	City Council Meeting **April 21, 2014 - 7:30 PM** **Auburn City Hall** **AGENDA** Watch the meeting LIVE! Watch the meeting video Meeting videos are not available until 72 hours after the meeting has concluded.

I. **CALL TO ORDER**

A. **Flag Salute**

B. **Roll Call**

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

1. Proclamation - National Day of Prayer
Mayor Backus to declare May 1, 2014 as National Day of Prayer in the City of Auburn.

2. Emergency Management Presidential Volunteer Service Awards Presentation
Mayor Backus to recognize recipients of the Emergency Management Presidential Volunteer Service Award.

Cory Blair
Diane Costenbader
Christopher Cushing
Joseph Cushing
Kim Cushing
Tyler Cushing
Richard Lundstrom

3. Boards and Commissions Appointments
City Council to confirm the appointment of Brooksie D. Hall to the Urban Tree Board for a term to expire December 31, 2016.

D. **Agenda Modifications**

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

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

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

C. **Correspondence**

There is no correspondence for Council review.

III. **COUNCIL COMMITTEE REPORTS**

A. **Municipal Services**

1. **April 14, 2014 Minutes* (Peloza)**

B. **Planning & Community Development**

1. **April 14, 2014 Minutes* (Holman)**

C. **Public Works**

1. **April 7, 2014 Minutes* (Osborne)**

D. **Finance**

1. **April 7, 2014 Minutes* (Wales)**

E. **Les Gove Community Campus**

F. **Council Operations Committee**

IV. **CONSENT AGENDA**

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

A. **Minutes of the April 7, 2014 Regular City Council Meeting***

B. **Minutes of the April 14, 2014 Special City Council Meeting***

C. **Claims Vouchers (Wales/Coleman)**
Claims Voucher Numbers 428093 through 428356 in the amount of $4,339,932.99 and three wire transfers in the amount of $2,946.06 and dated April 21, 2014.

D. **Payroll Vouchers (Wales/Coleman)**
Check numbers 534613 through 534644 in the amount of $840,117.90, electronic deposit transmissions in the amount of $1,277,350.45 for a grand total of $2,117,468.35 for the period covering April 3, 2014 to April 21, 2014.

E. **Dunda Leak Adjustment* (Osborne/Coleman)**
City Council to approve an appeal for an additional water utility adjustment in the amount of $2943.96, to account no. 069905-000. The customer previously received a credit for $500.00 for the water leak and $16,892.65 for sewer.

F. **Public Works Project No. C512A* (Osborne/Snyder)**
City Council to grant permission to advertise for bids for Project No. C512A, Well 4 Emergency Power Improvements

G. **Public Works Project No. C524A* (Osborne/Snyder)**
City Council to award Contract No. 14-05 to R.L. Alia Company on their low bid of $473,485.35 plus Washington State sales tax of $44,969.45 for a total contract price of $518,454.80 for Project No. C524A Utility Physical Site Improvements

H. **<u>Public Works Project No. CP1024* (Osborne/Snyder)</u>**
City Council to grant permission to advertise for bids for Project No. CP1024, Auburn Way S and M Street SE Intersection Improvements, Contract 14-06

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

V. UNFINISHED BUSINESS

There is no unfinished business.

VI. NEW BUSINESS

There is no new business.

VII. RESOLUTIONS

A. **<u>Resolution No. 5045* (Wales/Tiedeman)</u>**
A Resolution of the City Council of the City of Auburn, Washington, authorizing the Mayor and City Clerk to execute a second addendum to the interlocal agreement between the City of Auburn and the City of Pacific for information services technology

(RECOMMENDED ACTION: City Council adopt Resolution No. 5045.)

B. **<u>Resolution No. 5046* (Wales/Coleman)</u>**
A Resolution of the City Council of the City of Auburn, Washington, authorizing the contribution and withdrawal of City monies in the State of Washington Local Government Investment Pool

(RECOMMENDED ACTION: City Council adopt Resolution No. 5046.)

C. **<u>Resolution No. 5058* (Heid)</u>**
A Resolution of the City Council of the City of Auburn, Washington, expressing support for King County Transportation District Proposition No. 1 - Sales and Use Tax and Vehicle Fee for Transportation Improvements

King County Transportation District Proposition No. 1 Sales and Use Tax and Vehicle Fee for Transportation Improvements

The Board of the King County Transportation District passed Resolution No. TD2014-03 concerning funding for Metro transit, roads and other transportation improvements. If approved, this proposition would fund, among other things, bus service, road safety and maintenance and other transportation improvements in King County cities and the unincorporated area. It would authorize the district to impose, for a period of ten years, a sales and use tax of 0.1% under RCW 82.14.0455 and an annual vehicle fee of sixty dollars ($60) per registered vehicle under RCW 82.80.140 with a twenty dollar ($20) rebate for low-income individuals.

Interested persons will be afforded an opportunity to express opposing views.

(RECOMMENDED ACTION: City Council adopt Resolution No. 5058.)

D. **<u>Resolution No. 5063* (Osborne/Snyder)</u>**
A Resolution of the City Council of the City of Auburn, Washington declaring certain items of property as surplus and authorizing their disposal

(RECOMMENDED ACTION: City Council adopt Resolution No. 5063.)

VIII. **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**

IX. **ADJOURNMENT**

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

*Denotes attachments included in the agenda packet.

CITY OF AUBURN WASHINGTON

AGENDA BILL APPROVAL FORM

Agenda Subject:
April 14, 2014 Minutes

Date:
April 16, 2014

Department:
Police

Attachments:
April 14, 2014 Minutes

Budget Impact:
$0

Administrative Recommendation:

For review and discussion only.

Background Summary:

Reviewed by Council Committees:

Municipal Services

Councilmember: Peloza

Staff:

Meeting Date: April 21, 2014

Item Number: MS.1

CITY OF AUBURN WASHINGTON	**Municipal Services Committee** **April 14, 2014 - 3:30 PM** **City Hall Conference Room 3** **MINUTES**

I. CALL TO ORDER

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

A. Roll Call

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

Staff present: Chief of Police Bob Lee, Assistant Chief of Police Bill Pierson, Innovation & Technology Director Ron Tiedeman, Assistant Director of Public Works Services Randy Bailey, Street/Vegetation Manager David Ornsbey and Police Secretary/Scribe Terry Mendoza. **Others present**: Auburn Reporter Representative Robert Whale.

B. Announcements

C. Agenda Modifications

Resolution No. 5045 - Innovation & Technology Director Ron Tiedeman briefed the Committee on this Resolution which authorizes the Mayor and City Clerk to execute a second addendum to the Interlocal Agreement (ILA) between the City of Auburn and the City of Pacific for Information Services Technology. This is a renewal of the current ILA with the addition of standard language to accommodate Consumer Price Index (CPI) increases and normal operating expenses. Since Pacific now has a new administration in place they are looking to streamline services and include more specific information in the agreement to include additional web services. Committee discussion followed.

II. CONSENT AGENDA

A. March 24, 2014 Minutes

Vice Chair Osborne moved to accept the Minutes as presented. Member DaCorsi seconded. Chair Peloza concurred.

MOTION PASSED: 3-0

III. DISCUSSION ITEMS

A. Animal Control Operations (Lee)

Assistant Chief of Police Bill Pierson reported on Animal Control Operations for the first quarter of 2014. Animal control-related calls for service, specifically self-initiated calls, have increased steadily as compared to 1st quarter of 2013. There was an injured crow and raccoon that were transported to a wildlife rehabilitation facility in Covington. The number of case reports, criminal citations and infractions has also shown a steady increase over the last quarter. There were 190 infractions and the two most commonly issued were for *Failure to License a Dog/Cat* and *Failure to get a Rabies Vaccine.* Committee discussion followed.

B. Street Sweeping Schedule (Bailey)

Assistant Director of Public Works Services, Randy Bailey, briefed the Committee on the new 2014 Street Sweeping schedule/program. A zone map is now available for the public on the City's website and includes details on the dates/times for each area between April and October 2014, and links relating to leaf blowing and tree trimming. The new schedules have been promoted through social networks and via a broadcast email sent to 4,000+ email addresses. Efforts to inform citizens will continue and staff is in the process of developing a postcard to mail to residents with their specific "zone" schedule. Staff are hopeful that this will encourage residents to move their vehicles/obstructions on their scheduled street sweeping day. Committee discussion followed.

C. Project Matrix

The following updates were identified for the Project Matrix:

Item 20P: Review date updated.
Item 21P: Status updated.
Item 8I: Review date and status updated.

IV. ADJOURNMENT

The meeting was adjourned at 3:46 pm. The next regular meeting of the Municipal Services Committee is scheduled for Monday, April 28, 2014 in Conference Room 3 of City Hall, 25 West Main Street, Auburn, WA.

Signed this ________ day of April, 2014.

_____________________ ____

Bill Peloza, Chair Terry Mendoza, Police Secretary/Scribe

CITY OF AUBURN WASHINGTON

AGENDA BILL APPROVAL FORM

Agenda Subject:
April 14, 2014 Minutes

Date:
April 16, 2014

Department:
Planning and Development

Attachments:
April 14, 2014 Draft Minutes

Budget Impact:
$0

Administrative Recommendation:

Background Summary:

Reviewed by Council Committees:

Planning And Community Development

Councilmember: Holman

Staff:

Meeting Date: April 21, 2014

Item Number: PCD.1

Planning and Community Development
April 14, 2014 - 5:00 PM
Annex Conference Room 2
MINUTES

I. CALL TO ORDER

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

A. Roll Call

Chair John Holman; Member Yolanda Trout, sitting in as Vice-Chair; and Councilmember Wayne Osborne were present. Vice-Chair Largo Wales was excused. Also present were Mayor Nancy Backus, Director of Community Development and Public Works Kevin Snyder, Assistant Director of Community Development Services Jeff Tate, Planning Services Manager Elizabeth Chamberlain, Economic Development Manager Doug Lein, and Community Development Secretary Tina Kriss.

Members of the public present were Laura Theimer, Board President and Laura Westergard, Executive Director of the Auburn Downtown Association.

B. Announcements

1. Presentation - The Auburn Downtown Association (Tate)

Auburn Downtown Association (ADA) Board President Laura Theimer and Executive Director Laura Westergard presented a PowerPoint presentation to highlight the Auburn Downtown Association's Mission, History and Finances, Board, and internal and external goals.

The ADA receives Business Improvement Area (BIA) monies which the City collects when businesses pay for their business licenses to assist with operational costs of the ADA. The association is actively seeking Business and Occupation (B&O) Main Street Tax Credit through the State of Washington to assist with the costs of program expenses; the ADA will continue to work on obtaining B&O tax credits and fill all open board positions.

A discussion was held regarding the events that draw the public to downtown: the Art Walk with Wine Tasting, the spring 2014

Coupon Booklet, National Walking Day, Wine Art Music Festival, and other new events that are being established.

To continue to build up the community, its image, and presence as the City Center, the ADA will continue to work with Auburn Businesses to create more authentic store front facades, continue to develop fundraising methods for program goals, draw and recruit new businesses to downtown, and work with property owners and managers to fill downtown property vacancies. The ADA continues to work with City staff on their revitalization efforts.

2. Economic Development Update (Lein)

Environmental Services Manager Doug Lein provided an update to the City's economic development activities. Last year, during the 1st quarter, 92 new single family home permits were issued and this year 95 were issued. Last year 126 commercial permits with a construction value of $81,731,845.00 were issued, this year 160 permits have been issued with a construction value of $25,763,175. The construction values for 2013 include one permit issued for the Auburn High School modernization project which has a value of $66,000,000.00. The adjusted 2013 value subtracting the school valuation is $15,731,845.00.

There have been 73 new business licenses in 2014, compared to 52 last year during the 1st quarter. In 2013 the City had $360,000.00 in Real Estate Excise Tax and this year the amount was $470,000.00. The sales tax revenue for the 1st quarter of 2013 was $3,400,000.00 and this year it is $4,000.000.00,

The Committee and staff also reviewed the status of projects in development and projects that have been completed in 2014. A discussion was held on various marketing strategies for 2014 and creating a strategic plan for economic development. Staff explained that it would be beneficial for the City to create a strategic plan for the City’s economic development.

C. **Agenda Modifications**

There were no agenda modifications.

II. **CONSENT AGENDA**

A. Minutes - March 18, 2014 Special Joint Meeting (Tate)

Acting Vice-Chair Trout moved and Councilmember Osborne seconded to approve the March 18, 2014 Planning Commission/Planning and Community Development Committee minutes as written.

Motion carried unanimously. 3-0

B. Minutes - March 24, 2014 (Tate)

Acting Vice-Chair Trout moved and Councilmember Osborne seconded to approve the March 24, 2014 Planning and Community Development Committee minutes as written.

Motion carried unanimously. 3-0

III. ACTION

A. Resolution No. 5059 (Faber)
A resolution of the City Council of the City of Auburn, Washington, authorizing the acceptance of a grant from King Conservation District and authorizing the Mayor and City
Clerk to execute the necessary agreements to accept said funds.

Acting Vice-Chair Trout moved and Councilmember Osborne seconded to recommend City Council adopt Resolution No. 5049.

Motion carried unanimously. 3-0

IV. DISCUSSION ITEMS

A. Addressing (Tate)

Assistant Director of Community Development Services, Jeff Tate, provided a PowerPoint presentation as an overview of the City's addressing process and procedures. The City of Auburn Municipal Code establishes the City’s addressing responsibility and authority, (ACC 12.52.010 - Street Names, and ACC15.52.020 - Building Numbers).

The Committee and staff discussed the addressing standards, which grids are used for addressing changes (City of Auburn, King County, and Pierce County), and how the various agencies and organizations are informed. The Committee thanked staff for the overview.

B. Director's Report (Tate)

Assistant Director Tate reported that the Warehouse and Distribution Center proposed code amendment will be going forward to the Planning Commission for a workshop and Public Hearing May 6th, 2014 before returning to this Committee. He reported that he had attended a Master Builders Building Association (Pierce County) meeting to discuss developing an option of moving a developers residential building permit through the City’s process faster if the proposed residential permit had already been approved and permitted through Pierce County. This would allow the developer to have already addressed the majority of building code requirements (Auburn's specific regulations would still need to be addressed) and allow the permit process to be shortened.

A 2014 Community Development Parking Management Plan Implementation Tasks schedule was distributed to the Committee to keep them updated on the progress of the implementation of the parking management plan.

C. PCDC Status Matrix (Tate)

The Committee reviewed the matrix and had no changes or additions.

V. ADJOURNMENT

There being no further business to come before the Planning and Community Development Committee, the meeting was adjourned at 6:36 p.m.

Approved this ______________ day of ________________, 2014.

____
John Holman
Chairman

____
Tina Kriss
Secretary, Community Development

CITY OF AUBURN WASHINGTON

AGENDA BILL APPROVAL FORM

Agenda Subject:
April 7, 2014 Minutes

Date:
April 15, 2014

Department:
Public Works

Attachments:
Draft Minutes

Budget Impact:
$0

Administrative Recommendation:

Background Summary:

See attached draft minutes.

Reviewed by Council Committees:

Public Works

Councilmember: Osborne

Staff:

Meeting Date: April 21, 2014

Item Number: PW.1

CITY OF AUBURN WASHINGTON	**Public Works Committee** **April 7, 2014 - 3:30 PM** **Annex Conference Room 2** **MINUTES**

I. CALL TO ORDER

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

A. Roll Call

Chairman Wayne Osborne, Vice-Chair Bill Peloza, and Member Claude DaCorsi were present. Also present during the meeting were: Mayor Nancy Backus, Community Development & Public Works Director Kevin Snyder, Assistant Director of Engineering/City Engineer Ingrid Gaub, Acting Utilities Engineer Susan Fenhaus, Transportation Manager Pablo Para, Director of Innovation & Technology Ron Tiedeman, Finance Director Shelley Coleman, Customer Care Manager Brenda Goodson-Moore, Assistant Director of Public Works Operations Randy Bailey, City Attorney Dan Heid, Engineering Aide Amber Mund, Senior Project Engineer Ryan Vondrak and Public Works Secretary Molly Hoisington.

B. Announcements

There were no announcements.

C. Agenda Modifications

There were no modifications to the agenda.

II. CONSENT AGENDA

A. Approval of Minutes

It was moved by Vice-Chair Peloza, seconded by Member DaCorsi, that the Committee approve the Public Works Committee Meeting minutes for date, March 17, 2014.

Motion carried 3-0.

III. ACTION

A. Right-of-Way Use Permit No. 14-05 (Mund)
Approve Right-of-Way Use Permit No. 14-05 for Parks, Arts and Recreation Department

Engineering Aide Mund explained this is for the Parks, Arts and Recreation Department’s Farmers Market. This is their annual permit to close B Street SW between West Main Street and A Street SW.

It was moved by Vice-Chair Peloza, seconded by Member DaCorsi, that the Committee approve Right-of-Way Use Permit No. 14-05 Auburn Parks, Arts and Recreation Department’s Farmers Market.

Motion carried 3-0.

B. Right-of-Way Use Permit No. 14-07 (Mund)
Approve Right-of-Way Use Permit No. 14-07 for Parks, Arts and Recreation 2014 Clean Sweep event

Engineering Aide Mund explained this is for Parks, Arts and Recreation Department to close Main Street between A Street NW/SW and Auburn Way North for the annual Clean Sweep Event. Also requested is closing North Division Street between Main and First Street NE for the pancake breakfast which is the same as the previous year.

It was moved by Vice-Chair Peloza, seconded by Member DaCorsi, that the Committee approve Right-of-Way Use Permit No. 14-07 Auburn Parks, Arts and Recreation Department’s 2014 Clean Sweep Event.

Motion carried 3-0.

C. Right-of-Way Use Permit No. 14-08 (Mund)
Approve Right-of-Way Use Permit No. 14-08 for Auburn School District No. 408

Engineering Aide Mund explained this is for the annual Right-of-Way Use Permit for the Auburn School District to close 4th Street NE for the Auburn School District graduations which is the same as previous year.

