



City Council Meeting
March 20, 2017 - 7:00 PM
Auburn City Hall
AGENDA

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[Watch the meeting video](#)

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

I. CALL TO ORDER

- A. **Pledge of Allegiance**
- B. **Roll Call**

II. ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

- A. Legislative Update by 31st District Representative Morgan Irwin
- B. South Sound Behavioral Health Presentation
Presented by Tim Thompson

III. APPOINTMENTS

IV. AGENDA MODIFICATIONS

V. 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.

VI. COUNCIL AD HOC COMMITTEE REPORTS

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

VII. 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 6, 2017 Special City Council Meeting***

B. **Minutes of the March 6, 2017 Regular City Council Meeting***

C. **Claims Vouchers (Coleman)**

Claims voucher numbers 442956 through 443166 in the amount of \$4,667,355.35 and four wire transfers in the amount of \$466,894.59 and dated March 20, 2017.

D. **Payroll Vouchers (Coleman)**

Payroll check numbers 537156 through 537185 in the amount of \$592,915.90 and electronic deposit transmissions in the amount of \$1,489,130.91 for a grand total of \$2,082,046.81 for the period covering March 2, 2017 to March 15, 2017.

E. **Public Works Project No. CP1507* (Snyder)**

City Council award Contract No. 17-02 to Tucci & Sons, Inc. on their low bid of \$1,576,112.80 plus Washington State sales tax of \$13,038.36 for a total contract price of \$1,589,151.16 for Project No. CP1507, Auburn Way North Preservation Project.

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

VIII. **UNFINISHED BUSINESS**

IX. **NEW BUSINESS**

X. **RESOLUTIONS**

A. **Resolution No. 5277* (Snyder)**

A Resolution of the City Council of the City of Auburn, Washington, approving the 2017 Stormwater Management Program Plan and authorizing the Mayor to include a copy of the Program Plan in the National Pollutant Discharge Elimination System Western Washington Phase II Municipal Stormwater Permit Annual Report for 2016 to the Washington State Department of Ecology

(RECOMMENDED ACTION: City Council adopt Resolution No. 5277.)

B. **Resolution No. 5289***

A Resolution of the City Council of the City of Auburn, Washington, authorizing the Mayor to execute a Third Addendum to the Agreement between the City of Auburn and Aviation Management Group, LLC

(RECOMMENDED ACTION: City Council adopt Resolution No. 5289.)

XI. **MAYOR AND COUNCILMEMBER REPORTS**

At this time the Mayor and City Council may report on their significant City-related activities since the last regular Council meeting.

A. **From the Council**

B. **From the Mayor**

XII. **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.



AGENDA BILL APPROVAL FORM

Agenda Subject:

Minutes of the March 6, 2017 Special City Council Meeting

Date:

March 14, 2017

Department:

Administration

Attachments:

[Minutes](#)

Budget Impact:

\$0

Administrative Recommendation:**Background Summary:****Reviewed by Council Committees:****Councilmember:****Staff:**

Meeting Date: March 20, 2017

Item Number: CA.A



**CITY COUNCIL
SPECIAL MEETING**

**March 6, 2017 2:30 PM
EOC – 1 East Main St, 3rd Fl**

MINUTES

A special meeting of the City Council was convened at 2:33 p.m. on Monday, March 6, 2017 in the Emergency Operations Center located at the Annex Third Floor, 1 East Main Street in Auburn. The meeting was a training session relating to emergency management.

Councilmembers present: Bob Baggett, Claude DaCorsi, John Holman, Bill Peloza and Yolanda Trout-Manuel. Deputy Mayor Wales and Councilmember Rich Wagner were excused.

Staff members present included: Emergency Manager Jerry Thorson, Emergency Management Specialist Tyler Turner, and City Clerk Danielle Daskam.

Emergency Manager Thorson presented a PowerPoint on the general description of the Emergency Management Program, the Emergency Operations Center, the role of elected officials in an emergency and how staff operate during an emergency.

Emergency Manager Thorson presented the following:

Plans and Policies that Drive Emergency Management Efforts

City Policies

Auburn Comprehensive Emergency Management Plan (CEMP)

Auburn Continuity of Operations Plan

Auburn Debris Management Plan

King/Pierce County Hazard Identification and Vulnerability Plan

King/Pierce County Regional Hazard Mitigation Plan

King/Pierce County, Washington State CEMP's

National Response Framework

City Staff Involvement:

All staff are considered emergency workers
Continuity of Operations Plan duties
Department Operations Center responsibilities
Emergency Operations Center responsibilities
Each department has responsibilities for four phases of emergency management:
mitigation, preparedness, response and recovery

The Continuity of Operations Plan (COOP) is the effort within each department to ensure that primary mission essential functions continue to be performed during an emergency. A COOP is focused on essential functions, personnel, equipment, supplies, records and location. A COOP has an internal function--how to conduct the department's most important duties during an emergency; while the EOC has an external focus of dealing with the public's issues during an emergency.

The Department Operations Center (DOC) is a physical location for increased coordination for a city department. It is staffed when needed by department leadership and is generally located in department offices. A DOC may request activation of the EOC when needed. Communication and coordination with the EOC is critical.

The Emergency Operations Center is a central location from which overall direction, control and coordination of a community's response to a disaster is maintained. The EOC collects, analyzes, and distributes information; coordinates public information and warning; coordinates and supports emergency workers; obtains, prioritizes and coordinates resources; and conducts liaison and coordination with all levels of government, public utilities, volunteer and civic groups and the public.

The Emergency Management Committee is made up of staff from each department and outside agencies, including: Valley Regional Fire Authority, Auburn School District, Muckleshoot Indian Tribe, Green River College, Auburn MultiCare, and Boeing. The Emergency Management Committee provides input into plans and for staffing EOC.

The Emergency Management Board consists of the Mayor and all City department directors. It is used during activations and oversees emergency operations and provides policy recommendations to the City Council during response and recovery periods. During an emergency, the Board is chaired by the Director of Emergency Management.

The Director of Emergency Management is appointed by the Mayor and is currently the Director of Administration. The Director oversees and provides

policy recommendations to the Mayor and City Council during response and recovery periods, manages the EOC during activations, serves as Incident Commander for city-wide emergencies, and provides general oversight and leadership of Emergency Management.

The role of the Mayor during an emergency includes signing proclamations of emergency as warranted by the incident, preserving continuity of the executive branch of government, providing visible leadership in the community, providing for coordination of local, state and federal organizations and resources, approves activation of the EOC and calls emergency meetings of the City Council to pass ordinances and conduct other urgent business (pursuant to RCW 42.14 and 42.30.070).

The City Council establishes emergency management policy and budget (prior to, during and after an incident). The City Council maintains liaison with EOC Policy Group via the Mayor and establishes a presence in policy group as requested by the Mayor. The City Council communicates to the EOC via the Mayor, on the status of neighborhoods and any public concerns, and to the public information as approved by the Mayor of the Incident Commander. The City Council attends emergency City Council meetings and provides for continuity of the legislative branch and temporarily fill any vacancies.

Emergency Manager Thorson also reviewed how incidents/events will likely occur: build over a short time with time for planning, hit all at once, or a planned event. Mr. Thorson discussed the different reaction times and needs for each type of incident/event.

Activation of the EOC can be requested by the Mayor or Director of Emergency Management, any City department, King or Pierce County, and any governmental agency to support their operations.

The EOC is staffed by 31 City employees from all departments (plus the VRFA), emergency management staff, volunteers, and the policy group. Manager Thorson reviewed the flow of information in an active EOC.

Emergency Manager Thorson reviewed the four phases of emergency management:

Mitigation:	Reduce impact of known vulnerabilities
Preparedness:	Getting ready for when it happens
Response:	Action phase—taking care of issues from event
Recovery:	Getting back to normal

Emergency Manager Thorson presented the 2017 Emergency Management Plans, which include:

- Training for EOC staff
- Two exercises for EOC (train derailment and active shooter)
- Replace emergency supplies
- Revise valley evacuation plans
- White River
- Implement new software (AOP and WebEOC)

There being no further discussion, the meeting adjourned at 3:42 p.m.

APPROVED this 20th day of March, 2017.

NANCY BACKUS, MAYOR

Danielle Daskam, City Clerk



AGENDA BILL APPROVAL FORM

Agenda Subject:

Minutes of the March 6, 2017 Regular City Council Meeting

Date:

March 15, 2017

Department:

Administration

Attachments:

[03-06-2017 Meeting Minutes](#)

Budget Impact:

\$0

Administrative Recommendation:**Background Summary:****Reviewed by Council Committees:****Councilmember:****Staff:**

Meeting Date: March 20, 2017

Item Number: CA.B



**CITY COUNCIL
MEETING MINUTES**

March 6, 2017 7:00 PM

I. CALL TO ORDER

A. Flag Salute

Mayor Nancy Backus called the meeting to order at 7:00 p.m. in the City Hall Council Chambers located at 25 West Main Street in Auburn. Mayor Backus led those in attendance in the Pledge of Allegiance.

B. Roll Call

City Councilmembers present: Deputy Mayor Largo Wales, Bob Baggett, Claude DaCorsi, John Holman, Bill Peloza, Yolanda Trout-Manuel, and Rich Wagner.

Mayor Nancy Backus was in attendance, and the following department directors and staff members were present: City Attorney Dan Heid, Arts and Recreation Director Daryl Faber, Human Resources and Risk Management Director Rob Roscoe, Assistant Director of Engineering Services/City Engineer Ingrid Gaub, Planning Services Manager Jeff Dixon, Traffic Engineer James Webb, Utilities Engineering Manager Lisa Tobin, Storm Drainage Engineer Tim Carlaw, Police Commander Dave Colglazier, Director of Administration Dana Hinman, Innovation and Technology Director Paul Haugan, Assistant Director of Innovation and Technology Ashley Riggs, Finance Director Shelley Coleman, and Deputy City Clerk Shawn Campbell.

II. ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS

A. AmeriCorps Week Proclamation

Mayor Backus read and presented a proclamation declaring March 4-11, 2017 as AmeriCorp Week in the City of Auburn to AmeriCorp volunteers Jimmy Smith, Sarah Seelmeyer and Corlyn Kutzner.

III. APPOINTMENTS

A. Junior City Council Appointments

City Council to confirm the following appointments to the Junior City Council for a two-year term to expire August 31, 2019:

Phoebe Galito
Eunice Ugaddan

Deputy Mayor Wales moved and Councilmember Trout-Manual seconded to confirm the appointments to the Junior City Council.

Deputy Mayor Wales stated both the applicants are from Olympic Middle School.

