CITY OF AUBURN WASHINGTON	**City Council Meeting** **May 3, 2021 - 7:00 PM** **City Hall Council Chambers** **AGENDA** **Watch the meeting LIVE!** **Watch the meeting video** Meeting videos are not available until 72 hours after the meeting has concluded.

I. **CALL TO ORDER**

II. **VIRTUAL PARTICIPATION LINK**

1. Virtual Participation

The Auburn City Council Meeting scheduled for Monday, May 3, 2021 at 7:00 p.m. will be held virtually and telephonically. To attend the meeting virtually please click one of the below links, enter the meeting ID into the Zoom app, or call into the meeting at the phone number listed below.

Per Governor Inslee's Emergency Proclamation 20-05 and 20-28 et. seq. and 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.

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/96507895064
YouTube: https://www.youtube.com/user/watchauburn/live/?nomobile=1
Or join by phone:

253 215 8782
888 475 4499 (Toll Free)

Webinar ID: 965 0789 5064

International numbers available: https://zoom.us/u/a279IBuIu

A. **Pledge of Allegiance**

B. **Roll Call**

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

IV. **AGENDA MODIFICATIONS**

V. **NEW BUSINESS**

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

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

B. **Audience Participation**

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

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

VII. **COUNCIL AD HOC COMMITTEE REPORTS**

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

1. Finance Ad Hoc Committee (Chair Baggett)

2. Grocery Worker Hazard Pay (Chair Brown)

VIII. **CONSENT AGENDA**

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

A. Minutes of the April 19, 2021 Regular City Council Meeting

B. Minutes of the April 26, 2021 Study Session

C. Claim Vouchers (Thomas)

Claim voucher list dated May 3, 2021 which includes voucher numbers 463158 through 463295 in the amount of $2,603,005.18 and three wire transfers in the amount of $192,821.49

D. Payroll Vouchers (Thomas)

Payroll check numbers 539137 through 539140 in the amount of $530,513.44 and electronic deposit transmissions in the amount of $2,114,763.17, for a grand total of ~~$2,114,763.17~~ $2,645,276.61 for the period covering April 14, 2021 to April 28, 2021

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

IX. **UNFINISHED BUSINESS**

X. **ORDINANCES**

A. Ordinance No. 6818 (Council)

An Ordinance Protecting the Health, Safety, and Prosperity of Grocery Workers and the General Public during the existing State of Emergency

(RECOMMENDED ACTION: Move to adopt Ordinance No. 6818.)

XI. RESOLUTIONS

A. Resolution No. 5595 (Gaub)

A Resolution authorizing the adoption of the Facilities Master Plan

(RECOMMENDED ACTION: Move to adopt Resolution No. 5595.)

B. Resolution 5589 (Tate)

A Resolution amending the lease agreement between the City of Auburn and Sound Transit for a property located within the Auburn Sound Transit Parking Garage

(RECOMMENDED ACTION: Move to adopt Resolution No. 5589.)

XII. MAYOR AND COUNCILMEMBER REPORTS

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

A. **From the Council**

B. **From the Mayor**

XIII. ADJOURNMENT

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

AGENDA BILL APPROVAL FORM

Agenda Subject:
Minutes of the April 19, 2021 Regular City Council Meeting

Date:
April 28, 2021

Department:
Administration

Attachments:
04-19-2021 Minutes

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

Administrative Recommendation:

Background for Motion:

Background Summary:

Reviewed by Council Committees:

Councilmember:

Staff:

Meeting Date: May 3, 2021

Item Number: CA.A

CITY OF AUBURN WASHINGTON	**City Council Meeting** **April 19, 2021 - 7:00 PM** **Virtual** **MINUTES** **Watch the meeting LIVE!** **Watch the meeting video** Meeting videos are not available until 72 hours after the meeting has concluded.

I. CALL TO ORDER

II. VIRTUAL PARTICIPATION LINK

1. Virtual Participation Link
   The City Council Meeting was held virtually.

A. Pledge of Allegiance

Mayor Nancy Backus called the meeting to order at 7:05 p.m. in the Council Chambers of Auburn City Hall, 25 West Main Street, and led those in attendance in the Pledge of Allegiance.

B. Roll Call

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

Mayor Nancy Backus, Innovation and Technical Support Specialist Danika Olson, Police Chief Dan O'Neil, City Attorney Kendra Comeau, Director of Innovation and Technology David Travis, and City Clerk Shawn Campbell were in Chambers.

The following department directors and staff members attended the meeting virtually: Director of Community Development Jeff Tate, Director of Public Works Ingrid Gaub, Director of Parks, Arts, and Recreation Daryl Faber, Director of Finance Jamie Thomas, Assistant Finance Director Kevin Fuhrer, Director of Administration Dana Hinman, Director of Human Resources Candis Martinson, and Assistant Director of Innovation and Technology Ashley Riggs.

III. ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

A. Arbor Day Proclamation

Mayor Backus to proclaim April 27, 2021 as "Arbor Day" in the city of Auburn.

Mayor Backus read and proclaimed April 27, 2021 as Arbor Day in the City of Auburn.

IV. APPOINTMENTS

A. Salary Commission

City Council to confirm the appointment of Grantley Martelly to the Salary Commission for a four year term to expire December 31, 2024.

Deputy Mayor DaCorsi moved and Councilmember Brown seconded to appoint Grantley Martelly to the Salary Commission for a four year term to expire on December 31, 2024.

MOTION CARRIED UNANIMOUSLY. 7-0

V. AGENDA MODIFICATIONS

There was no modification to the agenda.

VI. NEW BUSINESS

There was no new business.

VII. CITIZEN INPUT, PUBLIC HEARINGS AND CORRESPONDENCE

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

B. **Audience Participation**

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

1. Virtual Participation

Josh Headley, Pastor LaShund Lambert, Revered Seth Headley, Wayne Osborne, Zaneta Reid, Jan Guyll, Melody, Terry Porter, Mike Ward, Antonio Smith, David, Rob Junior, Allison, Pastor Jim Brass, Cheryl Rakes, and Jen Reeves provided comments in support of Ordinance No. 6817.

Tami Rogers asked Council to provide additional funding for Ray of Hope.

Harold Odom and Nate Caminos provided comments requesting an equity assessment be performed if Ordinance 6817 is approved and offered continued collaboration.

Will Toaspern and Alyson Moon provided comments in opposition of Ordinance No. 6817.

Bob Zimmerman, 33029 46th Place S
Mr. Zimmerman expressed concerns about propane safety.

C. **Correspondence**

There was no correspondence for Council to review.

VIII. COUNCIL AD HOC COMMITTEE REPORTS

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

1. Finance Ad Hoc Committee (Chair Baggett)

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

2. Grocery Worker Hazard Pay (Chair Brown)

   Councilmember Brown, Chair of the Grocery Worker Hazard Pay ad hoc committee, reported he, Deputy Mayor DaCorsi and Councilmember Jeyaraj have met twice and will be bringing a recommendation forward.

IX. CONSENT AGENDA

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

A. Minutes of the April 5, 2021 Regular City Council Meeting

B. Minutes of the April 12, 2021 Study Session

C. Claim Vouchers (Thomas)

Claim voucher list dated April 19, 2021 which includes voucher numbers 463017 through 463157 in the amount of $4,100,273.70 and eight wire transfers in the amount of $498,832.99

D. Payroll Vouchers (Thomas)

Payroll check numbers 539131 through 539136 in the amount of $75,422.96, and electronic deposit transmissions in the amount of $2,331,066.42, for a grand total of $2,406,489.38 for the period covering March 31, 2021 to April 13, 2021

E. Auburn Resource Center Construction Project (Comeau)

City Council to approve an agreement with Kelly-Thomas Inc. for Construction at the Auburn Resource Center

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

MOTION CARRIED UNANIMOUSLY. 7-0

X. UNFINISHED BUSINESS

There was no unfinished business.

XI. ORDINANCES

A. Ordinance No. 6817 (Tate)

An Ordinance relating to camping and occupying City Property, amending Ordinance No. 6781 and Chapters 2.22 and 9.50 of Auburn City Code

Deputy Mayor DaCorsi moved and Councilmember Trout-Manuel second to adopt Ordinance 6817.

Director Tate provided Council with an staff presentation. He reviewed the proposed ordinances.
Staff provided Council with information on interactions with the homeless in Auburn, the demographics of homeless in Auburn, and the legal process of people who received a criminal trespass citation.

Councilmembers discussed the their oath's of office, the need to make changes, working together with local, State and Federal organizations to help the homeless population, helping people who need help, affordable housing, criminalizing homelessness, civil infractions and the impact on people of color.

MOTIONED CARRIED 4-3 (Councilmembers Stearns, Brown, Mulenga voted no.)

XII. RESOLUTIONS

A. Resolution No. 5588 (Gaub)

A Resolution authorizing the Mayor to execute an interlocal agreement between the City of Auburn and the City of Pacific relating to the City of Pacific's Stewart Road Improvements Project

Councilmember Stearns moved and Councilmember Trout-Manuel seconded to adopt Resolution No. 5588.

MOTION CARRIED UNANIMOUSLY. 7-0

B. Resolution No. 5590 (Thomas)

A Resolution authorizing an agreement between the City and King County to implement the 2021-2022 Waste Reduction and Recycling Grant Program and Accepting Program Grant Funds

Deputy Mayor DaCorsi moved and Councilmember Stearns seconded to adopt Resolution No. 5590.

MOTION CARRIED UNANIMOUSLY. 7-0

C. Resolution No. 5591 (Thomas)

A Resolution authorizing an agreement between the City and Seattle-King County Department of Public Health to implement the 2021-2022 Local Hazardous Waste Management Program and accepting program grant funds

Councilmember Brown moved and Councilmember Jeyaraj second to adopt Resolution No. 5591.

MOTION CARRIED UNANIMOUSLY. 7-0

XIII. MAYOR AND COUNCILMEMBER REPORTS

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

A. From the Council

Councilmember Baggett reported he attended the Regional Transit Committee Meeting.

Councilmember Brown thanked Kent Hay and Chief O'Neil for their work in Auburn.

Councilmember Stearns reported he attended the Regional Water Quality Committee Meeting.

Councilmember Jeyaraj reported he attended the Diversity Equity and Inclusion Cabinet meeting.

B. From the Mayor

Mayor Backus reported she attended the South Sound Housing and Affordability Program meeting (SSHAP), Sound Transit Board Meeting, Auburn Youth Town Hall, spoke to AVID (advancement via Individual Determination) classes at Auburn Middle Schools, and the King County Regional Homelessness Authority Meeting.

XIV. ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 8:33 p.m.

APPROVED this 3rd day of May, 2021.

_____ _____

NANCY BACKUS, MAYOR Shawn Campbell, City Clerk

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AGENDA BILL APPROVAL FORM

Agenda Subject:
Minutes of the April 26, 2021 Study Session

Date:
April 28, 2021

Department:
Administration

Attachments:
04-26-2021

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

Administrative Recommendation:

Background for Motion:

Background Summary:

Reviewed by Council Committees:

Councilmember:

Staff:

Meeting Date: May 3, 2021

Item Number: CA.B



City Council Study Session PWCD SFA
April 26, 2021 - 5:30 PM
Virtual
MINUTES
Watch the meeting LIVE!

Watch the meeting video
Meeting videos are not available until 72 hours after the meeting has concluded.

I. CALL TO ORDER

Deputy Mayor DaCorsi called the meeting to order at 5:30 p.m.

II. Virtual Participation Link

A. Virtual Participation Link

The City Council Study Session was held virtually.

B. Roll Call

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

Mayor Nancy Backus, Innovation and Network Analyst Eric Dusoleil, Police Chief Dan O'Neil, Director of Innovation and Technology David Travis, City Attorney Kendra Comeau, and City Clerk Shawn Campbell were in Chambers.

The following department directors and staff members attended the meeting virtually Director of Community Development Jeff Tate, Director of Public Works Ingrid Gaub, Director of Parks, Arts, and Recreation Daryl Faber, Director of Finance Jamie Thomas, Director of Administration Dana Hinman, Director of Human Resources Candis Martinson, Community, Senior Traffic Engineer James Webb, Project Manager Jai Carter, City Engineer Jacob Sweeting, Capital & Construction Engineering Manager Ryan Vondrak, Assistant Traffic Engineer Kenneth Clark, and Assistant Director of Innovation and Technology Ashley Riggs.

III. EXECUTIVE SESSION

Deputy Mayor DaCorsi recessed into Executive Session at 5:32 pm for 20 minutes pursuant to RCW 42.30.110(1)(i) to discuss potential litigation. The Mayor, Council and City Attorney were asked to attend the Executive Session.

Deputy Mayor DaCorsi reconvened the Study Session at 5:56 pm.

IV. ANNOUNCEMENTS, REPORTS, AND PRESENTATIONS

There were no announcements, reports, or presentations.

V. AGENDA ITEMS FOR COUNCIL DISCUSSION

A. 2020 State of Our Streets (SOS) Report (Gaub) (20 Minutes)

Engineer Webb and Engineer Clark provided Council with an overview of the street preservation process. They reviewed the Pavement Condition Index (PCI) ratings, Local Street Preservation Program Funds, Arterial Street Preservation Funds, the Street Preservation Interactive Map, the current PCI for City streets, current funding, predictions for PCI rating on arterials, collector and local streets, proposed costs to raise the average PCI to 70, funding sources, and the upcoming steps for the Street Preservation Program.

Council discussed Federal funding for infrastructure, the long term projections for the street conditions, future funding sources, the company used for PCI ratings, types of pavement materials, safety of workers, lifespan of the road types, and future projects.

B. Update of South Sound Housing Affordability Partners (SSHAP) (Tate) (15 Minutes)

City of Auburn staff to provide an overview the formation, purpose and next steps for the Pierce County affordable housing collaborative effort called South Sound Housing Affordability Partners (SSHAP)

Director Tate provided Council with an overview of the formation and purpose of the South Sound Housing Affordability Partners (SSHAP). He reviewed the proposed members, interlocal agreement, and the benefits for the partnership.

C. Ordinance No. 6818 (Council)

An Ordinance Protecting the Health, Safety, and Prosperity of Grocery Workers and the General Public during the existing State of Emergency

Councilmember Brown reviewed businesses that will be affected by the proposed ordinance, the potential financial impact to those businesses, and statistics on the risk to grocery workers.

Council discussed Councilmember Brown's profession and his representation of union members, the size of businesses affected by the proposed ordinances, the costs to businesses, timing of the ordinance, increased wages during COVID, other first responders that are not included in the proposed ordinance, and average wages for grocery workers.

Mayor Backus noted that when items are brought forward to Council for consideration staff typically prepares a report for Council with possible

impacts to the community. She asked Council if they would like staff to prepare and bring back information regarding equality and the financial impact of the proposed ordinance. There was not Council consensus.

By Council consensus Ordinance No. 6818 will be brought forward to Council for consideration on May 3, 2021.

VI. PUBLIC WORKS AND COMMUNITY DEVELOPMENT DISCUSSION ITEMS

A. Capital Projects Status Report and Feature Project (Gaub) (15 Minutes)

Manager Vondrak and Engineer Carter provided Council with the Capital Projects Status Report. Manager Vondrak reviewed the number of projects that have gone out to bid and the total costs. He reviewed projects CP2011 - Lakeland Hills Way Preservation Project, CP1922 - Lead Service Line Replacement Project, CP2012 - M Street SE Sidewalk Improvements Project, CP2010 - Septic Repair and Replacement Project, and CP2019 - 2021 Local Street Preservation Project.

Engineer Carter reviewed the B Street SE Project.

Council discussed the impact to businesses, the award and completion of CP2011 - Lakeland Hills Preservation Project, and sidewalk improvements.

VII. OTHER DISCUSSION ITEMS

There were no other discussion items.

VIII. NEW BUSINESS

There was no new business.

IX. ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 7:43 pm.

APPROVED this 3rd day of May, 2021.

_____ _____

CLAUDE DACORSI, DEPUTY MAYOR Shawn Campbell, City Clerk

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AGENDA BILL APPROVAL FORM

Agenda Subject:
Claim Vouchers (Thomas)

Date:
April 28, 2021

Department:
Finance

Attachments:
No Attachments Available

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

Administrative Recommendation:

Approve Claims Vouchers

Background for Motion:

Background Summary:

Claim voucher list dated May 3, 2021 which includes voucher numbers 463158 through 463295 and three wire transfers in the amount of $192,821.49

Reviewed by Council Committees:

Councilmember:

Staff: Thomas

Meeting Date: May 3, 2021

Item Number: CA.C

AGENDA BILL APPROVAL FORM

Agenda Subject:
Payroll Vouchers (Thomas)

Date:
April 28, 2021

Department:
Finance

Attachments:
No Attachments Available

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

Administrative Recommendation:

Approve Payroll Vouchers

Background for Motion:

Background Summary:

Payroll check numbers 539137 through 539140 in the amount of $530,513.44 and electronic deposit transmissions in the amount of $2,114,763.17, for a grand total of $2,114,763.17 for the period covering April 14, 2021 to April 28, 2021

Reviewed by Council Committees:

Councilmember:

Staff: Thomas

Meeting Date: May 3, 2021

Item Number: CA.D

AGENDA BILL APPROVAL FORM

Agenda Subject:
Ordinance No. 6818 (Council)

Date:
April 28, 2021

Department:
Council

Attachments:
Ord 6818

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

Administrative Recommendation:

Background for Motion:

Background Summary:

- March 8, 2021, Council requested a Council-generated ordinance regarding hazard pay for grocery workers in Auburn;
- March 15, 2021, the Mayor and Deputy Mayor formed the Ad Hoc Committee for Hazard Pay for Grocery Workers;
- The Hazard Pay Ad Hoc Committee met two times and requested legal staff prepare Ordinance 6818 for Council's consideration;
- During the Council Study Session on April 26, 2021, Councilmember Jeyaraj requested a staff presentation to include a racial equity analysis but that request was not supported by a majority of Council;
- Four Councilmembers demonstrated consensus to move Ordinance 6818 forward for a vote on May 3.

Reviewed by Council Committees:

Councilmember: Brown
Staff:
Meeting Date: May 3, 2021
Item Number: ORD.A

ORDINANCE NO. 6818

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, PROTECTING THE HEALTH, SAFETY, AND PROSPERITY OF GROCERY WORKERS AND THE GENERAL PUBLIC DURING THE EXISTING STATE OF EMERGENCY

WHEREAS, this ordinance relates to employment in Auburn; establishing labor standards requirements for additional compensation for grocery employees working in Auburn; and

WHEREAS, the new coronavirus 19 (COVID-19) disease is caused by a virus that spreads easily from person to person and may result in serious illness or death, and is classified by the World Health Organization as a worldwide pandemic; and

WHEREAS, COVID-19 has broadly spread throughout Washington State and remains a significant health risk to the community, especially members of our most vulnerable populations; and

WHEREAS, on January 30, 2020, the World Health Organization (WHO) declared that COVID-19 constituted a public health emergency of international concern, WHO's highest level of alarm; and

WHEREAS, on February 29, 2020, Washington Governor Jay Inslee declared a state of emergency for all counties throughout the state of Washington in response to new cases of COVID-19; and

WHEREAS, on March 3, 2020, Mayor Nancy Backus issued a proclamation of emergency related to the COVID-19 pandemic; and

WHEREAS, on March 23, 2020, Washington Governor Jay Inslee issued Proclamation 20-25, a "Stay Home – Stay Healthy" order closing all non-essential workplaces, requiring people to stay home except to participate in essential activities or to provide essential business services, and banning all gatherings for social, spiritual, and recreational purposes. The "Stay Home – Stay Healthy" proclamation identified grocery employees as "Essential Critical Infrastructure Workers" performing work to protect communities and ensure continuity of functions critical to public health and safety, as well as economic and national security; and

WHEREAS, in October 2020, the British Medical Journal, *Occupational & Environmental Medicine*, reported that grocery employees face a serious risk of COVID-19 infection and associated psychological distress. A study of 104 grocery employees at a grocery store in Boston, Massachusetts found that 20 percent tested positive for COVID-19 despite 91 percent of employees reporting wearing a face mask at work and 77 percent of employees reporting wearing masks outside of work. The positive rate of infection among grocery employees was five times as likely for those who interacted with customers than for those who did not. Additionally, the study found that 76 percent of employees had no symptoms, suggesting that these employees could be an important reservoir of asymptomatic infection. Further, 24 of the 99 employees who filled out a related medical health questionnaire also reported experiencing anxiety, and eight employees were deemed depressed from their questionnaire answers; and

WHEREAS, in November 2020, the Brookings Metropolitan Policy Program reported that the profits of top retail companies, including grocery businesses, soared during the pandemic while their employees earned low wages and, with few exceptions,

failed to receive consistent or meaningful additional compensation for performing life threatening work. The report found that the top retail companies in their analysis earned on average an extra $16.7 billion in profit compared to the previous year – a 40 percent increase; and

WHEREAS, on January 3, 2021, the Center for Disease Control (CDC) reported that multiple COVID-19 variants are circulating globally that appear to spread more easily and quickly than other variations; and

WHEREAS, on January 5, 2021, Governor Jay Inslee announced the "Healthy Washington – Roadmap to Recovery," a COVID-19 phased recovery plan; and

WHEREAS, grocery employees have been supporting grocery businesses' operations and facilitating community access to food during the pandemic, despite facing a clear and present danger of workplace exposure to COVID-19 and receiving limited or inconsistent additional pay in recognition of this hazard; and

WHEREAS, the dangers of working during the pandemic are especially significant for Black, Indigenous, and People of Color (BIPOC) employees who are overrepresented among the retail frontline workforce and who are disproportionately impacted by COVID-19; and

WHEREAS, establishing a requirement for grocery employees to receive hazard pay for work performed in Auburn during the COVID-19 emergency will promote job retention, compensate them for the risks of working on the frontlines of a global pandemic, improve their financial ability to access resources for protecting themselves and their families from catching or spreading the virus or coping with illness caused by the virus,

and support the welfare of the greater community that depends on grocery employees for safe and reliable access to food; and

WHEREAS, recognizing the ongoing threat to frontline grocery employees, several cities have passed or have announced legislative efforts to require hazard pay of $4 to $5 per hour for grocery employees during the COVID-19 emergency; and

WHEREAS, establishing a labor standard that requires hazard pay for grocery employees is a subject of vital and imminent concern to the community and requires appropriate action by the City Council; and

WHEREAS, on April 19, 2021, Public Health – Auburn & King County reported that the current status is 199.7 positive cases per 100,000 residents; and

WHEREAS, as of April 19, 2021, Public Health – Auburn & King County reported a total of 6,161 positive cases including 99 deaths in Auburn. The Washington DOH reported a total of 359,810 positive cases including 5,394 deaths statewide; and

WHEREAS, the Washington DOH reported a total of 198 COVID-19 related outbreaks in retail settings, including 9 during the week of April 4-10, 2021; and

WHEREAS, the Washington DOH reported a total of 181 COVID-19 related outbreaks in grocery settings, including 4 during the week of April 4-10, 2021; and

WHEREAS, throughout the entirety of the COVID-19 emergency, grocery businesses have been operating in Auburn and relying upon the work of grocery employees who are highly vulnerable to health and safety risks; and

WHEREAS, grocery employees are essential workers performing services that are fundamental to the economy and health of the community during the COVID-19 crisis.