It was moved by Vice-Chair Peloza, seconded by Member DaCorsi, that the Committee approve Right-of-Way Use Permit No. 14-08 Auburn School District No. 408 Graduation Ceremonies.

Motion carried 3-0.

D. Resolution No. 5050
A Resolution of the City Council of the City of Auburn, Washington, Seeking to Protect the Health, Safety, and Economic Well-Being of Local Citizens and Auburn's Drinking Water Supply and Natural Resources from the Potential Impact of Increased Crude Oil Rail Traffic Passing Through the city of Auburn

Vice-Chair Peloza informed the Committee that Resolution No. 5050 began with the National League of Cities Energy, Environment & Natural Resources Committee. This resolution requests that the state review what steps it could take to make sure that oil transport activities by the railroads can be done as safely as possible.

It was moved by Vice-Chair Peloza, seconded by Member DaCorsi, that the Committee recommend City Council adopt Resolution No. 5050.

Motion carried 3-0.

IV. DISCUSSION ITEMS

A. Resolution No. 5046 (Coleman)
A Resolution of the City Council of the City of Auburn, Washington, Authorizing the Contribution and Withdrawal of City Monies in the State of Washington Local Government Investment Pool

Resolution No. 5046 is in an effort to provide more clarity with respect to how the Local Government Investment Pool (LGIP) operates, and as a result of the recently amended WACs, the Office of the State Treasurer has created a prospectus which it is distributing to all investors in the LGIP. Additionally, each local government investing in the LGIP is required to complete an updated resolution acknowledging that they have read and understand the prospectus.

Finance Director Coleman advised Committee that the City invests its idle funds in the Local Government Investment Pool which is managed by the State Treasures Office. The City in the past has participated in agency security such as Freddie Mac's, Federal Home Loan Bank and other approved securities per the City investment policy.

Currently, the Payroll Techs and the AP Payroll Supervisor are authorized to perform wire transfers. They are authorized to wire money in and pull money out as requested.

Finance Director Coleman responded to a question asked by Vice-Chair Peloza regarding the amount of funds available.

Finance Director Coleman responded to a question asked by Chairman Osborne regarding basis points earned.

B. Dunda Leak Adjustment (Coleman)

Finance Director Coleman stated this is a four-plex that had a water leak sometime between October 16th and January 16th of 2013/2014. This leak was significant and has been repaired.

The utility account has already had over sixteen thousand dollars written off in sewer changes and five hundred dollars on water charges. The customer has requested to have the remainder of the water leak adjusted off of their water utility account.

The Committee and staff had a brief discussion regarding the letter the City received from the customer.

Finance Director responded to a question asked by member DaCorsi regarding past similar leak situations.

Assistant Director of Public Works Operations Bailey responded to a question asked by Chairman Osborne regarding the length of time this leak would have had to go on based on the amount of water consumption.

The Committee suggested considering forgiving an additional 50% of the $5,887.92, which is $2,943.96 in addition to creating a settlement agreement.

C. I Street NE & 22nd Street NE Intersection Improvement (Para)

Transportation Manager Para stated the City is considering submitting for a state safety grant for the intersection of I Street NE and 22nd Street NE. This intersection is fairly wide with multiple lane approaches on all legs and is currently controlled with a four way stop configuration. This intersection also has a fairly high accident rate including pedestrian accidents.

The City is proposing to build a roundabout consistent with the Council's transportation policy.

Transportation Manager Para explained the reason this is being brought to the Committee is because it is not currently on the 6-Year Transportation Improvement Plan and wanted to get the Committee's concurrence on the project prior to submitting the grant application.

Transportation Manager Para responded to a question asked by Chairman Osborne regarding communicating and outreach with the School District as the proposed project is on a school bus route.

The Committee indicated its concurrence with this potential future project.

D. Capital Project Status Report (Vondrak)

Item 3 – CP1225 – West Valley Highway Preservation – 15th Street NW to 37th Street NW Answering questions asked by Chairman

Osborne, Senior Project Engineer Vondrak confirmed that the additional items requested by the Washington State DOT were not significant.

Item 6 – CP1120 – Lea Hill Safe Routes to Schools Improvements Chairman Osborne asked if installing the bike racks was originally part of the project. Senior Project Engineer Vondrak responded that it was part of the original scope of the project's grant.

Item 11 – CP1107 – Fulmer Wellfield Improvements Chairman Osborne indicated that the budget for this project was adjusted per the recent shifts in funds to other projects and for the reduced scope of the project in response to a question from Vice Chair Peloza.

Item 13 & 14 – CP1118/CP1119 – Auburn Way South Corridor Projects Assistant Director of Engineering/City Engineer Gaub indicated that the TBD had been added previously for the timing of the project due to coordination with MIT and WSDOT that is currently in process in response to a question from Vice Chair Peloza.

Item 22 – CP1202 – AWS Flooding Phase 2 Assistant Director of Engineering/City Engineer Gaub indicated that the project's schedule has been updated to reflect that this project is not currently resourced as staff is working on replacing the recently vacated Project Engineer position in response to a question from the Committee.

Item 23 – 104th Street & 8th Street NE Intersection Improvements Chairman Osborne inquired regarding the schedule on this project as it was delayed. Assistant Director of Engineering/City Engineer Gaub responded stating the City revised the scope of the project and that the schedule was updated to reflect that change and the approval time necessary with the State.

E. Significant Infrastructure Projects by Others - Public Works Status Report (Gaub)

There were no questions.

F. Action Tracking Matrix (Gaub)

Assistant Director of Engineering/City Engineer Gaub responded to question asked by Chairman Osborne regarding Lea Hill Road and the repair due to a minor slide near the intersection with 105th Place. Staff is currently investigating and monitoring the area to determine the best course of action to repair the area.

Chairman Osborne requested Item G be created, Lea Hill Road Repair with Assistant Director of Engineering/City Engineer Gaub as staff member and list it as TBD.

G. Public Works Breifing Discussion (Gaub)

Assistant Director of Engineering/City Engineer Gaub stated that staff is suggesting a review of some of the work items within the public works divisions in order to provide background information to the committee, especially it's newest member. This recommendation includes giving a briefing to the Public Works Committee members to provide an overview of various department operations.

Chairman Osborne mentioned he would like to see Engineering function and organizational overview and then the M&O function and organizational overview initially.

Assistant Director of Engineering/City Engineer Gaub and Assistant Director of Public Works Operations Bailey responded to a question asked by Member DaCorsi regarding the FOG program.

V. ADJOURNMENT

There being no further business to come before the Public Works Committee, the meeting was adjourned at 4:16 p.m. Approved this ___ day of ________, 2014.

Wayne Osborne	Molly Hoisington
Chairman	Public Works Department Secretary

CITY OF AUBURN WASHINGTON

AGENDA BILL APPROVAL FORM

Agenda Subject: April 7, 2014 Minutes		**Date:** April 15, 2014
Department: Administration	**Attachments:** minutes	**Budget Impact:** $0

Administrative Recommendation:

Background Summary:

Reviewed by Council Committees:

Councilmember:	Wales	**Staff:**	
Meeting Date:	April 21, 2014	**Item Number:**	FN.1

CITY OF AUBURN WASHINGTON

Finance Committee
April 7, 2014 - 5:00 PM
Annex Conference Room 1
MINUTES

I. CALL TO ORDER

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

A. Roll Call

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

Officials and staff members in attendance during the meeting included: Mayor Nancy Backus, Finance Director Shelley Coleman, City Attorney Daniel B. Heid, Chief of Police Bob Lee, Community Development and Public Works Director Kevin Snyder, and City Clerk Danielle Daskam.

B. Announcements

There was no announcement.

C. Agenda Modifications

Exhibit B to Resolution No. 5056 was transmitted prior to the meeting.

II. CONSENT AGENDA

A. Minutes of the March 17, 2014 regular meeting

Member Trout moved and Vice Chair Holman seconded to approve the March 17, 2014 minutes as distributed.

MOTION CARRIED UNANIMOUSLY. 3-0

B. Claims Vouchers (Coleman)
Check numbers 427873 through 428092 in the amount of $3,606,818.41 and six wire transfers in the amount of $49,196.83 and dated April 7, 2014.

Committee members reviewed claims and payroll vouchers and briefly discussed claims vouchers 427968, 427977, 428090, 427965, 427947 and 428045.

Chair Wales requested a report on the status of the Auburn Avenue Theater lease for the next Finance Committee agenda.

In response to questions from Chair Wales, Finance Director Coleman reported a Request for Proposals was issued for red light photo enforcement. Staff members have selected a preferred vendor and are developing a proposed contract for Council review.

Member Trout moved and Vice Chair Holman seconded to approve the claims and payroll vouchers.

MOTION CARRIED UNANIMOUSLY. 3-0

C. Payroll Vouchers (Coleman)
Payroll check numbers 534581 through 534612 in the amount of $303,098.61 and electronic deposit transmissions in the amount of $1,360,792.80 for a grand total of $1,663,891.41 for the period covering March 13, 2014 through April 02, 2014.

See claims vouchers above for approval of payroll vouchers.

III. DISCUSSION ITEMS

A. Quarterly Financial Report Format (Coleman)

Finance Director Coleman presented an example of a quarterly financial report for Committee review. The format, used by the City of Shoreline, utilizes a lead sheet, executive summary overview, fund analysis, and investment report. Committee members were supportive of the new format and quarterly reporting. Finance Director Coleman stated the new reporting format will be implemented in the next six months.

B. Resolution No. 5046 (Coleman)
A Resolution of the City Council of the City of Auburn, Washington, authorizing the contribution and withdrawal of City monies in the State of Washington Local Government Investment Pool

Finance Director Coleman presented Resolution No. 5046, which authorizes the contribution and withdrawal of City monies in the State of Washington Local Government Investment Pool (LGIP). The City currently participates in the LGIP, which allows the City to utilize the resources of the State Treasurer to maximize the liquidity and return on investment of its idle funds. The City realizes a better return on its investments with the LGIP compared to the rate the bank could offer.

C. Resolution No. 5050
A Resolution of the City Council of the City of Auburn, Washington, seeking to protect the health, safety, and economic well-being of local citizens and Auburn's drinking water supply and natural resources from the potential impact of increased crude oil rail traffic passing through the City of Auburn

Resolution No. 5050 requests that the state review steps it could take to ensure that oil transport activities by the railroads can be done as safely as possible. Mayor Backus reported Councilmember Peloza requested the resolution for presentation to the National League of Cities.

D. Resolution No. 5055 (Coleman)
A Resolution of the City Council of the City Auburn, Washington,

authorizing the Mayor to execute a lease between the City of Auburn and Century West for airport property

Finance Director Coleman presented Resolution No. 5055 authorizing a lease at the Auburn Municipal Airport with Century West. Century West is the City's consulting engineer for the airport.

E. Dunda Leak Adjustment (Coleman)

Finance Director Coleman presented a utility leak adjustment request. The customer appealed for an additional water utility adjustment in the amount of $2,943.96 to account number 069905-000. The customer previously received a credit for $500.00 for the water leak and $16,892.65 for sewer.

The owner discovered a water leak on January 13, 2014, at the four-plex situated on Poplar Street, and the leak was subsequently repaired. The utility account was billed $6,624.31 for water and $17,353.48 for sewer.

The leak adjustment policy provides for a water leak adjustment of $500.00 per year, but the owner may petition for an adjustment of up to fifty percent of the remaining water portion over $500.00. The Public Works Committee recommended approval of the additional leak adjustment.

Vice Chair Holman noted that the National League of Cities offers an insurance program, Utility Service Partners, for utility customers. He suggested the City investigate the program for possible offering to its citizens.

F. Ordinance No. 6503 (Lee)
An Ordinance of the City Council of the City of Auburn, Washington, amending Section 9.78.010 of the Auburn City Code relating to disorderly conduct.

Chief of Police Bob Lee presented Ordinance No. 6503, which amends City Code Section 9.78.010 related to disorderly conduct. The ordinance adds to the definition of disorderly conduct as "anyone who intentionally engages in conduct that tends to, or is reasonably likely to, disturb the peace, promote disorder or endanger the safety of others."

G. Resolution No. 5056 (Lee)
A Resolution of the City Council of the City of Auburn, Washington, authorizing the Mayor and City Clerk to execute an agreement by and between the City of Auburn and the Muckleshoot Indian Tribe for police services

Chief of Police Bob Lee presented Resolution No. 5056 authorizing an agreement between the City of Auburn and the Muckleshoot Indian Tribe (MIT) relating to law enforcement services. The MIT will contract with the City for one police officer to respond to calls on the reservation within the city limits of Auburn.

H. Contract for False Alarm Billing & Tracking Services (Lee)

Chief of Police Bob Lee explained the City currently contracts with a third party administrator, AOT Public Safety Corporation, for false alarm billing and tracking services. Staff requests the City Council approve a renewal/extension of the contract for services.

I. Gildo Rey Elementary - Emergency Response

Chair Wales reported that a fire occurred at Gildo Rey Elementary last week. Chair Wales reported that within four minutes, five fire trucks and police responded. She commended the school personnel and fire and police for their response to the emergency.

IV. ADJOURNMENT

There being no further business to come before the Committee, the meeting adjourned at 5:53 p.m.

APPROVED this ______ day of ________________, 2014.

LARGO WALES, CHAIR	Danielle Daskam, City Clerk

CITY OF AUBURN WASHINGTON

AGENDA BILL APPROVAL FORM

Agenda Subject:
Minutes of the April 7, 2014 Regular City Council Meeting

Date:
April 15, 2014

Department:
Administration

Attachments:
4/7/2014 minutes

Budget Impact:
$0

Administrative Recommendation:

Background Summary:

Reviewed by Council Committees:

Councilmember:

Staff:

Meeting Date: April 21, 2014

Item Number: CA.A

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

I. CALL TO ORDER

A. Flag Salute

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

B. Roll Call

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

Department Directors and staff members present: City Attorney Daniel B. Heid, Chief of Police Bob Lee, Economic Development Manager Doug Lein, Community Development and Public Works Director Kevin Snyder, Museum Director Patricia Cosgrove, Senior Center Supervisor Radine Lozier, Director of Administration Michael Hursh, and City Clerk Danielle Daskam.

C. Announcements, Appointments, and Presentations

1. White River Valley Museum & Mary Olson Farm Presentation
Mayor Backus to recognize Patricia Cosgrove for receiving the King Conservation District Award for Mary Olson Farm.

   Mayor Backus recognized Museum Director Patricia Cosgrove on receiving the King Conservation District Wildlife Steward of the Year Award for Mary Olson Farm. Museum Director Cosgrove thanked the City Council for their support in restoring the 67-acre Mary Olson Farm with its stream habitat and forests that have not been logged since the 1870's. Ms. Cosgrove reported that the stream has increased its runs of salmon from two to four runs of Coho, Chum, Pink and Chinook.

2. Hilary Pittenger Book Publication
Mayor Backus to recognize Hilary Pittenger on the publication of her book *Images of America: Auburn*.

   Mayor Backus recognized Hilary Pittenger, Curator of Collections at the White River Valley Museum, and the author of *Images of America - Auburn, Washington* published by Arcadia Publishing as part of their Images of America series. The book is a fully illustrated text that shows Auburn's diverse cultures and histories from the

1850's native cultures to immigrants arriving from Europe and Japan, up until the 21st century.

3. Nancy Henderson - Pierce Transit Transportation Board Presentation

   Dr. Nancy Henderson, Councilmember from the Town of Steilacoom and Commissioner for the Pierce Transit Board, introduced herself to the City Council. As a member of the Board of Commissioners for Pierce Transit, Dr. Henderson represents the cities of Auburn, Pacific, Ruston, Fircrest, Gig Harbor, and Steilacoom. Currently, the portion of the city serviced by Pierce Transit includes the Lakeland shuttle service. Dr. Henderson reported that the City is also eligible to receive commuter van pool and paratransit service.

4. Proclamation - YMCA Healthy Kids Day
   Mayor Backus to proclaim Saturday, April 26, 2014 as YMCA Healthy Kids Day in the city of Auburn.

   Mayor Backus read and presented a proclamation declaring April 26, 2014 as YMCA Healthy Kids Day in the city of Auburn to Auburn YMCA Director Jason Berry and Family Programs Director Shanna Crain.

5. Proclamation - April 11, 2014 as "Arbor Day"
   Mayor Backus to proclaim April 11, 2014 as Arbor Day in the city of Auburn.

   Mayor Backus read and presented a proclamation declaring April 11, 2014, as Arbor Day in the city of Auburn to Auburn Urban Tree Board member Jan Speer. Ms. Speer thanked the Council, Tree Board and community for their support of the City's parks system.

6. Proclamation - Volunteer Month
   Mayor Backus to proclaim April, 2014, as Volunteer Month in the city of Auburn.

   Mayor Backus read and presented a proclamation declaring April, 2014, as Volunteer Month in the city of Auburn to Senior Center Supervisor Radine Lozier. Ms. Lozier announced the annual volunteer luncheon will be held April 10th at the Auburn Senior Center.

7. Boards and Commissions Appointments
   City Council to confirm the appointment of James Tourangeau to the Urban Tree Board for a term to expire December 31, 2016.

   Deputy Mayor Wagner moved and Councilmember Peloza seconded to confirm the appointment of James Tourangeau to the Urban Tree Board.

   MOTION CARRIED UNANIMOUSLY. 7-0

D. **Agenda Modifications**

Exhibit B to Resolution No. 5056 was transmitted to the Council prior to the meeting.

II. CITIZEN INPUT, PUBLIC HEARINGS & CORRESPONDENCE

A. Public Hearings

No public hearing was scheduled for this evening.

B. Audience Participation

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

Jesse Mitchell, PO Box 232, Pacific
Mr. Mitchell, Executive Board Member of Local 1352, International Association of Fire Fighters, representing Valley Regional Fire Authority (VRFA) fire fighters, thanked Councilmember Osborne for participating on the Union work crew that sponsors the clean up of a section of Highway 18. Mr. Mitchell announced that Local 1352 and VRFA Administration are organizing a joint Fire Ops 99 to give elected officials and administrators an opportunity to learn more about the fire service. Councilmember Peloza is scheduled to participate in Fire Ops 99. Mr. Mitchell encouraged all Councilmembers to participate.