MOTION CARRIED UNANIMOUSLY. 7-0

IV. AGENDA MODIFICATIONS

There was no modification to the agenda.

V. CITIZEN INPUT, PUBLIC HEARINGS & CORRESPONDENCE

A. Public Hearings

1. Public Hearing 2017 Stormwater Management Program Plan

City Council to conduct a public hearing to accept comments on the draft 2017 Stormwater Management Program Plan.

Water Quality Manager Thorn explained the City is regulated by a NPDES Municipal Storm Water Permit. This permit requires they City to have a Stormwater Management Program Plan that allows for public comment. The public hearing is the final component of the public comment period.

Mayor Backus opened the public hearing at 7:11 pm.

Virginia Haugen, 2503 R Street SE, Auburn
Ms. Haugen stated she is disappointed in how Washington State handles environmental issues. She does not want to pay money to get rid of rain water.

Mayor Backus closed to public hearing at 7:13 pm.

2. Public Hearing on 2017-2022 Transportation Improvement Program Modification

City Council to conduct a public hearing to receive public comments and suggestions with regard to the proposed modification to the 2017-2022 Transportation Improvement Program (TIP).

Traffic Engineer Webb explained the City is required to adopt a Transportation Improvement Program annually for the ensuing six year. Tonight's public hearing is to modify the 2017-2022 Transportation Improvement Program.

Mayor Backus opened the public hearing at 7:15 pm.

Virginia Haugen, 2503 R St SE, Auburn

Ms. Haugen stated she was disappointed that people who have been complaining about the roads to her have not shown up to comment at the public hearing. She stated the City should maintain the property it has instead of building additional property.

Mayor Backus closed the Public Hearing at 7:17 pm.

B. Audience Participation

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

Linda Redman, 2704 18th St SE Auburn

Ms. Redman encouraged Council to build shelters for the homeless.

Mayor Backus noted the City is working with Valley Cities Counseling to provide a day center and overnight shelter in the near future.

Jon Cheetham, 21102 Snag Island Drive, Lake Tapps

Mr. Cheetham spoke in support Ordinance No. 6639. He stated his company and City staff have worked very hard to get the zoning of this parcel where he wanted it to be. He stated the rezone has been through the Comprehensive Plan amendment process, before the Planning Commission and the Hearing Examiner for consideration and now it is before Council for final approval.

Virginia Haugen 2503 R St SE, Auburn

Ms. Haugen stated she was a Councilmember when the first Comprehensive Plan was adopted. She has concerns about the environmental changes in the City.

C. Correspondence

No correspondence was been received.

VI. COUNCIL AD HOC COMMITTEE REPORTS

Councilmember Baggett reported on behalf of the Finance ad hoc committee that reviews claims and payroll vouchers. Councilmember Baggett reported that he and Councilmember Wagner reviewed the claims and payroll vouchers as presented and described on this evening's agenda and recommend City Council approval.

Councilmember DaCorsi reported the ad hoc committee established to review annual selection of the Deputy Mayor met this evening. Committee members are collecting information from numerous jurisdictions, and they will present their findings to Council at a later date.

Councilmember Trout-Manuel reported on the ad hoc committee established to review the previous inclusive city resolution. The committee is still collecting information. The committee will report back to the full Council at a later date.

VII. 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 February 13, 2017 Special City Council Meeting

B. Minutes of the February 21, 2017 Regular City Council Meeting

C. Claims Vouchers

Claims voucher numbers 442825 through 442955 in the amount of \$548,724.26 and six wire transfers in the amount of \$600,522.38 and dated March 6, 2017.

D. Payroll Vouchers

Payroll check numbers 537126 through 537155 in the amount of \$773,527.54 and electronic deposit transmissions in the amount of \$1,468,727.11 for a grand total of \$2,242,254.65 for the period covering February 16, 2017 to March 1, 2017.

Deputy Mayor Wales moved and Councilmember Baggett seconded to approve the Consent Agenda.

MOTION CARRIED UNANIMOUSLY. 7-0

VIII. UNFINISHED BUSINESS

There was no unfinished business.

IX. NEW BUSINESS

Deputy Mayor Wales suggested a new ad hoc committee be appointed to review alternative funds for the \$20 car tab fee.

Councilmember Holman made a point of order and asked whether it is required for a Councilmember to meet with the Mayor to set a date for an item to be on the agenda allowing staff time to prepare documents. City Attorney Heid stated Council can open discussion of an item without first meeting with the Mayor. Typically the item would be then scheduled for a future meeting.

Councilmember Pelozo stated this item was discussed at the last Study Session. The Transportation Benefit District set a date for the next meeting of 120 days. The Council will need to make a decision before the next Transportation Benefit District Board meeting. He believes Council should move forward with selecting the ad hoc committee tonight.

Councilmember Pelozo moved and Deputy Mayor Wales seconded to establish an ad hoc committee to discuss the \$20 car tab fee.

Councilmember Pelozo reiterated the Council has a 120 day window to review this issue that was set by the Transportation Benefit District Board. He stated he is concerned about allowing sufficient time to study the issue before bringing it back to the full Council for consideration.

Councilmember Holman stated he is very much in favor of discussing funds designated for fixing the roads. He does not want the discussion to happen at an ad hoc committee meeting where the public is not able to attend the meetings. He requested the discussion happen at an open public meeting.

Councilmember Wagner stated an ad hoc committee is supposed to have a scope of work. The Council could make the scope be that the ad hoc committee simply gather the data and not provide any recommendation.

Deputy Mayor Wales stated the intent of this ad hoc committee is to gather data and come up with suggestions for alternative funding. The Council can make changes to the suggested funding options.

Councilmember DaCorsi stated he believes the ad hoc committee system has worked very well and has been transparent. This item should be discussed in an open public meeting. He would like the committee to bring a strong, sensible recommendation back to the full Council. He suggested the Council form an ad hoc committee with four Councilmembers.

Councilmember Holman stated he is a huge proponent of a discussion where the Council will find funding to repair the roads. He is not in favor of having this discussion in an ad hoc committee. He believes a Council of seven is not too large of a group to discuss this item and believes people should hear the reasoning of Council on why funds are being cut from the various programs or budgets.

Deputy Mayor Wales stated when funds were needed to repair the airport, staff was able to find the funds. She wants to work with staff to find these funds also.

Councilmember DaCorsi explained this issue goes beyond dollars. The full Council will need to give the ad hoc committee direction on what their mission should be. This may take more than 120 days and the Council may have to consider budget modifications.

Councilmember Baggett stated this process will need to be transparent. The Council needs to consider the people they represent.

Councilmember Trout-Manuel state she believes the ad hoc committees were good to allow Council to gather the data. The Council needs to get into the details on this issue.

Mayor Backus confirmed that a four person ad hoc committee would need to comply with the Open Public Meetings Act.

Councilmember Holman moved and Deputy Mayor Wales seconded to establish an ad hoc committee of three Councilmembers and an Ex Officio member of that ad hoc as the Deputy Mayor and that the subject of the ad hoc committee will be to determine funding sources for transportation.

Councilmember Pelozo stated the purpose is not only to find funding. The ad hoc committee will also need to look at what the Washington State Legislature and King County are doing with the car tab fees.

Deputy Mayor Wales stated she would like the scope of work to include getting rid of the \$20 car tab fee altogether.

Councilmember Pelozo moved and Councilmember Wagner seconded to amend the amendment to strike funding sources and add looking at the full spectrum of the \$20 car tab fee which may include funding sources.

Councilmember Wagner asked for clarification on what full spectrum meant.

Councilmember Pelozo stated the ad hoc committee would examine why the City needs a \$20 car tab fee and who can afford the fee based on the ST3 bond and the Auburn School District bonds that have recently passed.

Mayor Backus confirmed the Transportation Benefit District Board does not have any say in the City budget. The Council will have to take action then the decision will go back to the Transportation Benefit District Board for discussion and action.

Councilmember Wagner stated listening to this discussion shows why a Transportation Benefit District is useful, all funds collected can only be used for transportation. The funds raised by the Transportation Benefit District could not be moved to a different area of the budget.

City Attorney Heid restated the second amendment as strike the funding source limitations of the second amendment and replace it with the full spectrum of issues related to the \$20 car tab fee.

MOTION CARRIED UNANIMOUSLY. 7-0

City Attorney Heid restated the first amendment as amended is "the ad hoc committee to include four members including the Deputy Mayor as an ex officio member, of the Committee looking at the full spectrum of Issues regarding the \$20 car tab fee."

MOTION CARRIED UNANIMOUSLY. 7-0

City Attorney Heid stated the original motion as amended is "To create an ad hoc committee to address the \$20 car tab fee to include four members

including the Deputy Mayor as an ex officio member of the Committee looking at the full spectrum of issues regarding the \$20 car tab fee.

MOTION CARRIED UNANIMOUSLY. 7-0

Councilmembers Peloza, Baggett and DaCorsi volunteered to be on the ad hoc committee with Deputy Mayor Wales as an ex officio member.

X. ORDINANCES

A. Ordinance No. 6639

An Ordinance of the City Council of the City of Auburn, Washington, approving the request of Kana B, LLC for rezoning of four parcels totaling approximately 5.87 acres located east of East Valley Highway from C1, Light Commercial and C3, Heavy Commercial, to M1, Light Industrial to implement the Comprehensive Plan and amending the City's zoning maps

Councilmember Holman moved and Councilmember DaCorsi seconded to adopt Ordinance No. 6639.

Councilmember Holman stated this will be a great addition to the City of Auburn.

Deputy Mayor Wales thanked staff for adding a map and the presentation at the previous Study Session.

MOTION CARRIED UNANIMOUSLY. 7-0

B. Ordinance No. 6640

An Ordinance of the City Council of the City of Auburn, Washington, approving the request of Romart Investments, LLC for rezoning of one parcel totaling approximately 2.27 acres located at the northwest corner of 182nd Ave E and Lake Tapps Parkway E from R5, Residential to C1, Light Commercial to implement the Comprehensive Plan and amending the City's zoning maps

Deputy Mayor Wales moved and Councilmember Trout-Manual seconded to adopt Ordinance No. 6640.

MOTION CARRIED UNANIMOUSLY. 7-0

C. Ordinance No. 6641

An Ordinance of the City Council of the City of Auburn, Washington, approving the request of City of Auburn, Community Development and Public Works for rezoning of three parcels totaling approximately 137.38 acres located west of C Street Southwest from M1, Light Industrial and M2, Heavy Industrial to C3, Heavy Commercial to implement the Comprehensive Plan and amending the City's zoning maps

Deputy Mayor Wales moved and Councilmember Holman seconded to adopt Ordinance No. 6641.