They face clear and present dangers at their jobs and continue to risk their lives and the health of their families to keep the community's food supply chain operating; and

WHEREAS, grocery employees cannot choose to work from home and must come to work to perform their jobs, which can involve substantial interaction with customers and/or ventilation systems that could potentially spread the virus. They are wearing masks, trying as much as possible to social distance, performing safety protocols, and learning new skills to decrease transmission of the virus to protect themselves and the public; and

WHEREAS, the risks of working during the pandemic are especially significant for BIPOC employees because they are overrepresented among the retail frontline workforce and are disproportionately impacted by COVID-19. Data shows that people of color are disproportionately experiencing hospitalization and dying of COVID-19; and

WHEREAS, the CDC reports that Black and Indigenous people, followed by Pacific Islanders and Latinx people, are disproportionately affected by COVID-19 due to long-standing inequities in social determinants of health, including overrepresentation in jobs that require customer contact such as grocery stores; lower incomes and barriers to wealth accumulation; lack of access to quality healthcare and fair treatment in the healthcare system; difficulties in finding affordable and quality housing; and inequities in access to high-quality education. The CDC reports that these determinants may increase risk of COVID-19 exposure, illness, hospitalization, long-term health and social consequences, and death. To stop the spread of COVID-19, the CDC states that resources must be equitably available for everyone to maintain physical and mental health; and

WHEREAS, Science in the News (SITN), a graduate student group at the Harvard Graduate School of the Arts and Sciences, reports that it is more difficult for BIPOC communities to stay safe during the pandemic and notes the importance of keeping these vulnerable populations in mind as the country slowly reopens the economy. SITN states that social distancing is a privilege that many people of color cannot afford because they work and reside in situations with higher risk of exposure to the virus: people of color are more likely to live in densely populated areas; reside in multigenerational and multifamily households; and use public transportation. Furthermore, SITN reports that many inequalities that pre-dated the pandemic have worsened, including limited access for Black and Latinx communities to primary care physicians, medical facilities, and COVID testing; and

WHEREAS, grocery businesses are profiting during the pandemic from the labor of employees who are working under dangerous conditions; and

WHEREAS, hazard pay, paid in addition to regular wages, is an established type of additional compensation for employees performing hazardous duties or work involving physical hardship that can cause extreme physical discomfort and distress; and

WHEREAS, grocery employees working during the COVID-19 emergency merit hazard pay because they are performing hazardous duty or work involving physical hardship that can cause extreme physical discomfort and distress due to the significant risk of exposure to the COVID-19 virus; and

WHEREAS, grocery employees have been working under hazardous conditions month after month. They are working in these hazardous conditions now and will continue

to face safety risks as the virus presents an ongoing threat, including the threat of more contagious variants, for an uncertain period; and

WHEREAS, ensuring that grocery employees are compensated for the substantial risks of working during the COVID-19 emergency promotes retention of these vital workers. Retention of grocery employees is fundamental to protecting the health of the community as these employees directly support public purchase of groceries and facilitate community access to food; and

WHEREAS, this ordinance is necessary in response to the COVID-19 emergency because the health threats that grocery employees face are as significant now as when this crisis began and are growing exponentially as community transmission is already surging, COVID-19 variants may further increase transmission of the virus and reduce therapeutic treatments. This is a rapidly evolving situation, with disproportionate risks and adverse impacts for BIPOC communities, that must be addressed without delay; and

WHEREAS, grocery employees are necessary to protect the public health because their work sustains access to groceries; hazard pay is one step to recognize the dangers facing these employees as they support our community, encourage them to continue their vital work, and provide them with additional financial resources; and

WHEREAS, an immediate requirement to provide grocery employees with hazard pay promotes retention of essential workers, improves the financial ability of grocery employees to access resources they need to stay safe and healthy, and ultimately supports the greater community that depends on grocery employees for consistent, safe and reliable access to food; and

WHEREAS, the Washington State Constitution Article XI, Section 11, empowers a city to "make and enforce within its limits all such local police, sanitary and other regulations as are not in conflict with general laws"; and

WHEREAS, RCW 35A.11.020 and 050 provide that the general grant of municipal power conferred to a non-charter code city shall be construed liberally and that such a city may adopt and enforce ordinances of all kinds appropriate to the good government of the city; and

WHEREAS, the Auburn City Council finds that this ordinance is consistent with good government of the City and in the public interest because it seeks to improve grocery worker safety, compensation for risk by requiring compliance with the federal, state, and county health standards, and to pay employees a wage that reflects the risk to the employees, the employees' families, acquaintances, and the increased costs to be safe, to obtain and manage personal protective equipment and other expenses; and

WHEREAS, as the substantive effects of this ordinance are not permanent, this ordinance is not intended to be codified. Section numbers are for ease of reference within this ordinance, and section and subsection references refer to numbers in this ordinance unless stated otherwise.

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

Section 1. Definitions.

For purposes of this ordinance:

"City" means the City of Auburn.

"Compensation" means the payment owed to an employee by reason of employment, including but not limited to, salaries, wages, tips, service charge

distributions, overtime, commissions, piece rate, bonuses, rest breaks, promised or legislatively required pay or paid leave, and reimbursement for employer expenses.

“Employ” means to suffer or permit to work.

“Employer” means any individual, partnership, association, corporation, business trust, or any entity, person or group of persons, or a successor thereof, that employs another person and includes any such entity or person acting directly or indirectly in the interest of the employer in relation to the employee. More than one entity may be the “employer” if employment by one employer is not completely disassociated from employment by any other employer.

“Franchise” means an agreement by which:

1. A person is granted the right to engage in the business of offering, selling, or distributing goods or services under a marketing plan prescribed or suggested in substantial part by the grantor or its affiliate;
2. The operation of the business is substantially associated with a trademark, service mark, trade name, advertising, or other commercial symbol; designated, owned by, or licensed by the grantor or its affiliate; and
3. The person pays, agrees to pay, or is required to pay, directly or indirectly, a franchise fee.

“Franchisee” means a person to whom a franchise is offered or granted.

“Franchisor” means a person who grants a franchise to another person.

“Front pay” means the compensation the employee would earn or would have earned if reinstated to the employee's former position.

“Grocery business” means a retail store operating in Auburn that:

1. Has 250 or more employees worldwide, and is primarily engaged in retailing groceries for offsite consumption including but not limited to the sale of fresh produce, meats, poultry, fish, deli products, dairy products, canned and frozen foods, dry foods, beverages, baked foods, and/or prepared foods; and
2. “Grocery business” does not include convenience stores or food marts primarily engaged in retailing a limited line of goods that generally includes milk, bread, soda, and snacks. “Grocery business” also does not include farmers’ markets.

“Grocery Employee” means any hourly individual employed by an employer in a retail store, including but not limited to full-time employees, part-time employees,

and temporary workers in Auburn that work exclusively in a grocery store facility and is unable to work remotely due to employment requirements.

“Hazard pay” means additional compensation owed to an employee on top of the employee’s other compensation, including but not limited to salaries, wages, tips, service charge distributions, overtime, commissions, piece rate, bonuses, rest breaks, promised or legislatively required pay or paid leave, and reimbursement for employer expenses.

“Successor” means any person to whom an employer quitting, selling out, exchanging, or disposing of a business sells or otherwise conveys in bulk and not in the ordinary course of the employer’s business, a major part of the property, whether real or personal, tangible or intangible, of the employer’s business. For purposes of this definition, “person” means an individual, receiver, administrator, executor, assignee, trustee in bankruptcy, trust, estate, firm, corporation, business trust, partnership, limited liability partnership, company, joint stock company, limited liability company, association, joint venture, or any other legal or commercial entity.

“Tips” means a verifiable sum to be presented by a customer as a gift or gratuity in recognition of some service performed for the customer by the employee receiving the tip.

Section 2. Employee coverage.

For the purposes of this ordinance:

A. Covered employees are limited to those grocery employees who perform work for a covered grocery business employer at a retail location in Auburn.

B. Time spent by an employee in Auburn solely for the purpose of travelling through Auburn from a point of origin outside Auburn to a destination outside Auburn, with no employment-related or commercial stops in Auburn except for refueling or the employee's personal meals or errands, is not covered by this ordinance.

Section 3. Employer coverage.

A. For the purposes of this ordinance, covered employers are limited to grocery businesses that employ 250 or more employees worldwide regardless of where those employees are employed, including but not limited to chains, or integrated enterprises.

B. To determine the number of employees for the current calendar year:

1. The calculation is based upon the average number per calendar week of employees who worked for compensation during the preceding calendar year for any and all weeks during which at least one employee worked for compensation. For employers that did not have any employees during the preceding calendar year, the number of employees(s) for the current calendar year is calculated based upon the average number per calendar week of employees who worked for compensation during the first 90 calendar days of the current year in which the employer engaged in business.

2. All employees who worked for compensation shall be counted, including but not limited to:
   a. Employees who are not covered by this ordinance;
   b. Employees who worked in Auburn;
   c. Employees who worked outside Auburn; and
   d. Employees who worked in full-time employment, part-time employment, joint employment, temporary employment, or through the services of a temporary services or staffing agency or similar entity.

C. Separate entities that form an integrated enterprise shall be considered a single employer under this ordinance. Separate entities will be considered an integrated enterprise and a single employer under this ordinance where a separate entity controls the operation of another entity. The factors to consider in making this assessment may include, but are not limited to:

1. Degree of interrelation between the operations of multiple entities;

2. Degree to which the entities share common management;

3. Centralized control of labor relations;

4. Degree of common ownership or financial control over the entities; and

5. Use of a common brand, trade, business, or operating name.

D. For purposes of this ordinance, covered employers do not include franchisors, franchisees, or franchises.

Section 4. Hazard pay requirements. Employers shall provide each employee with hazard pay at a rate of four dollars per hour for each hour worked in Auburn. No employer shall, as a result of this ordinance going into effect, take steps to reduce employee compensation so as to prevent, in whole or in part, employees from receiving

hazard pay at a rate of four dollars per hour for each hour worked in Auburn in addition to those employees' other compensation. Employers shall maintain records to establish the reason(s) for any reduction in employee compensation. Employers bear the burden the proof to show that the additional compensation is hazard pay for the purposes of working during the COVID-19 emergency.

Section 5. Enforcement power. Grocery employees who find that they have suffered or been injured physically or financially by a Grocery business by its failure to comply with this ordinance shall resort to any remedies that apply according to their employment contract or a collectively bargained agreement. Before resorting to remedies, the Grocery employees shall give a supervisor notice of the violation and give the Grocery business a reasonable time to cure or correct the violation. Violations that do not relate to compensation shall be "grieved" consistent with the Grocery worker's employment contract or an applicable collectively bargained agreement. If no collective bargaining agreement exists, or if those remedies have been exhausted, consistent with Article XI, Section 11, in addition to any existing right to pursue equitable or legal remedies, this ordinance authorizes Grocery employees or a union acting on a Grocery employee's behalf to bring an equitable or legal action to enforce or recover unpaid hazard pay in the superior court of Washington that has jurisdiction or to seek redress as provided by law.

Section 6. Penalties. For any successful claim by a Grocery employee against a Grocery business for unpaid hazard pay, the Grocery employee shall be entitled to recover all unpaid compensation; all attorneys' fees, court costs, and expenses; and up to a 50% penalty of the unpaid compensation as a court of competent jurisdiction may find appropriate.

Section 7. Termination or revocation. This ordinance shall cease to be effective on December 31, 2021, or when the Governor declares that the Washington State of Emergency related to the COVID-19 pandemic is over, whichever is sooner. The City Council may revoke or terminate this ordinance as and when it finds appropriate.

Section 8. Implementation. The Mayor is authorized to implement those administrative procedures necessary to carry out the directives of this legislation.

Section 9. 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 10. 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. 5595 (Gaub)

Date:
April 26, 2021

Department:
Public Works

Attachments:
Resolution No. 5595
Exhibit A - Facilities Master Plan

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

Administrative Recommendation:

City Council adopt Resolution No. 5595.

Background for Motion:

This resolution will adopt the Facilities Master Plan document that provides recommendations for current and future building facility space and land needs.

Background Summary:

Resolution No. 5595 authorizes the adoption of the Facilities Master Plan.

The Facilities Master Plan project conducted a planning level effort, with the assistance of a consultant, to identify and develop conceptual solutions and alternatives for future City building facility needs. An evaluation was completed that included an analysis of the potential staffing needs and the preferred land usage and building needs for the next 20 years, through a joint collaborative effort with Parks Maintenance & Operations, Public Works Maintenance & Operations, Police, and Departments located at City Hall and the Annex. The end product is a Facilities Master Plan document that includes recommendations for current and future facility space and land needs.

During the project, key milestone check-ins with City Council were provided at the following Council Study Sessions:

- September 9, 2019; staff provided an initiation briefing to Council that introduced the City's consultant, shared project goals and timeline, and gathered feedback from Council.
- January 27, 2020; staff briefed Council on the Draft Needs Assessment memo that was prepared for the project. Information provided in this memo was obtained through facility tours, staff interviews, and a visioning workshop.
- December 14, 2020; staff briefed Council on the alternatives that have been evaluated and the draft recommendations.
- April 12, 2021; staff briefed Council on the contents of the draft final Facilities Master Plan report.

Reviewed by Council Committees:

Councilmember:	Stearns	**Staff:**	Gaub
Meeting Date:	May 3, 2021	Item Number:	RES.A

RESOLUTION NO. 5595

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, TO ADOPT THE FACILITIES MASTER PLAN.

WHEREAS, the City desires to find achievable solutions for addressing current and future City facility and space needs;

WHEREAS, several City facilities are undersized and at capacity with no ability to accommodate growth;

WHEREAS, to address City facility and space needs, the City determined that a collaborative City Facility Master Plan that would address deficiencies, anticipate growth and constraints, and reflect organizational culture is needed;

WHEREAS, funding was made available in the City's adopted 2019-2020 Biennial Budget to conduct a planning level effort to identify and develop conceptual solutions and alternatives for addressing City facility and space needs;

WHEREAS, the City Facilities Needs Study and Master Plan project was initiated to conduct the planning level effort and prepare a collaborative Facilities Master Plan;

WHEREAS, the Facilities Needs Study and Master Plan project concluded with a complete draft Facilities Master Plan presented to Council on April 12, 2021;

WHEREAS, the City's proposes adoption of this Facilities Master Plan as attached as Exhibit A to this resolution;

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

Section 1. The Council adopts the Facilities Master Plan attached as Exhibit A to this resolution.

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

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

FACILITIES MASTER PLAN

CITY OF AUBURN

APRIL 2021











MAKERS

ACKNOWLEDGMENTS

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Economy
Environment
Sustainability

EXECUTIVE SUMMARY

OVERVIEW

This facilities master plan focuses on the City of Auburn's police, maintenance and operations (M&O), and administrative facilities, and outlines an investment strategy to sustain the City's high level of service to the Auburn community. Its recommendations target resources where most needed to protect assets and address the City's highest-priority challenges. Plan recommendations illustrate a balanced approach to facilities spending based on today's conditions, project priorities, and Auburn's financial framework.

IN-SCOPE PORTFOLIO

- **12** facilities
- **23** buildings
- **220,800** square feet

This plan defines a "facility" as either a discrete building or several buildings on a discrete site.

PURPOSE AND CONTEXT

This 20-year facilities plan intends to help the City address facility issues, improve service, and better connect to the community by planning for cost-effective investments to address highest priorities. This plan was developed during 2020's COVID-19 pandemic and a time of financial hardship for the City. The team worked closely with Auburn leadership to respond to these conditions and present a long-range plan that meets goals and is achievable.

ISSUES SUMMARY

GROWING DEMAND FOR SERVICES

Auburn's public safety, administration, and M&O facilities are critical to support city functions, such as providing utility services and maintaining City streets, fleet, and parks. According to the 2015 Comprehensive Plan, Auburn's population is expected to grow 25% to 100,000 by 2035. Auburn's civic facilities will need to grow and change to continue to provide high levels of service to the growing and evolving Auburn community (see Figure 1).

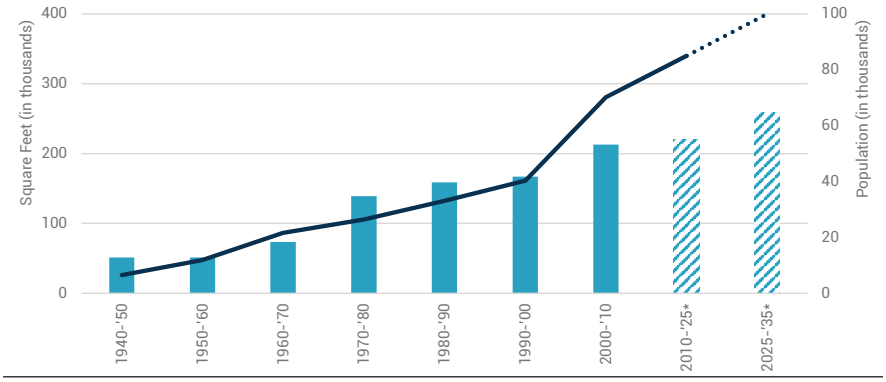


FIGURE 1. CUMULATIVE IN-SCOPE BUILDING SQUARE FOOTAGE COMPARED TO AUBURN'S POPULATION
**Estimates based on Comprehensive Plan*

HIGH-PRIORITY ISSUES

- Critically cramped Police headquarters at the Justice Center
- Inadequate crew space for Public Works and Parks M&O personnel
- Aging facilities with growing maintenance needs
- Uncovered high-value maintenance and operations fleet

LEGEND

Cumulative SF

Population (Decennial Census)

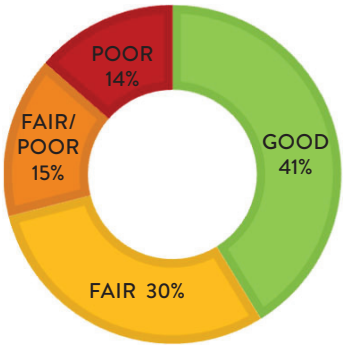


FIGURE 2. AUBURN'S IN-SCOPE FACILITY CONDITION BY FLOOR AREA

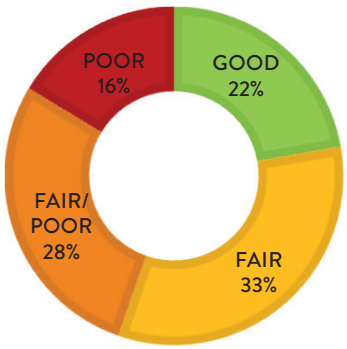


FIGURE 3. AUBURN'S IN-SCOPE FACILITY FUNCTION BY FLOOR AREA

INADEQUATE SPACE

The most serious functional issue noted by facility users is the lack of sufficient space for some critical functions. This issue is most pressing for Police at the Justice Center. M&O facilities have inadequate space for crew support, fleet maintenance, and covered storage, leaving valuable equipment exposed to the weather.

AGING FACILITIES

Many City facilities were built over 40 years ago and while some have been recently renovated, others have deteriorated and are nearing the end of their useful service lives. Auburn's in-scope facility square footage is generally in good or fair condition but around half is functioning in fair to poor capacity (see Figure 2 and 3). Auburn's facilities team is doing an admirable job maintaining the portfolio; however, as the facilities age, major investments will be needed. Roughly 43 percent of the City's scoped building area is estimated to be in good condition today. To ensure continued operations over the next 20 years, the City's oldest facilities will require investment.



FIGURE 4. INEFFICIENTLY DESIGNED MULTI-USE MEETING AND TRAINING SPACE AT THE JUSTICE CENTER

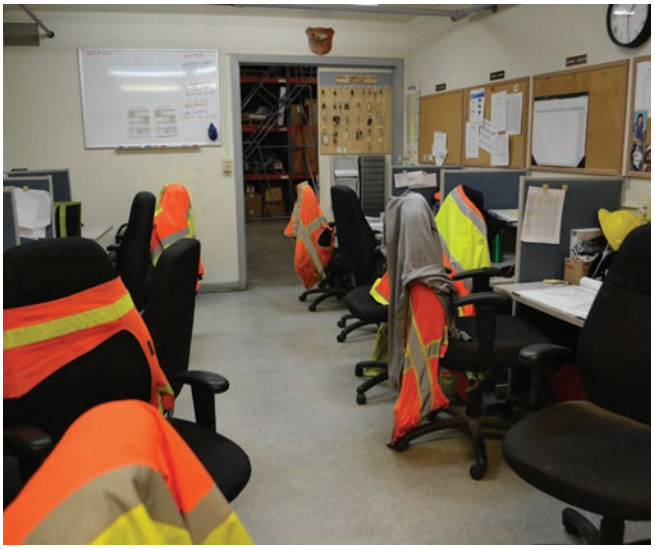


FIGURE 5. INADEQUATE MAINTENANCE AND OPERATIONS CREW SUPPORT SPACE

RECOMMENDATIONS SUMMARY

The table below summarizes highest priority issues, recommended solutions, and suggested timing for critical facilities projects. In addition, the plan proposes increasing maintenance funding commensurate to industry standards. A recommended funding strategy for these projects is described in Chapter 3.

Please note, each project will need to be added to the City's budget, designed, and permitted prior to construction. In some cases, further coordination with stakeholders, partners, and public will also be needed.

POLICE

CRITICAL ISSUES

Inadequate office, training, and support space; cannot accommodate growth; undersized evidence storage and armory; inadequate parking and security

RECOMMENDATIONS & TARGET TIMING

2022-2023	Replace Justice Center roof
2024	Acquire land for future headquarters
2025-2026	Build new evidence facility at future site
2025-2027	Renovate Justice Center
TBD	Build new headquarters; explore partnership opportunities for joint training facility

PUBLIC WORKS M&O

CRITICAL ISSUES

Inadequate crew support, warehouse, and shop space; limited covered storage for high-value fleet, aging facilities and increasing maintenance; limited ability to accommodate growth

RECOMMENDATIONS & TARGET TIMING

2021-2023	Improve vehicle storage bay, central stores addition, replace fuel tank
2021	Transfer GSA Park deed restriction
2022-2023	Study need and feasibility for sewer vactor decant and vegetation sorting facilities
2024-2027	Build new crew building and add parking
2027-2029	Remodel main building and add storage
2027-2029	Build covered parking for high value fleet and equipment

PARKS M&O

CRITICAL ISSUES

Inadequate crew support, warehouse, and shop space; increasing maintenance needs; additional service needs in northeast Auburn

RECOMMENDATIONS & TARGET TIMING

2025-2026	Renovate crew support/shop space at Game Farm Park
2026-2027	Add small Parks M&O facility at Jacobsen Tree Farm
2028-2029	Renovate crew support space and add storage at GSA Park

ADMINISTRATION

CRITICAL ISSUES

Aging facility needing significant structural maintenance, some inefficiencies and inconsistent workspaces

RECOMMENDATIONS & TARGET TIMING

2021	Replace City Hall HVAC
2022	Assess City Hall facility condition
2023-2024	Renovate Annex lobby, replace City Hall roof
2030	Update admin facilities plan
Ongoing	Maintain City Hall as needed to extend service life


AUBURN
JUSTICE
CENTER
POLICE ENTRANCE
PUBLIC PARKING
STOP
NO PARKING ANY TIME

1. INTRODUCTION

OVERVIEW & PURPOSE

The Auburn Facilities Master Plan is the result of an interdepartmental effort to analyze the City of Auburn's facility portfolio and develop prioritized investment recommendations through 2040.

The City identified the following project goals:

- Create welcoming, safe spaces that improve service and connect to community
- Understand how facilities needs impact funding priorities
- Recommend cost-effective investments to support Auburn into the future
- Create a plan that is compelling, achievable, and supported

Auburn anticipates significant growth over the next 20 years, with the population projected to reach 100,000 by 2035.[1] As the population grows, facilities which have served Auburn for decades will require investment to extend their service life. New construction can replace aging structures and provide new capacity, but is a relatively expensive approach. A comprehensive strategy to maintain and renovate existing facilities combined with targeted new construction will address critical issues and enable the City to realize the most value from its investments.

CHAPTER ORGANIZATION

OVERVIEW & PURPOSE
PLANNING PROCESS
PLANNING CONTEXT
FACILITIES OVERVIEW
FINANCIAL CONTEXT

GUIDING PRINCIPLES

City leadership identified the following principles to help guide plan development.

PURPOSE-BUILT

Facilities are right-sized and efficiently designed; facilitate management, coordination, and collaboration; and are well-positioned to serve customers.

SUSTAINABLE AND RESILIENT

Facilities accommodate growth and change; improve emergency response; and reduce emissions and energy costs.