C. Correspondence

There was no correspondence for Council review.

III. COUNCIL COMMITTEE REPORTS

A. Municipal Services

Chair Peloza reported the Municipal Services Committee met March 24, 2014. The Committee reviewed Resolution No. 5055 regarding a lease with Century West for airport property and received a presentation from Planning Services Manager Elizabeth Chamberlain on the Imagine Auburn visioning workshop. The Committee also reviewed a contract with AOT Public Safety Corporation for false alarm billing and tracking services, Ordinance No. 6503 relating to disorderly conduct, Resolution No. 5041 approving a contract with the Auburn Symphony Orchestra, and Resolution No. 5056 authorizing an agreement between the City and the Muckleshoot Indian Tribe for police services. The Committee discussed the juvenile curfew, Resolution No. 5048 accepting a grant from 4Culture for local arts agencies, solid waste rates, and Resolution No. 5053 relating to the 2014-2019 Parks Property Tax Levy allocation. The next regular meeting of the Municipal Services Committee is scheduled for April 14, 2014 at 3:30 p.m.

B. Planning & Community Development

Chair Holman reported the Planning and Community Development Committee met in a special joint session with the Planning Commission on March 18, 2014. The Planning and Community Development Committee met in regular session on March 24, 2014, and discussed the Community Development Block Grant Program and human services and an overview of the environmental restoration projects scheduled for 2014.

C. **Public Works**

Chair Osborne reported the Public Works Committee met this afternoon at 3:30 p.m. The Committee reviewed right-of-way use permits for the Auburn International Farmers Market, Clean Sweep, and the Auburn School District graduation services. The Committee also reviewed Resolution No. 5050 regarding public safety and crude oil rail traffic passing through the city of Auburn. The Committee discussed Resolution No. 5046, a water leak adjustment, the I Street NE and 22nd Street NE intersection improvements, and the capital project status report. The next regular meeting of the Public Works Committee is scheduled for April 21, 2014.

D. **Finance**

Chair Wales reported the Finance Committee met this evening at 5:00. The Committee reviewed claims vouchers in the amount of $3.6 million and payroll vouchers in the amount of $1.7 million. The Committee discussed the format of the quarterly financial reports, Resolution No. 5046 authorizing the contribution and withdrawal of City monies in the Washington Local Government Investment Pool, Resolution No. 5050 regarding crude oil rail traffic in the city of Auburn, Resolution No. 5055 relating to a lease between the City and Century West for airport property, Ordinance No. 6503 relating to disorderly conduct, Resolution No. 5056 relating to an agreement between the City and the Muckleshoot Indian Tribe for police services, and an extension of a contract for false alarm billing and tracking services. The next regular meeting of the Finance Committee is scheduled for April 21, 2014 at 5:00 p.m.

E. **Les Gove Community Campus**

The Les Gove Community Campus Committee has not met since the last Council meeting.

F. **Council Operations Committee**

Deputy Mayor Wagner reported the Council Operations Committee met on March 24, 2014. The Committee discussed the formation of a Council Compensation Commission and changing the meeting day and time for the Council Operations Committee. The next regular meeting of the Council Operations Committee is scheduled for April 28, 2014.

G. **Junior City Council**

The next regular meeting of the Junior City Council is scheduled for April 21, 2014.

IV. CONSENT AGENDA

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

A. Minutes of the March 17, 2014 regular meeting

B. Claims Vouchers (Wales/Coleman)
Check numbers 427873 through 428092 in the amount of $3,606,818.41 and six wire transfers in the amount of $49,196.83 and dated April 7, 2014.

C. Payroll Vouchers (Wales/Coleman)
Payroll check numbers 534581 through 534612 in the amount of $303,098.61 and electronic deposit transmissions in the amount of $1,360,792.80 for a grand total of $1,663,891.41 for the period covering March 13, 2014 through April 2, 2014.

D. Contract for False Alarm Billing & Tracking Services (Peloza/Lee)
City Council approve the contract with AOT Public Safety Corporation for false alarm billing and tracking services.

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

The Consent Agenda includes minutes, claims and payroll vouchers, and contract items.

MOTION CARRIED UNANIMOUSLY. 7-0

V. UNFINISHED BUSINESS

There was no unfinished business.

VI. NEW BUSINESS

There was no new business.

VII. ORDINANCES

A. Ordinance No. 6503 (Peloza/Lee)
An Ordinance of the City Council of the City of Auburn, Washington, amending Section 9.78.010 of the Auburn City Code relating to disorderly conduct

Councilmember Peloza moved and Councilmember Osborne seconded to adopt Ordinance No. 6503.

Ordinance No. 6503 amends the definition of disorderly conduct.

MOTION CARRIED UNANIMOUSLY. 7-0

VIII. RESOLUTIONS

A. Resolution No. 5041 (Peloza/Faber)
A Resolution of the City Council of the City of Auburn, Washington authorizing the Mayor to execute an agreement between the City of Auburn and the Auburn Symphony Orchestra for services

Councilmember Peloza moved and Councilmember Osborne seconded to adopt Resolution No. 5041.

Resolution No. 5041 authorizes an agreement with the Auburn Symphony Orchestra for cultural and music appreciation services. The contract amount is $75,000.00 for performances in 2014 and $75,000.00 for performances in 2015. Performances include full symphony programs, chamber concert programs, and summer concert events at Mary Olson Farm. The contract also includes increased marketing, outreach to schools, and fund raisers in the city of Auburn.

Councilmember Wales expressed concern with entering into a two year contract, the amount of the contract, and dissatisfaction that the Symphony's one major fund raiser is not held in Auburn.

MOTION CARRIED. 6-1 Councilmember Wales voted no.

B. Resolution No. 5048 (Holman/Faber)
A Resolution of the City Council of the City of Auburn, Washington, authorizing the acceptance of a grant from the Cultural Development Authority of King County ("4Culture") and authorizing the Mayor and City Clerk to execute the necessary contracts to accept said funds

Councilmember Holman moved and Councilmember Wales seconded to adopt Resolution No. 5048.

Resolution No. 5048 authorizes the acceptance of a $17,000.00 grant from the Cultural Development Authority of King County (4Culture).

MOTION CARRIED UNANIMOUSLY. 7-0

C. Resolution No. 5050 (Osborne)
A Resolution of the City Council of the City of Auburn, Washington, seeking to protect the health, safety, and economic well-being of local citizens and Auburn's drinking water supply and natural resources from the potential impact of increased crude oil rail traffic passing through the city of Auburn

Councilmember Peloza moved and Councilmember Osborne seconded to adopt Resolution No. 5050.

Councilmember Peloza noted the resolution relates to oil transport activities by the railroads through the city of Auburn. There is a coalition within the National League of Cities, which started with the Energy, Environment and Natural Resources Committee and the Transportation, Infrastructure and Services Committee, to present a similar resolution to the Board of the National League of Cities. Other cities in the state have adopted similar resolutions.

MOTION CARRIED UNANIMOUSLY. 7-0

D. Resolution No. 5053 (Wales/Coleman)
A Resolution of the City Council of the City of Auburn, Washington, authorizing the Mayor to execute an agreement between the City of Auburn and King County for the 2014-2019 Parks Property Tax Levy allocation

Councilmember Wales moved and Councilmember Holman seconded to adopt Resolution No. 5053.

Resolution No. 5053 authorizes an agreement with King County for distribution of 2014-2019 Parks Property Tax Levy funding. The City will receive approximately $125,000.00 in levy funding in 2014.

MOTION CARRIED UNANIMOUSLY. 7-0

E. Resolution No. 5054 (Wagner/Heid)
A Resolution of the City Council of the City of Auburn, Washington, amending Resolution No. 5017 of the City Council of the City of Auburn, Washington, passed December 3, 2013, relating to the standing committees of the City Council of the City of Auburn

Deputy Mayor Wagner moved and Councilmember Peloza seconded to adopt Resolution No. 5054.

Resolution No. 5054 changes the regular meeting date and time of the Council Operations Committee to the fourth Monday of each month at 2:30 p.m.

MOTION CARRIED UNANIMOUSLY. 7-0

F. Resolution No. 5055 (Peloza/Coleman)
A Resolution of the City Council of the City of Auburn, Washington, authorizing the Mayor to execute a lease between the City of Auburn and Century West for airport property

Councilmember Peloza moved and Councilmember Osborne seconded to adopt Resolution No. 5055.

Resolution No. 5055 authorizes the lease of a small office building at Auburn Municipal Airport to Century West.

MOTION CARRIED UNANIMOUSLY. 7-0

G. Resolution No. 5056 (Peloza/Lee)
A Resolution of the City Council of the City of Auburn, Washington, authorizing the Mayor and City Clerk to execute an agreement by and between the City of Auburn and the Muckleshoot Indian Tribe for police services

Councilmember Peloza moved and Councilmember Osborne seconded to adopt Resolution No. 5056.

Resolution No. 5056 authorizes an agreement between the City and the Muckleshoot Indian Tribe for one Auburn police officer dedicated to patrolling areas and responding to calls in Auburn within the Muckleshoot Indian Tribe reservation.

Mayor Backus stated the Muckleshoot Indian Tribe will be paying the salary and benefits for one officer, which will allow the City to hire an additional officer.

MOTION CARRIED UNANIMOUSLY. 7-0

IX. REPORTS

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

A. From the Council

Deputy Mayor Wagner reported on a meeting with the Muckleshoot Indian Tribe to discuss police services, fireworks issues, and shuttle service. Deputy Mayor Wagner also reported on his attendance at the Pierce County Regional Council meeting, the Sound Cities Association meeting, the grand opening of the Franciscan Health Center, a Community Emergency Response Team (CERT) graduation, a Regional Access Mobility Partnership (RAMP) meeting, a Council Committee of the Whole meeting, which included a presentation from the Burlington Northern Santa Fe Railroad, an overview of human services funding, and utilities and transportation projects processes.

Councilmember DaCorsi reported on his attendance at the Auburn School District's Building Bridges event, the Sound Cities Association meeting, a briefing by Environmental Manager Chris Andersen on City floodplain issues, and the Franciscan Health Center grand opening.

Councilmember Wales reported on her attendance at the Auburn Valley Humane Society fund raising event.

Councilmember Holman reported on his attendance at the South Correctional Entity (SCORE) Board meeting. SCORE is a multi-jurisdictional misdemeanor jail located in Des Moines. SCORE includes seven member cities and 23 contract cities. SCORE member cities include Auburn, Renton, Tukwila, Burien, Des Moines, SeaTac and Federal Way.

Councilmember Peloza reported on his attendance at the South County Area Transportation Board meeting and a meeting with the Muckleshoot Indian Tribe. Councilmember Peloza commended the Tribe for managing their fireworks discharge area and announced that the Tribe's Veterans PowWow will take place June 20-22, 2014. Councilmember Peloza also reported on his attendance at the Auburn Airport Advisory Board meeting and the Water Resource Inventory Area (WRIA) 9 general session meeting. Councilmember Peloza announced the Watershed Eco System Forum will take place at Auburn City Hall on May 8th. Councilmember Peloza also reported he attended the Council Retreat April 3-4, 2014, at Wesley Homes. He commended Mayor Backus and staff on a successful retreat.

Councilmember Osborne reported on his attendance at the Transportation, Transit and Trails Committee meeting where the Committee received a presentation on transit, the Transportation Benefit District, and King County Proposition No. 1 for transit funding.

Councilmember Trout reported she attended many of the events already mentioned by Councilmembers and was occupied by several family funerals during the past two weeks.

B. From the Mayor

Mayor Backus reported that she and Director Snyder visited the Maintenance and Operations Facility to thank Street Maintenance Worker Herman Mozee for the customer care and service he provided to an elderly resident. Mayor Backus also expressed appreciation to Police Sergeant Dan O'Neil and Police Officer Todd Glen for their work on securing the arrest of a known drug dealer in a local neighborhood. Mayor Backus also reported that she recently toured the Auburn Municipal Airport and attended the following events: Lea Hill Elementary DARE graduation, Auburn Court Apartments neighborhood meeting regarding nearby wetlands, the North Tapps Middle School fundraiser, Pacific Northwest robotics competition at Auburn High School, Auburn Little League opening day, the Council Retreat, and an Eagle Scout Court of Honor ceremony for Joseph and Tyler Cushing. Mayor Backus also reported on her meetings with King County District Court Judge Harn regarding the King County District Court System and representatives from Senator Murray's office.

X. EXECUTIVE SESSION

At 9:05 p.m., Mayor Backus recessed the meeting for a five minute intermission and then to executive session for approximately 20 minutes in order to discuss pending/potential litigation pursuant to RCW 42.30.100(1)(i). City Attorney Heid and Directors Snyder and Hursh attended the executive session. It was indicated that Council action may follow the executive session.

At 9:30 and 9:36 p.m., the executive session was extended an additional five minutes each time.

Mayor Backus reconvened the regular meeting at 9:40 p.m.

City Attorney Heid read the title of Resolution No. 5057:

Resolution No. 5057.
A Resolution of the City Council of the City of Auburn, Washington, authorizing the Mayor to execute a Purchase and Sale Agreement between the City of Auburn and Dorco, Incorporated for purchase of four parcels of real estate

Councilmember Wales moved and Councilmember Holman seconded to adopt Resolution No. 5057 revised to reflect a due diligence period of 120 days.

The Purchase and Sale Agreement relates to acquisition of property near the Les Gove Community Campus.

MOTION CARRIED UNANIMOUSLY. 7-0

City Attorney Heid read the title of Resolution No. 5061:

Resolution No. 5061
A Resolution of the City Council of the City of Auburn, Washington, declaring the need for both portions of Tract X of King County Short Plat Number 584147, identified on easement filed under King County Recording Number 8410030621, records of King County, Washington, as necessary for road purposes, and calling upon the obligated parties to convey the same for such purposes

Councilmember Osborne moved and Councilmember Peloza seconded to adopt Resolution No. 5061.

The resolution relates to conveyance of property for road purposes.

MOTION CARRIED UNANIMOUSLY. 7-0

XI. **ADJOURNMENT**

There being no further business to come before the Council, the meeting adjourned at 9:42 p.m.

APPROVED this _____ day of __________________, 2014.

______________________________ ______________________________

NANCY BACKUS, MAYOR Danielle Daskam, City Clerk

AGENDA BILL APPROVAL FORM

Agenda Subject:
Minutes of the April 14, 2014 Special City Council Meeting

Date:
April 16, 2014

Department:
Administration

Attachments:
Minutes

Budget Impact:
$0

Administrative Recommendation:

Background Summary:

Reviewed by Council Committees:

Councilmember:

Staff:

Meeting Date: April 21, 2014

Item Number: CA.B

CITY OF AUBURN WASHINGTON	**Special City Council Meeting** **April 14, 2014 - 4:30 PM** **Council Chambers** **MINUTES**

I. CALL TO ORDER

Mayor Nancy Backus called the special meeting to order at 4:30 p.m. and led those in attendance in the Pledge of Allegiance.

Councilmembers in attendance included: Deputy Mayor Rich Wagner, Bill Peloza, Wayne Osborne, Claude DaCorsi, and Yolanda Trout. Councilmember John Holman arrived at 4:31 p.m. Councilmember Largo Wales was absent.

Department directors and staff members present included: City Attorney Daniel B. Heid, Community Development and Public Works Director Kevin Snyder, Parks, Arts and Recreation Director Daryl Faber, and City Clerk Danielle Daskam.

The purpose of the meeting was to consider an amendment to Resolution No. 5057 relating to a Purchase and Sale Agreement with Dorco, Inc., previously approved by Council on April 7, 2014.

II. RESOLUTIONS

A. Resolution No. 5057 Amended (Snyder/Heid)
A Resolution of the City Council of the City of Auburn, Washington, authorizing the Mayor to execute a Purchase and Sale Agreement between the City of Auburn and Dorco, Incorporated for purchase of four parcels of real estate

City Attorney Heid read the title of Resolution 5057 (Amended).

Resolution No. 5057 was previously adopted by Council on April 7, 2014. Community Development and Public Works Director Snyder advised that due to a misunderstanding in the negotiation of the terms of the Purchase and Sale Agreement, the due diligence period approved by the Seller is 60 days, rather than 120 days, with closing in 120 days. The Purchase and Sale Agreement before Council this evening provides for a 60 day due diligence period and 120 days for closing.

Director Snyder stated three consultants have been engaged to perform due diligence analysis and all have committed to have their work complete by May 20, 2014 (35 days from authorization to proceed on April 15, 2014). Director Snyder stated there would be sufficient time (25 days) to review and consult with Council and Mayor Backus regarding the findings of the reports prior to finalization of the purchase.

Councilmember Holman moved and Deputy Mayor Wagner seconded to adopt Resolution No. 5057 as amended.

In response to questions from Councilmember DaCorsi, Director Snyder responded that all due diligence work products will be submitted May 20th, which will allow sufficient time to review the reports within the 60 day due diligence period.

Deputy Mayor Wagner inquired regarding the time break between phase 1 and phase 2 analysis. Director Snyder stated that if at the conclusion of the phase 1 analysis, a determination is made there is enough compelling evidence there may be environmental conditions of the property that warrant further investigation, the Council will be apprised with a cost estimate for any additional analysis. Director Snyder advised that the adjacent gas station has a no further action determination from the State Department of Ecology for a petroleum related issue.

City Attorney Heid added if at the conclusion of the phase 1 analysis concerns are found, the City can request an extension of the due diligence period or not purchase the property.

Director Snyder stated the City's consultants will perform a phase 1 site assessment and an asbestos - lead survey of all the buildings on the property.

In response to a question from Councilmember Osborne, Director Snyder stated the phase 1 analysis includes preliminary review of site conditions, literature research, any evidence of contamination, historical review of the property, field assessment, and surface level sampling.

Councilmember Peloza inquired regarding the location of the subject properties. Director Snyder described the properties as four parcels adjacent to Les Gove Park. Two properties front Auburn Way South and two properties front 12th Street SE. The current or recent uses include Herr Lumber, Big Daddy's, a smoke shop and a day care.