MOTION CARRIED UNANIMOUSLY. 7-0

XI. RESOLUTIONS

A. Resolution No. 5272

A Resolution of the City Council of the City of Auburn, Washington, amending the 2017-2022 Six-Year Transportation Improvement Program of the City of Auburn pursuant to Chapter 35.77 of the Revised Code of Washington

Councilmember Peloza moved and Councilmember Holman seconded to adopt Resolution No. 5272.

MOTION CARRIED UNANIMOUSLY. 7-0

B. Resolution No. 5288

A Resolution of the City Council of the City of Auburn, Washington, approving a Memorandum of Understanding with the Auburn Transportation Benefit District regarding a 0.2 Percent Sales and Use Tax

Deputy Mayor Wales moved and Councilmember Holman seconded to adopt Resolution No. 5288.

Deputy Mayor Wales stated she believes this should wait until the Council decides about the car tab fee.

Councilmember DaCorsi moved and Councilmember Trout-Manuel seconded to table Resolution No. 5288.

MOTION CARRIED UNANIMOUSLY. 7-0

XII. MAYOR AND COUNCILMEMBER REPORTS

A. From the Council

Deputy Mayor Wales reported the City Council appointed two new members to the Junior City Council. The Junior City Council has four students going to Washington DC to participate in the National League of Cities Conference. Once they return the Junior City Council will provide a full report to Council. The Junior City Council is also working on an annual scholarship.

Councilmember DaCorsi reported he chaired the Regional Transportation Committee he also attended the 2017 Economic Development Board for Tacoma Pierce County.

Councilmember Holman reported he attended the induction of Judge Matt Williams to King County Superior Court, the Seattle King County Economic Development meeting, the Forensic Investigation Council meeting and the SCORE Jail Administrative Board meeting.

Councilmember Trout-Manuel reported she attended the Sound Cities Caucus Chair training.

Councilmember Pelosa reported he attended the South County Area Transportation Board meeting.

B. From the Mayor

Mayor Backus reported she attended the READY (Real Emergency Aid Depends on You) training held at the Auburn Ave Theater, the Valley Regional Fire Authority Awards Banquet, a meeting with Robertson's Property Group to discuss the lack of development at the former Valley 6 Drive In, and she attended an event at West Auburn High School challenging the students to an essay competition called the Voice of the Community where each student writes a letter to the Mayor regarding an issue they find important within the City.

XIII. ADJOURNMENT

There being no further business to come before the Council, the meeting adjourned at 8:44 p.m.

APPROVED THIS _____ DAY OF _____, 2017.

NANCY BACKUS, MAYOR

Shawn Campbell, Deputy City Clerk



AGENDA BILL APPROVAL FORM

Agenda Subject:

Claims Vouchers

Date:

March 14, 2017

Department:

Finance

Attachments:

No Attachments Available

Budget Impact:

\$0

Administrative Recommendation:

City Council approve the claims vouchers.

Background Summary:

Claims voucher numbers 442956 through 443166 in the amount of \$4,667,355.35 and four wire transfers in the amount of \$466,894.59 and dated March 20, 2017.

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

Coleman

Meeting Date: March 20, 2017

Item Number: CA.C



AGENDA BILL APPROVAL FORM

Agenda Subject:

Payroll Vouchers

Date:

March 14, 2017

Department:

Finance

Attachments:

No Attachments Available

Budget Impact:

\$0

Administrative Recommendation:

City Council approve payroll vouchers.

Background Summary:

Payroll check numbers 537156 through 537185 in the amount of \$592,915.90 and electronic deposit transmissions in the amount of \$1,489,130.91 for a grand total of \$2,082,046.81 for the period covering March 2, 2017 to March 15, 2017.

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

Coleman

Meeting Date: March 20, 2017

Item Number: CA.D



AGENDA BILL APPROVAL FORM

Agenda Subject:

Public Works Project No. CP1507

Date:

March 13, 2017

Department:

CD & PW

Attachments:

[Bid Tab Summary](#)

[Vicinity Map](#)

[CP 1507 Budget Status Sheet](#)

Budget Impact:

\$11,881.00

Administrative Recommendation:

City Council award Contract No. 17-02 to Tucci & Sons, Inc. on their low bid of \$1,576,112.80 plus Washington State sales tax of \$13,038.36 for a total contract price of \$1,589,151.16 for Project No. CP1507, Auburn Way North Preservation project.

Background Summary:

This contract provides for the replacement and overlay of pavement and accessibility improvements on Auburn Way North from 22nd Street NE to 45th Street NE. The contract work also includes traffic signal, sewer, storm drain, and water utility improvements. The project limits are illustrated on the attached vicinity map.

This contract was originally advertised for bids in 2016 and was not awarded due to the low bid being significantly higher than the available budget. Subsequently, Engineering Staff made minor modifications to the contract and timed the re-advertisement to maximize competitiveness and the likelihood of favorable bids. The City received 4 responsive bids and the low bid was approximately 3% below the engineer's estimate and approximately 25% below the low bid from the original advertisement in 2016. Staff has performed reference checks and other verifications to determine that Tucci & Sons, Inc. meets the responsible bidding criteria and recommends award.

Construction is anticipated to begin in April 2017 and is expected to last approximately 4 months.

Budget considerations:

Although the bids were lower than expected, a budget adjustment of \$3,926.00 from the 461 Sewer Fund and a budget adjustment of \$7,955.00 from the 460 Water Fund will be required to fund the project. The needed funds are available through a transfer of funds that is anticipated with Budget Amendment 1.

A project budget contingency of \$2,783.00 remains in the 105 Arterial Street Fund and a project budget contingency of \$6,237.00 remains in the 462 Storm Fund.

Reviewed by Council Committees:

Councilmember:

Staff: Snyder

Meeting Date: March 20, 2017

Item Number: CA.E

**BID TABULATION
BID TOTALS SUMMARY**

Project Name: CP1507, Auburn Way North Preservation, Contract 16-10

Prepared by: City of Auburn

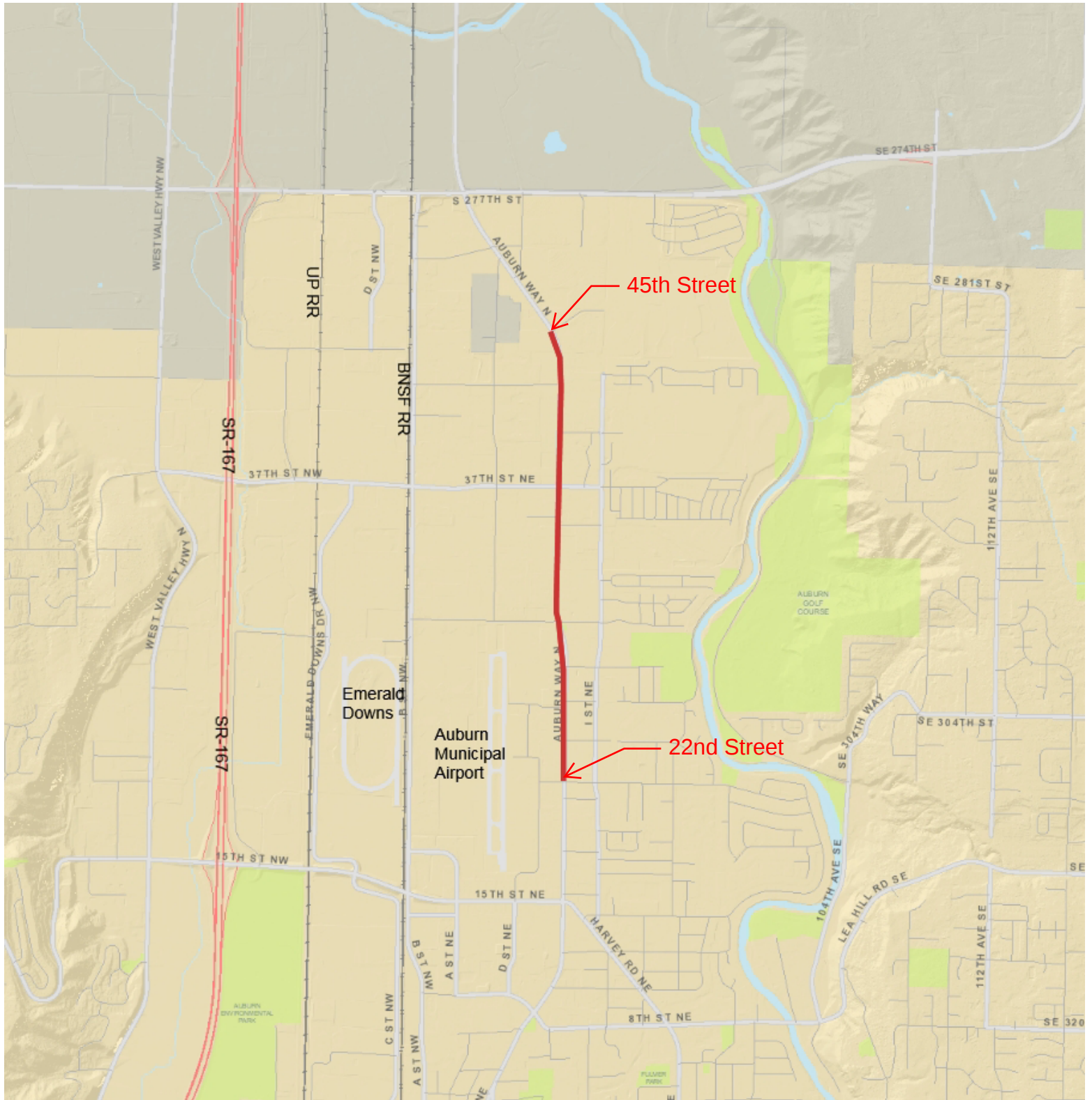
Bid Date: 3/7/17

ENGINEER'S ESTIMATE:	\$ 1,672,513.30			
AVERAGE BASIC BID AMOUNT:	\$ 1,819,089.68			
BASIC BID SPREAD AMOUNT:	\$ 532,868.15	Basic BID Amount	Spread \$	Spread %
LOW BIDDER:	Tucci & Sons	\$ 1,576,112.80	-\$96,400.50	-5.76%
Second Bidder:	Sound Pacific Construction	\$ 1,669,024.10	-\$3,489.20	-0.21%

	Basic BID (Tax not Included)	Total BID (Tax Included)
Tucci & Sons	\$ 1,576,112.80	\$ 1,589,151.16
Sound Pacific Construction	\$ 1,669,024.10	\$ 1,680,126.09
Miles Resources	\$ 1,922,240.85	\$ 1,944,484.86
ICON Materials	\$ 2,108,980.95	\$ 2,132,186.04

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

Auburn Way North Preservation

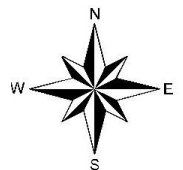


**Auburn Way North
Preservation Project**

Printed Date: 5/6/2014

Map Created by City of Auburn eGIS

Information shown is for general reference purposes only and does not necessarily represent exact geographic or cartographic data as mapped. The City of Auburn makes no warranty as to its accuracy.