COMMUNITY-FOCUSED

Facilities meet economic and community development goals; and are easily accessible, welcoming, and safe for staff and the public.

ACTIONABLE

Plan recommendations are cost-effective, feasible, and reasonable to implement.

1. *Auburn 2015 Comprehensive Plan*



PLANNING PROCESS

This plan was prepared by MAKERS Architecture & Urban Design in partnership with the City of Auburn. Rider Levett Bucknall provided cost estimates.

The plan was developed in the following three phases:

ASSESS NEEDS

The project team established a baseline understanding of site issues and conditions by reviewing existing information, interviewing city staff, and performing visual assessments of city facilities. City leadership identified and brainstormed solutions to the most challenging facilities issues at a Visioning Workshop.

EVALUATE ALTERNATIVES

Working with city staff, the team developed and evaluated comprehensive alternatives to address facility needs. In response to budget concerns related to City finances and the COVID-19 pandemic, the team then evaluated lower cost approaches and selected a preferred path forward to address Auburn's highest priority issues.

REFINE RECOMMENDATIONS

Working with Finance and department leaders, the project team refined recommendations and developed a suggested implementation schedule and financing plan.

PLAN ORGANIZATION

This plan begins by introducing the project, reviewing the planning context, and providing an overview of City facilities and historic spending. It then summarizes critical issues, alternative concept evaluation, and recommendations for Police, Public Works M&O, Parks M&O, and Administration facilities. The recommendations chapter summarizes investments by phase, includes rough order of magnitude (ROM) cost estimates, and suggests a funding strategy to assist with implementation.



FIGURE 6. BRAINSTORMING CREATIVE SOLUTIONS AT THE VISIONING WORKSHOP

PLANNING CONTEXT

Auburn has grown from a city focused on farming to a commercial and industrial hub since its incorporation in 1891. The five areas most relevant to civic facilities planning are summarized below.

DOWNTOWN

The downtown area is the center of activity and contains the City Hall, Annex, and Justice Center. Downtown has seen a lot of growth within the past 10-15 years with increasing commercial and mixed-use development. The proximity to the Auburn Station adds to the area's appeal, creating a densifying urban center that will likely continue to attract growth.

LES GOVE

The area around Les Gove Park is another hub of civic activity with the community gym, youth center, senior activity center, White River Valley Museum, and Auburn Branch of the King County Library. The recreational campus plays a key role in community functions and is surrounded by commercial and residential development.

INDUSTRIAL CORRIDOR

The railroad began service through Auburn in 1883 as part of a larger plan to connect Seattle and Tacoma by rail. This connection created a north-south corridor of commercial and industrial development in Auburn, and is the home to the Boeing Company. It was also a former hub for the General Services Administration (GSA). This land use pattern continues today (see Figure 8).

RESIDENTIAL ANNEXATION

Auburn experienced significant population growth due to annexations occurring between 1998-2008. In 1998, Auburn annexed the portion of Lakeland Hills located in Pierce County. In 2008, Auburn annexed the Lea Hill and West Hill areas, creating the current city footprint (see Figure 9). These annexations increased demand for City services and infrastructure.

TRANSPORTATION INVESTMENTS

Recent investment in the area's transportation network also spurs growth, notably the ongoing improvements to Auburn Station currently scheduled for completion in 2024. As the city continues to absorb the region's growth, city services and facilities will need to keep pace.



FIGURE 7. AUBURN MAIN ST CA. 1925
Image courtesy of Clarence Bagley, History of King County

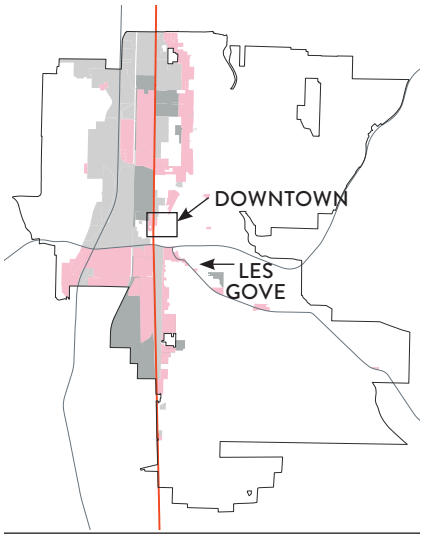


FIGURE 8. COMMERCIAL AND INDUSTRIAL ZONING CORRIDOR WITH RAILROAD

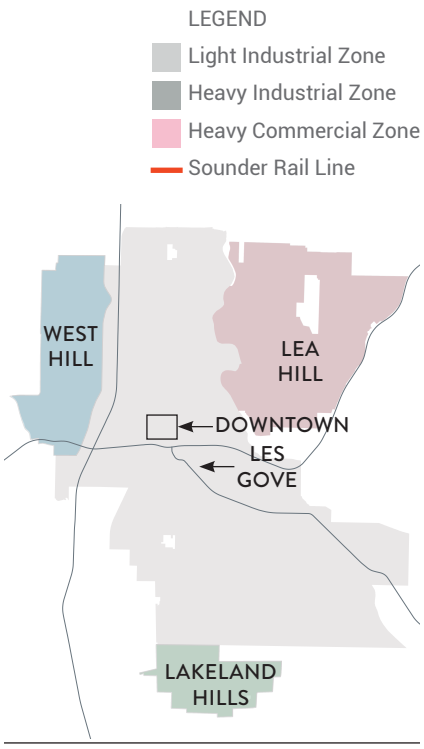


FIGURE 9. ANNEXED AREAS OF WEST HILL, LEA HILL, AND LAKELAND HILLS

FACILITY* PORTFOLIO	
In-scope / total facilities	12 / 20
In-scope / total buildings	23 / 54
In-scope / total building area	220,800 sf / 462,700 sf

*This plan defines "facility" as either a discrete building or several buildings on a discrete site.

FACILITIES OVERVIEW

Auburn's in-scope facilities are grouped into the following four categories: Police, Public M&O, Parks M&O, and Administration (see Figure 10). Issues and recommendations are organized by each category in Chapter 2.

POLICE

This category includes the police station, evidence storage and processing, substations, and firing range. Police stations tend to be complex facilities with a high level of security and safety requirements.

The King County District Court (Court) leases space from the City of Auburn and is co-located with Police headquarters in the Justice Center. As a King County function, Court is not in this project's scope, but Court space needs and impact on Police facilities options were considered.

The City also shares part of the former GSA Property with the Valley Regional Fire Authority and Police uses a portion of the secure property to store large evidence.

PUBLIC WORKS M&O

This category includes the operations yard and buildings used by Public Works field-based staff and fleet maintenance at the GSA Park. Operations yards are industrial facilities with significant space needs; sites for these facilities must be proximate to service areas while minimizing impacts to adjacent development. Public Works M&O also has secure laydown yard storage at the GSA Property.

PARKS M&O

This category includes the operations yards and storage facilities supporting Parks maintenance field-based staff. Parks M&O facilities are located at GSA Park, Les Gove campus, R Street Property, and Game Farm Park. Parks operations yards have similar space needs to Public Works M&O and are best located near the parks they maintain.

ADMINISTRATION

This category includes two office buildings: City Hall and the City Hall Annex. These are occupied by the Mayor's office, City Council, Administration, Community Development, Emergency Management, Finance, Human Resources, Innovation and Technology, Legal, and Public Works departments. Administrative facilities are generally fairly flexible buildings that are easily adaptable between different office uses. They tend to have a long service life with regular maintenance and renovations. The Facilities team also uses part of the building at the GSA Property for storage.

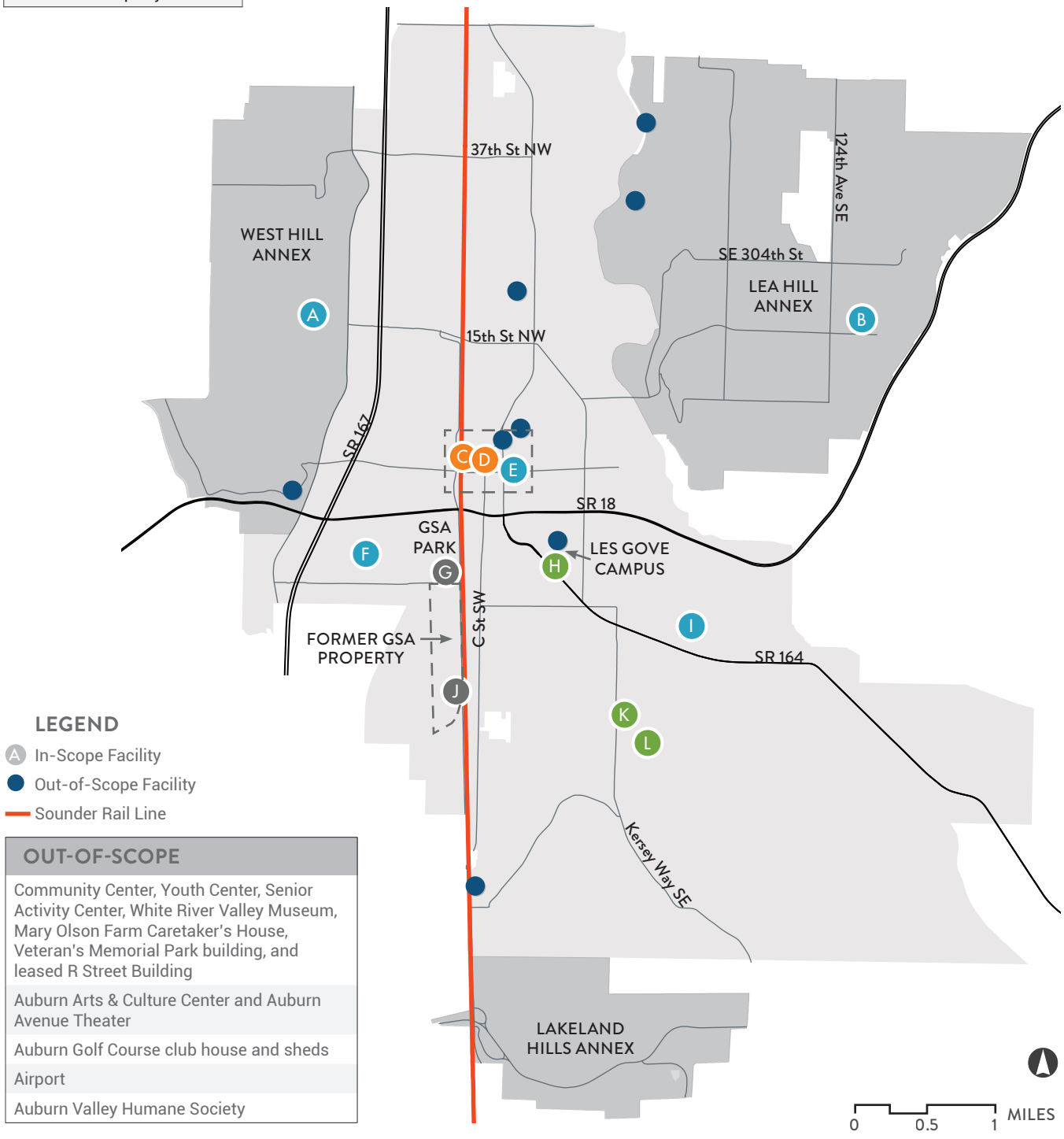
FIGURE 10. FACILITIES BY CATEGORY

POLICE	
A	Firing Range
B	Substation 2
E	Justice Center
F	Substation 1
I	Substation 3
J	GSA Property

PUBLIC WORKS M&O	
G	GSA Park
J	GSA Property

PARKS M&O	
G	GSA Park
H	Les Gove Herr Property
K	R Street Property
L	Game Farm Park

ADMINISTRATION	
C	City Hall
D	City Hall Annex
J	GSA Property



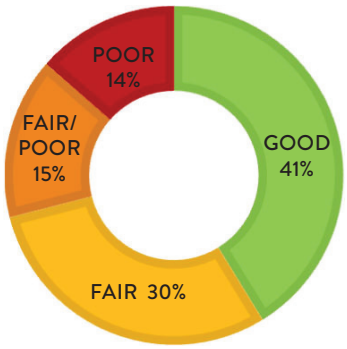
OUT-OF-SCOPE
Community Center, Youth Center, Senior Activity Center, White River Valley Museum, Mary Olson Farm Caretaker's House, Veteran's Memorial Park building, and leased R Street Building
Auburn Arts & Culture Center and Auburn Avenue Theater
Auburn Golf Course club house and sheds
Airport
Auburn Valley Humane Society

FIGURE 11. AUBURN FACILITIES

FACILITY ASSESSMENT

Facilities require ongoing investment to maintain good condition and function. Timely investment in facility maintenance and modernization will maximize lifespan and return on investment. Auburn's in-scope facilities were given condition and function rankings based on visual assessment, department interviews, and discussions with users.

FACILITY CONDITION



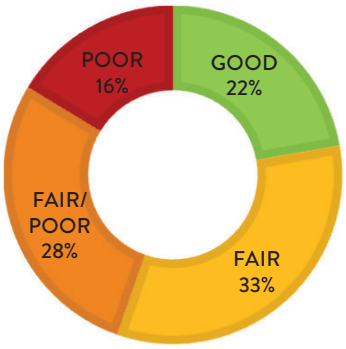
	Buildings	Area
Good	3	91,000 sf
Fair	2	65,800 sf
Fair/Poor	7	34,100 sf
Poor	11	29,900 sf

FIGURE 12. IN-SCOPE BUILDING CONDITION BY FLOOR AREA

This metric ranks the physical condition of facilities and adequacy of building support systems, offering a general picture of where near-term investment is most needed.

- **Good** facilities appear to be in good condition with few observed shortfalls, are maintained regularly, and have adequate building support systems
- **Fair** facilities appear to be in reasonable condition and have some minor issues with building support systems
- **Fair/Poor** facilities appear to be in declining condition with shortfalls and issues with building support systems
- **Poor** facilities appear to be in failing condition with shortfalls requiring near-term attention

FACILITY FUNCTION



	Buildings	Area
Good	2	49,100 sf
Fair	4	73,000 sf
Fair/Poor	13	62,600 sf
Poor	4	36,100 sf

FIGURE 13. IN-SCOPE BUILDING FUNCTION BY FLOOR AREA

This metric ranks facilities based on support for current uses and ability to accommodate department needs.

- **Good** facilities appear to be well-organized, efficiently used, flexible to accommodate change, and considered highly functional by users
- **Fair** facilities appear to be fairly well-organized and efficiently used, and considered fairly functional by users
- **Fair/Poor** facilities appear to have functional issues, resulting in decreased efficiency and support for users
- **Poor** facilities appear to be poorly organized, inefficient, inflexible, and considered poorly functioning by users

FINANCIAL CONTEXT

Facilities projects are typically funded in a variety of ways including taxes, utility rates, and grants. Routine minor maintenance is typically funded through the operating budget of the facilities maintenance team.

There are two funding strategies for significant facility investments that are most relevant to this plan.

GENERAL OBLIGATION BONDS[1]

General obligation bonds are issued by local governments and secured by a pledge of the taxing district's property tax authority. General obligation bonds have been the traditional form of financing for capital projects such as land acquisition and facility construction.

There are two basic kinds of general obligation bonds:

- **Limited tax general obligation (LTGO) bonds** (also called "councilmanic" bonds), may be issued by a vote of the legislative body. Because the voters have not been asked to approve a tax increase, debt service payments must be paid from existing revenue sources.
- **Unlimited tax general obligation (UTGO) bonds** (also called voted debt) must be approved by 60% of the voters, with a voter turnout equal to at least 40% of those who voted in the most recent general election. When the voters are being asked to approve the issuance of these bonds, they are simultaneously asked to approve an excess levy which raises their property taxes to cover the debt service payments. UTGO bonds can be used only for capital purposes. (RCW 84.52.056)

REVENUE BONDS[1]

Revenue bonds are generally used to finance water and wastewater projects, airports, and stormwater systems. Payment for debt service on revenue bonds comes from user fees generated by the capital facility that is being built. The local entity is then responsible for establishing and collecting sufficient revenue (through rates) to retire the debt.

Revenue bonds may be issued to finance projects for any enterprise that is self-supporting. RCW 39.46.150 and 39.46.160 provide general authority to local governments to issue revenue bonds. Additionally, RCW 35.41.030 provides separate authority for cities, and RCW 57.20.018 for water-sewer districts.

1. *Source: Municipal Research and Services Center*

HISTORIC FACILITIES SPENDING

Auburn spent an average of 17% of its annual capital improvement plan (CIP) funds on in-scope facility major maintenance, repairs, renovations between 2008 and 2018, including purchase of the City Hall Annex administration condominium in 2009-2010 (see Figure 14).

As buildings in Auburn's portfolio continue to age and the city grows, a higher level of investment will be required to expand service capacity and maintain, modernize, or replace existing facilities. According to industry standards, the estimated maintenance budget required to serve Auburn's current in-scope facility portfolio is approximately $900,000 a year. Auburn spent approximately $423,000 on maintenance in FY 18/19 (see Figure 15).

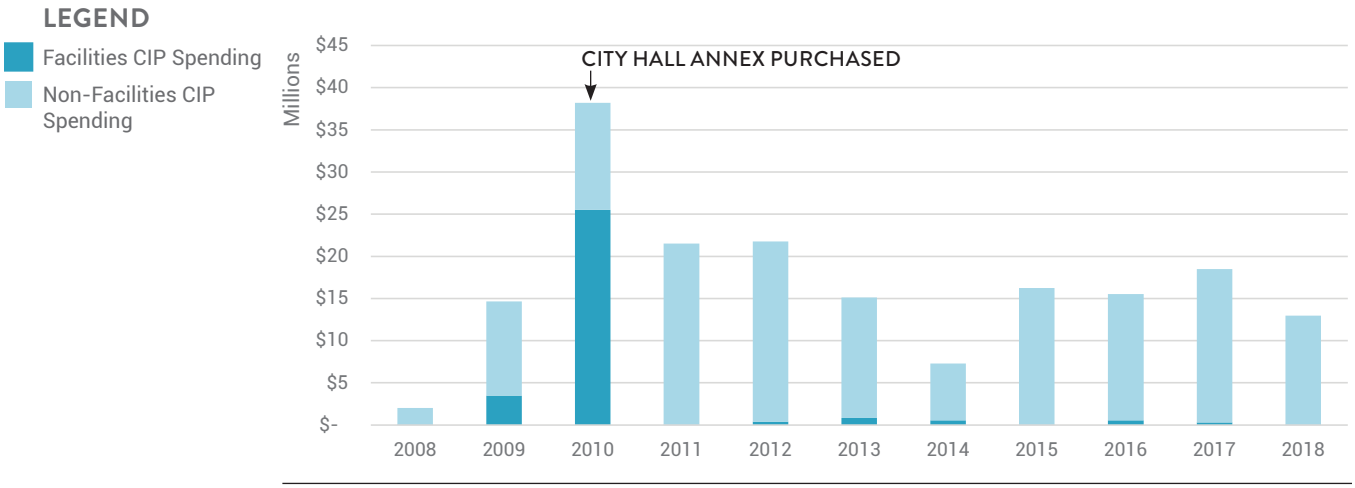


FIGURE 14. IN-SCOPE HISTORICAL CIP SPENDING, FY 08/09-FY18/19. INCLUDES $25.5 MILLION TO PURCHASE OF THE ANNEX ADMINISTRATIVE FACILITY IN 2009-2010
Source: City of Auburn

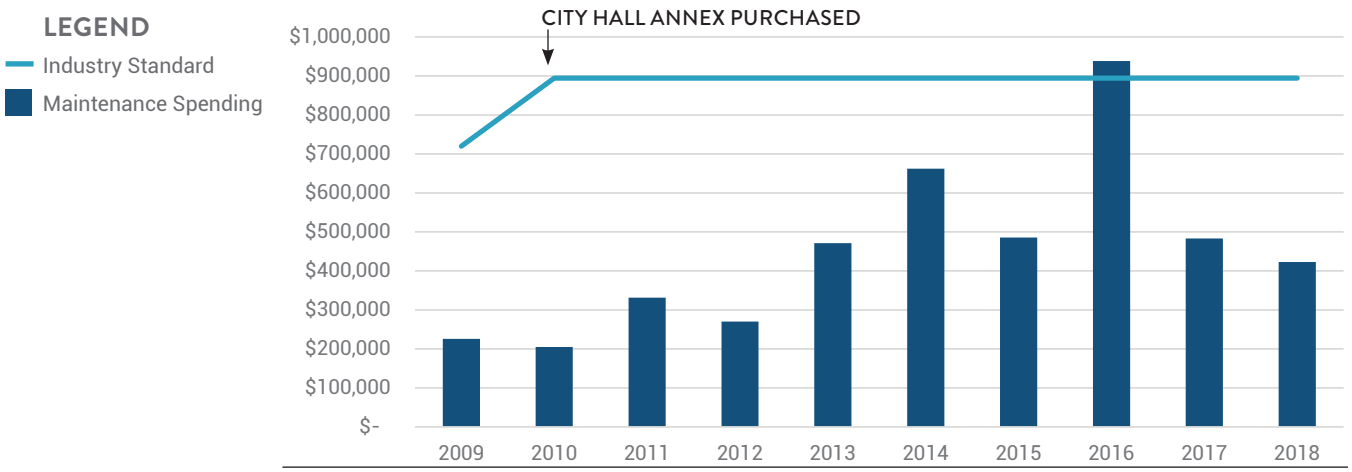


FIGURE 15. HISTORICAL FACILITIES MAINTENANCE SPENDING, FY 08/09-FY18/19
Source: maintenance spending - City of Auburn; includes in-scope facilities and Arts & Cultural Building, Theater, Les Gove campus facilities, Museum
Industry standard - City/County Government facilities in "Operations and Maintenance Benchmarks" (International Facility Management Association, 2017).

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2. FACILITY ISSUES & RECOMMENDATIONS

ORGANIZATION

This chapter is subdivided by the four categories listed at the right. Each section includes the following:

EXISTING CONDITIONS

Reviews existing conditions and issues, including condition and function analysis findings.

FACILITY NEEDS

Summarizes current space use, future space needs, and future facility and location requirements. The complete space needs assessment is provided under separate cover.

ALTERNATIVES EVALUATION

Summarizes the evaluation of alternative concepts to determine optimal facility location and space use. Concepts were evaluated based on how they performed relative to the guiding principles. Then lower cost options were explored and evaluated based on their ability to meet operational requirements and address the highest priority needs within Auburn's evolving financial context.

RECOMMENDATIONS

Reviews recommendations to address facilities needs for the next 20 years, including target implementation dates, and rough order of magnitude (ROM) cost estimates. Cost estimates included in this section are in 2024 dollars and developed using the assumptions detailed in Appendix B.

CHAPTER ORGANIZATION

POLICE

PUBLIC WORKS M&O

PARKS M&O

ADMINISTRATION

IMPLEMENTATION PHASES

Implementation is envisioned in four phases; target years assume council adoption of the funding strategy described on page 48.

1. Phase I: 2021-2023
2. Phase II: 2024-2025
3. Phase III: 2026-2027
4. Phase IV: 2028-2029
5. Phase V: TBD



POLICE

EXISTING CONDITIONS

The Auburn Police Department (Police) is headquartered at the **Justice Center Building**, a 40's-era supermarket purchased and remodeled by the City of Auburn. Administration, detectives, and patrol office space is concentrated in the basement; a public lobby, records, and volunteer office space is located on the ground floor; and training/gym facilities are on the second floor.

The Police **Evidence Building** is located on the Justice Center campus; it is primarily an evidence facility but also includes parking for Police's SWAT vehicle, shop space and storage for Police's bicycle unit, and storage for the K-9 unit. Oversized evidence storage (primarily vehicles) is located at the **GSA Property**.