Deputy Mayor Wagner inquired whether the City can establish the use for the parcels during the 60 day due diligence period. Director Faber confirmed that within the same 60 day period staff can determine the use for the property as open space or other uses.

MOTION CARRIED UNANIMOUSLY. 6-0

III. **ADJOURNMENT**

The meeting adjourned at 4:44 p.m.

APPROVED the ______ day of ________________, 2014.

NANCY BACKUS, MAYOR

Danielle Daskam, City Clerk

AGENDA BILL APPROVAL FORM

Agenda Subject:
Claims Vouchers

Date:
April 15, 2014

Department:
Administration

Attachments:
No Attachments Available

Budget Impact:
$0

Administrative Recommendation:

approve claims vouchers

Background Summary:

Claims Voucher Numbers 428093 through 428356 in the amount of $4,339,932.99 and three wire transfers in the amount of $2,946.06.

Reviewed by Council Committees:

Councilmember:	Wales	**Staff:**	Coleman
Meeting Date:	April 21, 2014	**Item Number:**	CA.C

AGENDA BILL APPROVAL FORM

Agenda Subject:
Payroll Vouchers

Date:
April 15, 2014

Department:
Administration

Attachments:
No Attachments Available

Budget Impact:
$0

Administrative Recommendation:

Approve Payroll Vouchers.

Background Summary:

Check numbers 534613 through 534644 in the amount of $840,117.90, electronic deposit transmissions in the amount of $1,277,350.45 for a grand total of $2,117,468.35 for the period covering April 3, 2016 to April 21, 2014.

Reviewed by Council Committees:

Councilmember: Wales

Staff: Coleman

Meeting Date: April 21, 2014

Item Number: CA.D

AGENDA BILL APPROVAL FORM

Agenda Subject:
Dunda Leak Adjustment

Date:
April 14, 2014

Department:
Finance

Attachments:
Dunda Leak Adjustment

Budget Impact:
$0

Administrative Recommendation:

Council review an appeal for an additional water utility adjustment in the amount of $2943.96, to account no. 069905-000. The customer previously received a credit for $500.00 for the water leak and $16,892.65 for sewer.

Background Summary:

The proposed leak adjustment was reviewed and discussed by the Public Works and Finance Committee on April 7, 2014. It is now before the Public Works Committee for action and recommendation to the full Council April 21, 2014.

Account History:
The owner discovered a water leak on January 13, 2014 and reported the leak and repair to the City on January 17, 2014.

The utility account was billed $6,624.31, for water and $17,353.48 for sewer consumption of 2,318 consumption units, due to a leak in the service line. The Utility Billing Department received a leak adjustment request form on January 24, 2014.

The water leak adjustment calculated total was $6,387.92; however, the leak adjustment policy limits the credit to $500.00 for water leak adjustments. The account was also credited $16,892.65 in sewer charges for a total adjustment of $17,392.65 applied to the account on February 27, 2014. The City received a leak adjustment appeal letter on March 04, 2014. Per the policy, the customer may be considered for an additional leak adjustment up to 50% of the remaining water portion over $500.00, which is $2,943.96.

Reviewed by Council Committees:

Finance, Public Works

Councilmember: Osborne **Staff:** Coleman

CITY OF
AUBURN
WASHINGTON

Nancy Backus, Mayor

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

March 21, 2014

Mr. Shea Dunda
21727 NE 79th Street
Redmond, WA 98053

Dear Mr. Dunda,

Thank you for your letter regarding the water leak at the fourplex located at 2443 Poplar St. SE, Auburn, WA 98092. I have attached the City leak policy for your review and will be taking your request to the Public Works Committee on April 7, 2014. The Committee meets at 3:30 p.m. in the Annex Conference Room 2. The City Hall Annex Building is directly across the street to the east from City Hall. The address is 1 East Main St., Auburn 98002. Conference Room 2 is located on the second floor.

I want to also provide you information on the process. The committee will review your correspondence and the account history. Review of your account shows the November 2013 read as a normal read and the January 23, 2014 read had significant usage, 2318 ccf, compared to previous reads around 60 ccf. The committee may conclude, per the policy attached, and make a recommendation to the full Council to grant an additional credit to the account for the water usage. The recommendation would go to the City Council meeting for approval on April 21.

The City does excuse sewer fees where it is confirmed the water did not enter the sewer system, as in your case, and there was no use of the system. Water, on the other hand, was produced and provided and the system was impacted.

Is the 'upper building' you reference in your letter located at 2425 Poplar St. SE? If so, it is a fourplex that was subject to fire damage in September 2012. The City shut the water off to the building at that time. The owner requested the water be turned back on in September of 2013. The water service to the subject building was restored four months prior to your leak.

If you have any questions, please feel free to call me at 253.804.5019.

Regards,

Shelley Coleman

Shelley Coleman
Finance Director

Enclosure

Utility Billing
Account History Report

CITY OF AUBURN WASHINGTON

User Name: bgoodso
City Name: City Aub Water
Printed: 04/01/2014 - 5:08:PM

Account Status: Active
Connect Date: 06/01/2012 Final Date:
Customer Name: DUNDA, SHEA & JESSIA
Customer Address: 21727 NE 79TH ST
REDMOND, WA 98053
Home Phone: (425) 765-7434 Ext.
Business Phone: ( ) - Ext.
Customer Number: 069905 000 Reference Number:

Total Acct Balance: 6,232.40
Deposits: 0.00 Refunds: 0.00
Owner name: DUNDA, SHEA & JESSIA
Service Address: 2443 POPLAR ST SE

Tran Date	Tran Type	Amount	Description	WTR	SWR	STM	SW	YW	TAX	MISC	RCY
			Current Balance By Service	**6,035.20**	**62.91**	**47.71**	**83.96**	**0.00**	**2.62**	**0.00**	**0.00**
03/12/2014	Balance	6,232.40		6,035.20	62.91	47.71	83.96		2.62		
03/12/2014	Billing	240.53		43.33	62.91	47.71	83.96		2.62		
03/10/2014	Adjustment	0.00	Interfund Transfer								
03/07/2014	Payment	-750.00		-132.44	-460.83	-47.71	-105.62		-3.40		
02/27/2014	Adjustment	-17,392.65	Adjustment	-500.00	-16,892.65						
02/12/2014	Balance	24,134.52		6,624.31	17,353.48	47.71	105.62		3.40		
02/12/2014	Billing	24,112.08		6,624.31	17,353.48	47.71	83.96		2.62		
01/30/2014	Billing	11.22	Serv Date 01/27/14				10.83		0.39		
01/28/2014	Payment	-400.80		-40.57	-61.49	-45.34	-244.98		-8.42		
01/16/2014	Billing	11.22	Serv Date 01/13/14				10.83		0.39		
01/15/2014	Balance	400.80		40.57	61.49	45.34	244.98		8.42		
01/15/2014	Billing	232.50		40.57	61.49	45.34	82.53		2.57		
12/31/2013	Billing	22.44	Serv Date 12/30/13				21.66		0.78		
12/26/2013	Billing	67.32	Serv Date 12/23/13				64.98		2.34		
12/23/2013	Billing	33.66	Serv Date 12/16/13				32.49		1.17		
12/23/2013	Payment	-755.09		-189.95	-358.01	-44.21	-157.65		-5.27		
12/16/2013	Billing	44.88	Serv Date 12/09/13				43.32		1.56		
12/11/2013	Balance	755.09		189.95	358.01	44.21	157.65		5.27		
12/11/2013	Billing	676.55		189.95	358.01	44.21	81.84		2.54		
12/05/2013	Billing	22.44	Serv Date 12/02/13				21.66		0.78		
11/22/2013	Payment	-262.31		-39.25	-60.81	-44.21	-114.33		-3.71		
11/21/2013	Billing	22.44	Serv Date 11/18/13				21.66		0.78		
11/15/2013	Billing	33.66	Serv Date 11/11/13				32.49		1.17		
11/13/2013	Balance	262.31		39.25	60.81	44.21	114.33		3.71		
11/13/2013	Billing	228.65		39.25	60.81	44.21	81.84		2.54		

Utility Billing
Account History Report

User Name: bgoodso
City Name: City Aub Water
Printed: 04/01/2014 - 5:08:PM

CITY OF AUBURN WASHINGTON

Account Status: Active
Connect Date: 06/01/2012 **Final Date:**
Customer Name: DUNDA, SHEA & JESSIA
Customer Address: 21727 NE 79TH ST
REDMOND, WA 98053
Home Phone: (425) 765-7434 **Ext.**
Business Phone: ( ) - **Ext.**
Customer Number: 069905 000 **Reference Number:**

Total Acct Balance: 6,232.40
Deposits: 0.00 **Refunds:** 0.00
Owner name: DUNDA, SHEA & JESSIA
Service Address: 2443 POPLAR ST SE

Route Sequence Serial 143 - 019270 - 9258055 **Meter Status** Active

Read Date	Reading	Consumption
03/18/2014	4,042	55
01/23/2014	3,987	2,318
11/19/2013	1,669	55
09/18/2013	1,614	58
07/22/2013	1,556	60
05/20/2013	1,496	66
03/14/2013	1,430	53
01/22/2013	1,377	68
11/19/2012	1,309	74
09/13/2012	1,235	62
07/12/2012	1,173	38

CITY OF AUBURN WASHINGTON

Utility Account Leak Adjustment

Rates based on Inside City Limits

Multi-Family

Customer Name:	Shea & Jessica Dunda
Account Number:	069905-000
Property Address:	2443 Poplar St SE

Consumption that will bill on 2/12/14: *Pro-Rated	2318

Consumption adjusted to the previous year same period:	68

Billed	Cons	Unit $	Total
Water	1497 78462	$ 2.74	$ 4,103.93
City Sewer	1488.09231	$ 2.12	$ 3,154.76
Metro	2303	$ 5.31	$12,228.93
Total		Pro-Rated	$19,487.62

Adjusted	Cons	Unit $	Total
Water	43.93846	$ 2.74	$ 120.39
City Sewer	34.24615	$ 2.12	$ 72.60
Metro	53	$ 5.31	$ 281 43
Total			$ 474.42

Billed	Cons	Unit $	Total
Water	820.21538	$ 3.02	$ 2,477 05
City Sewer	814.90769	$ 2.34	$ 1,906.88
Metro	0	$ 5.31	$ -
Total		Pro-Rated	$ 4,383.93

Adjusted	Cons	Unit $	Total
Water	24.06154	$ 3.02	$ 72.67
City Sewer	18.75385	$ 2.34	$ 43.88
Metro	0	$ 5.31	$ -
Total		Pro-Rated	$ 116.55

Total Water	2318	$ 6,580.98
Total City Sewer	2303	$ 5,061.64
Total Metro	2303	$12,228.93
Total		**$23,871.55**

Total Water	68	$ 193.06
Total City Sewer	53	$ 116.49
Total Metro	53	$ 281 43
Total		**$ 590.97**

Total Water Adjustment	**$ (6,387.92)**	(500.00) Maximum leak adjustment per City Policy
Total City Sewer Adjustment	**$ (4,945.15)**	
Total Metro Adjustment	**$ (11,947.50)**	
Total Leak Adjustment	**$ (23,280.58)**	

Total Leak Adjustment on Account **$ (17,392.65)** with $500 max water adjustment

X	Leak Repair Verified
X	Lot is Inside City Limits
	Lot is Outside City Limits
X	Water Leak did not go into the Sewer
	Water Leak went into the Sewer
X	Copy of Receipts or Repair Bill
2/12/2014	Billing Cycle

CITY OF
AUBURN
WASHINGTON

RECEIVED JAN 24 2014

CITY OF AUBURN

REQUEST FOR WATER LEAK ADJUSTMENT

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

Customer Name Shea Dunda Date 1-21-14

Address where leak occurred 2443-2449 Poplar St SE

City account no 069905-000 Phone no 425-765-7434

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

Approximate date leak noticed 1-13-14 Date leak repaired 1-17-14

Leak repaired by ~~Roto R~~ ~~Resc~~ Rescue Rooter

Exact location of leak Front right corner, as you're facing property. Water main broke 34 ft underground

Signature of Customer

FOR CITY USE ONLY

Visual inspection of water meter performed by ______ Date ______

Comments 69905 01

Bill Cycles Adjusted ______ Adjust: WATER SEWER BOTH

Reviewed/Calculated by ______ Date ______

District /

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

Date: 03-01-2014

To: Shelley Coleman, Finance Director
City of Auburn Utilities
25 W. Main Street
Auburn, WA 98001

From: Shea Dunda
21727 NE 79th Street
Redmond, WA 98053

RE: Utility Bill Account # 069905-000
2443 Poplar Street SE
Auburn, WA 98092

Received
MAR 0 :: 2014
COA Finance Dept.

On January 16, 2014 I received a call in the evening from one of my tenants who lives in the 4-plex we own at the address above. They stated that they were not able to use the laundry facility which is directly about our 4 plex. They stated that they were not getting water into either of the washing machines. I explained that I would be able to come out the next morning.

Upon my arrival I discovered that there was a significant amount of water under the 4-plex in the crawl space I also saw that the water meter was spinning out of control and at that point I called the utility company and they suggested I call rescue rooter.

Rescue rooter arrived and together we found where the pipe burst at the right front corner of the building. The pipe itself was burst completely, according to the plumber, mostly likely caused by a water surge when the city turned the water off and on, trying to shut off water to the abandoned building up above. I am enclosing a copy of the bill which I believe I have already sent to you with the original adjustment paperwork.

Our concern is the water bill, since none of the water hemorrhaging into the ground from the ruptured pipe was actually being carried away in the sewer. Which is good, because that means the sewer charges can be completely dismissed. The assistance offered by Auburn Utility Company was to dismiss the sewer expense and to reduce the water expense by $500. In as much, as this was not within our control and according to the Rescue Rooter repair men was in all likely caused by water serge's from work on the building above us we are asking for a forgiveness of $6000 from the water bill (consumption). Considering the city was willing to forgive close to $17,000 for the sewer charges, which are no longer needed considering the sewer service was not being used, we would like to use that assistance for the water bill itself.

We appreciate your willingness to help us with this unfortunate situation and anxiously look forward to your response.

Sincerely,

Shea Dunda/owner 425-765-7434

Kim Dunda/property manager 425-260-2607

AGENDA BILL APPROVAL FORM

Agenda Subject:
Public Works Project No. C512A

Date:
April 15, 2014

Department:
Public Works

Attachments:
Budget Status Sheet
Vicinity Map

Budget Impact:
$0

Administrative Recommendation:

City Council grant permission to advertise for bids for Project No. C512A, Well 4 Emergency Power Improvements.

Background Summary:

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

Bid advertisement is anticipated in May 2014. Construction is anticipated to start in July 2014 but may be postponed until late Summer when demands from Well 4 are less.

A project budget contingency of $44,381.00 remains in the 430 (Water) Fund.

Reviewed by Council Committees:

Public Works

Councilmember: Osborne
Staff: Snyder
Meeting Date: April 21, 2014
Item Number: CA.F

BUDGET STATUS SHEET

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

Project Manager: Seth Wickstrom

Initiation Date: Nov. 5, 2012
Advertisement Date: ________
Award Date: ___________

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

Date: April 11, 2014

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

Funds Budgeted (Funds Available)

Funding	Prior Years	2013	2014	Future	Total
430 Fund - Water	39,448	172,621	1,091,450		1,303,519
Total	39,448	172,621	1,091,450	0	1,303,519

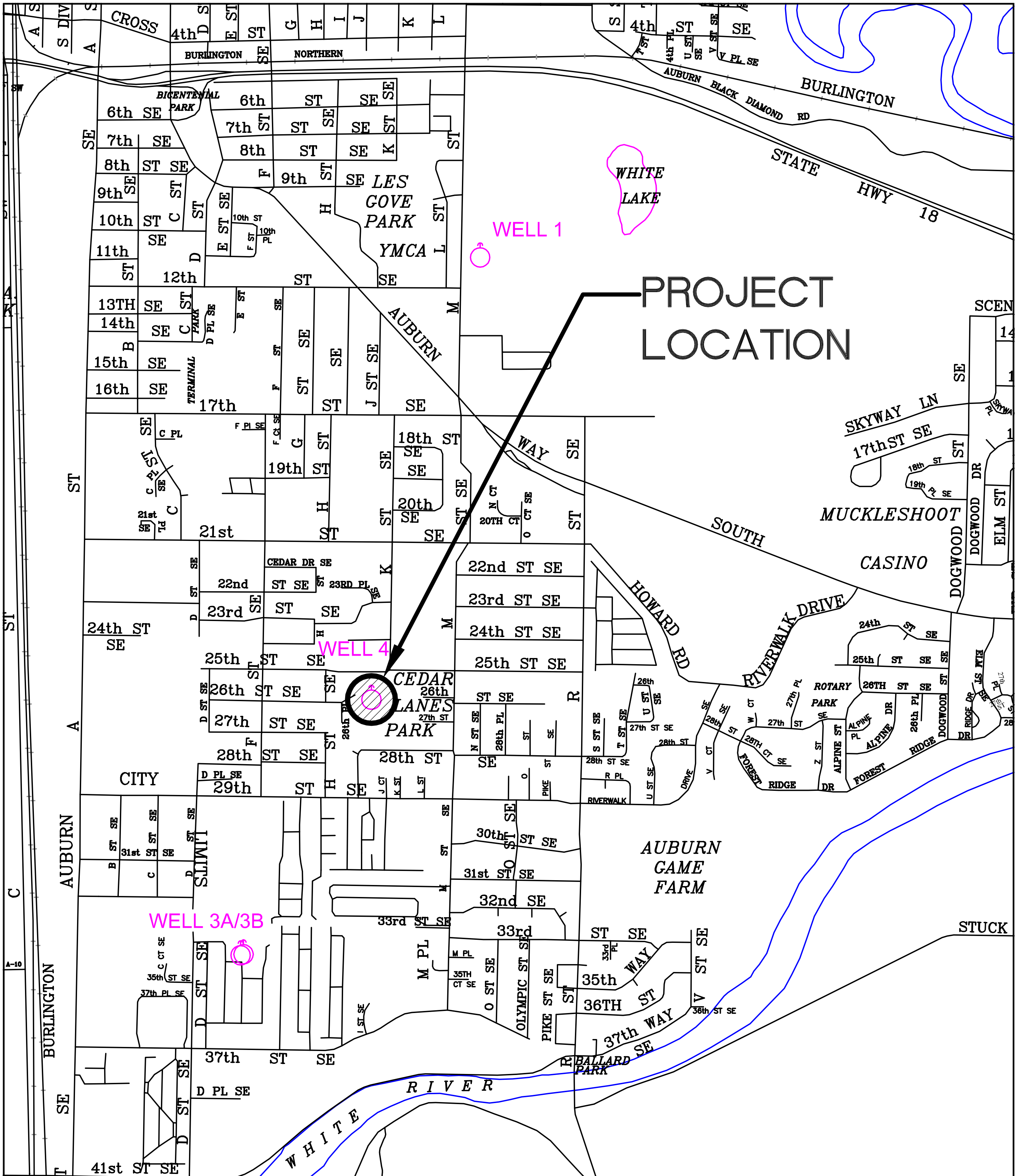
Estimated Cost (Funds Needed)