BUDGET STATUS SHEET

Project No: **CP1507** Project Title: **Auburn Way North Preservation Project**
 Project Manager: **Kevin Thompson**

Initiation Date: 2/25/15
 Advertisement Date: 2/7/17
 Award Date: 3/20/17

- ☐ Permission to Advertise
☒ Contract Award
☐ Change Order Approval
☐ Contract Final Acceptance

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

Funds Budgeted (Funds Available)

Funding	Prior Years	2017	2018	Total
105 Fund - Unrestricted	149,001	823,499	0	972,500
105 Fund - Federal Grant	80,117	887,383	0	967,500
461 Fund - Sewer	3,105	56,895	0	60,000
462 Fund - Storm	14,873	73,127	0	88,000
460 Fund - Water	0	28,000	0	28,000
Total	247,096	1,868,904	0	2,116,000

Estimated Cost (Funds Needed)

Activity	Prior Years	2017	2018	Total
Design Engineering - City Costs	247,313	35,011	0	282,324
Total Construction Contract Bid		1,589,151	0	1,589,151
Authorized Contingency		100,000	0	100,000
Construction Engineering - City Costs		155,000	0	155,000
Construction Engineering - Consultant Costs		0	0	0
Construction Engineering - WSDOT		1,000	0	1,000
Total	247,313	1,880,163	0	2,127,475

105 Arterial Street Budget Status

	Prior Years	2017	2018	Total
*105 Funds Budgeted ()	(229,118)	(1,710,882)	0	(1,940,000)
105 Funds Needed	229,118	1,669,752	0	1,898,870
*105 Fund Project Contingency ()	0	(41,130)	0	(41,130)
105 Funds Required	0	0	0	0

461 Sewer Budget Status

	Prior Years	2017	2018	Total
*461 Funds Budgeted ()	(3,105)	(56,895)	0	(60,000)
461 Funds Needed	3,105	60,821	0	63,926
*461 Fund Project Contingency ()	0	0	0	0
461 Funds Required	0	3,926	0	3,926

462 Storm Budget Status

	Prior Years	2017	2018	Total
*462 Funds Budgeted ()	(14,873)	(73,127)	0	(88,000)
462 Funds Needed	14,873	66,890	0	81,763
*462 Fund Project Contingency ()	0	(6,237)	0	(6,237)
462 Funds Required	0	0	0	0

460 Water Budget Status

	Prior Years	2017	2018	Total
*460 Funds Budgeted ()	0	(28,000)	0	(28,000)
460 Funds Needed	0	35,955	0	35,955
*460 Fund Project Contingency ()	0	0	0	0
460 Funds Required	0	7,955	0	7,955

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



AGENDA BILL APPROVAL FORM

Agenda Subject:
Resolution No. 5277

Date:
March 13, 2017

Department:
CD & PW

Attachments:
[Resolution No. 5277](#)
[2017 Stormwater Management Program Plan](#)

Budget Impact:
\$0

Administrative Recommendation:

City Council adopt Resolution No. 5277.

Background Summary:

The City of Auburn was issued a municipal stormwater permit by the Washington State Department of Ecology in compliance with provisions of the State of Washington Water Pollution Control Law and the Federal Water Pollution Control Act (The Clean Water Act).

Requirements of the Permit include the development and annual update of a Stormwater Management Program Plan (SWMP Plan) which describes the actions and activities to be implemented by the City in order to reduce the discharge of pollutants.

The SWMP Plan is to include measures related to Public Education and Outreach; Public Involvement and Participation; Illicit Discharge Detection and Elimination; Controlling Runoff from New Development, Redevelopment, and Construction Sites; Municipal Operations and Maintenance; and Compliance with Total Maximum Daily Load Requirements and Monitoring. The Permit lists specific actions and methods that the City must implement through the SWMP Plan.

The City of Auburn accepted comments on the draft 2017 Stormwater Management Program Plan. Written comments were to be received by close of business on March 6, 2017. There was a public hearing at the March 6th City Council meeting where comments could also be submitted. The City received only one public comment which encouraged the beneficial use of rainwater (i.e., use of Low Impact Development principles which are now in effect in Auburn).

Reviewed by Council Committees:

Councilmember:

Staff: Snyder

Meeting Date: March 20, 2017

Item Number: RES.A

RESOLUTION NO. 5 2 7 7

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, APPROVING THE 2017 STORMWATER MANAGEMENT PROGRAM PLAN AND AUTHORIZING THE MAYOR TO INCLUDE A COPY OF THE PROGRAM PLAN IN THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM WESTERN WASHINGTON PHASE II MUNICIPAL STORMWATER PERMIT ANNUAL REPORT FOR 2016 TO THE WASHINGTON STATE DEPARTMENT OF ECOLOGY

WHEREAS, The Washington State Department of Ecology issues a National Pollutant Discharge Elimination System Western Washington Phase II Municipal Stormwater Permit that regulates the discharge of stormwater from municipal stormwater systems; and

WHEREAS, the City operates a municipal stormwater system and is regulated under the National Pollutant Discharge Elimination System Western Washington Phase II Municipal Stormwater Permit; and

WHEREAS, the National Pollutant Discharge Elimination System Western Washington Phase II Municipal Stormwater Permit requires development and implementation of a Stormwater Management Program Plan; and

WHEREAS, the National Pollutant Discharge Elimination System Western Washington Phase II Municipal Stormwater Permit requires the submittal of the Stormwater Management Program plan to the Washington State Department of Ecology.

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

Resolution No. 5277
March 7, 2017
Page 1

Section 1. The Stormwater Management Program Plan is approved for implementation in the City of Auburn in substantial conformity with the agreement attached hereto, marked as Exhibit “A” and incorporated herein by this reference.

Section 2. That the Mayor is authorized to implement such other administrative procedures as may be necessary to carry out the directives of this legislation, including submitting a copy of the Stormwater Management Program Plan to the Washington State Department of Ecology.

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

Dated and Signed this _____ day of _____, 2017.

CITY OF AUBURN

ATTEST:

NANCY BACKUS, MAYOR

Danielle E. Daskam, City Clerk

APPROVED AS TO FORM:

Daniel B. Heid, City Attorney

CITY OF AUBURN
2017 STORMWATER MANAGEMENT
PROGRAM PLAN

City of Auburn, WA
March 2017



TABLE OF CONTENTS

1. INTRODUCTION.....	1
1.1 Overview.....	1
1.2 Regulatory Background	1
1.3 City of Auburn Regulated Area	2
1.4 SWMP Implementation Responsibilities	2
1.5 Document Organization	2
2. STORMWATER MANAGEMENT PROGRAM ADMINISTRATION	3
2.1 Permit Requirements	3
2.2 Planned 2017 Compliance Activities.....	3
3. PUBLIC EDUCATION AND OUTREACH	4
3.1 Permit Requirements	4
3.2 Planned 2017 Compliance Activities.....	4
4. PUBLIC INVOLVEMENT AND PARTICIPATION	6
4.1 Permit Requirements	6
4.2 Planned 2017 Compliance Activities.....	6
5. ILLICIT DISCHARGE DETECTION AND ELIMINATION.....	7
5.1 Permit Requirements	7
5.2 Planned 2017 Compliance Activities.....	7
6. CONTROLLING RUNOFF FROM NEW DEVELOPMENT, REDEVELOPMENT, AND CONSTRUCTION SITES....	9
6.1 Permit Requirements	9
6.2 Planned 2017 Compliance Activities.....	10
7. MUNICIPAL OPERATIONS AND MAINTENANCE	11
7.1 Permit Requirements	11
7.2 Planned 2017 Compliance Activities.....	12
8. COMPLIANCE WITH TOTAL MAXIMUM DAILY LOAD REQUIREMENTS	13
8.1 Planned 2017 Compliance Activities.....	14
9. MONITORING.....	15
9.1 Permit Requirements	15
9.2 Planned 2017 Compliance Activities.....	15
APPENDIX A	16

LIST OF TABLES

Table 2-1. 2017 Stormwater Management Administration Program Work Plan	3
Table 3-1. 2017 Public Education and Outreach Work Plan	5
Table 4-1. 2017 Public Involvement and Participation Work Plan	6
Table 5-1. 2017 Illicit Discharge Detection and Elimination Work Plan	7
Table 6-1. 2017 Controlling Runoff from Development, Redevelopment, and Construction Sites Work Plan	10
Table 7-1. 2017 Municipal Operations and Maintenance Work Plan	13
Table 8-1. 2017 Compliance with TMDL Load Requirements Work Plan	15
Table 9-1. 2017 Water Quality Monitoring Work Plan	16

CITY OF AUBURN 2017 STORMWATER MANAGEMENT PROGRAM PLAN

1. INTRODUCTION

1.1 Overview

This document presents the City of Auburn's Stormwater Management Program (SWMP). Preparation and maintenance of this SWMP Plan is required by the Washington State Department of Ecology (Ecology) as a condition of the Western Washington Phase II Municipal Stormwater Permit (the Phase II Permit). The Phase II permit covers discharges from regulated small municipal separate storm sewer systems (MS4s). The SWMP Plan is intended to inform the public of the planned SWMP activities for the upcoming year.

The permit to discharge stormwater is designed to reduce the discharge of pollutants, protect water quality, and meet the requirements of the federal Clean Water Act.

Appendix A includes acronyms and definitions from the Permit to help the reader understand the City's Stormwater Management Program.

1.2 Regulatory Background

The National Pollutant Discharge Elimination System (NPDES) permit program is a requirement of the federal Clean Water Act, which is intended to protect and restore waters for "fishable, swimmable" uses. The federal Environmental Protection Agency (EPA) has delegated permit authority to state environmental agencies, and these agencies can set permit conditions in accordance with and in addition to the minimum federal requirements. In Washington, the NPDES-delegated permit authority is the Washington State Department of Ecology (Ecology).