The Police Department also uses three substations in facilities owned and operated by private entities:

- **Substation 1** is located in the Outlet Collection Seattle mall
- **Substation 2** is located in an apartment complex in Lea Hill
- **Substation 3** is located in the Muckleshoot Casino

Police conducts outdoor firing practice on a **firing range** located on a roughly 40-acre parcel shared with Auburn's Water department.

FAST FACTS	
Staff	140
Facilities	6
Buildings	2*
Building Area	30,900 sf*
Site Area	2.1 acres*

**Excludes substations, firing range, and GSA evidence storage*

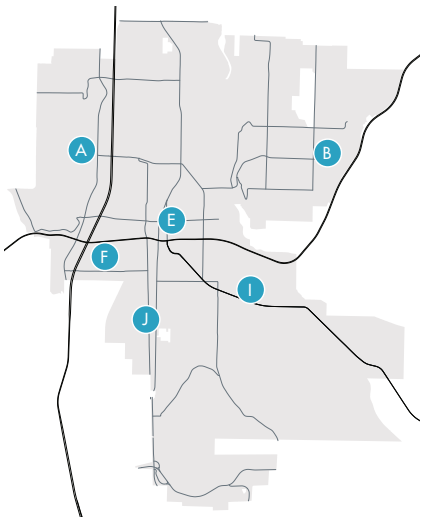


FIGURE 16. POLICE FACILITIES KEY MAP

FACILITY KEY

A. Firing Range
B. Substation 2
E. Justice Center campus
F. Substation 1
I. Substation 3
J. GSA Property

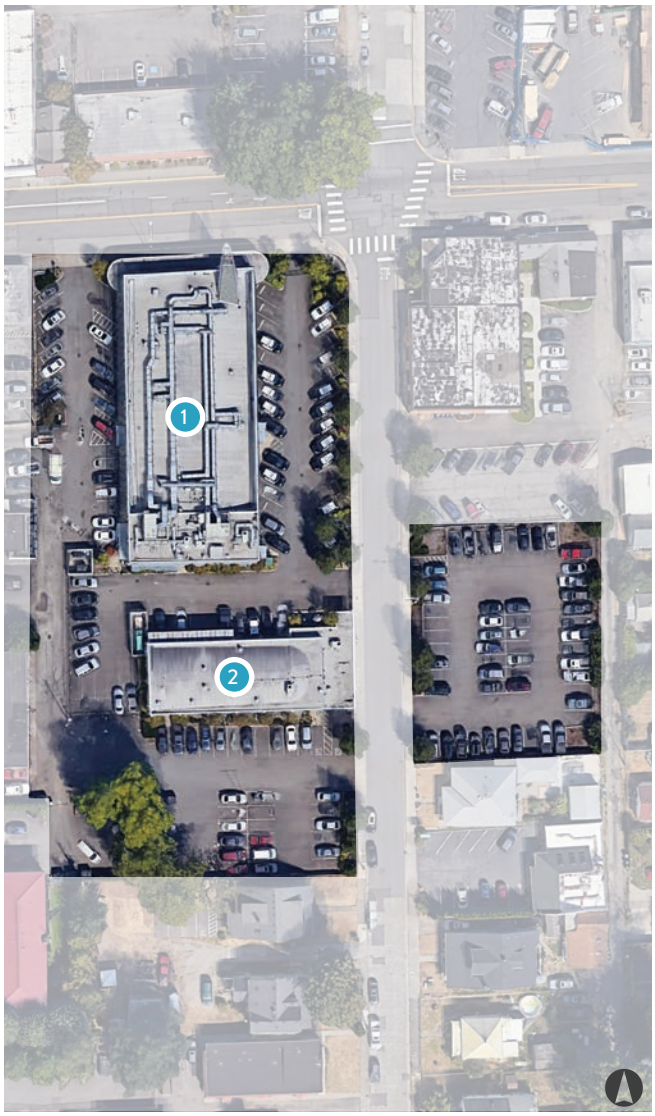


FIGURE 17. JUSTICE CENTER CAMPUS



FIGURE 18. POLICE FACILITIES CONTEXT MAP



FIGURE 19. LARGE EVIDENCE STORAGE AT GSA PROPERTY

BUILDING KEY

1. Justice Center Building
2. Evidence Building

KING COUNTY DISTRICT COURT

The King County District Court (Court) occupies most of the Justice Center Building's ground floor through an inter-agency agreement whereby the City provides the Court with a facility and the Court provides the City with court services. Court supports roughly 110,000 cases per year; its facilities include a public entrance and lobby, two court rooms, and office/meeting space for court records, jury, and probation officer functions.

Court is not in scope for this project, but Police recommendations are likely to impact the solutions available to meet Court's facilities needs and vice versa. Court spaces are inefficiently configured, with an oversized lobby circulation area and undersized office, staff support, and jury spaces. Parking is inadequate, particularly during jury selection.

ISSUES SUMMARY

Police facilities lack adequate space to support current staff and operations, and future growth.

JUSTICE CENTER

- Suboptimal climate control, especially on ground floor as HVAC zone configuration does not align with current space configuration due to renovations
- Facility too small to accommodate both Court and Police in long-term; could be used for other city or county services or leased
- Severely space-constrained, especially for Police which grew 40% between 2004 and 2019
- Undersized public lobby and soft interview space
- Limited meeting/briefing space for all meeting types, including large groups, confidential discussions, and interviews
- Police office space is primarily in basement areas that have limited natural light
- Defensive tactics and classroom training occur in a room with irregular column placement which impedes sightlines, creates barriers for physical training, and complicates furniture/mat reconfiguration
- Evidence building is at capacity
- Undersized parking; unsecured parking for marked vehicles

FIRING RANGE

- Firearm practice facilities limited to informal outdoor firing range and do not provide opportunities for indoor training
- Firing range does not allow nighttime practice due to noise agreements with neighbor



FIGURE 20. POLICE TRAINING ROOM COLUMNS IMPEDE SIGHTLINES FOR CLASSROOM TRAINING



FIGURE 21. JUSTICE CENTER PARKING IS UNSECURED AND AT CAPACITY

Good Fair Fair/Poor Poor

CONDITION	FUNCTION	MAP KEY	FACILITY NAME	BUILDING AREA (SF)	YEAR BUILT	INVESTMENT RECOMMENDED
		1	Justice Center Building	16,000	1946	X
		2	Evidence Building	8,500	1950	X

FIGURE 22. POLICE SPACE USE SUMMARY

Substations are owned and operated by non-City entities and excluded from this table. The firing range and GSA evidence storage are also excluded as they do not have Police-occupied structures.

FACILITY NEEDS

Total building area for Police Headquarters is nearly 50% deficient relative to projected future needs.

SPACE NEEDS*	EXISTING SPACE (SF)	FUTURE NEED (SF)	% DEFICIENT
Police Headquarters and Personnel Support Space	16,100	31,800	49%
Evidence Storage	4,400	9,000	51%
Operations Shops & Storage	3,500	5,000	30%
Fleet, Employee, and Visitor Parking	18,600**	34,800	47%

FIGURE 23. POLICE SPACE NEED SUMMARY
**Space needs shown here exclude evidence storage at GSA Property, substations, and firing range.*
***Excludes 18,700 sf staff/visitor parking shared with Court.*

The space needs summarized above are Police's highest priority and addressed in this plan's recommendations. Police additionally requires improved firing range facilities to support officer training. Many public safety entities in the region share this need; these facilities are likely best pursued in partnership with other jurisdictions through a joint-training facility.

LOCATION REQUIREMENTS

Police headquarters should be centrally located to provide timely service throughout the city and be accessible to residents. Police is currently well-supported by their existing three substations and does not anticipate requiring additional precincts within this plan's time frame.



FIGURE 24. LIMITED SPACE FOR EXERCISE MACHINES

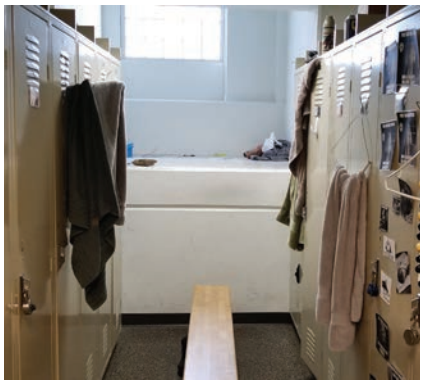


FIGURE 25. LOCKER SPACE



FIGURE 26. EVIDENCE STORAGE

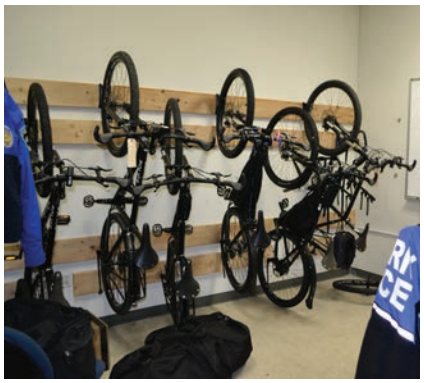


FIGURE 27. BIKE PATROL STORAGE AND SHOP

ALTERNATIVES EVALUATION

The team first evaluated the following three approaches to meet Police facility needs:

1. Renovate Police portion of Justice Center Building and build annex; build new precinct for Detectives, Animal Control, and Traffic in Lea Hill neighborhood
2. Build new headquarters on purchased property downtown
3. Build new headquarters on purchased property near Les Gove campus

Option 1 performed poorly: this option requires substantial new construction and structured parking to fit Police needs on site without offering advantages over options 2 and 3.

Options 2 and 3 both perform well and are comparable in cost. They provide Police with purpose-built facilities designed to support growth with good public accessibility in a central location.

The recommended new Police headquarters is an investment best funded through a voter-approved UTGO bond (see page 7). However, in addition to near-term budget limitations driven by the COVID-19 pandemic, 2020's heightened attention to the Black Lives Matter movement has also driven communities to evaluate how their policing services are delivered. As a result, this project explored lower-cost investments to mitigate some facilities issues in the near term until the City is ready to move forward with the investment required to build the new headquarters. Lower cost options included a variety of approaches to renovate existing facilities and build small additions on city-owned or acquired properties.

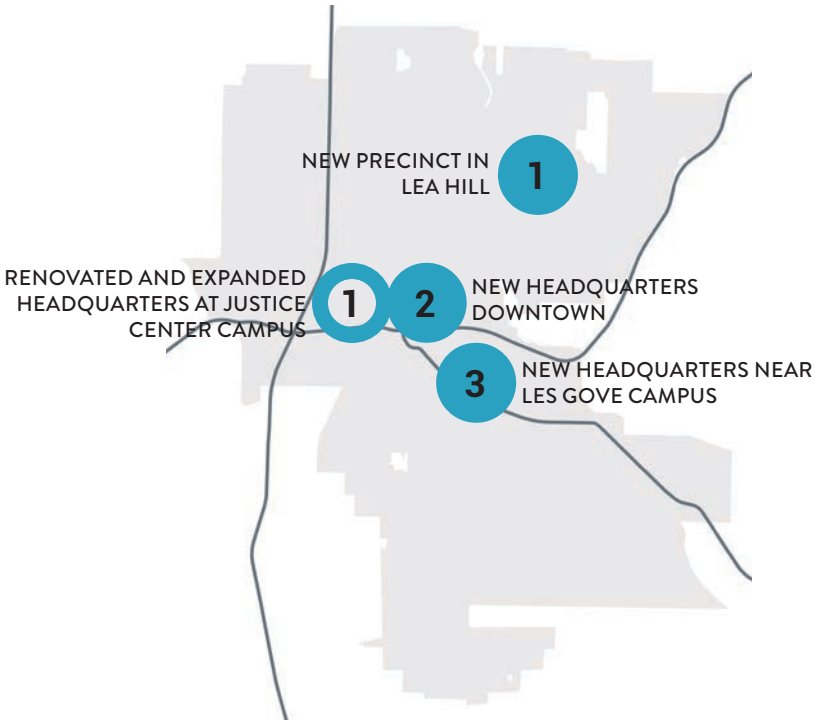


FIGURE 28. INITIAL POLICE ALTERNATIVES EVALUATED

KEY OUTCOMES

Key outcomes from the initial alternatives and lower-cost options analysis are summarized below. More information about analysis considerations can be found in Appendix A.

THE JUSTICE CENTER CAMPUS CANNOT MEET POLICE NEEDS

Significant new construction and costly structured parking are required to accommodate Police at the Justice Center campus. Police needs a new headquarters location to ensure future facilities investments are cost-effective and durable.

HEADQUARTERS PROPERTY ACQUISITION IS A PRIORITY FIRST STEP

The team explored interim investments to meet Police space needs on City-owned property (e.g., the GSA Property). Though able to be implemented without new property purchase, this option will reduce functionality without contributing to long-term facilities solutions. Purchasing land is the first step for implementation of the recommended Police headquarters and is a relatively low-cost action that supports phased construction as funding becomes available.

Once a site is secured, the City will be able to develop a master plan and specific vision for the property that will support a future bond measure for headquarters construction. The City should be prepared to take advantage of purchase opportunities as they arise.

PHASED CONSTRUCTION YIELDS MULTIPLE NEAR-TERM BENEFITS AT LOW COST

Space constraints at the Justice Center campus limit opportunities for near-term improvements. Relocating some functions to the new headquarters site can meet some long-term needs while freeing space at the Justice Center for low-cost interim improvements to remaining functions.

Evidence processing and storage is the best candidate for near-term relocation as it can be located on a separate site from remaining headquarters functions with the least operational disruption. Once vacant, the Justice Center Evidence Building can be renovated at low cost to accommodate Police gym and mat training functions, which in turn increases space available in the Justice Center Building for Police office and meeting needs (see Figure 32 on page 19).

RECOMMENDATIONS

Police facilities recommendations, approximate costs, and phasing suggestions are listed below and illustrated on page 19. Project costs by phase are illustrated in Figure 30.

FIGURE 31 KEY	RECOMMENDED PROJECT	COST (2024$)	PHASE I	PHASE II	PHASE III	PHASE IV
A	**Justice Center Building roof replacement**	$500,000*				
B	**Police headquarters land acquisition and master plan** 1. Secures property either downtown or near Les Gove campus to accommodate the future Police headquarters. 2. Develop site master plan: identify desired locations for Evidence facility and headquarters buildings; develop vision for property development to support future bond measure.	$3.2-6.1M**				
C	**Build Evidence facility** Build the new evidence storage facility at the future Police headquarters site.	$4.7M				
D	**Renovate vacated Justice Center space** 1. Renovate former Evidence Building ground floor to accommodate a gym and mat training room; evaluate opportunities to include locker/shower space. 2. Renovate Justice Center third floor spaces vacated by gym and training functions; consider which Police needs are most urgent and can be addressed through this renovation. 3. Evaluate existing Justice Center locker space and identify any cost-effective improvements can be made given the addition/relocation of some locker and shower space to the former evidence annex per step D above.	$1.9M				
E	**Build new Police headquarters** Build community support and build the new police headquarters.	$48.4M	TBD			
F	**Build training facility** Partner with regional organizations to construct joint training facility (not pictured).	TBD	TBD			

FIGURE 29. POLICE RECOMMENDATIONS
**Cost provided by City of Auburn*
***Property estimate provided by City and based on locations in either the Les Gove vicinity ($3.2M) or the downtown area ($6.1M)*

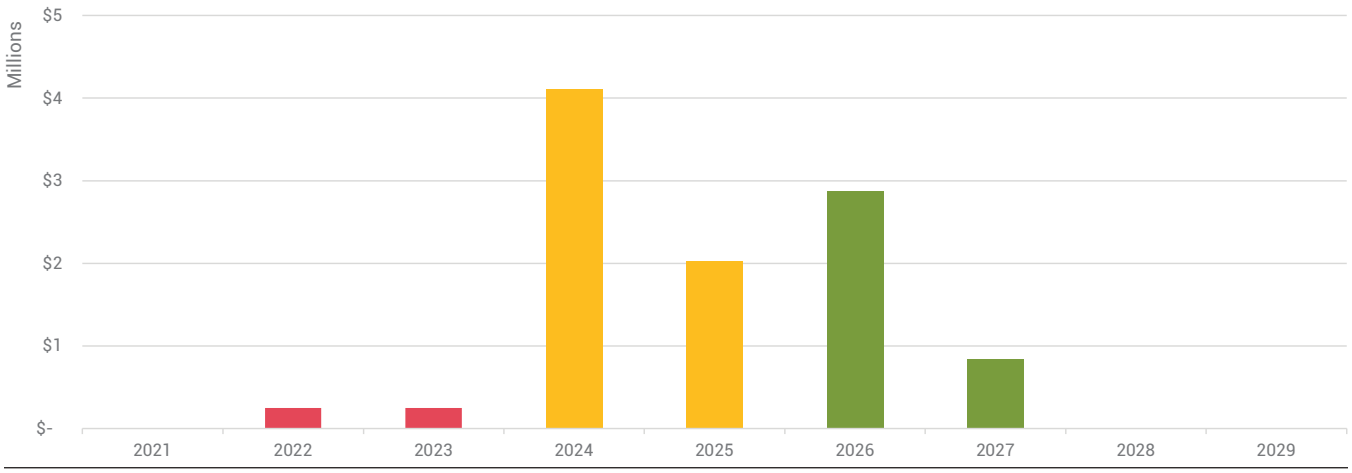


FIGURE 30. POLICE SPENDING PLAN
CFP project costs provided by City and in 2020 dollars; other costs are in 2024 dollars; chart does not show costs for new Police headquarters or training facility



A. JUSTICE CENTER BUILDING ROOF REPLACEMENT

B. ACQUIRE NEW JUSTICE CENTER PROPERTY

C. BUILD NEW EVIDENCE FACILITY

D. RENOVATE VACATED JUSTICE CENTER SPACE

E. BUILD NEW POLICE HQ

FIGURE 31. POLICE RECOMMENDATIONS PHASING

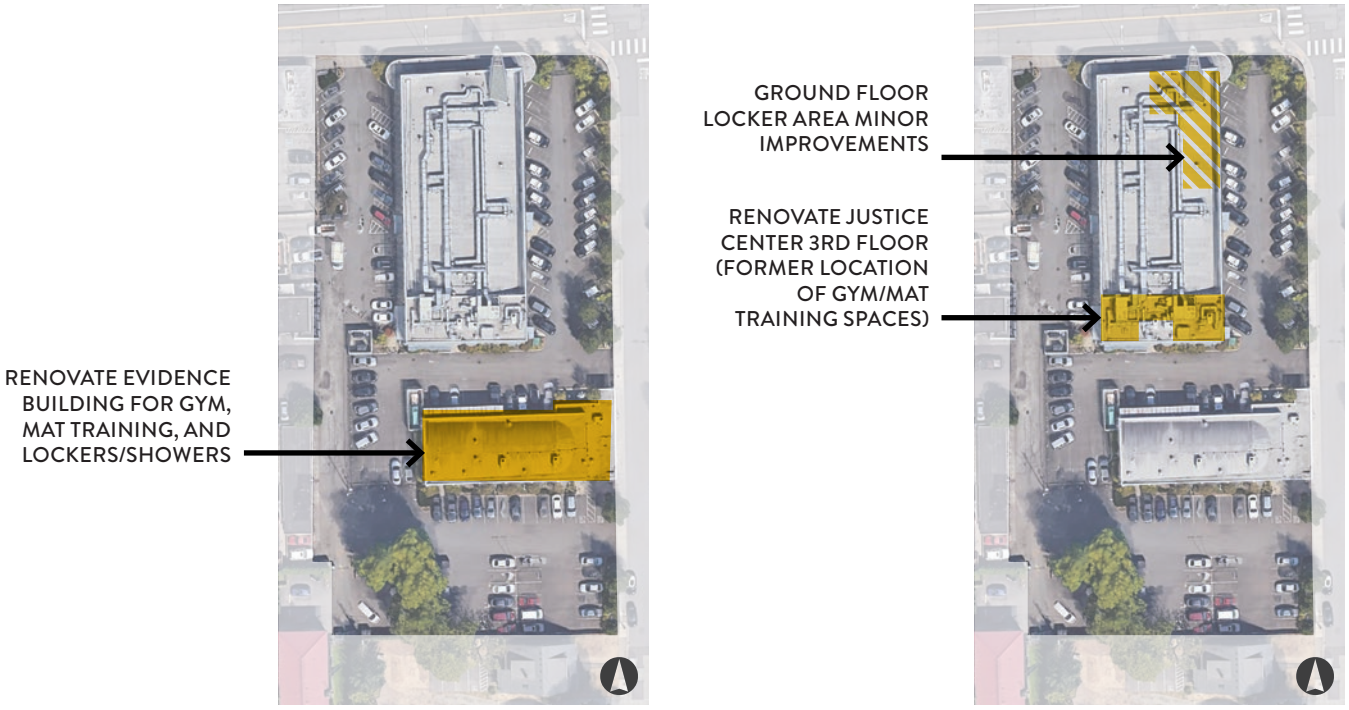


FIGURE 32. JUSTICE CENTER PHASING AND RENOVATION AREA



FAST FACTS	
Staff	81
Facilities	2
Buildings	9
Building Area	43,000 sf
Site Area	6.5 acres

PUBLIC WORKS M&O

EXISTING CONDITIONS

The **GSA Park** serves as the headquarters for Public Works M&O as well as Parks M&O. As the principal operations yard, it supports the maintenance of city streets; water, stormwater, and wastewater infrastructure, and city vehicles and maintenance equipment. The site also contains the fuel island used by all City departments and decant facilities used by other agencies under contract with the City.

Public Works M&O also has yard storage at the **GSA property** to the south.

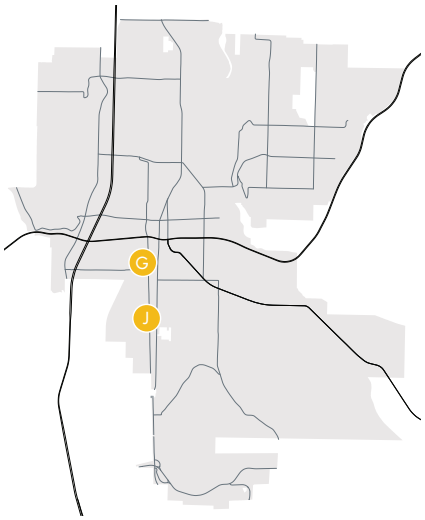


FIGURE 33. PUBLIC WORKS M&O FACILITY KEY MAP

FACILITY KEY

G. GSA Park
J. GSA Property

DEED RESTRICTION

In 1967, a roughly 6.5-acre portion of GSA Park was deeded to the City of Auburn from the GSA. Of that 6.5 acres, the deed included provisions restricting the use of 5.2 acres to "public park and public recreational area purposes." The restricted area includes ballfields used by the Auburn Little League Association as well as unused open space (see Figure 36). In order to remove the deed restriction, the City would need to relocate the park facilities and record a parks covenant on a roughly equivalent-sized property not already designated for parks purposes. The ballfields are an important facility for users; however, the location is not convenient for many Auburn residents. A location nearer to residential areas might increase ballfield use.

SITE ACCESS

GSA Park's primary access is off of C Street Southwest. Crews also use the gravel road north of the property to access the stop light at 8th Street Southwest during peak traffic periods. Both routes can be used due to a 24-foot temporary nonexclusive easement granted to the City by Auburn 8th Street, LLC, owner of the adjacent property, at the time of this report's completion (see Figure 36). This temporary easement can be revoked with six months notice by Auburn 8th Street, LLC.