Activity	Prior Years	2013	2014	Future	Total
Design Engineering - City Costs	12,850	18,917	6,000		37,767
Design Engineering - Consultant Costs	26,598	153,705	55,669		235,971
Construction Estimate			788,092	40,000	828,092
Project Contingency (10%)			78,809	4,000	82,809
Construction Engineering - City Costs			56,500	6,000	62,500
Construction Engineering - Consultant Costs			5,000	7,000	12,000
Total	39,448	172,622	990,069	57,000	1,259,139

430 Water Budget Status

	Prior Years	2013	2014	Future	Total
*430 Funds Budgeted (230,000)	(39,448)	(172,621)	(1,091,450)	0	(1,303,519)
430 Funds Needed	39,448	172,622	990,069	57,000	1,259,139
***430 Fund Project Contingency ( )**	**0**	**0**	**(101,381)**	**0**	**(44,381)**
430 Funds Required	**0**	**0**	**0**	**57,000**	**0**

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



CITY OF AUBURN WASHINGTON

C512A: WELL 4 EMERGENCY POWER IMPROVEMENTS PROJECT

VICINITY MAP

NOT TO SCALE

N

AGENDA BILL APPROVAL FORM

Agenda Subject:
Public Works Project No. C524A

Date:
April 15, 2014

Department:
Public Works

Attachments:
Budget Status Sheet
C524A Summary Sheet

Budget Impact:
$0

Administrative Recommendation:

City Council award Contract No. 14-05 to R.L. Alia Company on their low bid of $473,485.35 plus Washington State sales tax of $44,969.45 for a total contract price of $518,454.80 for Project No. C524A Utility Physical Site Improvements.

Background Summary:

This construction contract is a part of the SCADA Upgrades project and will construct security upgrades including site fencing, equipment panel shelters, gates, and other enhancements at various sewer, storm, and water facilities throughout the City.

A project increase of $205,617.00 within the 430 Water Utility Fund will be necessary to fund the construction of the water utility improvements, however it will not require a budget adjustment due to the reduction in scope and costs of Project No. CP1107, Fulmer Field Improvements; the budgeted expenditures in the 430 Water Utility Fund will not be exceeded this year.

Reviewed by Council Committees:

Public Works

Councilmember: Osborne
Staff: Snyder
Meeting Date: April 21, 2014
Item Number: CA.G

BUDGET STATUS SHEET

Project No: C524A **Project Title: SCADA System Improvements**

Project Manager: Jacob Sweeting

Initiation Date: 3/5/2007

Advertisement Date: 3/18/2014

Award Date: 2/22/2011(Tech Contract)

- ○ **Project Initiation**
- ○ **Permision to Advertise Physical Imp**
- ● **Contract Award**
- ○ **Change Order Approval**

Date: April 15, 2014

Funds Budgeted (Funds Available)

Funding	2011 (actual)	2012 (actual)	2013 (actual)	2014	Total
430 Fund - Water	657,779	1,669,604	358,616	343,203	3,029,202
431 Fund - Sewer	329,737	1,044,185	234,409	297,858	1,906,189
432 Fund - Storm	151,347	443,060	145,531	163,330	903,268
Total	1,138,863	3,156,849	738,556	804,391	5,838,659

Estimated Cost (Funds Needed)

Activity	2011 (actual)	2012 (actual)	2013 (actual)	2014	Total
Design Engineering City	14,285	17,150	561	3,329	35,325
Technology Contract	1,107,440	3,065,875	679,219	330,602	5,183,136
Construction Engineering City	17,138	73,824	58,776	22,127	171,865
Construction Engineering	17,138	73,824	58,776	102,180	251,918
Physical Site Security Construction Contract	0	0	0	518,500	518,500
Physical Security Imp. Contingency (5%)	0	0	0	25,925	25,925
Total	1,138,863	3,156,849	738,556	980,536	6,014,804

430 Water Budget Status

	2011 (actual)	2012 (actual)	2013 (actual)	2014	Total
*430 Funds Budgeted ( )	(657,779)	(1,669,604)	(358,616)	(343,203)	(3,029,202)
430 Funds Needed	657,779	1,669,604	358,616	548,820	3,234,819
***430 Fund Project Contingency ( )**	**0**	**0**	**0**	**0**	**0**
430 Funds Required	**0**	**0**	**0**	**205,617**	**205,617**

431 Sewer Budget Status

	2011 (actual)	2012 (actual)	2013 (actual)	2014	Total
*431 Funds Budgeted ( )	(329,737)	(1,044,185)	(234,409)	(297,858)	(1,906,189)
431 Funds Needed	329,737	1,044,185	234,409	297,858	1,906,189
***431 Fund Project Contingency ( )**	**0**	**0**	**0**	**0**	**0**
431 Funds Required	**0**	**0**	**0**	**0**	**0**

432 Storm Budget Status

	2011 (actual)	2012 (actual)	2013 (actual)	2014	Total
*432 Funds Budgeted ( )	(151,347)	(443,060)	(145,531)	(163,330)	(903,268)
432 Funds Needed	151,347	443,060	145,531	133,858	873,796
***432 Fund Project Contingency ( )**	**0**	**0**	**0**	**(29,472)**	**(29,472)**
432 Funds Required	**0**	**0**	**0**	**0**	**0**

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

BID TABULATION
BID TOTALS SUMMARY

Project Name: **C524A, Utility Physical Site Improvements, Contract 14-05**
Prepared by: City of Auburn
Bid Date: 4/3/14

ENGINEER'S ESTIMATE:	**$**	**485,034.70**					
AVERAGE BASIC BID AMOUNT	$	541,958.41					
BASIC BID SPREAD AMOUNT	$	130,978.65		Basic BID Amount		Spread $	Spread %
LOW BIDDER:		**R.L. Alia Company**	**$**	**473,485.35**	**$**	**(11,549.35)**	**-2.38%**
Second Bidder:		Gary Harper Construction	$	522,147.30	$	37,112.60	7.65%

		Basic BID (Tax not Included)		Total BID (Tax Included)
R.L. Alia Company	**$**	**473,485.35**	**$**	**518,454.80**
Gary Harper Construction	**$**	**522,147.30**	**$**	**571,733.52**
Global Contractors, LLC	**$**	**567,737.00**	**$**	**621,660.62**
Rodarte Construction	**$**	**604,464.00**	**$**	**661,877.68**

4/15/2014 (12:23 PM)
h:\proj\bidtabs\C524A BT.xls

AGENDA BILL APPROVAL FORM

Agenda Subject:
Public Works Project No. CP1024

Date:
April 15, 2014

Department:
Public Works

Attachments:
Budget Status Sheet
Vicinity Map

Budget Impact:
$0

Administrative Recommendation:

City Council grant permission to advertise for bids for Project No. CP1024, Auburn Way S and M Street SE Intersection Improvements, Contract 14-06.

Background Summary:

This project will construction the following improvements to Auburn Way South (AWS):

- Add a right turn lane from westbound AWS to northbound M Street SE;
- Improve the turning radius on the northeast corner of AWS and M Street SE;
- Re-align the intersection of 17th Street SE on the north side of AWS to be perpendicular to AWS;
- Construct new street lighting and replace portions of the traffic signal at AWS and M Street SE;
- Replace wheel chair ramps and intersection islands on AWS at M Street SE and 17th Street SE to be more accessible.

The estimated total project cost is $806,262.00. A project increase of $101,262.00 within the 102 Fund will be necessary; however it will not require a budget adjustment due to the deferment of other projects.

Reviewed by Council Committees:

Public Works

Councilmember: Osborne

Staff: Snyder

Meeting Date: April 21, 2014

Item Number: CA.H

BUDGET STATUS SHEET

Project No: CP1024 **Project Title: Auburn Way S & M Street SE Improvements**

Project Manager: Jacob Sweeting

Initiation Date: 12/10/12
Advertisement Date: ________
Award Date: ___________

- ○ **Project Initiation**
- ◉ **Permision to Advertise**
- ○ **Contract Award**
- ○ **Change Order Approval**
- ○ **Project Update**

Date: 4/14/14

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

Funds Budgeted (Funds Available)

Funding	Prior Years	2013 (Actual)	2014	Total
102 Fund Arterial Street Fund	38,814	37,368	178,818	255,000
TIB Grant		59,080	390,920	450,000
Total	38,814	96,448	569,738	705,000

Estimated Cost (Funds Needed)

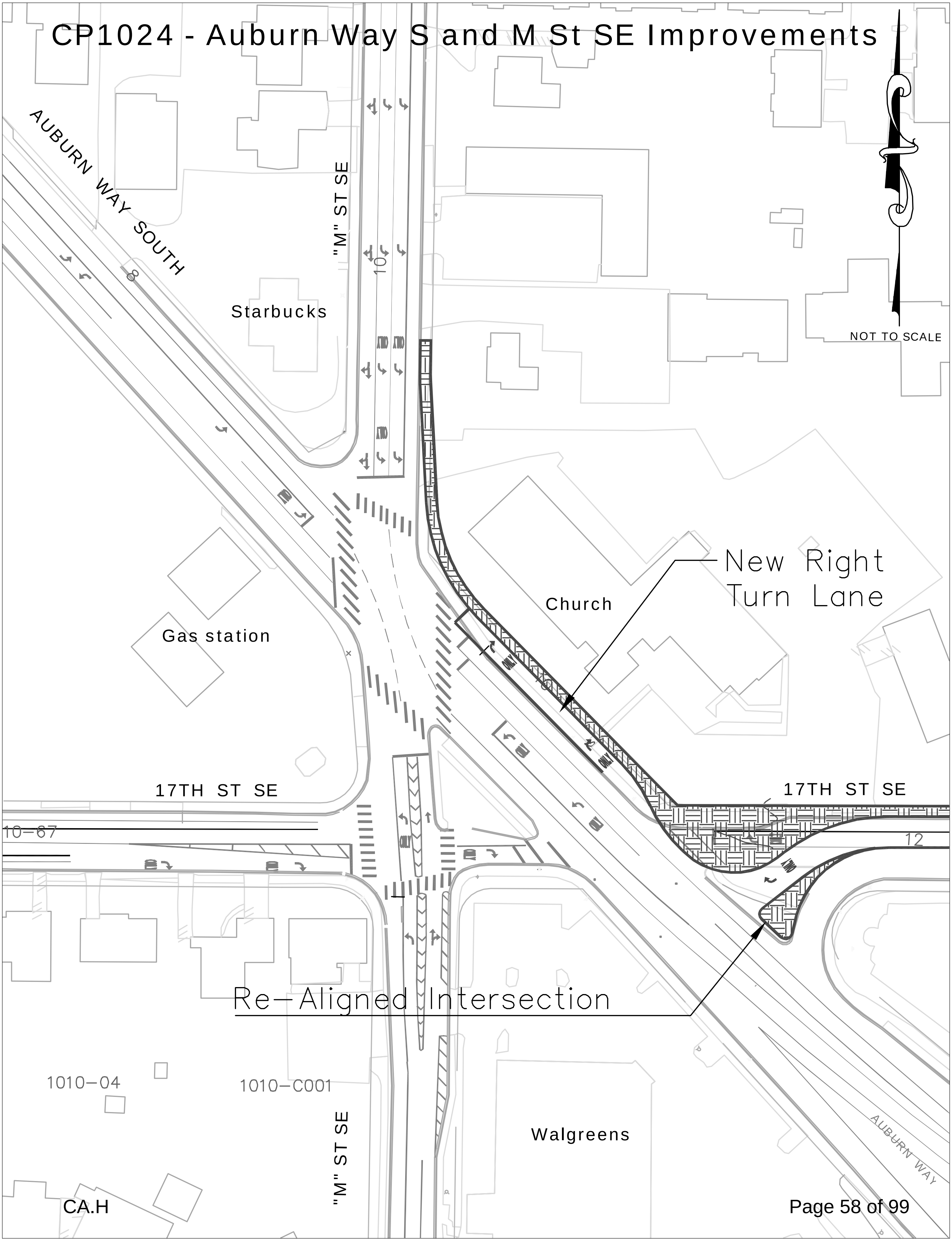
Activity	Prior Years	2013 (Actual)	2014	Total
Design Engineering - City Costs	38,164	77,090	10,000	125,254
Design Engineering - Consultant Costs	650	4,909	15,000	20,559
Property Acquisition	0	14,449	25,000	39,449
Construction Estimate	0		441,000	441,000
PSE Work (TIB Eligible)			100,000	100,000
Project Contingency (10%)			45,000	45,000
Construction Engineering - City Costs	0		35,000	35,000
Construction Engineering - Consultant Costs	0			0
Total	38,814	96,448	671,000	806,262

102 Arterial Street Budget Status

	Prior Years	2013 (Actual)	2014	Total
* Funds Budgeted ( )	(38,814)	(96,448)	(569,738)	(705,000)
Funds Needed	38,814	96,448	671,000	806,262
Fund Project Contingency ( )	**0**	**0**	**0**	**0**
Funds Required	**0**	**0**	**101,262**	**101,262**

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

CP1024 - Auburn Way S and M St SE Improvements



AGENDA BILL APPROVAL FORM

Agenda Subject:
Resolution No. 5045

Date:
April 14, 2014

Department:
Information Services

Attachments:
Res 5045 and Attachment

Budget Impact:
$0

Administrative Recommendation:

Approve

Background Summary:

The City of Auburn Innovation & Technology has been providing IT related services to the City of Pacific for approximately 3 years. Resolution 5045 incorporates new services, CPI adjustment, and a 3 year term with cost of living increases as well as web services and a 2% increase effective April 1, 2014. Standard cancellation by either party applies with 60 days written notice. The City of Pacific currently shares services, applications, and systems with Auburn as well as other jurisdictions. The City of Auburn employs an "economy of scale" approach to IT services and support and the relationship creates synergy among jurisdictions.

Reviewed by Council Committees:

Finance, Municipal Services

Councilmember: Wales

Staff: Tiedeman

Meeting Date: April 21, 2014

Item Number: RES.A

RESOLUTION NO. 5 0 4 5

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE A SECOND ADDENDUM TO THE INTERLOCAL AGREEMENT BETWEEN THE CITY OF AUBURN AND THE CITY OF PACIFIC FOR INFORMATION SERVICES TECHNOLOGY

WHEREAS, in September, 2011, the City of Auburn entered into an Interlocal Agreement with the City of Pacific for Information Services; and

WHEREAS, on January 7, 2013, the City adopted Resolution No. 4896, which allowed the parties to extend the original term and to clarify the term of the original agreement, specifying that it terminated on December 31, 2012; and

WHEREAS, Pacific has asked the City to provided additional web hosting and maintence services.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF AUBURN, KING COUNTY, WASHINGTON, HEREBY RESOLVES as follows.

Section 1. The Mayor and the Auburn City Clerk are hereby authorized to execute a 2nd Addendum to the Interlocal Agreement between the City of Auburn and the City of Pacific, which Addendum shall be in substantial conformity with the Addendum attached hereto as Exhibit "A".

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

Section 3. This resolution shall be in full force and effect upon passage and signatures hereon.

Dated and Signed this _____ day of ________________, 2014.

CITY OF AUBURN

____
NANCY BACKUS, MAYOR

ATTEST·

____
Danielle E. Daskam, City Clerk

APPROVED AS TO FORM·

____
Daniel B Heid, City Attorney

Exhibit "A"

CITY OF AUBURN – CITY OF PACIFIC INTERLOCAL AGREEMENT FOR INFORMATION SERVICES TECHNOLOGY

THIS INTERLOCAL AGREEMENT made and entered into, pursuant to the Interlocal Cooperation Act, Chapter 39.34 of the Revised Code of Washington, on the _____ day of ________________, 2014, by and between the CITY OF AUBURN, a municipal corporation of the State of Washington (hereinafter referred to as "Auburn"), and the CITY OF PACIFIC, a municipal corporation of the State of Washington (hereinafter referred to as "Pacific"),

RECITALS :

1. Pacific seeks professional information technology ("IT") services; and

2. Auburn has the requisite skills, resources and experience necessary to provide such services and is willing and agreeable to provide such services upon the terms and conditions herein contained

NOW THEREFORE in consideration of their mutual covenants, conditions and promises, the parties agree as follows.

1. SCOPE OF SERVICES

Auburn agrees to perform for Pacific, in a good and professional manner the tasks specific to support the City of Pacific described on Exhibit A which is attached hereto and by this reference made a part of this Agreement. (The tasks described on Exhibit A shall be individually referred to as a "task," and collectively referred to as the "services ") Auburn shall perform the services as an independent contractor and shall not be deemed, by virtue of this Agreement and the performance thereof, to have entered into any partnership, joint venture, employment or other relationship with Pacific. Auburn shall perform the services described in Exhibit A which is attached hereto and by this reference made a part of this Agreement.