In Washington, municipalities with a population of over 100,000 are designated as Phase I communities and must comply with Ecology's Phase I NPDES Municipal Stormwater Permit. Auburn's population is below the 100,000 threshold, so the City must comply with the Phase II Municipal Stormwater Permit. About 100 other municipalities in Washington must also comply with the Phase II Permit, as operators of small municipal separate storm sewer systems (MS4s). Ecology's Phase II Municipal Stormwater Permit is available on Ecology's website at

<http://www.ecy.wa.gov/programs/wq/stormwater/municipal/phaseIIww/wwphiipermitt.html>

The Permit allows municipalities to discharge stormwater runoff from municipal drainage systems into the state's water bodies (e.g., streams, rivers, lakes, wetlands, and aquifers) as long as municipalities implement programs to protect water quality by reducing the discharge of "non-point source" pollutants to the "maximum extent practicable" (MEP) through application of Permit-specified "best management practices" (BMPs). The BMPs specified in the Permit are collectively referred to as the Stormwater Management Program (SWMP) and grouped under the following Program components:

- Public Education and Outreach
- Public Involvement and Participation
- Illicit Discharge Detection and Elimination
- Controlling Runoff from New Development, Redevelopment, and Construction Sites

- Municipal Operations and Maintenance

In addition to the SWMP components the Permit contains special conditions covering:

- Compliance with Total Maximum Daily Load requirements
- Monitoring and Assessment
- Reporting Requirements

The Permit issued by Ecology became effective on August 1, 2013, was modified January 16, 2014 and expires on July 31, 2018. The Permit requires the City to submit an annual report no later than March 31st of each year beginning in 2015, on progress in SWMP implementation. The Permit also requires submittal of a SWMP Plan which describes proposed SWMP activities for the current calendar year. The SWMP Plan is to be updated annually and be included in the submittal of the previous year's annual report.

1.3 City of Auburn Regulated Area

The Western Washington Phase II Permit applies to operators of regulated small MS4s that discharge stormwater to waters of Washington State located west of the crest of the Cascade Range (west of the eastern boundaries of Whatcom, Skagit, Snohomish, King, Pierce, Lewis and Skamania counties). For cities, the Permit requirements extend to those areas of each City that drain to MS4s. Most of Auburn drains to MS4s that ultimately discharge into the Green River, the White River, or Mill Creek. In addition, some portions of the City drain to public infiltration facilities where the stormwater soaks into the ground.

1.4 SWMP Implementation Responsibilities

The Utilities Engineering Division in the Community Development and Public Works Department coordinates the overall administration of efforts to comply with Permit requirements. The work plan tables in each Chapter provide the lead departments for the associated task. Other major departments/divisions included in the 2017 SWMP implementation are Maintenance and Operations (M&O), Human Resources (HR), Development Engineering, Permit Center, Innovation and Technology (IT), and Parks.

1.5 Document Organization

The contents of this document are based upon Permit requirements and Ecology's "Guidance for City and County Annual Reports for Western Washington, Phase II Municipal Stormwater General Permits." The program components of this SWMP are organized as listed in the Permit:

- **Section 2.0** addresses administering the City's Stormwater Management Program.
- **Section 3.0** addresses public education and outreach.
- **Section 4.0** addresses public involvement and participation.
- **Section 5.0** addresses illicit discharge detection and elimination.
- **Section 6.0** addresses controlling runoff from new development, redevelopment, and construction sites.
- **Section 7.0** addresses municipal operations and maintenance.
- **Section 8.0** addresses compliance with TMDL requirements.
- **Section 9.0** addresses monitoring.

Each section includes a summary of the relevant Permit requirements and a table showing the planned activities for 2017. This document also includes acronyms and definitions in Appendix A for easy reference.

CITY OF AUBURN 2017 STORMWATER MANAGEMENT PROGRAM PLAN

2. STORMWATER MANAGEMENT PROGRAM ADMINISTRATION

This section of the SWMP describes Permit requirements related to overall Stormwater Management Program administration, and planned compliance activities for 2017.

2.1 Permit Requirements

The Permit (Section S5.A) requires the City to fulfill the following actions during the 5-year Permit cycle:

- Develop and implement a Stormwater Management Program (SWMP) and prepare written documentation (SWMP Plan) for submittal to Ecology by March 31 of each year. The purpose of the SWMP is to reduce the discharge of pollutants from the municipal stormwater system to the maximum extent practicable and thereby protect water quality. The SWMP Plan is intended to inform the public of the planned SWMP activities for the upcoming calendar year, including any actions to meet the requirements of S7 Compliance with Total Maximum Daily Load Requirements, and S8 Monitoring.
- Implement a program for gathering, tracking, maintaining, and using information to evaluate SWMP development, implementation and permit compliance and to set priorities.
- Coordinate with other permittees on stormwater related policies programs, and projects within adjacent or shared areas.
- Coordinate between City departments to eliminate barriers to compliance with the terms of the permit.

2.2 Planned 2017 Compliance Activities

Auburn has positioned itself to maintain compliance. Table 2-1 presents the proposed work plan for the 2017 SWMP administration activities.

Table 2-1. 2017 Stormwater Management Administration Program Work Plan			
Task ID	Task Description	Lead	Compliance Timeframe
SWMP-1	Revise and update the City's Stormwater Management Program Plan (SWMP Plan) to identify planned SWMP activities for 2017.	Utilities Engineering	The SWMP submittal is due by March 31st of each year.
SWMP-2	Track program element implementation.	Utilities Engineering	Annual Reporting is due by March 31 st of each year.

CITY OF AUBURN 2017 STORMWATER MANAGEMENT PROGRAM PLAN

3. PUBLIC EDUCATION AND OUTREACH

This section describes the Permit requirements related to public education and outreach, and planned compliance activities for 2017.

3.1 Permit Requirements

The Permit (Section S5.C.1) requires the City to fulfill the following actions during the 5-year Permit cycle:

- Prioritize and target education and outreach activities to specified audiences, including the general public, businesses, residents/homeowners, landscapers, property managers, engineers, contractors, developers, and land use planners to build general awareness and to effect behavior change with the intent to reduce or eliminate behaviors and practices that cause or contribute to adverse stormwater impacts.
- Have an outreach program that is designed to improve the target audience's understanding of the problem and what they can do to solve it.
- Create and/or partner with existing organizations to encourage residents to participate in stewardship opportunities.
- Measure the understanding and adoption of the targeted behaviors for at least one target audience in at least one subject area. Use the resulting measurements to direct education and outreach resources most effectively.
- Track and maintain records of public education and outreach activities.

3.2 Planned 2017 Compliance Activities

The City plans to continue the program that has been developed over the last permit cycle. The target audiences include:

- The general public
- Businesses (including home-based and mobile businesses)
- Residents/homeowners
- Landscapers
- Property managers
- Engineers, contractors, developers and land use planners

Table 3-1 presents the work plan for the 2017 SWMP public education and outreach activities.

Table 3-1. 2017 Public Education and Outreach Work Plan			
Task ID	Task Description	Lead	Compliance Timeframe
EDUC-1	Continue collaboration with other NPDES municipalities through Stormwater Outreach for Regional Municipalities (STORM) and Puget Sound Starts Here efforts to promote regional education and outreach programs.	Utilities Engineering	Refinements to existing public education and outreach activities are ongoing.
EDUC-2	Refine education and outreach strategy to supplement existing education activities. An example would be evaluating the current pet waste cleanup education strategy to determine whether more frequent outreach is required.	Utilities Engineering	
EDUC-3	Implement new or modify existing education and outreach activities. An example would be adding new business types or revisiting businesses as part of the ECOSS Pollution Prevention Outreach program.	Utilities Engineering	
EDUC-4	Staff training related to Surface Water Management Manual Implementation/Technical Standards: • Permitting • Plan Review • Site Inspections • Maintenance Standards.	Community Development and Public Works Department	
EDUC-4a	Educate select city staff and elected officials to develop a common level of knowledge related to Low Impact Development stormwater management techniques.	Community Development and Public Works Department	Ongoing
EDUC-4b	Educate the general public and developers to develop a common level of knowledge related to Low Impact Development stormwater management principles and techniques.	Community Development and Public Works Department	Ongoing
EDUC-5	Inform public employees, businesses and the general public of the hazards associated with illegal discharges and improper disposal of waste.	Utilities Engineering	Ongoing
EDUC-6	Provide stewardship opportunities such as planting native plants and invasive species removal at the Auburn Environmental park.	Environmental Services	Ongoing

CITY OF AUBURN 2017 STORMWATER MANAGEMENT PROGRAM PLAN

4. PUBLIC INVOLVEMENT AND PARTICIPATION

This section describes the Permit requirements related to public involvement and participation, and planned compliance activities for 2017.

4.1 Permit Requirements

The Permit (Section S5.C.2) requires the City to fulfill the following actions during the 5-year Permit cycle:

- Provide ongoing opportunities for public involvement and participation through advisory boards or commissions, public hearings, watershed committees, public participation in developing rate structures and budgets, or other similar activities. The public must be able to participate in the decision-making processes, including development, implementation, and update of the SWMP.
- Make the SWMP Plan and Annual Compliance Report available to the public, by posting on the City's website. Make any other documents required to be submitted to Ecology in response to Permit conditions available to the public.

4.2 Planned 2017 Compliance Activities

The City of Auburn has a history of including the public in decision making. Table 4-1 below presents the work plan for the 2017 SWMP public involvement and participation activities.

Table 4-1. 2017 Public Involvement and Participation Work Plan			
Task ID	Task Description	Lead	Compliance Timeframe
PI-1	Provide public involvement opportunities for annual SWMP update.	Utilities Engineering	Public involvement opportunities will be available before the March 31, 2017 submittal.
PI-2	Make SWMP document Report available to public by posting on the City website.	Utilities Engineering	

CITY OF AUBURN 2017 STORMWATER MANAGEMENT PROGRAM PLAN

5. ILLICIT DISCHARGE DETECTION AND ELIMINATION

This section describes the Permit requirements related to illicit discharge detection and elimination (IDDE), and planned compliance activities for 2017.

5.1 Permit Requirements

The Permit (Section S5.C.3) requires the City to fulfill the following actions during the 5-year Permit cycle:

- Implement an ongoing program to detect and remove illicit discharges, connections, and improper disposal, including any spills into the municipal separate storm sewers owned or operated by the City.
- Maintain a storm sewer system map, have ordinances that prohibit illicit discharges, and implement an ongoing program to detect and address illicit discharges.
- Publicly list and publicize a hotline or other local telephone number for public reporting of spills and other illicit discharges. Track illicit discharge reports and actions taken in response through close-out, including enforcement actions.
- Inform public employees, businesses and the general public of hazards associated with illegal discharges and improper disposal of waste.
- Train staff on proper IDDE response SOPs and train municipal field staff to recognize and report illicit discharges.
- Summarize all illicit discharges and connections reported to the City and response actions taken, including enforcement actions, in the Annual Compliance Report; identify any updates to the SWMP.