FIGURE 34. PUBLIC WORKS M&O FACILITIES CONTEXT MAP

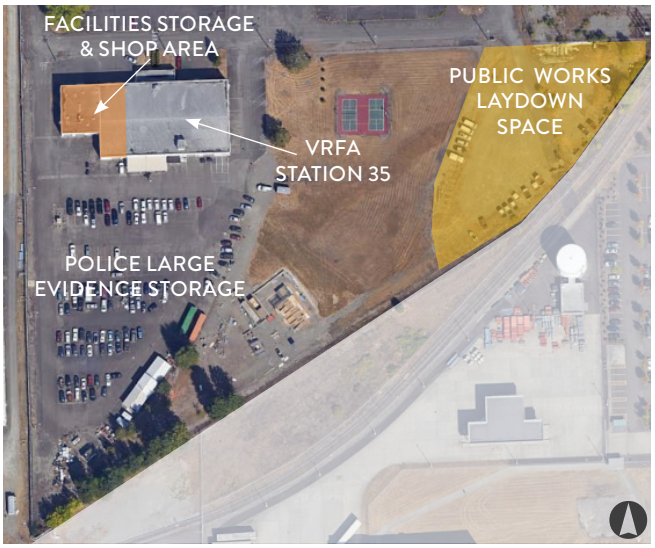


FIGURE 35. PUBLIC WORKS M&O STORAGE AT GSA PROPERTY

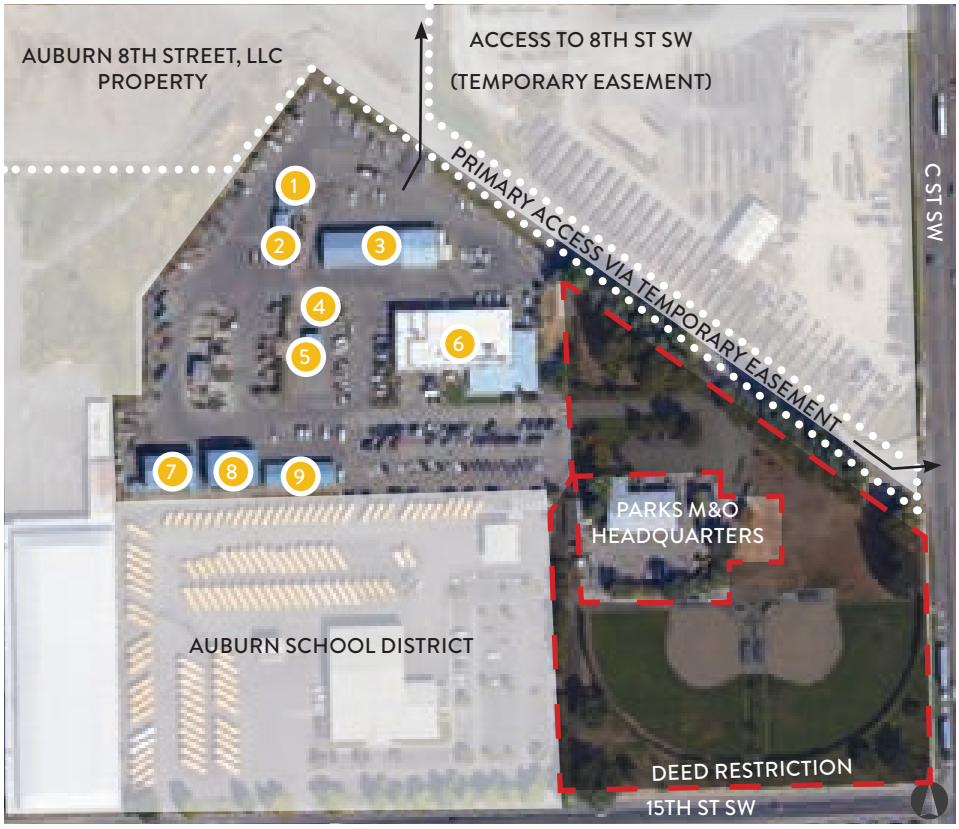


FIGURE 36. PUBLIC WORKS M&O BUILDINGS AT GSA PARK

BUILDING KEY

1. Covered Salt Storage
2. Crew Shops
3. Covered Fleet Parking & Shops
4. Wash Rack
5. Fuel Island
6. Main Building
7. Decant Facility 1
8. Decant Facility 2
9. Crew Storage

ISSUES SUMMARY

Public Works M&O facilities are aging and lack adequate space to support current crews and future growth.

GSA PARK

- Inadequate sized and configured crew spaces (touchdown workstations, shops, lockers, restrooms, lunchroom)
- Limited storage/warehouse space for growing service requirements
- Not enough fleet maintenance bays
- Limited conference and training space
- Limited covered and heated storage for high-value equipment
- Strained parking and circulation
- Fuel island and wash rack need improvements
- Security and site access concerns

GSA PROPERTY

No issues were noted for the storage at the GSA property, however it would be beneficial to co-locate this function with headquarters if space was available.

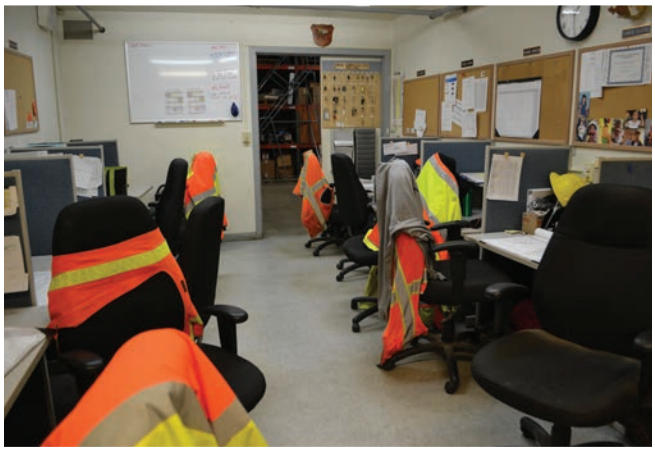


FIGURE 37. LIMITED WORK SPACES ARE NOT ABLE TO ACCOMMODATE SEASONAL CREWS OR FUTURE GROWTH



FIGURE 38. LIMITED COVERED PARKING LEAVES FLEET AND EQUIPMENT EXPOSED TO THE ELEMENTS

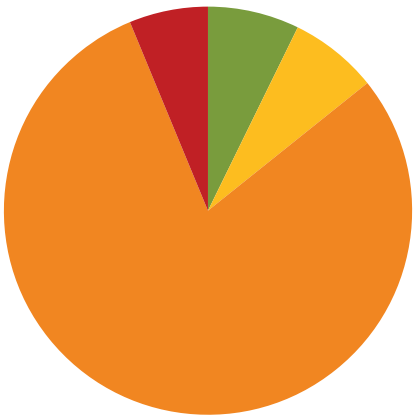


FIGURE 39. PUBLIC WORKS M&O CONDITION BY BUILDING AREA

Good Fair Fair/Poor Poor

CONDITION	FUNCTION	MAP KEY	FACILITY NAME	BUILDING AREA (GSF)	YEAR BUILT	INVESTMENT RECOMMENDED
		1	Covered Salt Storage	1,400		
		2	Crew Shops	1,500	1990	X
		3	Covered Fleet Parking & Shops	7,000	1990	X
		4	Wash Rack	1,500		X
		5	Fuel Island	1,000		X
		6	Main Building	18,900	1970	X
		7	Decant Facility 1	2,900	2015	
		8	Decant Facility 2	2,800	1987	
		9	Crew Storage	3,000	2016	

FIGURE 40. PUBLIC WORKS MAINTENANCE AND OPERATIONS SPACE USE SUMMARY

FACILITY NEEDS

As is summarized below, Public Works M&O lacks sufficient space in every program category.

SPACE NEEDS	EXISTING SPACE (SF)	FUTURE NEED (SF)	% DEFICIENT
Crew Support	8,800	21,900	60%
Warehouse & Shops	10,500	44,800	77%
Covered Parking	9,000	34,000	74%
Covered Storage	17,900	23,900	25%
Yard Storage*	6,200	17,500	65%
Open Parking	48,700	49,800	2%
Sewer Vactor Decant	0	3,500	100%
Vegetation Sorting Facility	0	130,700	100%

FIGURE 41. PUBLIC WORKS M&O SPACE NEED SUMMARY
**Space does not include laydown yard storage at GSA Property*

Sewer vactor decant and vegetation sorting facilities are facilities that will be needed in the future.

SEWER VACTOR DECANT FACILITY

The City currently hauls vactored sewage waste to the county landfill on a biweekly basis. A study and analysis of the City's vactor disposal methods is a project identified in the current Capital Facilities Plan (CFP).

VEGETATION SORTING FACILITY

The City currently sorts vegetation spoils at the Jacobsen Tree Farm, in an area planned for conversion into a Parks facility. As this location will no longer be available for this use, the department has identified the need for three to five acres of land for a new vegetation sorting facility. The current CFP includes a project to evaluate the cost and benefits of acquiring property for this facility.

LOCATION REQUIREMENTS

The Public Works M&O headquarters needs to be centrally located to easily serve the entire city. A central location is also helpful for easy access by other departments requiring fleet maintenance. In addition, co-location or proximity to Parks M&O is preferred as it provides some facilities and management efficiencies.

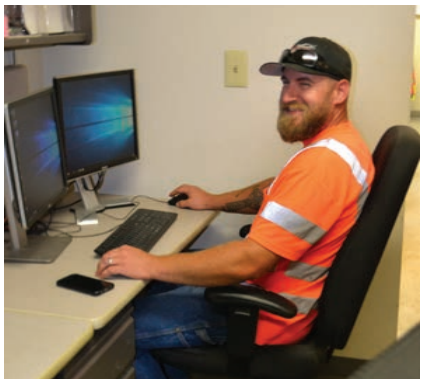


FIGURE 42. CREW MEMBER WORKSTATION



FIGURE 43. CREW ACCESS BULK MATERIALS BINS



FIGURE 44. DECANT FACILITY



FIGURE 45. SIGN SHOP

ALTERNATIVES EVALUATION

The team first evaluated the following three approaches to address Public Works M&O facilities issues and meet future needs:

1. Rebuild GSA Park facility and purchase adjacent property
2. Relocate to north Auburn
3. Relocate to GSA property

Of these three options, Alternative 1, remaining at GSA Park, was the best performer. It positions crews most efficiently to serve the city, allows for a phased approach to investment, is the least risk as it doesn't rely on uncertain or complex land acquisition, and, because Auburn already owns the site and phased improvements can maximize use of existing structures, is the least cost solution. It also provides some co-location efficiencies with Parks M&O.

However, at an estimated cost of $97.4 million, this approach is too costly to pursue given Auburn's current financial framework. As a result, a variety of lower cost scenarios were explored. These scenarios compared different site concept and facility use approaches to identify the most cost-effective way to meet critical needs.

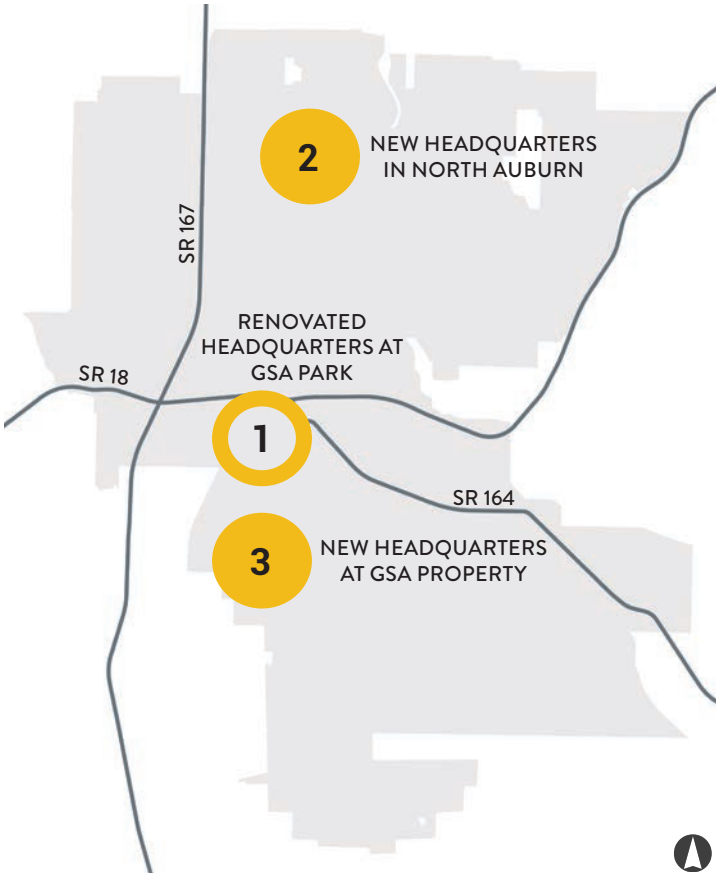


FIGURE 46. INITIAL PUBLIC WORKS M&O ALTERNATIVES EVALUATED

KEY OUTCOMES

Key outcomes from the initial alternatives and lower-cost options analyses are summarized below. More information about analysis considerations can be found in Appendix A.

RECAPTURE PROPERTY FOR OPERATIONS

Recapturing the deed restricted area for M&O functions is essential to GSA Park's ability to meet the needs of Public Works and Parks M&O. Once the deed restriction is removed, the area north of the ballfields can be immediately used for M&O functions. This added space also helps ease construction phasing.

LEVERAGE EXISTING ASSETS

Reusing, re-purposing, and expanding existing facilities is the most cost-effective approach to meeting Public Works M&O needs. In particular, the decant facility and crew storage building can be used through 2040. In addition, as there are significant utilities serving the Main Building (Building 6), retaining supervisory control and data acquisition (SCADA) functions and the Department Operations Center (DOC) at this location is the most cost effective and straightforward approach.

IMPROVE SITE ACCESS

Retaining efficient access to the site is critical to ongoing operations efficiency, flexibility, and emergency response. The first relatively straightforward step to improve access is relocating Parks M&O greenhouse and bulk bins to open up access to 15th Street SW.



FIGURE 47. CURRENT SITE ACCESS NORTH TO 8TH ST SW



FIGURE 48. UNENCLOSED VEHICLE STORAGE BAY

STUDY BEST APPROACH TO ACCOMMODATE NEW FUNCTIONS

Sewer vactor decant and vegetation sorting require significant space and/or investment. Studying these functions to determine the most cost-effective path forward is recommended.

ADDRESS CRITICAL NEEDS

Providing adequate space for crews, the fleet shop, and supplies; protecting high value equipment; and replacing the fuel tank are Public Works M&O's highest priority needs.

- Building a new modular crew facility is the most cost-effective approach to providing adequate crew workspaces and support facilities.
- Remodeling the Main Building (Building 6) for fleet shop and crew support facilities is the most cost-effective approach to addressing space needs and improving workflow efficiency for the fleet shop, storage, signals crew and shop, and crew support space. See Figure 51 and Figure 52 for existing and proposed space use.
- Constructing a new wash rack is a relatively low cost but high priority improvement. See Figure 50.
- Enclosing Building 3 to keep equipment from freezing and installing modular covers is a relatively low-cost way to increase operational efficiency, shorten emergency response times, reduce maintenance costs, and extend the useful life of Auburn's highest value fleet and equipment.
- Partnering with the Auburn School District to create a shared fueling station on adjacent property is an ideal solution that serves multiple entities, distributes costs, and allows for more efficient use of the property.



FIGURE 49. MAIN PUBLIC WORKS M&O BUILDING



FIGURE 50. EXISTING WASH RACK

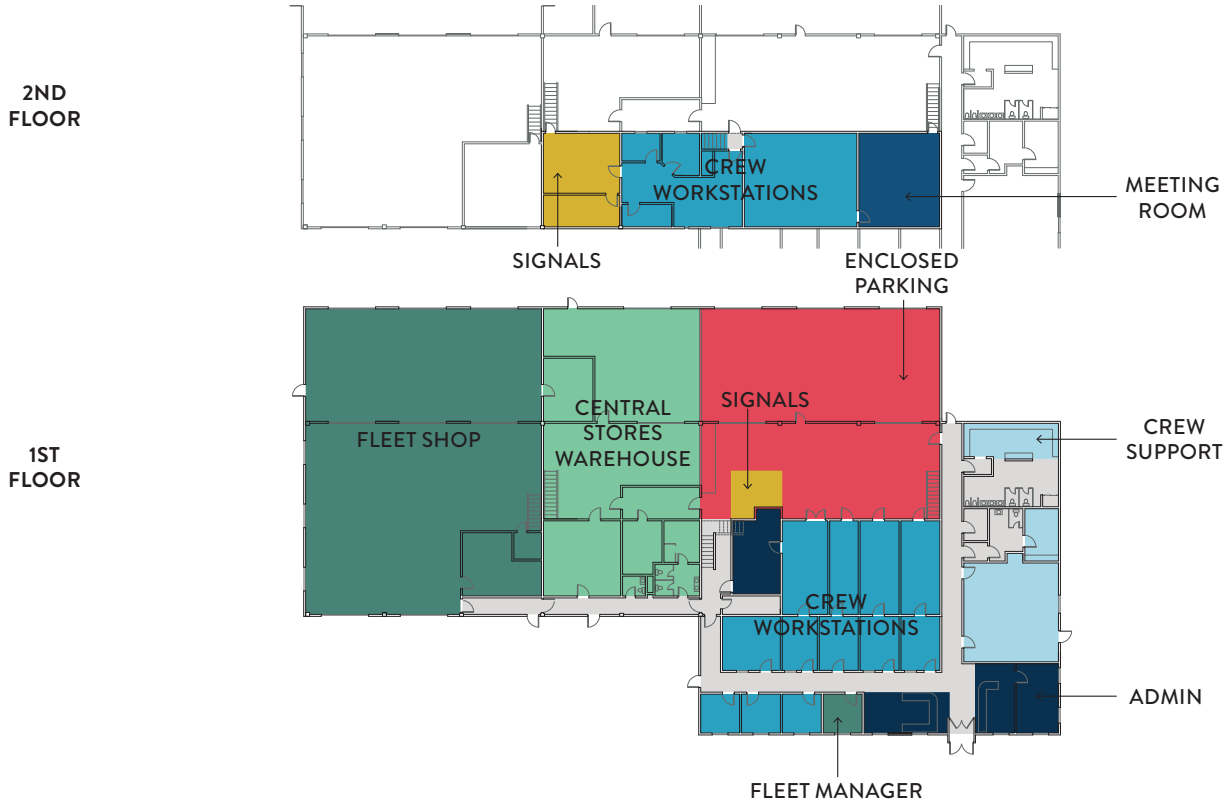


FIGURE 51. EXISTING SPACE USE IN MAIN BUILDING



FIGURE 52. PLANNED SPACE USE IN MAIN BUILDING

RECOMMENDATIONS

Public Works M&O facilities recommendations, approximate costs, and phasing suggestions are listed below and illustrated in Figure 54 on page 29. Project costs by phase are illustrated in Figure 55.

FIGURE 54 KEY	RECOMMENDED PROJECT	COST (2024$)	PHASE			
			I	II	III	IV
A	**Improve vehicle storage bay** Protects high value equipment by enclosing bays	$820,000*				
B	**Add central stores addition and convert space to fleet** Extend main building for central stores warehouse and renovate vacated space for fleet maintenance					
C	**Replace fuel tank** Explore option to partner with Auburn School District for joint use of their fuel tanks; replace fuel tanks if partnership is not pursued	$320,000*				
D	**Study need for sewer vactor decant facility** Analyze current vactor disposal methods and identify cost-effective alternatives (not pictured)	$180,000*				
E	**Evaluate vegetation sorting facility feasibility** Review the costs and benefits to acquiring property for use as a vegetation sorting facility, evaluate opportunities to partner with neighboring jurisdictions, acquire property and develop site (not pictured)	$966,000*				
F	**Transfer deed restriction** Work with the GSA to transfer the deed restriction, transfer of recreation assets addressed in Parks Recommendations on page 37	TBD				
G	**Build crew building and wash rack, open access to 15th St SW, add parking** Construct new wash rack and modular crew building, relocate Parks M&O building to open access to 15th St SW, add additional parking for Public Works M&O and Parks M&O	$14.9M				
H	**Remodel main building and add storage** Renovate main Public Works M&O building for use as fleet, shops, and crew support, add new storage facility; see Figure 51 and Figure 52	$5.6M				
I	**Cover high value fleet and equipment** Build covered parking for high value fleet and equipment	$1.9M				

FIGURE 53. PUBLIC WORKS M&O RECOMMENDATIONS
**Cost provided by City of Auburn*

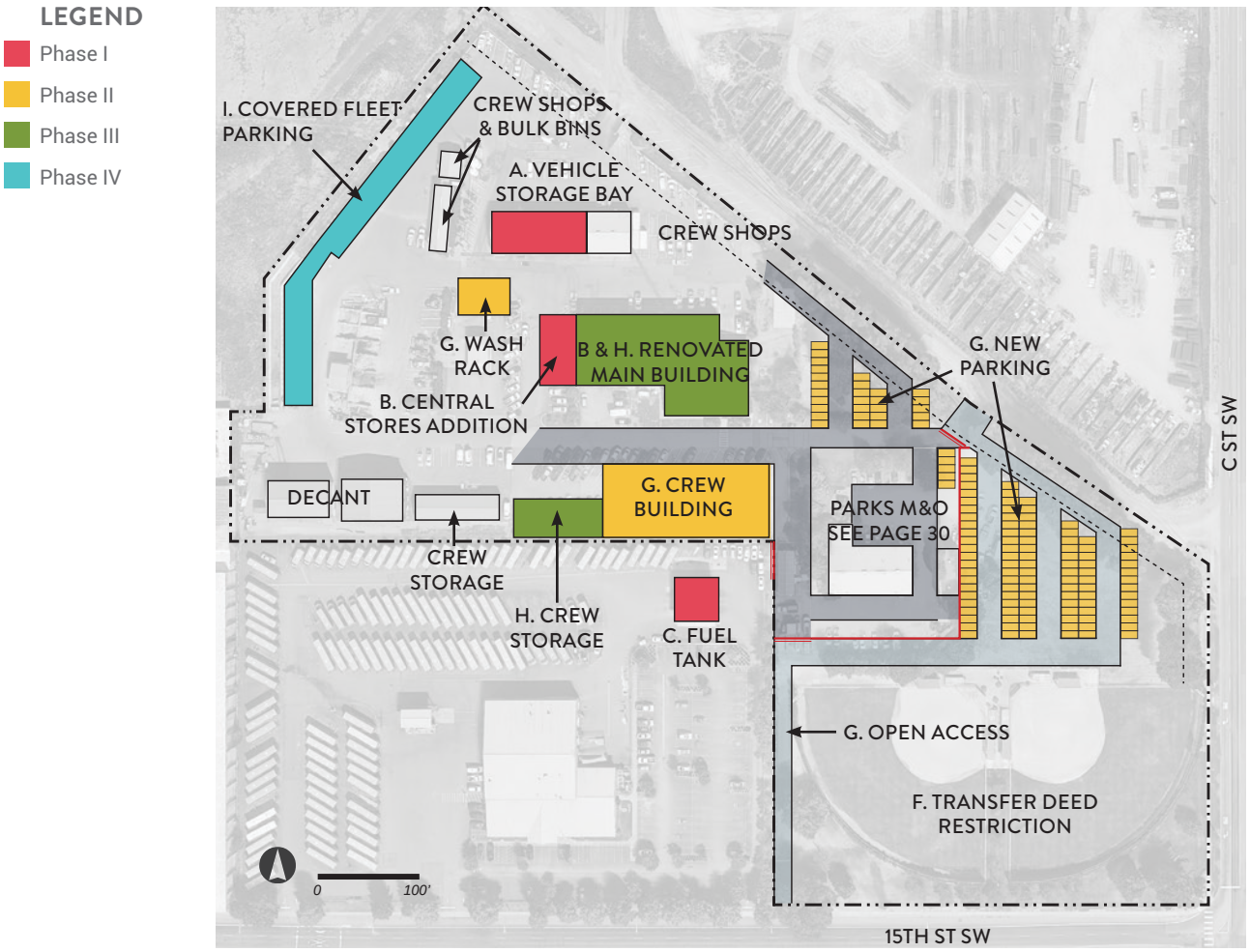


FIGURE 54. PROPOSED PHASING OF GSA PARK PUBLIC WORKS M&O RECOMMENDATIONS

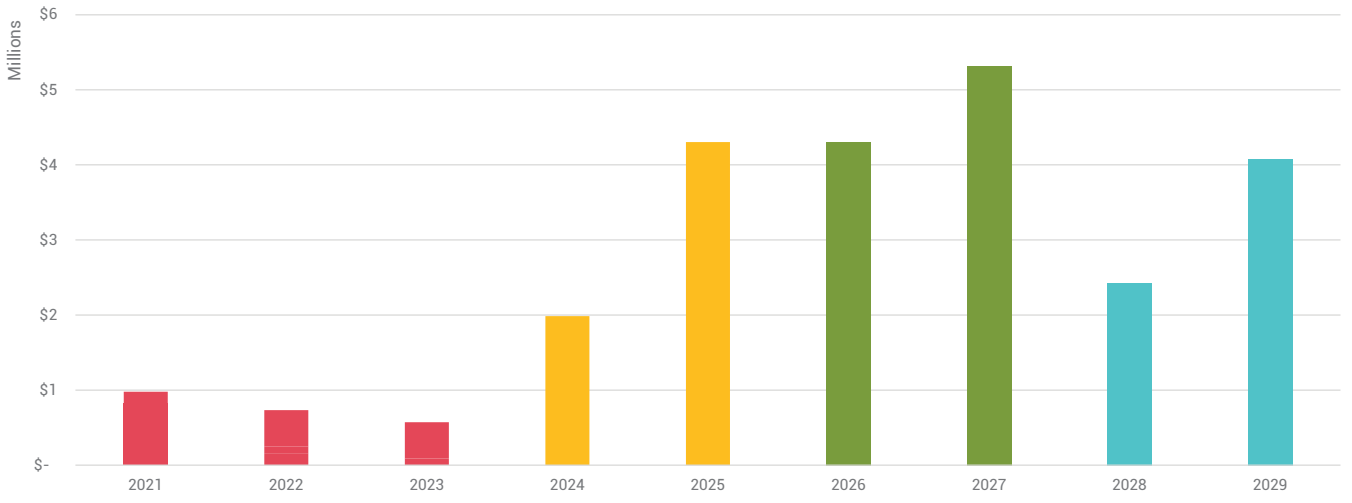


FIGURE 55. PUBLIC WORKS M&O SPENDING PLAN
CFP project costs provided by City; projects A-D are in 2020 dollars and project E is in 2021 dollars; other costs are in 2024 dollars



FAST FACTS	
Staff	16
Facilities	4
Buildings	9
Building Area	22,900 sf
Site Area	7.2 acres

PARKS M&O

EXISTING CONDITIONS

GSA Park contains a main building with crew support, equipment maintenance shop, and storage; a greenhouse; and hazardous materials storage building. Parks M&O shares use of the site's fuel island, wash rack, and decant facilities. Crews that report here maintain most of Auburn's parks and civic facility grounds. This site is also the department's primary equipment maintenance facility.