2. AMENDMENT REQUIRED FOR ADDITIONAL SERVICES

In the event additional IT services are required by Pacific or reduction in services are necessary beyond those specified in Exhibit A and the compensation listed in this Agreement, and further provided that Auburn has the time and resources to provide such additional services and is willing to provide such services, a contract amendment shall be set forth in writing and shall be executed by the respective parties prior to Auburn's performance of the additional IT services, except as may be provided to the contrary in Section 3 of this Agreement. Upon proper completion and execution of an Amendment for additional services, such Amendment shall be incorporated into this Agreement and shall have the same force and effect as if the terms of such Amendment were a part of this Agreement as originally executed. The performance of services pursuant to an Amendment shall be subject to the terms and conditions of this Agreement except where the Amendment provides to the contrary, in which case the terms and conditions of any such Amendment shall control. In all other respects, any Amendment shall supplement and be construed in accordance with the terms and conditions of this Agreement.

3. PERFORMANCE OF ADDITIONAL SERVICES PRIOR TO EXECUTION OF AN AMENDMENT

The parties hereby agree that situations may arise in which IT services other than those described on Exhibit A are desired by Pacific and the time period for the completion of such services makes the execution of Amendment impractical prior to the commencement of Auburn's performance of the requested services. Auburn hereby agrees that it shall perform such services upon the request of an authorized representative of Pacific at a rate of compensation to be mutually negotiated in connection therewith. Any such additional IT services shall be memorialized in a written amendment in accordance with Section 2 of this Agreement. The invoice procedure for any such additional services shall be as described in Section 6 of this Agreement.

4. PACIFIC'S RESPONSIBILITIES

Pacific shall do the following in a timely manner so as not to delay the services of Auburn:

a. Designate in writing a person to act as Pacific's representative with respect to the services described in Exhibit A. Pacific's designee shall have complete authority to transmit instructions, receive information, interpret and define Pacific's policies and decisions with respect to the services, except in the event of an emergency as described in Exhibit A.

b Furnish Auburn with all information, criteria, objectives, schedules and standards for the services provided for herein.

c. Arrange for access to the property or facilities as required for Auburn to perform the services provided for herein.

d. Examine and evaluate all studies, reports, memoranda, plans, sketches, and other documents prepared by Auburn and render decisions regarding such documents in a timely manner to prevent delay of the services, including passwords, facility access and data systems to which Pacific is requesting support. Auburn shall use "remote access" technology to support Pacific systems where possible to limit onsite costs. Such examples include Firewall, router, computer, Domain controller, active directory, Law enforcement support items and secured/encrpyted access to systems designated by Pacific to be supported by Auburn.

f Pacific must complete, and authorize necessary state documents related to "Agency Authorization" designating City of Auburn as "IT Technical contact" and complete a "Management Control Agreement" filed with WSP that will allow Auburn IT staff to work with CJIS and ACCESS information including SSID, Mnemonics and ORI information to support the system.

5. ACCEPTABLE STANDARDS

Auburn shall be responsible to provide, in connection with the services contemplated in this Agreement, work products and services of a quality and professional standard acceptable to Pacific.

6 COMPENSATION

Compensation for Auburn's performance of the services provided for herein are attached as Exhibit B. Annual sum shall be increased January 1, 2015 with advance notice given to Pacific, and each January 1 thereafter, by an amount equal to 2% or the most recent Seattle-Tacoma-Bremerton Consumer Price Index - U whichever is less for the term of this Agreement.

Auburn shall submit to Pacific a monthly invoice including a report of documented IT helpdesk requests for support during invoice month. Pacific shall process the invoice or statement in the next billing/claim cycle following receipt of the invoice or statement, and shall remit payment to Auburn thereafter in the normal course, subject to any conditions or provisions in this Agreement or Amendment.

7 TIME FOR PERFORMANCE AND TERM OF AGREEMENT

Auburn shall perform the services provided for herein in accordance with the direction and scheduling provided in Exhibit A, unless otherwise agreed to in writing by the parties. The initial term of this agreement shall be thirty-six (36) months and may be extended thereafter by written agreement of the Parties 60 days prior to term end. It is provided, however, that either party may cancel this Agreement upon sixty (60) days written notice to the other party

8. OWNERSHIP AND USE OF DOCUMENTS

All documents, reports, memoranda, diagrams, sketches, plans, design calculations, working drawings and any other materials created or otherwise prepared by Auburn as part of its performance of this Agreement (the "Work Products") shall be owned by and become the property of Pacific, and may be used by Pacific for any purpose beneficial to Pacific. Public records requests shall be the responsibility of Pacific; however Auburn may assist at Pacific request at hourly rates provided under exhibit B for onsite support.

9. RECORDS INSPECTION AND AUDIT

All compensation payments shall be subject to the adjustments for any amounts found upon audit or otherwise to have been improperly invoiced, and all records and books of accounts pertaining to any work performed under this Agreement shall be subject to inspection and audit by Pacific for a period of up to three (3) years from the final payment for work performed under this Agreement.

10. CONTINUATION OF PERFORMANCE

In the event that any dispute or conflict arises between the parties while this Contract is in effect, Auburn agrees that, notwithstanding such dispute or conflict, Auburn shall continue to make a good faith effort to cooperate and continue work toward successful completion of assigned duties and responsibilities. Provided that if Pacific fails to pay for the services provided by Auburn, Auburn can cease providing such services until payment is made.

11. ADMINISTRATION OF AGREEMENT

This Agreement shall be administered by Ron Tiedeman, Innovation & Technology Director or designee on behalf of Auburn, and by Richard Gould, Finance Director or designee on behalf of Pacific. Any written notices required by the terms of this Agreement shall be served on or mailed to the following addresses:

CITY OF AUBURN
Innovation & Technology
Ron Tiedeman
25 W Main St
Auburn, WA 98001-4998
Phone. 253-288-3160
Fax: 253-804-3116
E-mail: rtiedeman@auburnwa.gov

CITY OF PACIFIC
Finance Director
Richard Gould
100 3rd Ave SE
Pacific, WA 98047
(253) 929-1117
rgould@ci.pacific.wa.us

12. NOTICES

All notices or communications permitted or required to be given under this Agreement shall be in writing and shall be deemed to have been duly given if delivered in person or deposited in the United States mail, postage prepaid, for mailing by certified mail, return receipt requested, and addressed, if to a party of this Agreement, to the address for the party set forth above

Either party may change his, her or its address by giving notice in writing, stating his, her or its new address, to the other party, pursuant to the procedure set forth above.

13. INSURANCE

Pacific shall maintain in full force throughout the duration of this Agreement comprehensive general liability insurance with a minimum coverage of $1,000,000 00 per occurrence/aggregate for personal injury and property damage. This requirement shall be deemed satisfied by evidence of Pacific's membership in a municipal self-insurance pool, including evidence of limits of coverage's, exclusions and limits of liability satisfactory to Auburn.

Auburn shall maintain in full force throughout the duration of this Agreement comprehensive general liability insurance with a minimum coverage of $1,000,000.00 per occurrence/aggregate for personal injury and property damage This requirement shall be deemed satisfied by evidence of Auburn's membership in a municipal self-insurance pool, including evidence of limits of coverage's, exclusions and limits of liability satisfactory to Pacific.

14. INDEMNIFICATION

a. Pacific shall indemnify and hold Auburn and its agents, employees, and/or officers, harmless from and shall process and defend at its own expense any and all claims, demands, suits, at law or equity, actions, penalties, losses, damages, or costs, of whatsoever kind or nature, brought against Auburn arising out of, in connection with, or incident to the execution of this Agreement and/or Pacific's performance or failure to perform any aspect of this Agreement; provided, however, that if such claims are caused by or result from the concurrent negligence of Auburn, its agents, employees, and/or officers, this indemnity provision shall be valid and enforceable only to the extent of the negligence of Pacific; and provided further, that nothing herein shall require Pacific to hold harmless or defend Auburn, its agents, employees and/or officers from any claims arising from the sole negligence of Auburn, its agents, employees, and/or officers. No liability shall attach to Auburn by reason of entering into this Agreement except as expressly provided herein.

b. Auburn shall indemnify and hold Pacific and its agents, employees, and/or officers, harmless from and shall process and defend at its own expense any and all claims, demands, suits, at law or equity, actions, penalties, losses, damages, or costs, of whatsoever kind or nature, brought against Pacific arising out of, in connection with, or incident to the execution of this Agreement and/or Auburn's performance or failure to perform any aspect of this Agreement; provided, however, that if such claims are caused by or result from the concurrent negligence of Pacific, its agents, employees, and/or officers, this indemnity provision shall be valid and enforceable only to the extent of the negligence of Auburn; and provided further, that nothing herein shall require Auburn to hold harmless or defend Pacific, its agents, employees and/or officers from any claims arising from the sole negligence of Pacific, its agents, employees, and/or officers. No liability shall attach to Pacific by reason of entering into this Agreement except as expressly provided herein.

15 WAIVER OF SUBROGATION

Pacific and Auburn hereby mutually release each other from liability and waive all right of recovery against each other for any loss caused by fire or other perils which can be insured against under fire insurance contracts including any extended coverage endorsements thereto which are customarily available from time to time in the State of Washington, provided, that this paragraph shall be inapplicable to the extent that it would have the effect of invalidating any insurance coverage of Pacific or Auburn.

16 COMPLIANCE WITH REGULATIONS AND LAWS

The parties shall comply with all applicable rules and regulations pertaining to them in connection with the matters covered herein.

17 ASSIGNMENT

The parties shall not assign this Agreement or any interest, obligation or duty therein without the express written consent of the other party

18 ATTORNEYS' FEES

If either party shall be required to bring any action to enforce any provision of this Agreement, or shall be required to defend any action brought by the other party with respect to this Agreement, and in the further event that one party shall substantially prevail in such action, the losing party shall, in addition to all other payments required therein, pay all of the prevailing party's reasonable costs in connection with such action, including such sums as the court or courts may adjudge reasonable as attorney's fees in the trial court and in any appellate courts.

19. NONDISCRIMINATION

Each of the parties, for itself, its heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree that it will comply with pertinent statutes, Executive Orders and such rules as are promulgated to assure that no person shall, on the grounds of race, creed, color, national origin, sex, sexual orientation, age, or the presence of any sensory, mental or physical handicap be discriminated against or receive discriminatory treatment by reason thereof.

20 MISCELLANEOUS

a. All of the covenants, conditions and agreements in this Agreement shall extend to and bind the legal successors and assigns of the parties hereto.

b. This Agreement shall be deemed to be made and construed in accordance with the laws of the State of Washington. Jurisdiction and venue for any action arising out of this Agreement shall be in King County, Washington.

c. The captions in this Agreement are for convenience only and do not in any way limit or amplify the provisions of this Agreement.

d. Unless otherwise specifically provided herein, no separate legal entity is created hereby, as each of the parties is contracting in its capacity as a municipal corporation of the State of Washington. The identity of the parties hereto is as set forth hereinabove.

e. The performances of the duties of the parties provided hereby shall be done in accordance with standard operating procedures and customary practices of the parties. Semi-annual operational review and service meetings shall be held with representatives from both cities to review and discuss service and support delivery.

f. No provision of this Agreement shall relieve either party of its public agency obligations and or responsibilities imposed by law.

g. If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be held to be invalid or unenforceable by a final decision of any court having jurisdiction on the matter, the remainder of this Agreement or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable shall not be affected thereby and shall continue in full force and effect, unless such court determines that such invalidity or unenforceability materially interferes with or defeats the purposes hereof, at which time either party shall have the right to terminate the Agreement.

h. This Agreement constitutes the entire agreement between the parties. There are no terms, obligations, covenants or conditions other than those contained herein. No modifications or amendments of this Agreement shall be valid or effective unless evidenced by an agreement in writing signed by both parties.

i. Copies of this Agreement shall be listed by the parties on their websites as provided for in RCW 39.34.040.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

CITY OF AUBURN

____
Nancy Backus
Auburn Mayor

Attest:

____
Danielle Daskam,
Auburn City Clerk

Approved as to form:

____
Daniel B. Heid
Auburn City Attorney

CITY OF Pacific

____
Leanne Guier
Pacific Mayor

Attest:

____
Amy Stevenson-Ness,
Pacific City Clerk

Approved as to form:

____
Print Name: ____________________
Title. _________________________

EXHIBIT A

SCOPE OF SERVICES

Services Provided:

- Onsite Auburn IT Staff Presence. Auburn primary support function will be via remote access and administration with primary contact and support provided through email: helpdesk@auburnwa.gov and phone support. Remote login and various types of technical configuration management will be utilized to minimize onsite and travel charges. Auburn IT staff will respond onsite to all technical matters not repairable remotely, and will attempt to respond to non-critical items in multiples to minimize trips where possible.
- General network and desktop support
- Limited GIS and Mapping Services shall be provided on a per project basis, with printing costs the responsibility of Pacific based on current Auburn rate schedules.
- Maintenance and management of Servers and "back-end" equipment to include:
  - Telephones, sound equipment, servers, network equipment (routers, firewalls, switches)
  - Server administration, including user setup, access, email and help desk functionality
  - TV21 support and coordination as allowed per Pacific Franchise
- Public Meetings: (set-up and attendance when necessary)
- Purchasing: Recommendations, quotes, vendor discussions. Purchasing, purchase orders and requisitions will be the responsibility of Pacific.
  - Pacific can be added to certain City of Auburn software and hardware agreements to receive similar cost savings where applicable. Such areas including Microsoft volume licensing, Spillman, Sharepoint, Antivirus protection, Netmotion and others.
- Web Services – Optional item per Exhibit B
  - Website hosting and support
  - Training and consulting
  - Website monitoring and limited reporting
  - Website design recommendations and future planning
- Backup operations, offsite storage and disaster recovery
  - Auburn will evaluate current backup and disaster contingency plans and make recommendations. Typically this includes weekly offsite storage which is paid for by customer, and daily incremental and differential backups. While Auburn is already managing these operations, at Pacific's request, Auburn can provide an evaluation of alternative backup solutions.
  - Disaster recovery may result in an addition of services, or evaluation and recommendation to enhance business continuity and operations based on current procedures.
- Application and software end user support
- Vendor coordination and management as needed
- Workstation setup and operating system, and software patch management
- Technical recommendations including:

- Long and short term strategic planning
- Disaster recovery and business continuity planning
- Technology budget recommendations and planning
- Audit documentation and assistance with CJIS and WCIA annual audits

Requesting support:

All requests for service should be emailed to helpdesk@auburnwa.gov. Phone calls will be accepted as well, however tracking tickets and support via our help desk system is preferred with a follow up phone call from Auburn staff. The request will be forwarded to City of Auburn technical staff for resolution. Persons authorized to request support on a non-emergency basis are City of Pacific employees or their designee.

Service levels:

For requests e-mailed Monday through Friday from 7:00 am to 5:00 pm, we will try to respond within 30 minutes. During high call volumes, we will assist you as soon as possible.

With authorization of Pacific Mayor, Finance Director, City Clerk or Police Chief, support outside regular business hours will be provided on an emergency basis. If you need an immediate response during off hours or there is an emergency situation and have the appropriate authorization, please email helpdesk@auburnwa.gov with the name of authorizing person and nature of issue or call 253-876-1947. Your issue will be forwarded to the on-call technician for resolution.

Service Limitations:

- City of Auburn will assist and provide recommendations on network security but security remains the responsibility of City of Pacific.

- City of Auburn will document, and present information relevant to technical audits however compliance will be the responsibility of Pacific, including CJIS and ACCESS Audits.

- City of Auburn will assist and provide installation and recommendations on hardware and software purchases. All hardware and software purchases are the responsibility of City of Pacific.

Additional Services:
City of Auburn may provide additional services, or alter existing services through the appropriate approval process and addendum.

Additional services include but are not limited to:
GIS Services
Licensing Support:

-Netmotion (Billed Separately at cost)
-Spillman (Billed Separately at cost)
Web Application and Design Services
Publishing and Design Services
Multimedia/Film Services

Billing:

All service will be billed monthly according to Attachment B Services that are billed on an hourly basis will include a brief description of the service and the department where the service was performed Monthly charges for service are based on an estimated 400 helpdesk requests annually. In the event annual helpdesk requests exceed 400 tickets, City of Pacific agrees to negotiate these additional services which may include mutually agreed adjustments to monthly service charges.

EXHIBIT B
COST OF SERVICES

Support Function	Operating Hours	Billing rate	Monthly cost
As outlined in Exhibit A	M - F, 7 a.m. - 5 p.m. excluding holidays	$3060 00 / month effective April 1, 2014 and monthly thereafter	$3060.00
Network and desktop repair and maintenance that require onsite support.	M - F, 7 a.m. - 5 p.m excluding holidays	Included. Mileage billed separately and based on IRS standard mileage rates	Per hour as required
Website and FTP Hosting -Site transfer and domain monitoring -Data backup and restore -5 GB server space (1/4 GB current size) -10 GB FTP Storage and Access -User administration and security -Photo/ document upload support -Reports– Page "hits" (Google analytics)	M - F, 7 a.m. - 5 p m excluding holidays	Based on up to 60 pages. Current page count 50.	$190.00
Web programming and consulting - 3 hours included at transition -Static Template design changes -Online forms, drop down boxes, static boxes, color changes affecting site template.	M - F, 7 a.m. - 5 p.m. excluding holidays	$150.00 / hour Billed in 15 minute increments	N/A
All support responses by City of Auburn technical support staff. **Note:** COA technical support staff will not respond without authorization from City of Pacific Mayor, Police Chief or Finance Director	Non business hours, afterhours, emergency response	$120.00 / hour with one hour minimum plus mileage based on IRS standard mileage rate	Per incident as required
Netmotion Client Software	Billed Annually	$38.00/ 20 Clients	$760 00
Spillman (Police Software Support)	Billed Annually	N/A	N/A
Virus Protection Software	N/A	Included – 48 Clients	Included

AGENDA BILL APPROVAL FORM

Agenda Subject:
Resolution No. 5046

Date:
April 8, 2014

Department:
Finance

Attachments:
Res 5046 and Exhibit A
Prospectus

Budget Impact:
$0

Administrative Recommendation:

City Council approve Resolution No. 5046

Background Summary:

In an effort to provide more clarity with respect to how the Local Government Investment Pool (LGIP) operates, and as a result of the recently amended WACs, the Office of the State Treasurer has created a prospectus which it is distributing to all investors in the LGIP. Additionally, each local government investing in the LGIP is required to complete an updated resolution acknowledging that they have read and understand the prospectus.