5.2 Planned 2017 Compliance Activities

Table 5-1 presents the work plan for 2017 SWMP illicit discharge detection and elimination activities.

Table 5-1. 2017 Illicit Discharge Detection and Elimination Work Plan			
Task ID	Task Description	Lead	Compliance Timeframe
IDDE-1	Continue to implement City-wide IDDE Program and develop any necessary supplemental IDDE activities. Enforce ACC 13.48.210 using education and technical support as a first action and escalating code enforcement as needed. Publicize a phone number for public reporting of spills and illicit discharges.	Utilities Engineering	Ongoing
IDDE-2	Continue to review and update storm system map to address data gaps and Permit requirements.	Utilities Engineering/IT	Ongoing

IDDE-3	Provide IDDE training to new hires in Utility Engineering and Maintenance & Operations.	Utilities Engineering	Ongoing
IDDE-4	Perform IDDE field screening of at least 10% of MS4 to meet the requirement to screen at least 40% of the MS4 by 12/31/17 and 12% annually thereafter.	Utilities Engineering and M&O	Ongoing

CITY OF AUBURN 2017 STORMWATER MANAGEMENT PROGRAM PLAN

6. CONTROLLING RUNOFF FROM NEW DEVELOPMENT, REDEVELOPMENT, AND CONSTRUCTION SITES

This section describes the Permit requirements related to controlling runoff from new development, redevelopment, and construction sites, and planned compliance activities for 2017.

6.1 Permit Requirements

The Permit (Section S5.C.4) requires the City to fulfill the following actions during the 5-year Permit cycle:

- Implement, and enforce a program to reduce pollutants in stormwater runoff (i.e., illicit discharges) to the municipal separate storm sewer system from new development, redevelopment, and construction site activities. The program must apply to both private and public projects, including roads, and address all construction/development-associated pollutant sources.
- Have adopted regulations (codes and standards), plan review, inspection, and escalating enforcement SOPs necessary to implement the program in accordance with Permit conditions, including the minimum technical requirements in Appendix 1 of the Permit by December 31, 2016.
- Review, revise and make effective local development-related codes, rules, standards, or other enforceable documents to incorporate and require Low Impact Development (LID) principles and LID best management practices (BMPs) with the intent of making LID the preferred and commonly-used approach to site development by December 31, 2016.
- Participate in watershed-scale stormwater planning under condition S5.C.4.c of the Phase I Municipal Stormwater General Permit if required.
- Have adopted regulations (codes and standards) and processes to verify adequate long-term operations and maintenance of new post-construction permanent stormwater facilities and BMPs in accordance with Permit conditions, including an annual inspection frequency and/or approved alternative inspection frequency and maintenance standards for private drainage systems as protective as those in Chapter 4 of Volume V of the 2012 Ecology Stormwater Management Manual for Western Washington by December 31, 2016.
- Provide copies of the Notice of Intent (NOI) for construction or industrial activities to representatives of the proposed new development and redevelopment.
- Provide training to staff on the new codes, standards, and SOPs and create public education and outreach materials.
- Record and maintain records of all inspections and enforcement actions by staff.
- Summarize annual activities for the “Controlling Runoff” component of the Annual Compliance Report; identify any updates to the SWMP.

6.2 Planned 2017 Compliance Activities

The City has a program to help reduce stormwater runoff from new development and construction sites. Table 6-1 presents the work plan for 2017 SWMP activities related to runoff control for new development, redevelopment, and construction sites.

Table 6-1. 2017 Controlling Runoff from Development, Redevelopment, and Construction Sites Work Plan			
Task ID	Task Description	Lead	Compliance Timeframe
CTRL-1	Track and report construction, new development, and redevelopment permits, inspections and enforcement actions.	Planning/ Permit Center	On-going
CTRL-1a	Prior to clearing and construction, inspect all permitted development sites that have a high potential for sediment transport.	Construction	On-going
CTRL-1b	Inspect all permitted development sites during construction.	Construction	On going
CTRL-1c	Inspect all permitted development sites upon completion of construction and prior to final approval or occupancy.	Construction	Ongoing
CTRL-1d	Inspect all permanent stormwater treatment and flow control BMPs/facilities and catch basins in new residential developments every six months until 90% of the lots are constructed or construction has stopped and site is fully stabilized.	Construction	Ongoing
CTRL-2	Conduct annual inspection of all treatment and flow control BMPs/facilities (other than catch basins) – i.e., private systems.	Utilities Engineering	On-going
CTRL-6	Provide copies of the "Notice of Intent for Construction Activity" and copies of the "Notice of Intent for Industrial Activity" to representatives of proposed new development and redevelopment.	Permit Center	Ongoing
CTRL-7	Enforce local ordinances controlling runoff from sites that are also covered by stormwater permits issued by Ecology.	Construction and Code Enforcement	Ongoing

CITY OF AUBURN 2017 STORMWATER MANAGEMENT PROGRAM PLAN

7. MUNICIPAL OPERATIONS AND MAINTENANCE

This section describes the Permit requirements related to municipal operations and maintenance, and planned compliance activities for 2017.

7.1 Permit Requirements

The Permit (Section S5.C.5) requires the City to fulfill the following actions during the 5-year Permit cycle:

- Implement an O&M program, with the ultimate goal of preventing or reducing pollutant runoff from municipal separate stormwater system and municipal O&M activities.
- Implement maintenance standards for the municipal separate stormwater system that are at least as protective as those specified in the 2012 Stormwater Management Manual for Western Washington as amended in 2014.
- Conduct annual inspection of all municipally owned or operated permanent stormwater treatment and flow control BMPs/facilities and perform maintenance as needed to comply with maintenance standards.
- Inspect all catch basins and inlets owned or operated by the City at least once no later than August 1, 2017 and every two years thereafter. Clean the catch basins if inspections indicate cleaning is needed to comply with maintenance standards.
- Check treatment and flow control facilities after major storms and perform repairs as needed in accordance with adopted maintenance standards.
- Have SOPs in place to reduce stormwater impacts associated with runoff from municipal O&M activities, including but not limited to streets, parking lots, roads, or highways owned or maintained by the City, and to reduce pollutants in discharges from all lands owned or maintained by the City.
- Train staff to implement the SOPs and document the training.
- Prepare Stormwater Pollution Prevention Plans (SWPPPs) for all heavy equipment maintenance or storage yards identified for year-round facilities or yards, and material storage facilities owned or operated by the City.
- Summarize annual activities for the “Pollution Prevention and Operations and Maintenance for Municipal Operations” component of the Annual Compliance Report; identify any updates to the SWMP.

7.2 Planned 2017 Compliance Activities

Table 7-1 presents the work plan for 2017 SWMP activities related to municipal operations and maintenance.

Table 7-1. 2017 Municipal Operations and Maintenance Work Plan			
Task ID	Task Description	Responsible	Schedule Notes
MOM-1	Conduct annual inspection of all treatment and flow control (other than catch basins) in the public system and perform maintenance as triggered by the maintenance standards.	Community Development and Public Works Department	On-going
MOM-2	Complete inspection of 100% of the catch basins between August 1, 2013 and August 1, 2017.	M&O	On-going
MOM-3	Perform street sweeping to reduce the amount of street waste that enters the storm drainage conveyance system.	M&O	Ongoing
MOM-4	Implement Low Impact Development maintenance standards, levels of service and inspection procedures adopted in 2016.	Community Development and Public Works, and Parks Departments	Ongoing
MOM-5	Update SWPPP for City maintenance facilities.	Community Development and Public Works, and Parks Departments	June 2017

CITY OF AUBURN 2017 STORMWATER MANAGEMENT PROGRAM PLAN

8. COMPLIANCE WITH TOTAL MAXIMUM DAILY LOAD REQUIREMENTS

The federal Clean Water Act requires that Ecology establish “Total Maximum Daily Loads” (TMDL) for rivers, streams, lakes, and marine waters that don’t meet water quality standards. A TMDL is a calculation of the maximum amount of a pollutant that a water body can receive and still meet water quality standards. After the TMDL has been calculated for a given water body, Ecology determines how much each source must reduce its discharges of the pollutant in order bring the water body back into compliance with the water quality standards. TMDL requirements are included in the stormwater NPDES permits for discharges into affected water bodies.

Stormwater discharges covered under this Permit are required to implement actions necessary to achieve the pollutant reductions called for in applicable TMDLs. Applicable TMDLs are those approved by the EPA before the issuance date of the Permit or which have been approved by the EPA prior to the issue date of the Permit or the date Ecology issues coverage under the Permit, whichever is later. Information on Ecology’s TMDL program is available on Ecology’s website at www.ecy.wa.gov/programs/wq/tmdl.

In accordance with Permit condition S7 Compliance with Total Maximum Daily Load Requirements the City must comply with the following TMDL.

Name of TMDL	Puyallup Watershed Water Quality Improvement Project
Document(s) for TMDL	<i>Puyallup River Watershed Fecal Coliform Total Maximum Daily Load – Water Quality Improvement Report and Implementation Plan</i> , June 2011, Ecology Publication No. 11-10-040. https://fortress.wa.gov/ecy/publications/SummaryPages/1110040.html
Location of Original 303(d) Listings	Puyallup River 16712, 7498, White River 16711, 16708, 16709, Clear Creek 7501, Swan Creek 7514, Boise Creek 16706
Area Where TMDL Requirements Apply	Requirements apply in all areas regulated under the Permittee’s municipal stormwater permit and discharging to water bodies listed within the specific requirement in this TMDL section.
Parameter	Fecal Coliform
EPA Approval Date	September 2011
MS4 Permittee	Phase I Permit: King County, Pierce County Phase II Permit: Auburn, Edgewood, Enumclaw, Puyallup, Sumner

Actions required of the City under this TMDL include:

- Beginning no later than October 1, 2013, conduct twice monthly wet weather sampling of stormwater discharges to the White River at Auburn Riverside High School to determine if specific discharges from Auburn's MS4 exceed the water quality criteria for fecal coliform bacteria.
 - Data shall be collected for one wet season.
 - Data shall be collected in accordance with an Ecology-approved QAPP.
 - Data collected since EPA TMDL approval can be used to meet this requirement.

These actions have been completed.

- For any of the outfalls monitored, showing discharges that exceed water quality criteria for primary contact recreation: designate those areas discharging via the MS4 of concern as high priority areas for illicit discharge detection and elimination efforts and implement the schedules and activities identified in S5.C.3 of the Western Washington Phase II permit for response to any illicit discharges found beginning no later than August 1, 2014.