Auburn's Game Farm Park has the **R Street Property** storage facility and **Game Farm Park** operations yard. The Game Farm Park site has one modular building with crew support and shop space. Crews that report here maintain most of Auburn's south end parks. The R Street Property has four recreational supply and equipment storage buildings. Two smaller storage sheds are adjacent to a large office and a warehouse. Laydown storage on the east side contains a covered storage area. The R Street Property is currently underutilized.

The **Herr Building** at the Les Gove campus is used for Parks M&O storage and well situated to serve Auburn Parks, Arts, and Recreation programming on the campus.

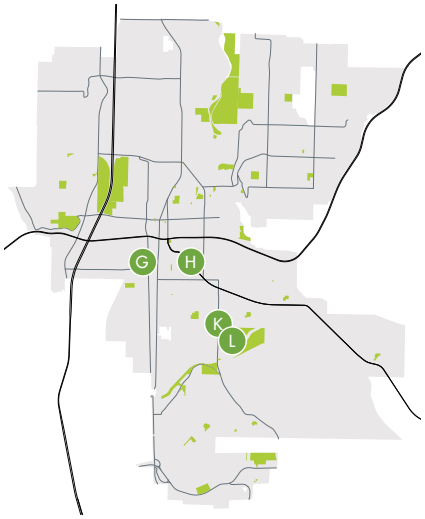


FIGURE 58. PARKS M&O FACILITY KEY MAP, INCLUDING CITY PARKS

FACILITY KEY

G. GSA Park
H. Les Gove Herr Building
K. R Street Property
L. Game Farm Park



FIGURE 59. PARKS M&O FACILITIES CONTEXT MAP

BUILDING KEY

1. GSA Park Greenhouse
2. GSA Park Main Building
3. GSA Park Hazardous Materials Storage Building
4. Les Gove Herr Building
5. R Street Property Storage Building B
6. R Street Property Storage Building A
7. R Street Property Shop/Office
8. R Street Property Covered Storage
9. Game Farm Park Main Building



FIGURE 60. GSA PARK



FIGURE 61. LES GOVE HERR PROPERTY



FIGURE 62. R STREET PROPERTY



FIGURE 63. GAME FARM PARK AND OPERATIONS FACILITY

ISSUES SUMMARY

Parks M&O facilities are aging, lack space to support current crews and future growth, and for the most part provide low quality support space for crews.

GSA PARK

- Inadequate crew work and support spaces
- Limited parking and storage
- Security and site access concerns

GAME FARM PARK SATELLITE

- Inadequate crew work and support spaces
- Limited covered fleet and equipment parking

R STREET PROPERTY

- Underutilized and failing facility
- Security issues

HERR PROPERTY

No issues were noted at the Herr Property.



FIGURE 64. MULTI-PURPOSE CREW OFFICE, BREAKROOM, AND MEETING AREA



FIGURE 65. DETERIORATING PARKS M&O FACILITY

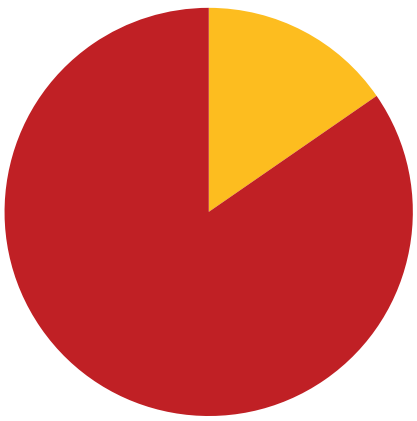


FIGURE 66. PARKS M&O CONDITION BY BUILDING AREA

Good Fair Fair/Poor Poor

CONDITION	FUNCTION	MAP KEY	FACILITY NAME	BUILDING AREA (GSF)	YEAR BUILT	INVESTMENT RECOMMENDED
		1	GSA Park Greenhouse	1,000	2002	
		2	GSA Park Main Building	8,200	1993	X
		3	GSA Park Fertilizer Storage	1,200	1944	X
*		4	Les Gove Herr Property	4,000	1971	
*		5	R Street Storage Building B	600	1950	X
*		6	R Street Storage Building A	1,000	1950	X
		7	R Street Shop/Office	4,000	1963	X
		8	R Street Covered Storage	2,300	1990	X
		9	Game Farm Park Main Building	3,700		X

FIGURE 67. PARKS MAINTENANCE AND OPERATIONS SPACE USE SUMMARY

** User rating provided by City*

JACOBSEN TREE FARM

The City is developing a new park at the former Jacobsen Tree Farm in the Lea Hill neighborhood and Parks M&O will need a small facility for crews and supplies to maintain the park once it's developed. These crews will also support maintenance at other parks in northeast Auburn. The City completed a master plan for the park in 2010 and the first phase of construction is set to begin in 2021.

This park has been identified as a potential location to relocate the GSA Park ballfields once the deed restriction is lifted. As the M&O facility and ballfields were not part of the original master plan, they would need to be incorporated into the design (see Figure 68).



FIGURE 68. JACOBSEN TREE FARM MASTER PLAN
Source: Jacobsen Tree Farm Park Master Plan, The Berger Partnership PS, 2010



FIGURE 70. FLEET PARKING AND YARD STORAGE AT GSA PARK



FIGURE 71. COVERED STORAGE AT R STREET PROPERTY



FIGURE 72. RECREATIONAL STORAGE AT R STREET PROPERTY



FIGURE 73. EQUIPMENT SHOP AT GAME FARM PARK

FACILITY NEEDS

As summarized below, Parks M&O is deficient in a number of program categories.

SPACE NEEDS	EXISTING SPACE (SF)	FUTURE NEED (SF)	% DEFICIENT
HEADQUARTERS			
Crew Support	1,000	1,800	44%
Warehouse & Shops	4,200	13,800	70%
Covered Parking	0	2,200	100%
Covered Storage	2,100	23,900	91%
Yard Storage	4,100	5,000	18%
Open Parking	5,600	14,400	61%
GAME FARM PARK			
Crew Support	300	990	70%
Shops	2,700	5,200	48%
Covered Parking	700	700	0%
Yard Storage	2,500	3,100	19%
Open Parking	2,000	2,400	17%
HERR BUILDING			
Warehouse	4,800	4,800	0%
R STREET PROPERTY			
Warehouse	5,600	5,600	0%
Covered Storage	2,300	2,300	0%
Yard Storage	73,500	73,500	0%
JACOBSEN TREE FARM (future yard)			
Crew Support	300	990	70%
Shops	2,700	5,200	48%
Yard Storage	2,500	3,100	19%
Open Parking	2,000	2,400	17%

FIGURE 69. PARKS M&O SPACE NEED SUMMARY

LOCATION REQUIREMENTS

Parks M&O facilities need to be located in proximity to the parks they serve. Game Farm Park and Jacobsen Tree Farm require dedicated facilities to manage those parks as well as others in the area. In addition, Parks M&O headquarters should be centrally located. Co-location of headquarters with Public Works M&O offers some facilities and management efficiencies.

ALTERNATIVES EVALUATION

The team first evaluated the following three approaches to address Parks M&O facilities issues and meet future needs:

1. Rebuild facility and purchase adjacent property at GSA Park, renovate Game Farm Park, add facility at Jacobsen Tree Farm
2. Relocate headquarters to Game Farm Park, add facility at Jacobsen Tree Farm
3. Relocate headquarters to GSA property, renovate Game Farm Park, add facility at Jacobsen Tree Farm

Of these three options, Alternative 1, remaining at GSA Park, was the best performer. It positions crews most efficiently to serve the city, allows for a phased approach to investment, and, because Auburn already owns the site and improvements can maximize use of existing structures, is the least cost solution. Alternative 1 also makes needed adjustments to Game Farm Park and better positions crews to serve Jacobsen Tree Farm. It also provides some co-location efficiencies with Public Works M&O (see page 57).

However, at an estimated cost of $32.3 million, this approach is too expensive to pursue given Auburn's current financial framework. As a result, a variety of lower cost scenarios were explored. These scenarios compared a variety of site concept and facility use approaches to identify the most cost-effective way to meet critical needs.

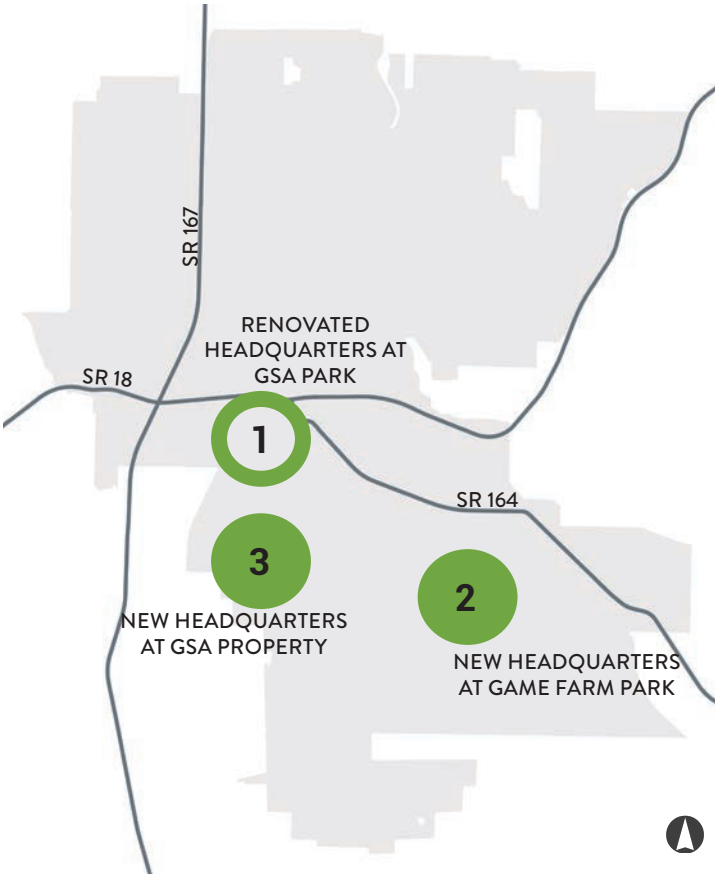


FIGURE 74. INITIAL PARKS M&O ALTERNATIVES ANALYZED

KEY OUTCOMES

Key outcomes from the initial alternatives and lower-cost options analyses are summarized below. More information about analysis considerations can be found in Appendix A.

LEVERAGE EXISTING ASSETS

Providing adequate space for crews, supplies, and equipment, and positioning crews to meet service needs are Parks M&O's highest priorities. Renovating and expanding existing facilities is the most cost-effective approach to meeting Parks M&O needs. Renovating/building new crew support space and adding much needed storage and warehouse space at both GSA Park and Game Farm Park is the most feasible approach to meeting near term needs and accommodating future growth.

ADD FACILITY TO SERVE THE NEW PARK AND LEA HILL

Building a facility at Jacobsen Tree Farm will meet crew support, storage, and operating needs and position crews to more efficiently maintain the new park and others in northeast Auburn.

IMPROVE GSA PARK SITE ACCESS

As described on page 20, increasing access to the GSA Park M&O facilities is recommended, which requires relocating Parks M&O's greenhouse and bulk bins.

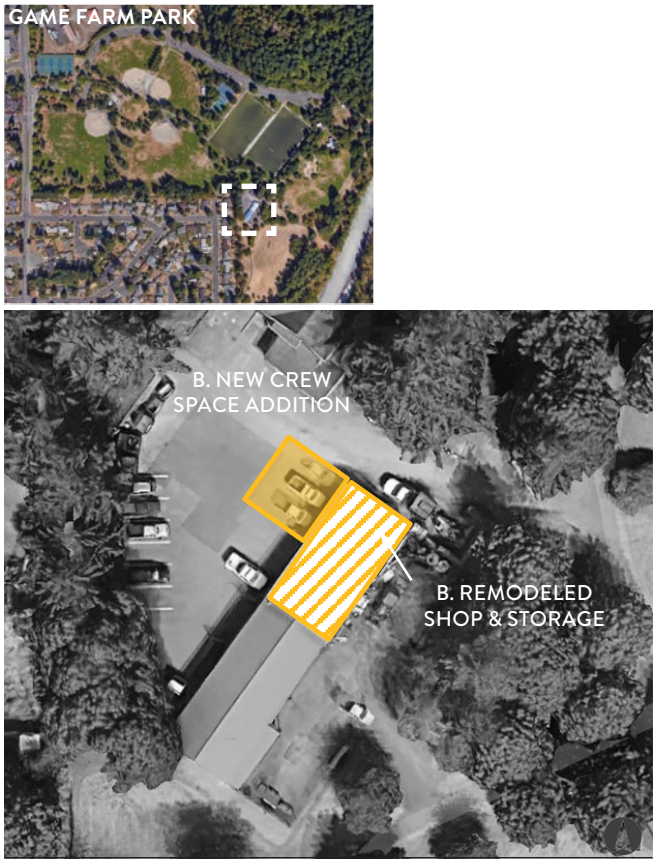


FIGURE 75. GAME FARM PARK RENOVATIONS

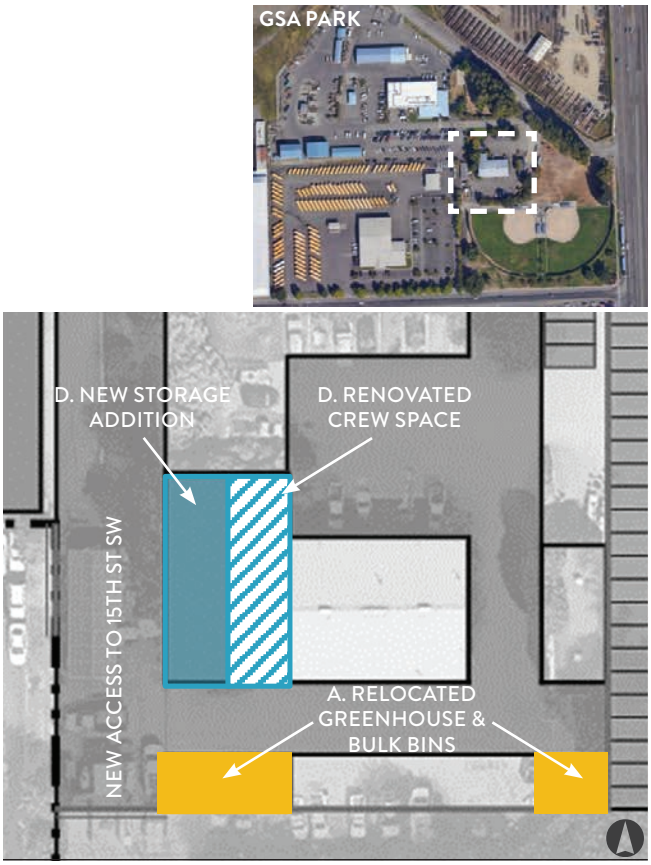


FIGURE 76. GSA PARK PARKS M&O RENOVATIONS

RECOMMENDATIONS

Parks M&O facilities recommendations, approximate costs, and phasing suggestions are listed below and illustrated in Figure 75 and Figure 76 on page 36. Project costs by phase are illustrated in Figure 78.

FIGURE KEY	RECOMMENDED PROJECT	COST (2024 $)	PHASE			
			I	II	III	IV
A	**Open up access to 15th St SW at GSA Park** Relocate greenhouse and bulk bins to open access to 15th St SW	TBD				
B	**Renovate Game Farm Park** Build modular crew addition and renovate vacated area for shops and storage	$2.3M				
C	**Build new facility at Jacobsen Tree Farm** Design and build a new satellite and relocate the ball fields and other assets from GSA Park (not pictured)	$3.7M				
D	**Renovate Parks M&O's main building at GSA Park** Remodel the crew support space in the main building and add a storage addition	$1.7M				

FIGURE 77. PARKS M&O RECOMMENDATIONS

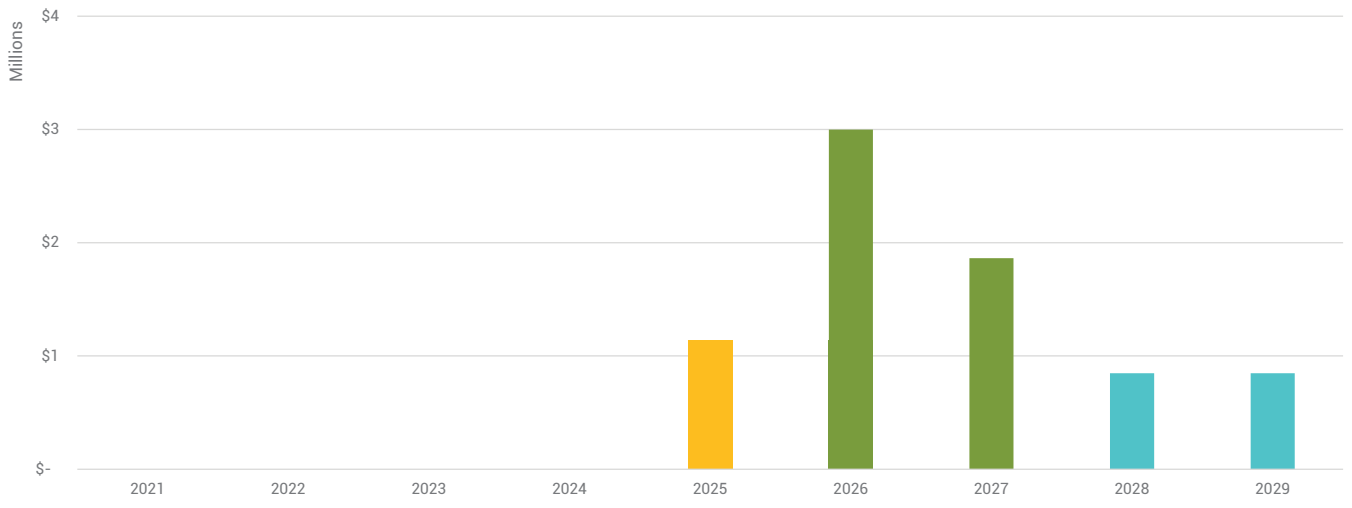


FIGURE 78. PARKS M&O SPENDING PLAN
Costs are in 2024 dollars



ADMINISTRATION

EXISTING CONDITIONS

City administrative functions are located in two downtown offices and one warehouse at the GSA Property.

Administrative functions are primarily split between **City Hall** and the **City Hall Annex** across North Division Street. City Hall was built in 1979 and serves as the seat of government, housing the offices of the Mayor and City Councilmembers, City Attorney and City Clerk, Human Resources, Administration, and Facilities. Council Chambers is located on the first floor. The basement contains a portion of the City's records storage. The Facilities shop and storage occupies the other part of the basement distributed throughout what used to be the jail.

The Annex was purchased in 2010 and comprises the second and part of the third floor of One Main Street Professional Plaza. Public Works, Finance, Community Development, and Innovation and Technology offices as well as the City's Emergency Operations Center are located in the Annex.

The **GSA Property** has a building Auburn shares with the Valley Regional Fire Authority. The Facilities team uses the City's portion of this former warehouse as their shop and for furniture and miscellaneous storage.

FAST FACTS	
Staff	174
Facilities	3
Buildings	3
Building Area	81,300 sf
Site Area	10.2 acres

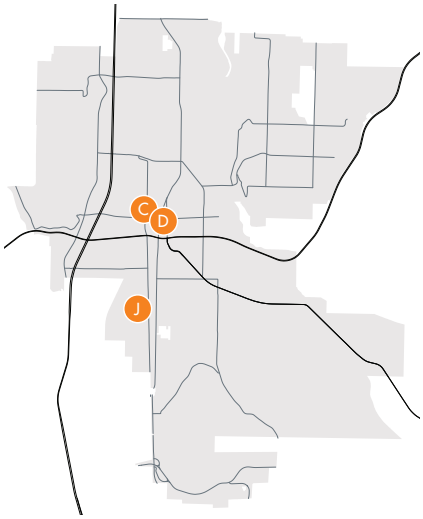


FIGURE 79. ADMINISTRATION FACILITIES KEY MAP

FACILITY KEY

C. City Hall
D. City Hall Annex
J. GSA Property



FIGURE 80. ADMINISTRATIVE FACILITIES CONTEXT MAP



FIGURE 81. FACILITIES SHOP & STORAGE AT GSA PROPERTY



FIGURE 82. CITY HALL AND CITY HALL ANNEX

ISSUES SUMMARY

Administration facilities are a mixture of aging and newer facilities and inconsistent workspaces.