Reviewed by Council Committees:

Finance, Public Works

Councilmember: Wales
Staff: Coleman
Meeting Date: April 21, 2014
Item Number: RES.B

RESOLUTION NO. 5046

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, AUTHORIZING THE CONTRIBUTION AND WITHDRAWAL OF CITY MONIES IN THE STATE OF WASHINGTON LOCAL GOVERNMENT INVESTMENT POOL

WHEREAS, pursuant to Chapter 294, Laws of 1986, the Legislature created a trust fund to be known as the public funds investment account (commonly referred to as the Local Government Investment Pool [hereinafter "LGIP"]) for the contribution and withdrawal of money by an authorized governmental entity for purposes of investment by the Office of the State Treasurer; and

WHEREAS, from time to time it may be advantageous to the City of Auburn to contribute funds available for investment in the LGIP; and

WHEREAS, the investment strategy for the LGIP is set forth in its policies and procedures; and

WHEREAS, any contributions or withdrawals to or from the LGIP made on behalf of the City of Auburn shall be first duly authorized by the City or its designee pursuant to this Resolution or a subsequent Resolution, and

WHEREAS, the designee vested by the City of Auburn with authority to contribute or withdraw funds of the City has received and read a copy of the prospectus and understands the risks and limitations of investing in the LGIP; and

WHEREAS, the City Council understands that the Office of the State Treasurer of the State of Washington will rely solely on the City of Auburn to provide notice of such revocation and is entitled to rely on the authorized individual's instructions until such time as said notice has been provided; and

WHEREAS, the City Council further understands that the Local Government Investment Pool Transaction Authorization Form, a copy of which is attached hereto, marked as Exhibit "A" and incorporated herein by this reference, or hereafter amended by the City's delegated authority, or any other documentation signed or otherwise approved by the authorized individual shall remain in effect after revocation of the authorized individual's delegated authority except to the extent that the authorized individual whose delegation has been terminated shall not be permitted to make further withdrawals or contributions to the LGIP on behalf of the City; and

WHEREAS, the City Council further understands that no amendments, changes, or alterations shall be made to the Form or any other documentation until the City Council of the City of Auburn passes a new Resolution naming a new authorized individual; and

WHEREAS, the City Council further understands and acknowledges that it has received, read, and understood the prospectus as provided by the Office of the State Treasurer; and

WHEREAS, the City Council further understands and agrees that a copy of the prospectus will be provided to any person delegated or otherwise authorized to make contributions or withdrawals into or out of the LGIP and that said individuals will be required to read the prospectus prior to making any withdrawals or contributions or any further withdrawals or contributions if authorizations are already in place.

NOW THEREFORE, AND IN CONFORMITY WITH THE RECITALS ABOVE SET FORTH, THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON HEREBY RESOLVES as follows:

1 That the City Council does hereby authorize the contribution and withdrawal of City of Auburn monies in the LGIP in the manner prescribed by law, rule, and prospectus

2. That the City Council has approved the Local Government Investment Pool Transaction Authorization Form as completed by City of Auburn Finance Director Shelley Coleman, a copy of which form is attached hereto, marked as Exhibit "A" and incorporated herein by reference and does hereby attest to its accuracy

3. That the City Council designates City of Auburn Finance Director Shelley Coleman as its "authorized individual" in connection with the LGIP, which authorized individual is empowered to authorize amendments, changes, or alterations to the Form or any other documentation including the designation of other individuals to make contributions and withdrawals on behalf of the City of Auburn.

4 That this delegation ends upon the written notice, by any method set forth in the prospectus, of the governing body that the authorized individual has been terminated or that his or her delegation has been revoked

5 That the Mayor is authorized to execute this Resolution on behalf of the City of Auburn.

6. That with the passage of this Resolution and authorization of the Mayor's signature hereon, the City Council attests that it is duly authorized and empowered to enter into an agreement with the LGIP, and to direct the contribution or withdrawal of City monies, and to delegate the authority to make adjustments to the incorporated transactional forms, to the individuals designated herein

7 That the Mayor is authorized to implement such administrative procedures as may be necessary to carry out the directives of this legislation, including causing a certified copy of this Resolution to be filed a with the Office of the State Treasurer

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

Dated and Signed this __________ day of _____________, 2014.

CITY OF AUBURN

____
NANCY BACKUS, MAYOR

ATTEST

____
Danielle E. Daskam, City Clerk

ATTEST AS TO FORM:

____
Daniel B. Heid, City Attorney

Resolution No 5046
February 11, 2014
Page 4 of 4

Exhibit "A"

LOCAL GOVERNMENT INVESTMENT POOL
TRANSACTION AUTHORIZATION FORM

Please fill out this form completely, including any existing information, as this form will replace the previous form.

Name of Entity: City of Auburn	Mailing Address: City of Auburn 25 West Main Street Auburn, WA 98001
Fax Number: 253-876-1920	
E-mail Contact: scoleman@auburnwa.gov	

Do you wish to have your monthly LGIP statements faxed to the number listed above?

Please note – if you choose to receive statements via fax, you will not receive another copy via U.S. mail.

☐ **YES**, please fax statements ☐ **No**, please send statements via U.S. mail

Bank account where funds will be wired when a withdrawal is requested.
(Note: Funds **will not** be transferred to any account other than that listed).

Bank Name: Key Bank
Branch Location. Auburn, WA 98001
Bank Routing Number: 125000574
Account Number: 471431003238
Account Name: City of Auburn

Persons authorized to make deposits and withdrawals for the entity listed above.

Name	Title	Signature	Telephone Number
1.Shelley Coleman	Finance Director		253-804-5019
2.Stacy Karabotsos	Payroll Specialist		253-804-5024
3.Stéfanie Harper 4.Ronda Stella	Payroll Specialist Payroll & AP Supervisor		253-876-1955 253-804-5018

By signature below, I certify I am authorized to represent the institution/agency for the purpose of this transaction.

(Authorized Signature)	*(Title)*	*(Date)*
Shelley Coleman	**scoleman@auburnwa.gov**	**253-804-5019**
(Print Authorized Signature)	*(E-mail Address)*	*(Telephone number)*

Any changes to these instructions must be submitted in writing to the Office of the State Treasurer. Please mail this form to the address listed below:

OFFICE OF THE STATE TREASURER
LOCAL GOVERNMENT INVESTMENT POOL
PO BOX 40200
OLYMPIA, WA 98504-0200
FAX. (360) 902-9044

Date Received. ____ / ____ / _____
Fund Number: ___________
(for LGIP use only)

State of Washington)
County of __________) ss.
Signed or attested before me by ____________________.
Dated this ___ day of __________, 20__

____
Signature of Notary

SEAL OR STAMP

____
Typed or printed name of Notary
Notary Public in and for the State of Wash.
My appointment expires:__________

LOCAL GOVERNMENT

INVESTMENT POOL

Prospectus

January 2014

James L. McIntire

Washington State Treasurer

Contents

I.	The LGIP	3-4
II.	Local Government Investment Pool – Money Market Fund	4-9
III.	Management	9
IV.	Miscellaneous	9-10

I. The LGIP

The Local Government Investment Pool (the "LGIP") is an investment pool of public funds placed in the custody of the Office of the Washington State Treasurer (the "State Treasurer") for investment and reinvestment as defined by RCW 43.250.020. The purpose of the LGIP is to allow eligible governmental entities to participate with the state in the investment of surplus public funds, in a manner that optimizes liquidity and return on such funds. In establishing the LGIP, the legislature recognized that not all eligible governmental entities are able to maximize the return on their temporary surplus funds, and therefore it provided a mechanism whereby they may, at their option, utilize the resources of the State Treasurer to maximize the potential of their surplus funds while ensuring the liquidity of those funds.

The State Treasurer has established a sub-pool within the LGIP whose shares are offered by means of this Prospectus: The LGIP-Money Market Fund (the "LGIP-MMF" or the "Fund"). The State Treasurer has the authority to establish additional sub-pools in the future.

The Fund offered in this Prospectus seeks to provide current income by investing in high-quality, short term money market instruments. These standards are specific to the Fund, as illustrated in the following table. The LGIP-MMF offers daily contributions and withdrawals.

FUND SNAPSHOT

The table below provides a summary comparison of the Fund's investment types and sensitivity to interest rate risk. This current snapshot can be expected to vary over time.

Fund	Investment Types	Maximum Dollar-Weighted Average Maturity for LGIP-MMF
LGIP-Money Market Fund	Cash	60 days
Current Investments (as of November 1, 2013)	Bank Deposits US Treasury bills Repurchase agreements US Government agency obligations	

Fees and Expenses

Administrative Fee. The State Treasurer charges pool participants a fee representing administration and recovery costs associated with the operation of the Fund. The administrative fee accrues daily from pool participants' earnings prior to the earnings being posted to their account. The administrative fee will be paid monthly. In the event that there are no earnings, the administrative fee will be deducted from principal.

The chart below illustrates the operating expenses of the LGIP-MMF for past years, expressed in basis points as a percentage of fund assets.

Local Government Investment Pool-MMF
Operating Expenses by Fiscal Year (in Basis Points)

	2006	2007	2008	2009	2010	2011	2012	2013
Total Operating Expenses	*1.12*	*0.96*	*0.84*	*0.88*	*0.64*	*0.81*	*0.68*	*0.87*

(1 basis point = 0.01%)

Because most of the expenses of the LGIP-MMF are fixed costs, the fee (expressed as a percentage of fund assets) will be affected by: (i) the amount of operating expenses; and (ii) the assets of the LGIP-MMF. The table below shows how the fee (expressed as a percentage of fund assets) would change as the fund assets change, assuming an annual fund operating expenses amount of $800,000.

Fund Assets	$6.0 bn	$8.0 bn	$10.0 bn
Total Operating Expenses (in Basis Points)	1.33	1.0	.80

Portfolio Turnover: The Fund does not pay a commission or fee when it buys or sells securities (or "turns over" its portfolio). However, debt securities often trade with a bid/ask spread. Consequently, a higher portfolio turnover rate may generate higher transaction costs that could affect the Fund's performance.

II. Local Government Investment Pool – Money Market Fund

Investment Objective

The LGIP-MMF will seek to effectively maximize the yield while maintaining liquidity and a stable share price of $1.

Principal Investment Strategies

The LGIP-MMF will seek to invest primarily in high-quality, short term money market instruments. Typically, at least 55% of the Fund's assets will be invested in US government securities and repurchase agreements collateralized by those securities. The LGIP-MMF means a sub-pool of the LGIP whose investments will primarily be money market instruments. The LGIP-MMF will only invest in eligible investments permitted by state law. The LGIP-MMF will not be an SEC-registered money market fund and will not be required to follow SEC Rule 2a-7. Investments of the LGIP-MMF will conform to the LGIP Investment Policy, the most recent version of which will be posted on the LGIP website and will be available upon request.

Principal Risks of Investing in the LGIP-Money Market Fund

Counterparty Credit Risk. A party to a transaction involving the Fund may fail to meet its obligations. This could cause the Fund to lose the benefit of the transaction or prevent the Fund from selling or buying other securities to implement its investment strategies.

Interest Rate Risk. The LGIP-MMF's income may decline when interest rates fall. Because the Fund's income is based on short-term interest rates, which can fluctuate significantly over short periods, income risk is expected to be high. In addition, interest rate increases can cause the price of a debt security to decrease and even lead to a loss of principal.

Liquidity Risk. Liquidity risk is the risk that the Fund will experience significant net withdrawals of Fund shares at a time when it cannot find willing buyers for its portfolio securities or can only sell its portfolio securities at a material loss.

Management Risk. Poor security selection or an ineffective investment strategy could cause the LGIP-MMF to underperform relevant benchmarks or other funds with a similar investment objective.

Issuer Risk. The LGIP-MMF is subject to the risk that debt issuers and other counterparties may not honor their obligations. Changes in an issuer's credit rating (e.g., a rating downgrade) or the market's perception of an issuer's creditworthiness could also affect the value of the Fund's investment in that issuer. The degree of credit risk depends on both the financial condition of the issuer and the terms of the obligation. Also, a decline in the credit quality of an issuer can cause the price of a money market security to decrease.

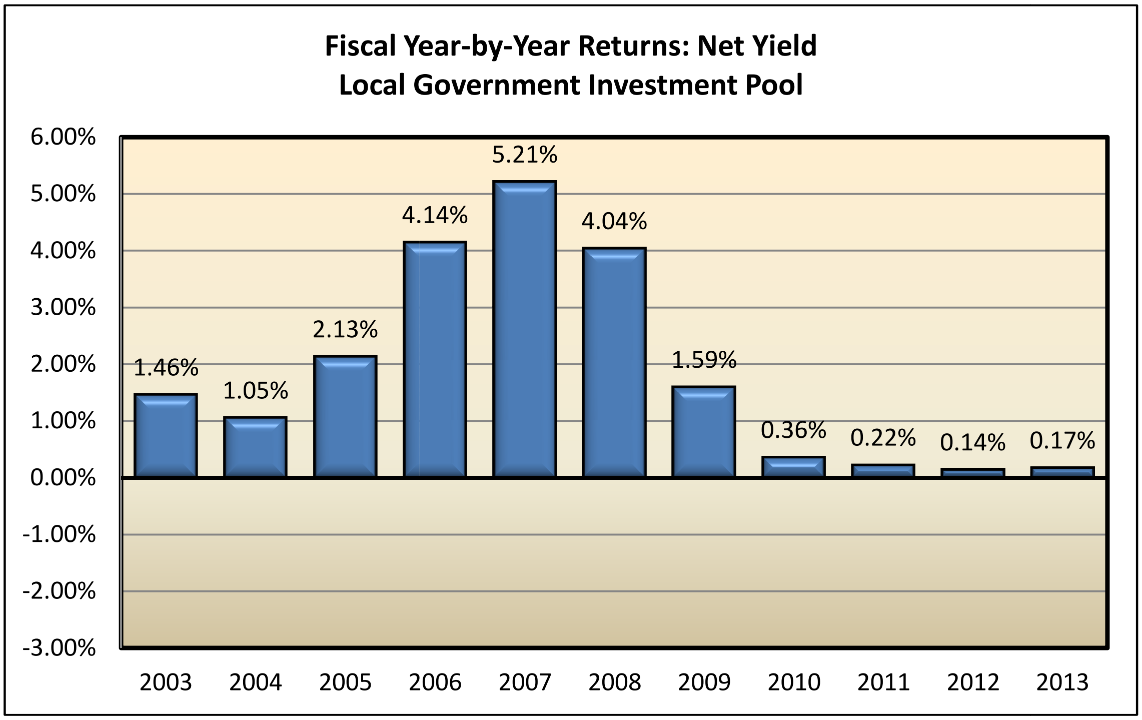
Securities Lending Risk and Reverse Repurchase Agreement Risk. The LGIP-MMF may engage in securities lending or in reverse repurchase agreements. Securities lending and reverse repurchase agreements involve the risk that the Fund may lose money because the borrower of the Fund's securities fails to return the securities in a timely manner or at all or the Fund's lending agent defaults on its obligations to indemnify the Fund, or such obligations prove unenforceable. The Fund could also lose money in the event of a decline in the value of the collateral provided for loaned securities or a decline in the value of any investments made with cash collateral***.***

Risks Associated with use of Amortized Cost. The use of amortized cost valuation means that the LGIP-MMF's share price may vary from its market value NAV per share. In the unlikely event that the State Treasurer were to determine that the extent of the deviation between the Fund's amortized cost per share and its market-based NAV per share may result in material dilution or other unfair results to shareholders, the State Treasurer may cause the Fund to take such action as it deems appropriate to eliminate or reduce to the extent practicable such dilution or unfair results.

An investment in the LGIP-MMF is not a bank deposit and is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Although the Fund seeks to preserve the value of investments at $1 per share, pool participants could lose money by investing in the LGIP-MMF. There is no assurance that the LGIP-MMF will achieve its investment objective.

Performance

The following information is intended to address the risks of investing in the LGIP-MMF. The information illustrates changes in the performance of the LGIP-MMF's shares from year to year. Returns are based on past results and are not an indication of future performance. Updated performance information may be obtained on our website at *www.tre.wa.gov* or by calling the LGIP toll-free at 800-331-3284.



Local Government Investment Pool-Money Market Fund

Average Accrued Net Yield

1 Year	3 years	5 years	10 years
0.17%	0.19%	.52%	1.94%

Transactions: LGIP-MMF

General Information

The minimum transaction size (contributions or withdrawals) for the LGIP-MMF will be five thousand dollars. The State Treasurer may, in its sole discretion, allow for transactions of less than five thousand dollars.

Valuing Shares

The LGIP-MMF will be operated using a net asset value (NAV) calculation based on the amortized cost of all securities held such that the securities will be valued at their acquisition cost, plus accrued income, amortized daily.

The Fund's NAV will be the value of a single share. NAV will normally be calculated as of the close of business of the NYSE, usually 4:00 p.m. Eastern time. If the NYSE is closed on a particular day, the Fund will be priced on the next day the NYSE is open.

NAV will not be calculated and the Fund will not process contributions and withdrawals submitted on days when the Fund is not open for business. The time at which shares are priced and until which contributions and withdrawals are accepted is specified below and may be changed as permitted by the State Treasurer.

To the extent that the LGIP-MMF's assets are traded in other markets on days when the Fund is not open for business, the value of the Fund's assets may be affected on those days. In addition, trading in some of the Fund's assets may not occur on days when the Fund is open for business.

Transaction Limitation

The State Treasurer reserves the right at its sole discretion to set a minimum and/or maximum transaction amount from the LGIP-MMF and to limit the number of transactions, whether contribution, withdrawal, or transfer permitted in a day or any other given period of time.

The State Treasurer also reserves the right at its sole discretion to reject any proposed contribution, and in particular to reject any proposed contribution made by a pool participant engaged in behavior deemed by the State Treasurer to be abusive of the LGIP-MMF.

