**Grouped by population size**
Auburn	10,050	1%	$ 5,000
Dupont	9,605	1%	$ 5,000
Edgewood	13,000	1%	$ 5,000
Fife	10,360	1%	$ 5,000
Fircrest	6,860	1%	$ 3,000
Gig Harbor	11,490	1%	$ 5,000
Lakewood	60,330	7%	$ 20,000
Milton	6,845	1%	$ 3,000
Orting	8,675	1%	$ 5,000
Puyallup	43,040	5%	$ 12,000
Puyallup Tribe	6,000	1%	$ 3,000
Steilacoom	6,555	1%	$ 3,000
Sumner	10,500	1%	$ 5,000
Tacoma	214,700	24%	$ 60,000
University Place	33,730	4%	$ 12,000
Unincorporated Pierce Co	436,840	49%	$ 120,000
TOTAL	888,580		$ 271,000

YEAR 3 (2023) - 1.5 FTE
16 Governments Providing Full Year of Operations Funding

Annual Expense Budget		
Full-time manager with salary/taxes/benefits/inflation for 3rd year	$	164,969
Administrative & policy support with salary/taxes/benefits/inflation for 3rd year	$	70,003
Direct Expenses - travel, phone, postage	$	12,855
Insurance	$	15,000
Space	$	12,000
SubTotal	$	274,826
10% Overhead/Administration Fee	*$*	*27,483*
TOTAL	**$**	**302,309**

Revenue Budget		
Outside sources (Philanthropy, aligned organizations)	**$**	**15,000**
Office Space (in-kind donation)	**$**	**12,000**
Shared among participating governments (see below)	**$**	**275,309**
TOTAL	**$**	**302,309**

Shares for participating governments:

	Population (OFM 2021 est)	% of Population	Grouped by population size
Auburn	10,050	1%	$ 5,175
Dupont	9,605	1%	$ 5,175
Edgewood	13,000	1%	$ 5,175
Fife	10,360	1%	$ 5,175
Fircrest	6,860	1%	$ 3,105
Gig Harbor	11,490	1%	$ 5,175
Lakewood	60,330	7%	$ 20,700
Milton	6,845	1%	$ 3,105
Orting	8,675	1%	$ 5,175
Puyallup	43,040	5%	$ 12,420
Puyallup Tribe	6,000	1%	$ 3,105
Steilacoom	6,555	1%	$ 3,105
Sumner	10,500	1%	$ 5,175
Tacoma	214,700	24%	$ 62,100
University Place	33,730	4%	$ 12,420
Unincorporated Pierce Co	436,840	49%	$ 124,200
TOTAL	888,580		$ 280,485