CITY HALL

- Aging facility with seismic and structural issues
- Inconsistent sized work spaces
- Poor quality Facilities work shop in former basement jail
- Privacy and security concerns at customer counters

CITY HALL ANNEX

- Underutilized lobby space with security concerns
- Inconsistent sizing of office spaces
- No transitional space for building inspectors and other field personnel between field and office



FIGURE 83. THERE ARE PRIVACY AND SECURITY CONCERNS FOR CUSTOMER SERVICE COUNTERS AT CITY HALL



FIGURE 84. THE ANNEX LOBBY HAS UNDERUTILIZED SPACE AND SECURITY CONCERNS

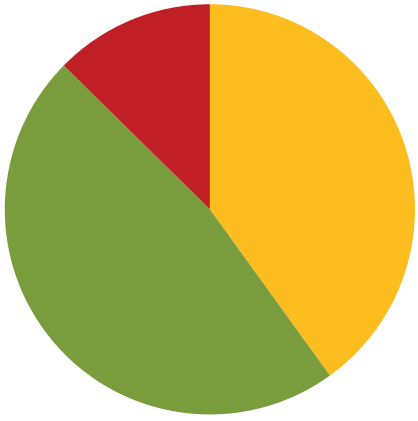


FIGURE 85. FACILITY CONDITION BY ADMINISTRATION BUILDING AREA

Good Fair Poor

CONDITION	FUNCTION	MAP KEY	FACILITY NAME	BUILDING AREA (GSF)	YEAR BUILT	INVESTMENT RECOMMENDED
		A	City Hall	33,400	1979	X
		B	City Hall Annex	39,500	2010	
		F	GSA Property	10,500	1944	

FIGURE 86. ADMINISTRATION SPACE USE SUMMARY

FACILITY NEEDS

As is summarized below, Administration space is not well configured for efficient space use and is slightly undersized to meet future needs. The warehouse facility occupied by Facilities at the GSA Property has more space than required for this function.

SPACE NEEDS	EXISTING SPACE (SF)	FUTURE NEED (SF)	% DEFICIENT
Offices, Council Chambers, & Lobbies	61,800	67,500	8%
Warehouse	18,300	13,100	-40%
Workshop	1,200	1,000	-20%

FIGURE 87. ADMINISTRATION SPACE NEED SUMMARY

EMERGENCY SUPPLY STORAGE

As the City's Emergency Operations Center in the Annex is in an area with a designated seismic risk hazard area, developing a back-up Emergency Operations Center and supply storage area is recommended.

LOCATION REQUIREMENTS

Administrative facilities are best in a central location with easy transit access and available parking for the community.



FIGURE 88. REMODELED COUNCIL CHAMBERS AT CITY HALL



FIGURE 91. TRANSITIONAL SPACE FOR FIELD-BASED STAFF AT THE ANNEX

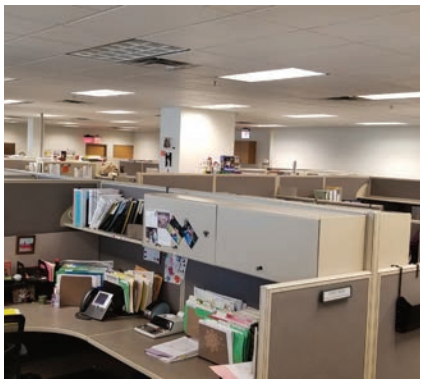


FIGURE 90. CUBICLE OFFICES AT CITY HALL ANNEX



FIGURE 89. STORAGE FACILITY AT GSA PROPERTY

ALTERNATIVES EVALUATION

The team first evaluated the following three approaches to address Administrative facilities issues and meet future needs:

1. Renovate City Hall and maintain use of Annex
2. Rebuild City Hall, combining staff in one building and leasing the Annex
3. Build new City Hall in a central location near Police and sell the Annex

Of these three options, Alternative 3, building a new City Hall on a campus with Police, was the best performer. It regains efficiency by combining staff into one building and creates a civic campus with Police and Court. Revenue from selling both the City Hall and Annex could help to offset project costs.

However, at an estimated cost of $96.2 million, this approach is too costly to pursue given Auburn's current financial framework and the Annex's debt service. In addition, this process determined administrative needs are less pressing relative to those of Police, Public Works M&O, and Parks M&O.

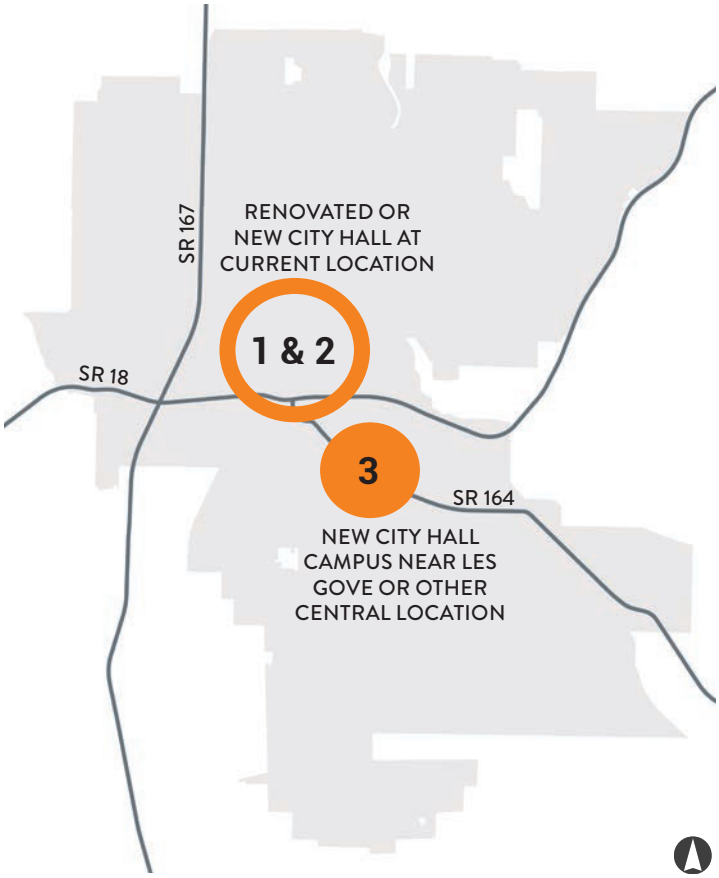


FIGURE 93. ALTERNATIVE ADMINISTRATIVE CONCEPTS

KEY OUTCOMES

Key outcomes from the initial alternatives and lower-cost options analyses are summarized below. More information about analysis considerations can be found in Appendix A.

ADDRESS CRITICAL MAINTENANCE AT CITY HALL

Due to its age and deferred maintenance, City Hall requires a significant seismic upgrade and systems repairs. A facility condition assessment will comprehensively document maintenance needs, estimate costs, and assist in scheduling projects to extend the facility's service life.

CONSIDER TIMING RELATIVE TO ANNEX DEBT SERVICE

The City would not likely recoup funds from selling or leasing the Annex until debt service is retired and the downtown real estate has increased in value.

REVISIT ADMINISTRATIVE SPACE NEEDS AND FACILITY OPTIONS

Once the City has addressed priority Police and maintenance and operations facility needs, reassess administrative facility needs and options.



FIGURE 94. ADMINISTRATION RECOMMENDATIONS

RECOMMENDATIONS

Administrative facilities recommendations, approximate costs, and phasing suggestions are listed below.

FIGURE 94 KEY	RECOMMENDED PROJECT	COST (2024 $)	PHASE			
			I	II	III	IV
A	**Replace HVAC at City Hall**	$600,000*				
B	**Replace roof at City Hall**	$350,000*				
C	**Renovate Annex lobby** Renovate the annex lobby to use space more efficiently and align space use with current needs	$100,000*				
D	**Assess City Hall facility condition** Assess the facility condition of City Hall and budget to address critical maintenance issues and extend the building's service life	TBD				
E	**Revisit administrative space needs and facility options** Once higher priority facility issues are addressed, revisit administrative space needs and facility options (not pictured)	TBD				
E	**Maintain City Hall** Invest as needed to maintain City Hall and extend its service life (not pictured)	TBD	ongoing			

FIGURE 95. ADMINISTRATION RECOMMENDATIONS

**CFP project costs provided by the City and in 2020 dollars*



3. RECOMMENDATIONS SUMMARY

RECOMMENDATIONS BY FUNCTION

This 20-year plan recommends the following investments to address facility issues, improve operations and efficiency, and serve Auburn residents into the future.

POLICE

- Acquire new headquarters site
- Build evidence processing and storage on new property
- Renovate the Justice Center
- Construct the future headquarters as funding allows
- Partner with agencies to build a regional training facility

PUBLIC WORKS M&O

Complete a four-phase investment in the GSA Park site to include:

- Improve vehicle storage bays, complete central stores addition, replace fuel tank, evaluate the need for sewer vactor decant and vegetation sorting facilities, transfer the deed restriction and secure access
- Build crew building and wash rack, open access to 15th St SW, and add parking
- Remodel the main building and add a storage facility, update the master plan to incorporate the former ballfields
- Cover high value fleet and equipment

PARKS M&O

- Renovate and expand crew space and storage at Game Farm Park
- Build a small M&O facility at Jacobsen Tree Farm aligned with master plan implementation
- Renovate crew facility as GSA Park aligned with site improvements

ADMINISTRATIVE

- Renovate the annex lobby to use space more efficiently and align space use with current needs
- Complete a facility condition assessment on City Hall
- Reassess administrative needs and financial capacity in ~15 years

FACILITY MAINTENANCE

- Work toward funding facility maintenance at industry standard levels

CHAPTER ORGANIZATION

RECOMMENDATIONS BY FUNCTION

RECOMMENDATIONS BY PHASE

FINANCING STRATEGY

CONCLUSION

RECOMMENDATIONS BY PHASE

Recommended projects, approximate cost, and target time frames are listed in Figure 96.

PROJECT	COST ($M)	PHASE I			PHASE II		PHASE III		PHASE IV	
		2021	2022	2023	2024	2025	2026	2027	2028	2029
Justice Center roof replacement	$0.5*									
Police headquarters land acquisition and master plan	$3.2**									
New Police evidence facility	$4.7									
Justice Center renovation	$1.9									
Build new Police headquarters	$48.4					TBD				
GSA Park vehicle storage bay	$0.8*									
GSA Park central stores addition and fleet renovation										
GSA Park deed restriction transfer	N/A									
GSA Park fuel tank	$0.3*									
Sewer vactor decant facility study	$0.2*									
Vegetation sorting facility study	$1.0*									
GSA Park: Public Works M&O crew building, wash rack renovation & 15th St SW access	$14.9									
GSA Park: warehouse renovation & new storage	$5.6M									
GSA Park: covered fleet parking	$1.9									
GSA Park: yard building relocation	TBD									
Game Farm Park renovation	$2.3									
Ballfield transfer to Jacobsen Tree Farm	$2.0									
Jacobsen Tree Farm operations yard	$1.7									
GSA Park: Parks M&O crew building renovation & storage addition	$1.7									
City Hall HVAC replacement	$0.6*									
City Hall conditions assessment	TBD									
City Hall roof replacement	$0.4*									
City Hall Annex lobby renovation	$0.1*									
Predicted and deferred maintenance	5-Year Targets	$0.5 / year					$0.6 / year			

FIGURE 96. RECOMMENDED PROJECTS AND TARGET TIME FRAME

**Cost provided by City of Auburn*

***Cost provided by City of Auburn, assumes property purchase in Les Gove vicinity*

SPENDING PLAN

Recommended project spending by function is pictured in Figure 97.

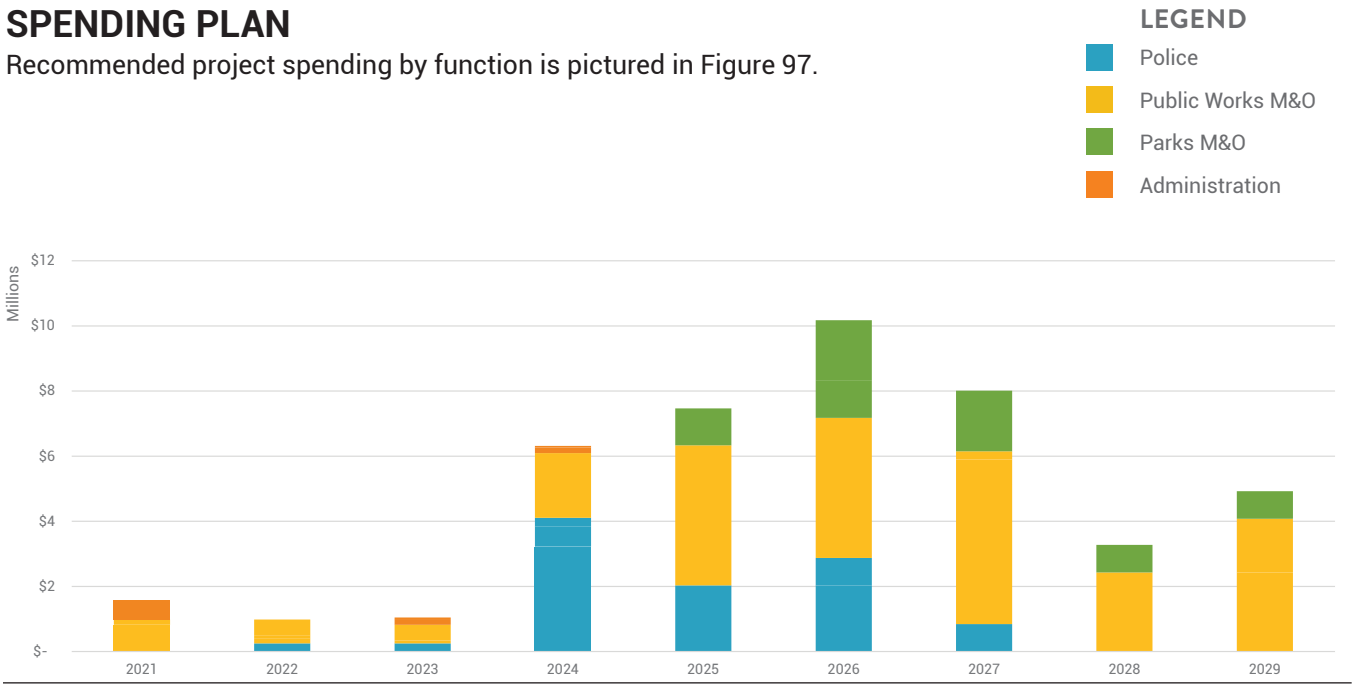


FIGURE 97. RECOMMENDED SPENDING 2021-2029
2021-2024 CFP project costs provided by City; costs are in 2020 dollars except for the sewer vactor decant facility which is in 2021 dollars; other costs are in 2024 dollars

FACILITY MAINTENANCE

This plan provides placeholder recommendations for facility maintenance funding levels based on in-scope portfolio area, industry standards, and deficiencies/currently identified by the City. Recommended maintenance spending is gradually phased in five-year increments to bring the City to recommended funding levels by 2036. These recommendations should be updated as information becomes available.

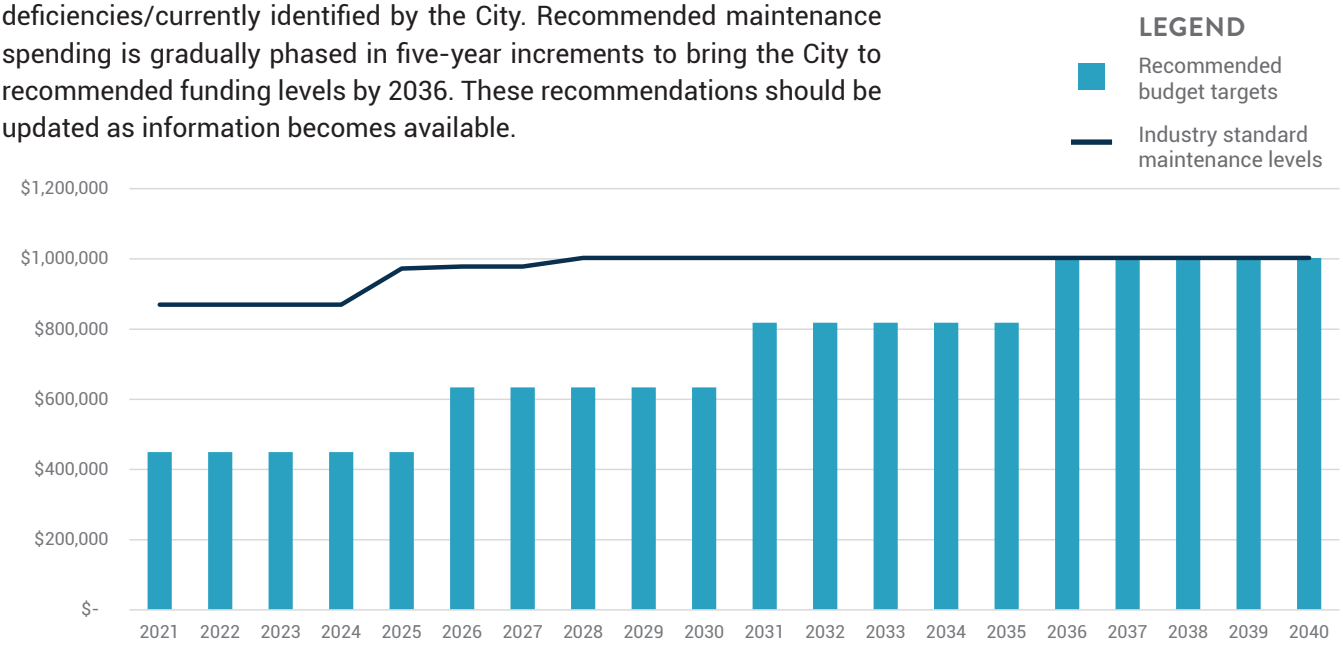


FIGURE 98. IN-SCOPE FACILITY MAINTENANCE FUNDING TARGETS
Industry standard maintenance levels based on City/County Government facilities in "Operations and Maintenance Benchmarks" (International Facility Management Association, 2017).

FINANCING STRATEGY

FINANCING ASSUMPTIONS

- Total bond amount: ~$38M
- Est. Interest Rate: 4%
- Term: 30 years/semiannual payments
- Annual Debt Service: ~$2.2M
  - General Fund portion: ~$1.2M
  - Utilities' portion: ~$1M

Source: City of Auburn Finance

Though City Council will determine the financial strategy to fund plan recommendations beginning with the 2023-2024 biannual budget discussions, this plan includes an example financing strategy for consideration. The strategy assumes a LTGO councilmanic bond is issued for approximately $38 million to fund recommended facilities investments in phases II-IV (see page 7 for LTGO bond information). Design for the recommended projects will begin in 2024 and could be reimbursed upon securing of the bond, assumed in 2025. Note, this does not include Phase I recommendations currently in the City's CFP or recommended increases in annual facility maintenance funding to align with industry standards.

Using the assumptions noted at left, the LTGO bond would require approximately $2.2 million in annual debt service, with about $1.2 million assumed paid from the General Fund and about $1.0 million from the Utilities fund. User fees and grants can augment this financial strategy, especially to help defer the cost of Parks M&O projects. Figure 99 shows the breakdown of this debt by fund and functional category. Figure 100 shows the impact to the general and utilities funds, including planned CFP projects, maintenance, and debt service.

This funding option will incur the least cost to the City over time. If the City Council were to choose to phase projects over a longer period, the cost for bonding would increase as well as total project costs due to inflation.

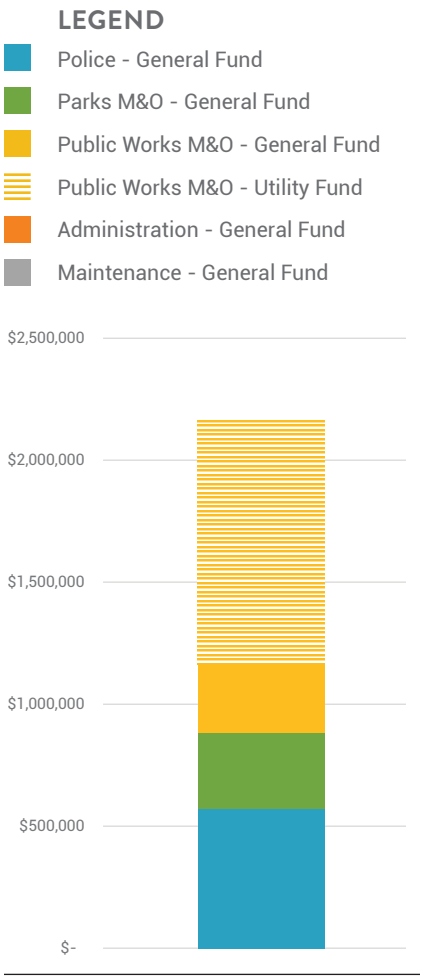


FIGURE 99. ANNUAL DEBT SERVICE ASSUMPTION BY FUND

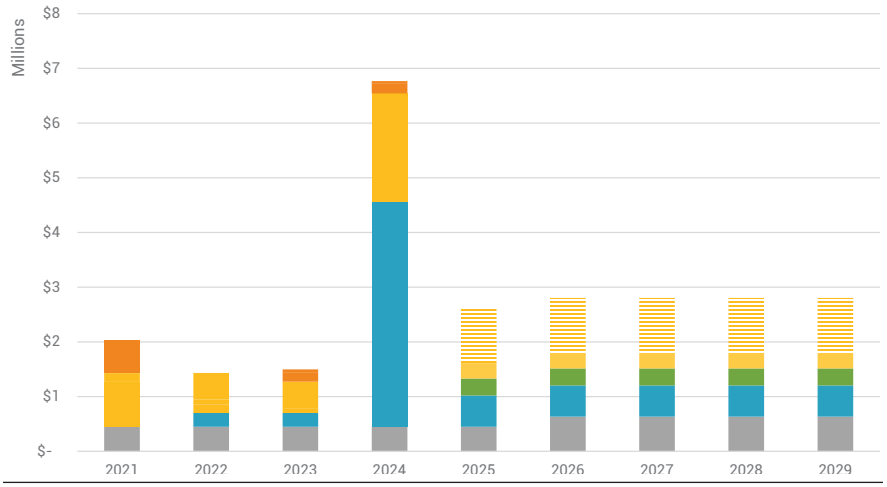


FIGURE 100. GENERAL AND UTILITY FUND SPENDING 2021-2029, INCLUDING CFP PROJECTS, MAINTENANCE, AND DEBT SERVICE

CONCLUSION

The plan recommends addressing Auburn's most critical facility needs, increasing maintenance funding in order to sustain and improve service; addressing aging, deteriorating, and outmoded facilities; and investing in modest new properties to support city growth and transformation. Adequately funded facilities will ensure the City of Auburn continues to provide timely emergency response, efficiently maintain its critical infrastructure, and equitably serve all residents.

PLAN HIGHLIGHTS

POLICE

Building a new evidence storage facility will solve the department's evidence storage issues for the next 50 years. Acquiring property in the near-term will ensure this facility is constructed in the best long-term location and lay the foundation for future investment in sustainable headquarters facilities that will serve Auburn into the future.

PUBLIC WORKS M&O

Building new crew and storage facilities, renovating the main building, and adding covered storage will provide a 20-year solution that addresses crew needs and protects Auburn's highest value fleet and equipment.

PARKS M&O

Improving crew support space in existing facilities and adding a new operations satellite at the Jacobsen Tree Farm will support and position crews to serve the growing community.


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APPENDICES

Appendix A. Alternatives Evaluation Summary 55
Appendix B. Project Cost Summary 63

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APPENDIX A. ALTERNATIVES EVALUATION SUMMARY

This section summarizes alternatives evaluated and major considerations for police, M&O functions, and administration. Cost estimates in this section are in 2024 $ and developed using the assumptions detailed in Appendix B.