A pool participant may transfer funds from one LGIP-MMF account to another subject to the same time and contribution limits as set forth in WAC 210.10.060.

Contributions

Pool participants may make contributions to the LGIP-MMF on any business day. All contributions will be effected by electronic funds transfer to the account of the LGIP-MMF designated by the State Treasurer. It is the responsibility of each pool participant to pay any bank charges associated with such electronic transfers to the State Treasurer. Failure to wire funds by a pool participant after notification to the State Treasurer of an intended transfer will result in penalties. Penalties for failure to timely wire will be assessed to the account of the pool participant responsible.

Notice. To ensure same day credit, a pool participant must inform the State Treasurer of any contribution over one million dollars no later than 9 a.m. on the same day the contribution is made. Contributions for one million dollars or less can be requested at any time prior to 10 a.m. on the day of contribution. For all other contributions over one million dollars that are requested prior to 10 a.m., a pool participant may receive same day credit at the sole discretion of the State Treasurer. Contributions that receive same day credit will count, for earnings rate purposes, as of the day in which the contribution was made. Contributions for which no notice is received prior to 10:00 a.m. will be credited as of the following business day.

Notice of contributions may be given by calling the Local Government Investment Pool (800-331-3284) OR by logging on to State Treasurer's Treasury Management System ("TMS"). Please refer to the LGIP-MMF Operations Manual for specific instructions regarding contributions to the LGIP-MMF.

Direct deposits from the State of Washington will be credited on the same business day.

Pricing. Contribution requests received in good order will receive the NAV per unit of the LGIP-MMF next determined after the order is accepted by the State Treasurer on that contribution date.

Withdrawals

Pool participants may withdraw funds from the LGIP-MMF on any business day. Each pool participant shall file with the State Treasurer a letter designating the financial institution at which funds withdrawn from the LGIP-MMF shall be deposited (the "Letter"). This Letter shall contain the name of the financial institution, the location of the financial institution, the account name, and the account number to which funds will be deposited. This Letter shall be signed by local officials authorized to receive and disburse funds, as described in WAC 210-10-020.

Disbursements from the LGIP-MMF will be effected by electronic funds transfer. Failure by the State Treasurer to wire funds to a pool participant after proper notification to the State Treasurer to disburse funds to a pool participant may result in a bank overdraft in the pool participant's bank account. The State Treasurer will reimburse a pool participant for such bank overdraft penalties charged to the pool participant's bank account.

Notice. In order to withdraw funds from the LGIP-MMF, a pool participant must notify the State Treasurer of any withdrawal over one million dollars no later than 9 a.m. on the same day the withdrawal is made. Withdrawals for one million dollars or less can be requested at any time prior to 10 a.m. on the day of withdrawal. For all other withdrawals from the LGIP-MMF over one million dollars that are requested prior to 10 a.m., a pool participant may receive such withdrawal on the same day it is requested at the sole discretion of the State Treasurer. No earnings will be credited on the date of withdrawal for the amounts withdrawn. Notice of withdrawals may be given by calling the Local Government Investment Pool (800-331-3284) OR by logging on to TMS. Please refer to the LGIP-MMF Operations Manual for specific instructions regarding withdrawals from the Fund.

Pricing. Withdrawal requests with respect to the LGIP-MMF received in good order will receive the NAV per unit of the LGIP-MMF next determined after the order is accepted by the State Treasurer on that withdrawal date.

Suspension of Withdrawals. If the State Treasurer has determined that the deviation between the Fund's amortized cost price per share and the current net asset value per share calculated using available market quotations (or an appropriate substitute that reflects current market conditions) may result in material dilution or other unfair results, the State Treasurer may, if it has determined irrevocably to liquidate the Fund, suspend withdrawals and payments of withdrawal proceeds in order to facilitate the permanent termination of the Fund in an orderly manner. The State Treasurer will distribute proceeds in liquidation as soon as practicable, subject to the possibility that certain assets may be illiquid, and subject to subsequent distribution, and the possibility that the State Treasurer may need to hold back a reserve to pay expenses.

The State Treasurer also may suspend redemptions if the New York Stock Exchange suspends trading or closes, if US bond markets are closed, or if the Securities and Exchange Commission declares an emergency. If any of these events were to occur, it would likely result in a delay in the pool participants' redemption proceeds.

The State Treasurer will notify pool participants within five business days of making a determination to suspend withdrawals and/or irrevocably liquidate the fund and the reason for such action.

Earnings and Distribution

LGIP-MMF Daily Factor

The LGIP-MMF daily factor is a net earnings figure that is calculated daily using the investment income earned (excluding realized gains or losses) each day, assuming daily amortization and/or accretion of income of all fixed income securities held by the Fund, less the administrative fee. The daily factor is reported on an annualized 7-day basis, using the daily factors from the previous 7 calendar days. The reporting of a 7-day annualized yield based solely on investment income which excludes realized gains or losses is an industry standard practice that allows for the fair comparison of funds that seek to maintain a constant NAV of $1.00.

LGIP-MMF Actual Yield Factor

The LGIP-MMF actual yield factor is a net daily earnings figure that is calculated using the total net earnings including realized gains and losses occurring each day, less the administrative fee.

Dividends

The LGIP-MMF's dividends include any net realized capital gains or losses, as well as any other capital changes other than investment income, and are declared daily and distributed monthly.

Distribution

The total net earnings of the LGIP-MMF will be declared daily and paid monthly to each pool participant's account in which the income was earned on a per-share basis. These funds will remain in the pool and earn additional interest unless withdrawn and sent to the pool participant's designated bank account as specified on the Authorization Form. Interest earned will be distributed monthly on the first business day of the following month.

Monthly Statements and Reporting

On the first business day of every calendar month, each pool participant will be sent a monthly statement which includes the pool participant's beginning balance, contributions, withdrawals, transfers, administrative charges, earnings rate, earnings, and ending balance for the preceding calendar month. Also included with the statement will be the monthly enclosure. This report will contain information regarding the maturity structure of the portfolio and balances broken down by security type.

III. Management

The State Treasurer is the manager of the LGIP-MMF and has overall responsibility for the general management and administration of the Fund. The State Treasurer has the authority to offer additional sub-pools within the LGIP at such times as the State Treasurer deems appropriate in its sole discretion.

Administrator and Transfer Agent. The State Treasurer will serve as the administrator and transfer agent for the Fund.

Custodian. A custodian for the Fund will be appointed in accordance with the terms of the LGIP Investment Policy.

IV. Miscellaneous

Limitation of Liability

All persons extending credit to, contracting with or having any claim against the Fund offered in this Prospectus shall look only to the assets of the Fund that such person extended credit to, contracted with or has a claim against, and none of (i) the State Treasurer, (ii) any subsequent sub-pool, (iii) any pool participant, (iv) the LGIP, or (v) the State Treasurer's officers, employees or agents (whether past, present or future), shall be liable therefor. The determination of the State Treasurer that assets, debts, liabilities, obligations, or expenses are allocable to the Fund shall be binding on all pool participants and on any person extending credit to or contracting with or having any claim against the LGIP or the Fund offered in this Prospectus. There is a remote risk that a court may not enforce these limitation of liability provisions.

Amendments

This Prospectus and the attached Investment Policy may be amended from time to time. Pool participants shall receive notice of changes to the Prospectus and the Investment Policy. The amended and restated documents will be posted on the State Treasurer website: www.tre.wa.gov.

Should the State Treasurer deem appropriate to offer additional sub-pools within the LGIP, said sub-pools will be offered by means of an amendment to this prospectus.

LGIP-MMF Contact Information

Internet: www.tre.wa.gov Treasury Management System/TMS

Phone: 1-800-331-3284 (within Washington State)

Mail:

Office of the State Treasurer
Local Government Investment Pool
PO Box 40200
Olympia, Washington 98504
FAX: 360-902-9044

AGENDA BILL APPROVAL FORM

Agenda Subject:
Resolution No. 5058

Date:
April 15, 2014

Department:
City Council

Attachments:
Res 5058

Budget Impact:
$0

Administrative Recommendation:

After the opportunity is given to meeting attendees to express opposing views, the City Council adopt Resolution No. 5058.

Background Summary:

RCW 42.17A.55 authorizes city councils to take collective action regarding ballot measures appearing before the voters so long as the action is taken at a public meeting, the intended action is identified on the agenda and where the opportunity for opposing views is given to attendees at the public meeting.
King County Transportation District Proposition No. 1 Sales and Use Tax and Vehicle Fee for Transportation Improvements

The Board of the King County Transportation District passed Resolution No. TD2014-03 concerning funding for Metro transit, roads and other transportation improvements. If approved, this proposition would fund, among other things, bus service, road safety and maintenance and other transportation improvements in King County cities and the unincorporated area. It would authorize the district to impose, for a period of ten years, a sales and use tax of 0.1% under RCW 82.14.0455 and an annual vehicle fee of sixty dollars ($60) per registered vehicle under RCW 82.80.140 with a twenty dollar ($20) rebate for low-income individuals.

Reviewed by Council Committees:

Councilmember:

Staff: Heid

Meeting Date: April 21, 2014

Item Number: RES.C

RESOLUTION NO. 5 0 5 8

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, EXPRESSING SUPPORT FOR KING COUNTY TRANSPORTATION DISTRICT PROPOSITION NO 1 – SALES AND USE TAX AND VEHICLE FEE FOR TRANSPORTATION IMPROVEMENTS

WHEREAS, the Board of the King County Transportation District passed its Resolution No. TD2014-03 concerning funding for Metro transit, roads and other transportation improvements, putting before the voters of King County, as Proposition 1, a ballot measure at the April 22, 2014, Special Election, and

WHEREAS, if approved, this proposition would fund, among other things, bus service, road safety and maintenance and other transportation improvements in King County cities and the unincorporated area, and it would authorize the district to impose, for a period of ten years, a sales and use tax of 0.1% under RCW 82.14.0455 and an annual vehicle fee of sixty dollars ($60) per registered vehicle under RCW 82.80.140 with a twenty dollar ($20) rebate for low-income individuals, and

WHEREAS, more specifically, if passed, Proposition 1 would prevent a 17% cut to Metro bus service at a time when ridership is at its historic highest, with packed buses being the norm rather than the exception; and

WHEREAS, Proposition 1 would also create a low-income fare program, which would roll back fares for people under 200% of the federal poverty level to just $1.25, thereby providing an affordability for low-income residents who ride the bus even just occasionally; and

WHEREAS, if Proposition 1 were to pass, 40% of the revenue generated would go to local transportation projects (*i.e.* not for highways), helping all King County jurisdictions address their transportation infrastructure needs; and

WHEREAS, RCW 42.17A.555 authorizes city councils to take collective action regarding ballot measures appearing before the voters so long as the action is taken at a public meeting, the intended action is identified on the agenda and where the opportunity for opposing views is given to attendees at the public meeting; and

WHEREAS, in light of the significant need for repair and maintenance of the many miles of local streets in the City of Auburn, and the broader benefits to bus ridership, it is appropriate that the City Council support this ballot measure as permitted pursuant to RCW 42.17A.555

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

<u>Section 1.</u> That the City Council supports Proposition 1 – Sales and Use Tax and Vehicle Fee for Transportation Improvements – coming before the voters at the April 22, 2012 Special Election.

<u>Section 2.</u> That the Mayor is authorized to take such action as is necessary and appropriate to implement the directives of this legislation, including forwarding copies of this Resolution to the King County Transportation District and others as warranted.

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

Dated and Signed this _______ day of ______________________, 2014

CITY OF AUBURN

____
NANCY BACKUS, MAYOR

ATTEST·

____
Danielle E. Daskam, City Clerk

APPROVED AS TO FORM:

Daniel B. Heid, City Attorney

Resolution No. 5058
March 26, 2014
Page 3 of 4

RCW 42.17A.555

42.17A.555 Use of public office or agency facilities in campaigns — Prohibition — Exceptions.

No elective official nor any employee of his or her office nor any person appointed to or employed by any public office or agency may use or authorize the use of any of the facilities of a public office or agency, directly or indirectly, for the purpose of assisting a campaign for election of any person to any office or for the promotion of or opposition to any ballot proposition. Facilities of a public office or agency include, but are not limited to, use of stationery, postage, machines, and equipment, use of employees of the office or agency during working hours, vehicles, office space, publications of the office or agency, and clientele lists of persons served by the office or agency. However, this does not apply to the following activities:

(1) Action taken at an open public meeting by members of an elected legislative body or by an elected board, council, or commission of a special purpose district including, but not limited to, fire districts, public hospital districts, library districts, park districts, port districts, public utility districts, school districts, sewer districts, and water districts, to express a collective decision, or to actually vote upon a motion, proposal, resolution, order, or ordinance, or to support or oppose a ballot proposition so long as (a) any required notice of the meeting includes the title and number of the ballot proposition, and (b) members of the legislative body, members of the board, council, or commission of the special purpose district, or members of the public are afforded an approximately equal opportunity for the expression of an opposing view;

(2) A statement by an elected official in support of or in opposition to any ballot proposition at an open press conference or in response to a specific inquiry;

(3) Activities which are part of the normal and regular conduct of the office or agency.

(4) This section does not apply to any person who is a state officer or state employee as defined in RCW 42.52.010 [2010 c 204 § 701, 2006 c 215 § 2; 1979 ex.s. c 265 § 2; 1975-'76 2nd ex.s. c 112 § 6, 1973 c 1 § 13 (Initiative Measure No 276, approved November 7, 1972). Formerly RCW 42.17 130.]

AGENDA BILL APPROVAL FORM

Agenda Subject:
Resolution No. 5063

Date:
April 15, 2014

Department:
Public Works

Attachments:
Res 5063 and Attachment

Budget Impact:
$0

Administrative Recommendation:

City Council adopts Resolution No. 5063.

Background Summary:

Community Development/Public Works Department – M&O Services:
The equipment and parts listed on Attachment A are either obsolete or no longer functional and beyond repair.

Facilities Division Surplus Items:
The following items are obsolete and parts are unavailable for reconfiguration and they will be donated to a non-profit organization:

22 10x10 work stations (surfaces, walls, panels, under counter file cabinets, pencil drawers, overhead shelves, connectors and other misc items).
12 8x8 work stations (surfaces, walls, panels, under counter file cabinets, pencil drawers, overhead shelves, connectors and other misc items).
8 6x6 work stations (surfaces, walls, panels, under counter file cabinets, pencil drawers, overhead shelves, connectors and other misc items).

Reviewed by Council Committees:

Finance, Public Works

Councilmember: Osborne | **Staff:** Snyder

Meeting Date: April 21, 2014 | **Item Number:** RES.D

RESOLUTION NO. 5 0 6 3

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON DECLARING CERTAIN ITEMS OF PROPERTY AS SURPLUS AND AUTHORIZING THEIR DISPOSAL

WHEREAS, the City of Auburn has a number of items which are no longer of use to the City; and

WHEREAS, it would be appropriate to surplus the property and dispose of it by auction or other sale mechanism, or to dispose of it, in whole or in part, through gift to another governmental agency or an appropriate charitable non-profit entity, as deemed most expedient by the Mayor.

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

Section 1. **Purpose.** That the property identified below is declared to be surplus, and the Mayor is authorized to dispose of and convey such property through appropriate sale or donation to another governmental agency or charitable non-profit entity

Community Development/Public Works Department – M&O Services:
The equipment and parts listed on Attachment A are either obsolete or no longer functional and beyond repair

Facilities Division Surplus Items:
The following items are obsolete – we are unable to order parts for reconfiguration and they will be donated to a non-profit organization.

22 10x10 work stations (surfaces, walls, panels, under counter file cabinets, pencil drawers, overhead shelves, connectors and other misc items)

12 8x8 work stations (surfaces, walls, panels, under counter file cabinets, pencil drawers, overhead shelves, connectors and other misc items).

8 6x6 work stations (surfaces, walls, panels, under counter file cabinets, pencil drawers, overhead shelves, connectors and other misc items).

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

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

Dated and Signed this _____ day of _________, 2014.

CITY OF AUBURN

NANCY BACKUS
MAYOR

ATTEST:

Danielle E. Daskam, City Clerk

APPROVED AS TO FORM:

Daniel B. Heid, City Attorney

RESOLUTION 5063

ATTACHMENT A

Equipment Rental Surplus Items

Police Vehicle Equipment:

5	LED/Strobe light bars (red/blue)
1	Jet Sonic light bar (red/blue)
1	Force 4LP rotator light bar (red/blue)
1	Light bar (all red)
3	Amber rotator light bars
1	Gun Box - used
4	Gun Boxes - new
5	Partitions - fit Crown Victoria
3	Extensions for partitions - fit Crown Victoria
1	Hard seat - fit Crown Victoria
15	Rear door window bars - fit Crown Victoria
34	Tire chain sets - misc sizes
3	Gun Boxes
2	LED/Strobe light bar - incomplete units
1	LED/Strobe light bar - complete unit
2	All LED light bars - complete unit

Shop Equipment

1	Hydraulic tank, hoses & cooler
1	55 gallon drum & pump
2	Truck tail gates
1	Blue Cradle Assembly – blade buddy cutting edge handler
1	Portable Lift – gray with wheels
1	Champion Air Compressor - green
1	Billy Goat Industries Estate Lawn Vacuum – gas powered
1	Sandstorm sandblaster
1	Parts cleaner – red
1	Tiger mower head
1	John Deer mower/vacuum unit with gas powered motor

Office Equipment

1	Two drawer file cabinet – 24" wide by 36" long
1	Two drawer file cabinet – 24" wide by 48" long

Water Division Surplus Items

1 Wacker Model BS50-2i, gas powered compactor ID Number T5506
1 Wacker Model BS60Y, gas powered compactor ID Number T5505
1 Kingston Buffalo drill press, ID Number T5509

Sewer Division Surplus Items

1 Trailer mounted sewer pump #339-85

Storm Division Surplus Items

1 M-B-W Jumping Jack Compactor, model #R270, ID Number T9053
1 Troy-Built 4 cycle weed wacker-hedger, ID Number T9071