This action has been completed.

- Install and maintain pet waste education and collection stations at municipal parks and other Permittee owned and operated lands adjacent to streams. Focus on locations where people commonly walk their dogs.

8.1 Planned 2017 Compliance Activities

Table 8-1 presents the work plan for 2017 SWMP activities related to TMDL requirement compliance.

Table 8-1. 2017 Compliance with TMDL Load Requirements			
Task ID	Task Description	Responsible	Schedule Notes
TMDL - 1	Include summary of activities conducted in TMDL area to address TMDL parameter (fecal coliform) with annual report to Ecology.	Utilities Engineering	March 31, 2017
TMDL-2	Maintain pet waste education and collection stations at municipal parks and other public lands adjacent to the White River and its tributaries.	Parks Department	On-going

CITY OF AUBURN 2017 STORMWATER MANAGEMENT PROGRAM PLAN

9. MONITORING

This section describes the Permit requirements related to water quality monitoring, and planned compliance activities for 2017.

9.1 Permit Requirements

The Permit (Section S8) requires the City to either conduct Status and Trends Monitoring, and Effectiveness Studies, or pay annually into a collective fund to implement monitoring through the Regional Stormwater Monitoring Program (RSMP). The City committed in 2013 to pay \$45,096.00 annually into the collective RSMP monitoring fund for both Status and Trends Monitoring and Effectiveness Studies.

All permittees are required to pay into the RSMP to implement the RSMP Source Identification Information Repository (SIDIR). Auburn's annual payment will be \$2,614.00.

Payments are due to the Department of Ecology by August 15th each year.

The City is required to provide the following monitoring and/or assessment data in each annual report:

- A description of any stormwater monitoring or studies conducted by the City during the reporting period. If stormwater monitoring was conducted on behalf of the City, or if studies or investigations conducted by other entities were reported to the City, a brief description of the type of information gathered or received shall be included in the annual report.

9.2 Planned 2017 Compliance Activities

Table 9-1 presents the work plan for 2017 SWMP monitoring activities.

Table 9-1. 2017 Water Quality Monitoring Work Plan			
Task ID	Task Description	Lead	Compliance Timeframe
MNTR -1	Pay \$47,710.00 annually into the RSMP collective fund for implementation of Status and Trends Monitoring, Effectiveness Studies, and the Source Identification Information Repository.	Utilities Engineering	Annual payment due by August 15 th .

Acronyms and Definitions

The following definitions and acronyms are taken directly from the Phase II Permit and are reproduced here for the reader's convenience.

40 CFR means Title 40 of the Code of Federal Regulations, which is the codification of the general and permanent rules published in the Federal Register by the executive departments and agencies of the federal government.

AKART means all known, available, and reasonable methods of prevention, control and treatment. See also State Water Pollution Control Act, chapter 90.48.010 RCW and chapter 90.48.520 RCW.

All known, available and reasonable methods of prevention, control and treatment refers to the State Water Pollution Control Act, chapter 90.48.010 RCW and chapter 90.48.520 RCW.

Applicable TMDL means a TMDL which has been approved by EPA on or before the issuance date of this Permit, or prior to the date that Ecology issues coverage under this Permit, whichever is later.

Beneficial Uses means uses of waters of the state which include but are not limited to use for domestic, stock watering, industrial, commercial, agricultural, irrigation, mining, fish and wildlife maintenance and enhancement, recreation, generation of electric power and preservation of environmental and aesthetic values, and all other uses compatible with the enjoyment of the public waters of the state.

Best Management Practices are the schedules of activities, prohibitions of practices, maintenance procedures, and structural and/or managerial practices approved by Ecology that, when used singly or in combination, prevent or reduce the release of pollutants and other adverse impacts to waters of Washington State.

BMP means Best Management Practice.

Bypass means the diversion of stormwater from any portion of a stormwater treatment facility.

Census defined urban area means Urbanized Area.

Circuit means a portion of a MS4 discharging to a single point or serving a discrete area determined by traffic volumes, land use, topography or the configuration of the MS4.

Component or Program Component means an element of the Stormwater Management Program listed in S5 Stormwater Management Program for Cities, Towns, and Counties or S6 Stormwater Management Program for Secondary Permittees, S7 Compliance with Total Maximum Daily Load Requirements, or S8 Monitoring of this permit.

Conveyance system means that portion of the municipal separate storm sewer system designed or used for conveying stormwater.

Co-Permittee means an owner or operator of an MS4 which is in a cooperative agreement with at least one other applicant for coverage under this permit. A Co-Permittee is an owner or operator of a regulated MS4 located within or in proximity to another regulated MS4. A Co-Permittee is only responsible for permit conditions relating to discharges from the MS4 the Co-Permittee owns or operates. See also 40 CFR 122.26(b)(1)

CWA means Clean Water Act (formerly referred to as the Federal Water Pollution Control Act or Federal Water Pollution Control Act Amendments of 1972) Pub.L. 92-500, as amended Pub. L. 95-217, Pub. L. 95-576, Pub. L. (6-483 and Pub. L. 97-117, 33 U.S.C. 1251 et.seq).

Director means the Director of the Washington State Department of Ecology, or an authorized representative.

Discharge Point means the location where a discharge leaves the Permittee's MS4 through the Permittee's MS4 facilities/BMPs designed to infiltrate.

Entity means a governmental body, or a public or private organization.

EPA means the U.S. Environmental Protection Agency.

General Permit means a permit which covers multiple dischargers of a point source category within a designated geographical area, in lieu of individual permits being issued to each discharger.

Ground water means water in a saturated zone or stratum beneath the surface of the land or below a surface water body. Refer to chapter 173-200 WAC.

Hazardous substance means any liquid, solid, gas, or sludge, including any material, substance, product, commodity, or waste, regardless of quantity, that exhibits any of the physical, chemical, or biological properties described in WAC 173-303-090 or WAC 173-303-100.

Heavy equipment maintenance or storage yard means an uncovered area where any heavy equipment, such as mowing equipment, excavators, dump trucks, backhoes, or bulldozers are washed or maintained, or where at least five pieces of heavy equipment are stored on a long-term basis.

Highway means a main public road connecting towns and cities.

Hydraulically near means runoff from the site discharges to the sensitive feature without significant natural attenuation of flows that allows for suspended solids removal. See Appendix 7 Determining Construction Site Sediment Damage Potential for a more detailed definition.

Hyperchlorinated means water that contains more than 10 mg/Liter chlorine.

Illicit connection means any infrastructure connection to the MS4 that is not intended, permitted or used for collecting and conveying stormwater or non-stormwater discharges allowed as specified in this

permit (S5.C.3 and S6.D.3). Examples include sanitary sewer connections, floor drains, channels, pipelines, conduits, inlets, or outlets that are connected directly to the MS4.

Illicit discharge means any discharge to a MS4 that is not composed entirely of stormwater or of non-stormwater discharges allowed as specified in this permit (S5.C.3 and S6.D.3).

Impervious surface means a non-vegetated surface area that either prevents or retards the entry of water into the soil mantle as under natural conditions prior to development. A non-vegetated surface area which causes water to run off the surface in greater quantities or at an increased rate of flow from the flow present under natural conditions prior to development. Common impervious surfaces include, but are not limited to, roof tops, walkways, patios, driveways, parking lots or stormwater areas, concrete or asphalt paving, gravel roads, packed earthen materials, and oiled, macadam or other surfaces which similarly impede the natural infiltration of stormwater.

Land disturbing activity means any activity that results in a change in the existing soil cover (both vegetative and non-vegetative) and/or the existing soil topography. Land disturbing activities include, but are not limited to clearing, grading, filling and excavation. Compaction that is associated with stabilization of structures and road construction shall also be considered land disturbing activity. Vegetation maintenance practices, including landscape maintenance and gardening, are not considered land disturbing activity. Stormwater facility maintenance is not considered land disturbing activity if conducted according to established standards and procedures.

LID means Low Impact Development.

LID BMP means low impact development best management practices.

LID Principles means land use management strategies that emphasize conservation, use of on-site natural features, and site planning to minimize impervious surfaces, native vegetation loss, and stormwater runoff.

Low Impact Development means a stormwater and land use management strategy that strives to mimic pre-disturbance hydrologic processes of infiltration, filtration, storage, evaporation and transpiration by emphasizing conservation, use of on-site natural features, site planning, and distributed stormwater management practices that are integrated into a project design.

Low impact development best management practices means distributed stormwater management practices, integrated into a project design, that emphasize pre-disturbance hydrologic processes of infiltration, filtration, storage, evaporation and transpiration. LID BMPs include, but are not limited to, bioretention, rain gardens, permeable pavements, roof downspout controls, dispersion, soil quality and depth, vegetated roofs, minimum excavation foundations, and water re-use.

Material Storage Facilities means an uncovered area where bulk materials (liquid, solid, granular, etc.) are stored in piles, barrels, tanks, bins, crates, or other means.

Maximum Extent Practicable refers to paragraph 402(p)(3)(B)(iii) of the federal Clean Water Act which reads as follows: Permits for discharges from municipal storm sewers shall require controls to reduce the discharge of pollutants to the maximum extent practicable, including management practices, control techniques, and system, design, and engineering methods, and other such provisions as the Administrator or the State determines appropriate for the control of such pollutants.

MEP means Maximum Extent Practicable.

MS4 means municipal separate storm sewer system.

Municipal Separate Storm Sewer System means a conveyance, or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels, or storm drains):

- (i) Owned or operated by a state, city, town, borough, county, parish, district, association, or other public body (created by or pursuant to state law) having jurisdiction over disposal of wastes, stormwater, or other wastes, including special districts under State law such as a sewer district, flood control district or drainage district, or similar entity, or an Indian tribe or an authorized Indian tribal organization, or a designated and approved management agency under section 208 of the CWA that discharges to waters of Washington State.
- (ii) Designed or used for collecting or conveying stormwater.
- (iii) Which is not a combined sewer;
- (iv) Which is not part of a Publicly Owned Treatment Works (POTW) as defined at 40 CFR 122.2.; and
- (v) Which is defined as “large” or “medium” or “small” or otherwise designated by Ecology pursuant to 40 CFR 122.26.

National Pollutant Discharge Elimination System means the national program for issuing, modifying, revoking, and reissuing, terminating, monitoring and enforcing permits, and imposing and enforcing pretreatment requirements, under sections 307, 402, 318, and 405 of the Federal Clean Water Act, for the discharge of pollutants to surface waters of the state from point sources. These permits are referred to as NPDES permits and, in Washington State, are administered by the Washington State Department of Ecology.

