



City Council Study Session
April 13, 2015 - 5:30 PM
Auburn City Hall
MINUTES

I. CALL TO ORDER

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

A. Roll Call

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

City officials and staff members present included: Mayor Nancy Backus, Innovation and Technology Operations Manager Ashley Riggs, Innovation and Technology Customer Support Manager Reba Stowe, Public Affairs and Marketing Manager Dana Hinman, Parks, Arts and Recreation Director Daryl Faber, Community Development and Public Works Director Kevin Snyder, Assistant Director of Engineering Services/City Engineer Ingrid Gaub, Chief of Police Bob Lee, City Attorney Daniel B. Heid, Assistant City Engineer Jacob Sweeting, and City Clerk Danielle Daskam.

II. AGENDA ITEMS FOR COUNCIL DISCUSSION

A. Council Ad Hoc Committee on Committees (40 Minutes)

Members of the Council Ad Hoc Committee on Committees, comprised of Councilmembers Largo Wales, Claude DaCorsi and Rich Wagner, presented a PowerPoint presentation on the analysis of the effectiveness of Auburn City Council representation on Committees, Boards, Councils and other external groups.

Councilmember Wagner reviewed the outline of the presentation and discussed the process of analysis by the ad hoc committee, including identifying the numerous external groups that the City Councilmembers participate in, measuring the effectiveness of the external groups, the annual cost to participate in the group and the estimated City revenue that is leveraged by the cost to participate.

Councilmember Wales spoke regarding the expected progression of a City Councilmember's involvement in external groups and the types of skills, training and experience needed to serve on external groups. For example, a Councilmember's experience with business budgets, business writing, technical expertise, public speaking and other board experience will assist in determining the best fit for committee/group membership. Councilmember Wales and the ad hoc committee strongly recommend Councilmembers attain the Association of Washington Cities

Certificate of Municipal Leadership and Advanced Certificate of Municipal Leadership.

Councilmember Wagner led the discussion on the external groups and their measures of effectiveness. Councilmember Wagner reported 39 external groups were identified. The ad hoc committee segregated the groups among eight different subject areas: economic development, education, environment, health, legislative, planning, public safety, transportation and legislative. Each external group was also rated on their measure of effectiveness: potential value to Auburn, legislative influence, and networking and other subjective value. The cost of participation (travel, meals, etc) was included but for reference only.

Councilmember Wagner stated the index of group effectiveness is intended as a guide for representatives to decide if a group is "worth it"; based on its importance, each group is assigned a percentage weight; the total of the 39 group percentages must add up to 100%; a zero to five "rating" is given to the 3 value measures for each group; those ratings are added up and multiplied by the percentage weight; the result is multiplied by ten to "normalize" the index value; in the ad hoc committee's draft matrix, index values range from 0.3 to 6.0.

Councilmember Wagner displayed a sample matrix for Council review. Each Councilmember will be asked to complete their own matrix and rating of the 39 groups.

Councilmember DaCorsi reviewed questions to be considered: 1) How does a Councilmember become a City representative to an external group? 2) Do peoples' strengths and interests align with their representation roles? 3) For groups with a low index of effectiveness, should the City be represented? 4) Is work load equitably distributed among the seven Councilmembers? 5) What kind of reporting is expected?

Councilmember Wales reviewed the draft Reporting Template which will be used by all Councilmembers to make reports on the activities of the external groups.

Councilmember Wales also reviewed the number of external groups per Councilmember.

Councilmember DaCorsi explained that each Councilmember will be asked to respond to the questions to be considered, which were outlined earlier. Comments will be compiled and disseminated to the full Council.

Councilmember Wales reviewed the next steps. Each Councilmember will rank the three Measures of Effectiveness for the 39 external groups. Councilmembers should suggest changes to the matrix.

Mayor Backus advised Councilmembers to hold their matrices and comments so as to not violate the Open Public Meetings Act. The City Attorney will provide guidance, and the Council will be informed on how to

proceed. The intent is to update the matrix using the Councilmembers' input. The updated matrix would serve as a guide to Councilmembers and the Mayor in discussions regarding representation on external groups. The matrix would be updated annually.

The reporting template will be submitted to the Mayor and distributed to other Councilmembers by the Mayor.

Councilmember Wagner encouraged all Councilmembers to re-evaluate the weighting and ratings of each group.

B. Public Works Project No. CP1412 - Auburn Community Center and Youth Center Project (20 Minute Presentation 10 Minute Discussion) (Sweeting)

Assistant City Engineer Jacob Sweeting and Architect Stan Lokting, Principal Architect of ARC Architects, presented an update on Public Works Project No. CP1412, the Auburn Community Center and Youth Center Project at Les Gove Community Campus. The project team is currently progressing through the Design Development stage, or 60% design phase. This phase further develops the design to refine the building floor plan, materials, mechanical and electrical systems, finishings, parking lot, and utility connections. Potential traffic impacts and possible mitigation measures are being evaluated. The SEPA process has been initiated and is open for public comment.

Construction of the Community Center and Youth Center will start in August 2015 and will open in June 2016.