POLICE

INITIAL ALTERNATIVE CONCEPTS AND EVALUATION

ALTERNATIVE	CONSIDERATIONS
ALTERNATIVE 1 - BASE CASE 1. Build new precinct at Lea Hill for detectives, animal control, and traffic officers 2. Demolish Evidence Building 3. Renovate Police spaces in Justice Center building; build Police annex and structured parking	• Ideal location for public access • Operational impacts of dividing officers between multiple sites • Requires structured parking and challenging construction phasing at Justice Center • Justice Center site may not be able to accommodate all needs
PREFERRED ALTERNATIVE 2 1. Buy land and build new Police headquarters with surface parking downtown	• 10% cheaper than base case • Ideal location for public access • Can be designed to meet needs, best practices, and accommodate future growth • Land acquisition may be challenging and add cost
PREFERRED ALTERNATIVE 3 1. Buy land and build new Police headquarters with surface parking near Les Gove campus	• 8% cheaper than base case • Convenient location near Les Gove's public amenities • Can be designed to meet needs, best practices, and accommodate future growth • Requires land acquisition

FIGURE 101. INITIAL POLICE ALTERNATIVE CONCEPTS AND EVALUATION

POLICE
LOWER COST ALTERNATIVES AND EVALUATION

PREFERRED ALTERNATIVE A **NEW OFFSITE EVIDENCE, RENOVATED GYM ~$10M**	**Considerations**
1. Buy property for future headquarters and build new Evidence facility 2. Renovate Justice Center Evidence Building for gym and mat training room; include some lockers and shower space 3. Renovate Justice Center space vacated by gym and mat room relocation as office space; make minor improvements to Justice Center lockers 4. Build new headquarters adjacent to Evidence facility	• Meets long-term Evidence storage needs • Offsite Evidence requires some operational change until headquarters relocates to new site • Significant improvement to mat room, gym facilities, and lockers • Limited improvement to office space and Justice Center crowding
ALTERNATIVE B **NEW LARGE PRECINCT, RENOVATED EVIDENCE ~$12M**	**Considerations**
1. Buy property for future headquarters and build new gym/mat/training facility and Detectives/ Animal Control/Traffic precinct 2. Renovate vacated Justice Center 3rd floor as office space 3. Renovate Evidence Building ground floor and expand into spaces vacated by Animal Control and SWAT vehicle	• Locates ~25% of staff offsite; may create management challenges but reduces crowding at Justice Center • Meets long-term gym and training needs • Meet some Evidence needs • Does not address deficient locker space • Less efficient than Alternative A as a headquarters phasing strategy; requires duplicate support spaces to serve both sites
ALTERNATIVE C **NEW SMALL PRECINCT, RENOVATED EVIDENCE ~$9.3M**	**Considerations**
1. Buy property for future headquarters and build new gym/mat/training facility and Animal Control/Traffic precinct 2. Renovate vacated Justice Center 3rd floor as office space 3. Renovate Evidence Building ground floor and expand into spaces vacated by Animal Control and SWAT vehicle	• Isolates ~5% of staff offsite • Meets long-term gym and training needs • Meet some Evidence needs • Does not address deficient locker space • Less efficient than Alternative A as a headquarters phasing strategy; requires duplicate support spaces to serve both sites

FIGURE 102. REFINED POLICE CONCEPTS AND EVALUATION



FIGURE 103. LOWER COST POLICE ALTERNATIVE A



FIGURE 104. LOWER COST POLICE ALTERNATIVE B



FIGURE 105. LOWER COST POLICE ALTERNATIVE C

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PUBLIC WORKS AND PARKS MAINTENANCE & OPERATIONS

INITIAL ALTERNATIVE CONCEPTS AND EVALUATION

ALTERNATIVE	CONSIDERATIONS
PREFERRED ALTERNATIVE 1 - BASE CASE 1. Build new combined M&O crew building 2. Renovate main warehouse and build additional warehouse & shop 3. Rebuild Game Farm Park satellite and add new facility at Jacobsen Tree Farm	• Lowest-cost option • Construction may be phased to distribute costs and minimize disruption • Maximizes use of city-owned land and facilities • Crews are well-positioned for service
ALTERNATIVE 2 1. Build Public Works M&O headquarters in north end 2. Build new Parks M&O headquarters and Public Works M&O satellite at Game Farm Park 3. Build new facility at Jacobsent Tree Farm 4. Sell GSA Park	• 9% more costly than base case • Lost efficiency with separate headquarters • Increased travel time for crews • Requires purchase of property in north Auburn • Allows sale of GSA Park
ALTERNATIVE 3 1. Build new joint headquarters at GSA 2. Rebuild Game Farm Park satellite and add new facility at Jacobsen Tree Farm 3. Sell GSA Park	• 12% more costly than base case • Increased travel time for crews • Potential difficulty in purchasing GSA property • Allows sale of GSA Park

FIGURE 106. INITIAL M&O ALTERNATIVE CONCEPTS AND EVALUATION

PUBLIC WORKS AND PARKS MAINTENANCE & OPERATIONS

LOWER COST ALTERNATIVES AND EVALUATION

Concepts assumed renovation of Game Farm Parks facility and new low-cost facility at Jacobsen Tree Farm. Alternative C was further refined into the recommendations described in Chapter 2.

ALTERNATIVE A **COMBINED CREW FACILITIES ~ $107M**	**Considerations**
1. Build combined 3-story crew support building 2. Build combined shop and warehouse 3. Build new wash rack, sewer decant, and covered fleet parking 4. Renovate fleet shop 5. Renovate Game Farm Park and build new facility at Jacobsen Tree Farm	• New combined crew building increases efficiency while decreasing the fooprint • New combined shop/warehouse increases efficiency with co-located functions • Maximizes use of existing structures • Vacated space allows for addition of desired sewer decant and part of vegetation sorting facility • Challenging construction phasing
ALTERNATIVE B **LOWER COST COMBINED CREW FACILITIES ~ $88M**	**Considerations**
1. Build modular 1-story combined crew building 2. Build separate modular shops and warehouses 3. Build new sewer decant, and modular covered fleet parking 4. Renovate fleet shop 5. Renovate Game Farm Park and build new facility at Jacobsen Tree Farm	• Modular facilities decrease cost • New combined facilities increase efficiency with co-located functions • Maximizes use of existing structures • Vacated space allows for addition of desired sewer decant and part of vegetation sorting facility • Challenging construction phasing
PREFERRED ALTERNATIVE C **LOWEST COST SEPARATED CREW FACILITIES ~ $24M**	**Considerations**
1. Build modular 1-story Public Works M&O crew building 2. Build new wash rack, and modular covered fleet parking and warehouse facilities 3. Renovate Public Works M&O fleet shop and warehouse 4. Add surface parking to accommodate growth 5. Renovate Game Farm Park and build new facility at Jacobsen Tree Farm	• Renovated and new crew building provides 95% of Public Works M&O crew needs • Maximizes use of existing structures • Parks M&O facilities at GSA Park partially improved • Challenging construction phasing • Modular facilities decrease cost

FIGURE 107. REFINED M&O CONCEPTS AND EVALUATION



LEGEND

- Phase I
- Phase II
- Phase III
- Phase IV

FIGURE 108. LOWER COST M&O ALTERNATIVE A



FIGURE 109. LOWER COST M&O ALTERNATIVE B



FIGURE 110. LOWER COST M&O ALTERNATIVE C

ADMINISTRATION
INITIAL ALTERNATIVE CONCEPTS AND EVALUATION

ALTERNATIVE	CONSIDERATIONS
ALTERNATIVE A 1. Renovate City Hall 2. Maintain Annex	• Lowest-cost option • Administrative staff remain near economic activity • City functions remain dispersed between multiple facilities • Lack of space and flexibility to accommodate change and growth
ALTERNATIVE B 1. Demolish and rebuild City Hall on current site 2. Lease Annex	• 265% more costly option • All administrative staff located in one facility • Facility sustainably designed to accommodate growth • Maintains downtown accessibility • New building construction
ALTERNATIVE C 1. Build new City Hall in civic campus 2. Sell City Hall and Annex	• 325% more costly option • All administrative staff located in one facility, co-located on campus with Police and Court • Facility sustainably designed to accommodate growth • Sale/lease revenue from vacated sites • Concerns about downtown customer accessibility • Likely requires structured parking

PREFERRED ALTERNATIVES

FIGURE 111. INITIAL ADMINISTRATION ALTERNATIVE CONCEPTS AND EVALUATION

APPENDIX B. PROJECT COST SUMMARY

ASSUMPTIONS

The City of Auburn provided costs for the following projects recommended by this plan:

- Sewer vactor decant facility
- Vegetation sorting facility study
- GSA Park vehicle storage bay
- GSA Park central stores addition
- GSA Park fuel tank
- City Hall roof replacement
- Justice center roof replacement
- Herr Property siding replacement
- Ballfied transfer from GSA Park to Jacobsen Tree Farm

Other costs estimates supporting this project were provided by RLB Robinson and MAKERS and are rough-order-of-magnitude (ROM) cost estimates appropriate for planning and decision-making. Direct costs were escalated to project costs using the mark-ups noted in Figure 112. Costs assume no hazardous materials abatement. Project costs in 2019 $ by space type are shown in Figure 114.

PROJECT COST MARK-UPS	
General conditions	6%
General requirements	6%
Overhead and profit fee	5.5%
Bonds and insurance	2%
Sales tax	10%
Soft cost markups	40%
Project contingency	20%
Annual escalation	3.5%
Property escalation	5%

FIGURE 112. PROJECT COST MARK-UP

SPACE TYPE	DIRECT COST (per square foot in 2019$)	PROJECT COST (per square foot in 2019$)
POLICE		
Renovated office	$92	$200
Renovated evidence	$75	$163
Modular evidence	$212	$369
MAINTENANCE & OPERATIONS		
Modular crew space	$152.50	$265
Renovated crew space	$75	$163
Modular shop	$215	$374
Warehouse	$204.33	$443
Carport	$30	$52
Vehicle wash rack	$440	$955
Uncovered storage	$20.80	$45
GENERAL COSTS		
Sitework	$22.96	$50
Building demolition	$12	$26
Parking demolition	$3	$7
Liquefaction	$35	$76

FIGURE 114. DIRECT AND PROJECT CONSTRUCTION COSTS (2019$)



FIGURE 113. LOWER COST SHOP, WAREHOUSE, OR EVIDENCE FACILITY



FIGURE 115. LOWER COST CREW SUPPORT FACILITY

SOFT COSTS

Soft costs are typically paid for by the owner and are in addition to the contractor's costs. These costs include:

- A/E fees - Architect and consultants under the Architects Contract
- Engineering fees and studies - Other project specific consultants not under the Architect's contract (Ex: Environmental impact, location work, etc.)
- Permits and Fees - Includes MUP, building permits, Fire Department review, etc.
- Commissioning - Third Party System Commissioning
- GC Pre-construction-Only if using CM GC (Construction Manager/ General Contractor) contract
- Jurisdictional costs

Furniture, fixtures and Equipment (FF&E) and personnel relocation costs are not included.

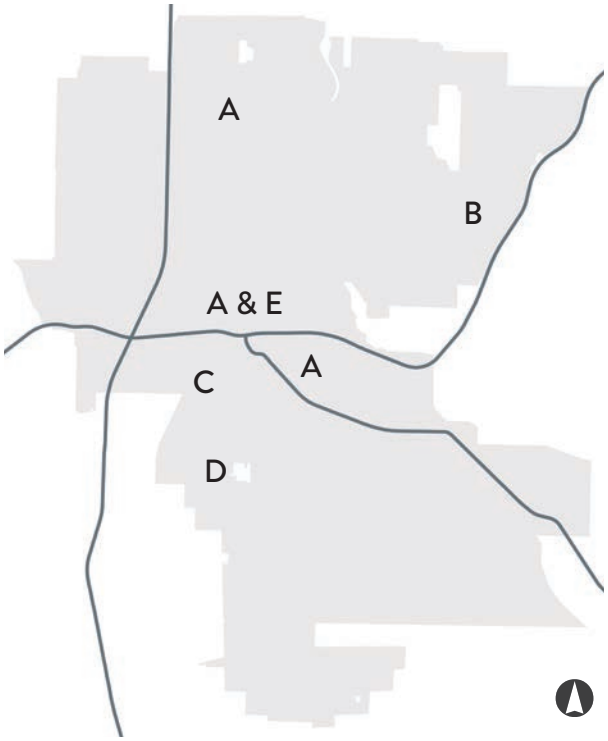
Project costs are escalated to year of construction at 3.5% annually and property costs are escalated to year of purchase at 5.0% annually.

PROPERTY ACQUISITION COSTS

Land value estimates were also provided by the City of Auburn and listed in Figure 116.

MASTER PLAN RECOMMENDATION COSTS

Master plan recommendation costs in 2024 dollars are shown in Figures 103-105.



LOCATION	VALUE
A - North Auburn, Downtown, Les Gove	$20/SF
B - Lea Hill	$16/SF
C - GSA Park	$20/SF
D - GSA	$22/SF
E - City Hall	$6.7 M

FIGURE 116. PROPERTY VALUE ASSUMPTIONS

POLICE	GSF	COST ($M)
Justice Center		
Renovated office	3,250	$0.7
Renovated evidence	6,080	$1.0
New Evidence Site		
Low-cost evidence	9,048	$3.3
Sitework cost	12,118	$0.6
	Total Cost (2019$)	$5.6
	Total Cost (2024$)	**$6.6**

FIGURE 117. POLICE PROJECT COSTS

PUBLIC WORKS M&O	GSF	COST ($M)
GSA Park		
Modular crew space	16,500	$5.6
Renovated crew space	13,470	$2.2
Modular shop	4,000	$1.8
Warehouse	3,300	$1.7
Carport	12,500	$1.6
Vehicle wash rack	2,700	$2.8
Sitework cost	97,600	$4.9
Parking demolition	21,000	$0.14
	Total Cost (2019$)	$20.7
	Total Cost (2024$)	**$24.6**

FIGURE 118. PUBLIC WORKS M&O PROJECT COSTS

PARKS M&O	GSF	COST ($M)
GSA Park		
Renovated crew space	1,000	$0.16
Modular shop	2,300	$1.0
Sitework cost	4,600	$0.23
Game Farm Park		
Renovated crew space	1,900	$0.31
Modular crew space	990	$0.34
Uncovered storage	500	$0.02
Sitework cost	24,383	$1.2
Parking demolition	4,465	$0.03
Jacobsen Tree Farm		
Modular crew space	500	$0.17
Modular shop	1,000	$0.45
Uncovered storage	500	$0.02
Sitework cost	16,255	$0.8
	Total Cost (2019$)	$4.8
	Total Cost (2024$)	**$5.7**

FIGURE 119. PARKS M&O PROJECT COSTS

AGENDA BILL APPROVAL FORM

Agenda Subject:
Resolution 5589 (Tate)

Date:
April 27, 2021

Department:
Community DEvelopment

Attachments:
Resolution No 5589
Resolution No. 5589 Exhibit A

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

Administrative Recommendation:

Adopt Resolution No. 5589

Background for Motion:

Resolution No 5589 corrects an error on the site plan that misidentifies the location of the space that is subject to the lease agreement.

Background Summary:

Resolution No 5589 corrects an error that was enacted under City Council Resolution 5412 adopted on March 20, 2019. Resolution 5412 included a site plan that misidentifies the location of the space that is subject to the lease agreement. The lease agreement itself is correct but the exhibit contained within Resolution 5412 identifies the wrong space on the ground floor of the parking garage. Resolution 5589 corrects the site plan in order to identify the correct space.

Reviewed by Council Committees:

Councilmember: Stearns
Staff: Tate
Meeting Date: May 3, 2021
Item Number: RES.B

RESOLUTION NO. 5589

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, AUTHORIZING THE MAYOR TO EXECUTE A FIFITH AMENDMENT TO THE LEASE AGREEMENT BETWEEN THE CITY OF AUBURN AND CENTRAL PUGET SOUND REGIONAL TRANSIT AUTHORITY

WHEREAS, Central Puget Sound Regional Transit Authority (Sound Transit) leases to the City of Auburn property within the Auburn Sound Transit Garage; and

WHEREAS, on March 20, 2019, the city council enacted resolution 5412 that approved a fourth amendment to the lease. The amendment added a storeroom to the City's leased property; and

WHEREAS, the diagram attached to the 2019 amendment depicts the wrong storeroom within the garage property; and

WHEREAS, although the City has been using the correct storeroom for the past two years, both parties desire to correct the error in the prior amendment.

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

Section 1. The Mayor is authorized to execute a fifth amendment to the lease between the City of Auburn and Central Puget Sound Regional Transit Authority dated June 26, 2002, as previously amended, and the amendment shall be in substantial conformity with the amendment 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

EXHIBIT A
Resolution 5589

FIFTH AMENDMENT TO LEASE

THIS FIFTH AMENDMENT TO LEASE (the "Amendment") is made as of this 24th day of March 2021, between CENTRAL PUGET SOUND REGIONAL TRANSIT AUTHORITY, a regional transit authority organized under the laws of the State of Washington ("Sound Transit") as Landlord, and the CITY OF AUBURN, a Washington municipal corporation ("City") as Tenant.

Sound Transit and City entered into that certain Lease dated June 26, 2002 for the Leased Premises as defined in Section 1.5 of the Lease at the property known as the Auburn Multimodal Transit Facility located at 25 "A" Street SW in Auburn, Washington. The Lease was amended by the First Amendment to Lease dated January 1, 2008, the Second Amendment to Lease dated December 30, 2010, the Third Amendment to Lease dated July 12, 2011 and further amended by the Fourth Amendment to Lease dated February 20, 2019. The Lease, the First Amendment to Lease, the Second Amendment to Lease, the Third Amendment to Lease and the Fourth Amendment to Lease are hereinafter referred to as the "Lease".

For the purpose of this Amendment, all terms defined in the Lease have the same meaning in this Amendment.

RECITALS

A. Section 2.5 (e) of the Lease gives City, as part of the Commercial Tenant Area, the right to access and use a room adjacent to the east interior wall of the ground floor elevator lobby of the Parking Garage. City has agreed to give Sound Transit sole access and use of this room. In exchange, City will be given sole access and use of a storage room on the east side of the Parking Garage entrance. Exhibit 2.5(e) as presented in the Fourth Amendment to Lease mis-identified the location of the storage room that the City will have sole access to. The intent of this Amendment is to correct Exhibit 2.5(e) to identify the location of the storage room for the City's use.

B. Sound Transit and City desire to amend the Lease to reflect the changes regarding the specific Sections referenced herein.

NOW THEREFORE, in consideration of the mutual promises and covenants set forth herein, Sound Transit and City hereby agree as follows:

1. Recitals. The Recitals set forth above are incorporated by this reference.

2. Section 2.5 (e) Elevator Lobby is hereby deleted in its entirety and replaced with the following:

> (e) Elevator Lobby. The City , its licensees and invitees will have sole access and use of the storage room located on the east side of the garage entrance of the ground floor of the Parking Garage, identified as "Room 1" on the attached Exhibit 2.5(e). City has the right to sublease this room to subtenants of the Commercial Tenant Area.

Except as amended herein, all other articles, terms, and conditions of said Lease are unchanged and remain in effect.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment the day and year first above written.

SOUND TRANSIT:

CENTRAL PUGET SOUND
REGIONAL TRANSIT AUTHORITY

_____
Signature

By: _____

Its: _____

Attest:

_____
Signature

_____
Name/Title

Approved as to Form:

_____
Signature

_____
Name
Sound Transit Legal Counsel

CITY:

CITY OF AUBURN

_____
Signature

By: _____

Its: _____

Attest:

_____
Signature

_____
Name/Title

Approved as to Form:

_____
Signature

_____
Name
Auburn City Attorney

STATE OF WASHINGTON)
) ss.
COUNTY OF KING)

I certify that I know or have satisfactory evidence that Nancy Bennett is the person who appeared before me, and said person acknowledged that she signed this instrument, on oath stated that she was authorized to execute the instrument and acknowledged it as the Property Management Manager of CENTRAL PUGET SOUND REGIONAL TRANSIT AUTHORITY to be the free and voluntary act and deed of such party for the uses and purposes mentioned in the instrument.

Dated: _____ _____

_____
Print Name
Notary Public in and for the State of _____
Residing at _____
My commission expires _____.

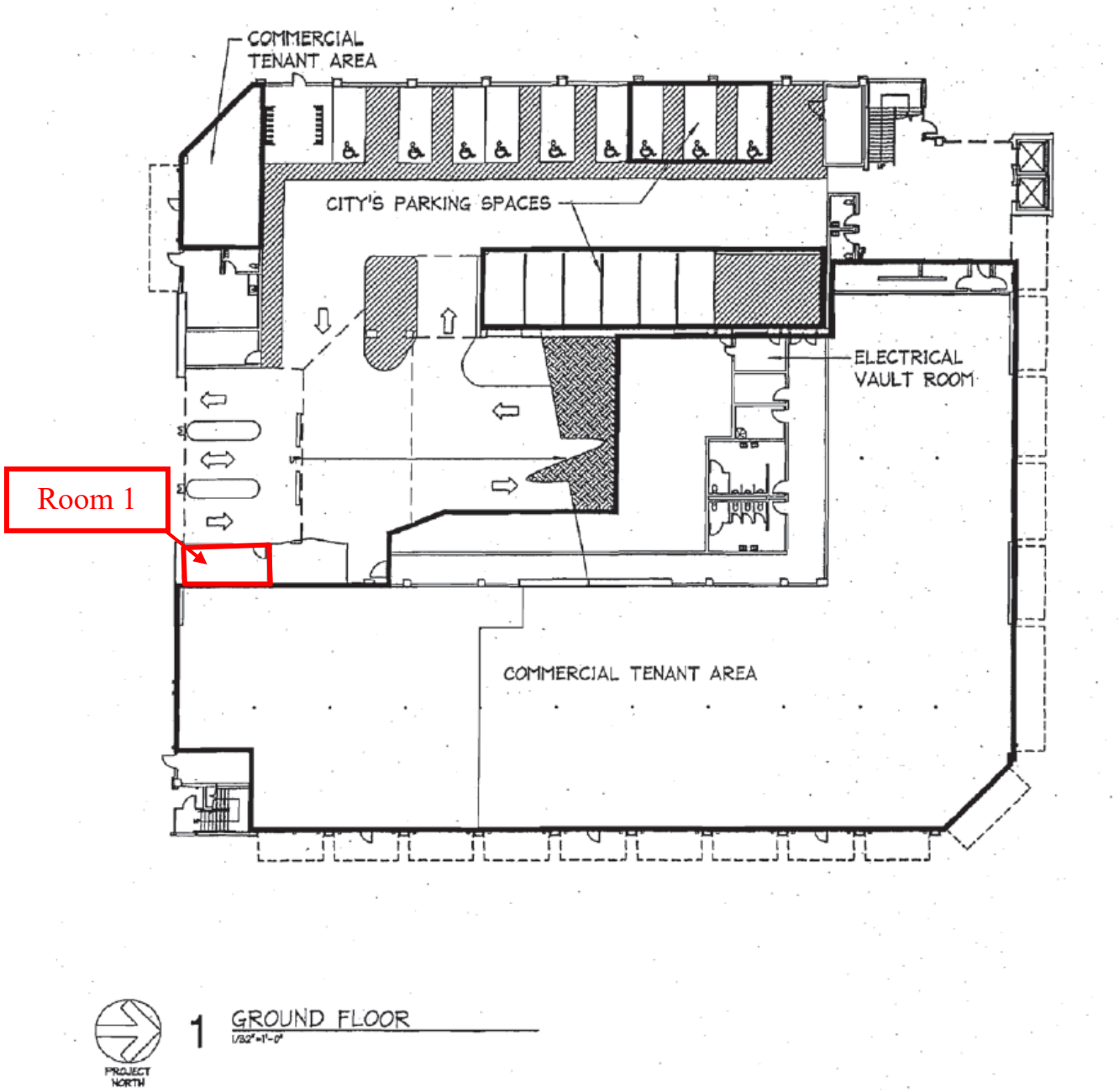
STATE OF WASHINGTON)
)ss
COUNTY OF KING)

I certify that I know or have satisfactory evidence that _____ is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute the instrument and acknowledged it as the _____ of _____ _____ to be the free and voluntary act and deed of such party for the uses and purposes mentioned in the instrument.

Dated: _____ _____

_____
Print Name
Notary Public in and for the State of _____
Residing at _____
My commission expires _____.

EXHIBIT 2.5(e)


COMMERCIAL TENANT AREA
CITY'S PARKING SPACES
ELECTRICAL VAULT ROOM
Room 1
COMMERCIAL TENANT AREA
PROJECT NORTH
1 GROUND FLOOR