Mr. Lokting spoke regarding the technical development of the drawings and meeting the original intent of design, including fitting well with the existing buildings and finding a color and material palette that is neutral, natural and appropriate for the campus setting. However, the building materials would also have to meet budget and maintenance expectations, as well as provide sustainable design and meet LEED Silver building standards.

Mr. Lokting reviewed some updated images, which reflect the selection of the building materials. The youth center has brick and wood ceiling and beams. The gymnasium has aluminum siding and aluminum windows. Mr. Lokting displayed a sample of the materials for the siding, glass, panels, and ceiling.

Councilmember Wales questioned whether the siding will hold up to potential vandalism and the maintenance and cleaning of the roof. Mr. Lokting stated graffiti can be remedied through coatings; however, other types of defacement cannot be prevented. Mr. Lokting stated the roof is a low-slope roof and will essentially be self-cleaning. To meet the LEED credits, the roof must be a cool roof.

In response to questions from Councilmember DaCorsi, Mr. Lokting stated the roof is PVC and matches the roof at the gymnasium.

Councilmember Wagner inquired regarding transitions and thresholds.

Mr. Lokting stated from the inside to outside at the lobby and main entrances, there are flush transitions; the thresholds between some rooms will be 1/4 inch or 1/2 inch. In response to questions from Councilmember Wagner regarding the use of carts, as in the case of the Mercer Island Community Center, Director Snyder stated staff is not supportive of carts and operationally, there is no planned programming that would require carts. However, the transitions and thresholds will meet ADA accessibility requirements.

In response to questions from Councilmember DaCorsi, Mr. Lokting stated the ceiling will be cross-laminated timber (CLT), which is installed in panels.

Assistant City Engineer Sweeting reported staff will be back in June to provide a project update and review interior features and materials.

- C. Ordinance No. 6560 - Communal Residences (30 Minutes) (Tate)
An Ordinance of the City Council of the City of Auburn, Washington, amending sections 18.04.031, 18.04.125, 18.04.249, 18.04.390, 18.04.440, 18.04.660, 18.04.835, 18.04.891, 18.07.020 and 18.31.130 of the Auburn City Code relating to Communal Residences

Assistant Director of Community Development Services Jeff Tate reviewed proposed Ordinance No. 6560 related to communal residences.

The effect of Ordinance No. 6560 is to lift the existing moratorium on communal residences enacted by Resolution No. 5079 and establish regulations for review, licensing and land use standards for future communal residences.

On June 16, 2014, the City Council adopted Resolution No. 5079 establishing the moratorium on communal residences in response to potential gaps or concerns with existing regulations. In particular, two conditional use permits were granted by the Hearing Examiner for communal residences in which up to seven residents can reside.

After the enactment of the moratorium, staff presented a series of draft code amendments to the Planning Commission. On March 17, 2015, the Planning Commission held a public hearing on the draft amendments. At the conclusion of the public hearing, the Planning Commission deliberated on the code amendments and voted to make modifications to the staff recommendation and to recommend the City Council adopt the amendments as contained in proposed Ordinance No. 6560.

The changes to the code include:

1. Limit the occupancy to four tenants and eliminate the ability to obtain a conditional use permit to increase the number of tenants.
2. Clarifies in the definition section that a communal residence is a form of business activity and that other housing arrangements defined in the code are not communal residences.

3. Requires one on-site parking space be designated for each tenant with an option for the property owner to provide an affidavit that the tenant does not have a vehicle.

The ordinance preserves the requirement for an annual inspection of a communal residence.

Council can accept the recommendation of the Planning Commission and adopt Ordinance No. 6560; or the Council can remand the code amendments back to the Planning Commission for further consideration if there are questions or concerns from Council; or the Council could conduct its own public hearing to address any further issues.

In response to a question from Councilmember Wales, Assistant Director Tate reported seven communal residence licenses were issued prior to the moratorium; two of the licenses were approved through the conditional use permit process and are for residences that exceed four tenants. The two conditional use permits were issued with some performance standards set by the Hearing Examiner. As long as the licenses are in good standing, the communal residences can continue.

Councilmember DaCorsi inquired regarding the proposed parking standards and the consequences for a residence that is unable to provide the required parking spaces for a communal residence. Assistant Director Tate explained that part of the review for a communal residence license is to review the site plan and perform a site visit to ensure adequate parking is available. Mr. Tate also pointed out that the city code limits the amount of lot coverage that can be used for parking and parking must be on an approved improved surface.

In response to questions from Councilmember Osborne, Assistant Director Tate reported there was testimony in favor of the amendments at the Planning Commission hearing. The Planning Commission's vote for the recommended amendments was 6-1.

III. OTHER DISCUSSION ITEMS

Councilmember DaCorsi suggested that the subject of homelessness in the region be slated for an upcoming Council study session.

Mayor Backus reported she is creating a Mayor's roundtable or task force on homelessness.

IV. ADJOURNMENT

There being no further discussion, the meeting adjourned at 6:56 p.m.

APPROVED this 21st day of September, 2015.



JOHN HOLMAN, DEPUTY MAYOR



Danielle Daskam, City Clerk