Native vegetation means vegetation comprised of plant species, other than noxious weeds, that are indigenous to the coastal region of the Pacific Northwest and which reasonably could have been expected to naturally occur on the site. Examples include trees such as Douglas Fir, western hemlock, western red cedar, alder, big-leaf maple; shrubs such as willow, elderberry, salmonberry, and salal; and herbaceous plants such as sword fern, foam flower, and fireweed.

New development means land disturbing activities, including Class IV General Forest Practices that are conversions from timber land to other uses; structural development, including construction or installation of a building or other structure; creation of hard surfaces; and subdivision, short subdivision and binding site plans, as defined and applied in chapter 58.17 RCW. Projects meeting the definition of redevelopment shall not be considered new development. Refer to Appendix 1 for a definition of hard surfaces.

New Permittee means a city, town, or county that is subject to the *Western Washington Municipal Stormwater General Permit* and was not subject to the permit prior to August 1, 2013.

New Secondary Permittee means a Secondary Permittee that is covered under a municipal stormwater general permit and was not covered by the permit prior to August 1, 2013.

NOI means Notice of Intent.

Notice of Intent means the application for, or a request for coverage under a General Permit pursuant to WAC 173-226-200.

Notice of Intent for Construction Activity means the application form for coverage under the

Construction Stormwater General Permit.

Notice of Intent for Industrial Activity means the application form for coverage under the *General Permit for Stormwater Discharges Associated with Industrial Activities*.

NPDES means National Pollutant Discharge Elimination System.

Outfall means a point source as defined by 40 CFR 122.2 at the point where a discharge leaves the Permittee's MS4 and enters a surface receiving waterbody or surface receiving waters. Outfall does not include pipes, tunnels, or other conveyances which connect segments of the same stream or other surface waters and are used to convey primarily surface waters (i.e., culverts).

Permeable pavement means pervious concrete, porous asphalt, permeable pavers or other forms of pervious or porous paving material intended to allow passage of water through the pavement section. It often includes an aggregate base that provides structural support and acts as a stormwater reservoir.

Permittee unless otherwise noted, the term "Permittee" includes city, town, or county Permittee, Co-Permittee, New Permittee, Secondary Permittee, and New Secondary Permittee.

Physically Interconnected means that one MS4 is connected to another storm sewer system in such a way that it allows for direct discharges to the second system. For example, the roads with drainage systems and municipal streets of one entity are physically connected directly to a storm sewer system belonging to another entity.

Project site means that portion of a property, properties, or right-of-ways subject to land disturbing activities, new hard surfaces, or replaced hard surfaces. Refer to Appendix 1 for a definition of hard surfaces.

QAPP means Quality Assurance Project Plan.

Qualified Personnel means someone who has had professional training in the aspects of stormwater management for which they are responsible and are under the functional control of the Permittee. Qualified Personnel may be staff members, contractors, or volunteers.

Quality Assurance Project Plan means a document that describes the objectives of an environmental study and the procedures to be followed to achieve those objectives.

RCW means the Revised Code of Washington State.

Receiving waterbody or receiving waters means naturally and/or reconstructed naturally occurring surface water bodies, such as creeks, streams, rivers, lakes, wetlands, estuaries, and marine waters, or ground water, to which infiltration MS4 discharges.

Redevelopment means, on a site that is already substantially developed (i.e., has 35% or more of existing hard surface coverage), the creation or addition of hard surfaces; the expansion of a building footprint or addition or replacement of a structure; structural development including construction, installation or expansion of a building or other structure; replacement of hard surface that is not part of a routine maintenance activity; and land disturbing activities. Refer to Appendix 1 for a definition of hard surfaces.

Regional Stormwater Monitoring Program means, for all of western Washington, a stormwater-focused monitoring and assessment program consisting of these components: status and trends monitoring in small streams and marine nearshore areas, stormwater management program effectiveness studies, and a source identification information repository (SIDIR). The priorities and

scope for the RSMP are set by a formal stakeholder group. For this permit term, RSMP status and trends monitoring will be conducted in the Puget Sound basin only.

Regulated Small Municipal Separate Storm Sewer System means a Municipal Separate Storm Sewer System which is automatically designated for inclusion in the Phase II stormwater permitting program by its location within an Urbanized Area, or by designation by Ecology and is not eligible for a waiver or exemption under S1.C.

RSMP means Regional Stormwater Monitoring Program.

Runoff is water that travels across the land surface and discharges to water bodies either directly or through a collection and conveyance system. See also “Stormwater.”

Secondary Permittee is an operator of a regulated small MS4 which is not a city, town or county. Secondary Permittees include special purpose districts and other public entities that meet the criteria in S1.B.

Sediment/Erosion-Sensitive Feature means an area subject to significant degradation due to the effect of construction runoff, or areas requiring special protection to prevent erosion. See Appendix 7 Determining Construction Site Sediment Transport Potential for a more detailed definition.

Shared water bodies means water bodies, including downstream segments, lakes and estuaries that receive discharges from more than one Permittee.

SIDIR means Source Identification Information Repository.

Significant contributor means a discharge that contributes a loading of pollutants considered to be sufficient to cause or exacerbate the deterioration of receiving water quality or instream habitat conditions.

Small Municipal Separate Storm Sewer System means an MS4 that is not defined as “large” or “medium” pursuant to 40 CFR 122.26(b)(4) & (7) or designated under 40 CFR 122.26 (a)(1)(v).

Source control BMP means a structure or operation that is intended to prevent pollutants from coming into contact with stormwater through physical separation of areas or careful management of activities that are sources of pollutants. The *SWMMWW* separates source control BMPs into two types. Structural Source Control BMPs are physical, structural, or mechanical devices, or facilities that are intended to prevent pollutants from entering stormwater. Operational BMPs are non-structural practices that prevent or reduce pollutants from entering stormwater. See Volume IV of the *SWMMWW* (2012) for details.

Stormwater means runoff during and following precipitation and snowmelt events, including surface runoff, drainage or interflow.

Stormwater Associated with Industrial and Construction Activity means the discharge from any conveyance which is used for collecting and conveying stormwater, which is directly related to manufacturing, processing or raw materials storage areas at an industrial plant, or associated with clearing, grading and/or excavation, and is required to have an NPDES permit in accordance with 40 CFR 122.26.

Stormwater Management Program means a set of actions and activities designed to reduce the discharge of pollutants from the MS4 to the MEP and to protect water quality, and comprising the components listed in S5 (for cities, towns and counties) or S6 (for Secondary Permittees) of this Permit and any

additional actions necessary to meet the requirements of applicable TMDLs pursuant to *S7 Compliance with TMDL Requirements*, and *S8 Monitoring and Assessment*.

Stormwater Treatment and Flow Control BMPs/Facilities means detention facilities, treatment BMPs/facilities, bioretention, vegetated roofs, and permeable pavements that help meet Appendix 1 Minimum Requirements #6 (treatment), #7 (flow control), or both.

SWMMWW or Stormwater Management Manual for Western Washington means *Stormwater Management Manual for Western Washington (as amended in 2014)*.

SWMP means Stormwater Management Program.

TMDL means Total Maximum Daily Load.

Total Maximum Daily Load means a water cleanup plan. A TMDL is a calculation of the maximum amount of a pollutant that a water body can receive and still meet water quality standards, and an allocation of that amount to the pollutant's sources. A TMDL is the sum of the allowable loads of a single pollutant from all contributing point and nonpoint sources.

The calculation must include a margin of safety to ensure that the water body can be used for the purposes the state has designated. The calculation must also account for seasonable variation in water quality. Water quality standards are set by states, territories, and tribes. They identify the uses for each water body, for example, drinking water supply, contact recreation (swimming), and aquatic life support (fishing), and the scientific criteria to support that use. The Clean Water Act, section 303, establishes the water quality standards and TMDL programs.

Tributary conveyance means pipes, ditches, catch basins, and inlets owned or operated by the Permittee and designed or used for collecting and conveying stormwater.

UGA means Urban Growth Area.

Urban Growth Area means those areas designated by a county pursuant to RCW 36.70A.110.

Urbanized Area is a federally-designated land area comprising one or more places and the adjacent densely settled surrounding area that together have a residential population of at least 50,000 and an overall population density of at least 1,000 people per square mile. Urbanized Areas are designated by the U.S. Census Bureau based on the most recent decennial census.

Vehicle Maintenance or Storage Facility means an uncovered area where any vehicles are regularly washed or maintained, or where at least 10 vehicles are stored.

Water Quality Standards means Surface Water Quality Standards, chapter 173-201A WAC, Ground Water Quality Standards, chapter 173-200 WAC, and Sediment Management Standards, chapter 173-204 WAC.

Waters of the State includes those waters as defined as "waters of the United States" in 40 CFR Subpart 122.2 within the geographic boundaries of Washington State and "waters of the state" as defined in chapter 90.48 RCW which includes lakes, rivers, ponds, streams, inland waters, underground waters, salt waters and all other surface waters and water courses within the jurisdiction of the State of Washington.

Waters of the United States refers to the definition in 40 CFR 122.2.



AGENDA BILL APPROVAL FORM

Agenda Subject:

Resolution No. 5289

Date:

March 15, 2017

Department:

Planning and Development

Attachments:

[Resolution No. 5289](#)

Budget Impact:

\$0

Administrative Recommendation:

City Council adopt Resolution No. 5289.

Background Summary:

The City of Auburn has had a long-term services agreement with Aviation Management Group, LLC to manage airport operations at the Auburn Municipal Airport. The City of Auburn and Aviation Management Group, LLC last entered into a 2014-2015 services agreement on November 18, 2013, with the term of said Agreement being from January 1, 2015, to December 31, 2015. The City Council then approved Resolution No. 5166 on September 14, 2015, authorizing the First Addendum to the Agreement that was executed in October 5, 2015. This First Addendum extended the term of the 2014-2015 Services Agreement to December 31, 2016 along with some other modifications to the terms of the original Agreement. On December 19, 2016, the City Council approved Resolution No. 5265 that only authorized a ninety (90) day extension, effective January 1, 2017, of the current Agreement for airport management services to March 31, 2017 to allow for these negotiations to conclude. Subsequent to the Council's approval Resolution No. 5265 City staff and Aviation Management Group, LLC worked collaboratively to address outstanding contract negotiation issues and are very close to successfully completing our joint efforts and being able to bring a revised contract to the City Council for action. There is one remaining area pertaining to prevailing wages that the City and Aviation Management Group, LLC are still jointly reviewing potential options for.

Community Development and Public Works Director Snyder, Jamelle Garcia, Managing Member, Aviation Management Group, LLC and Assistant Director of Engineering Services/City Engineer Gaub provided an update on the new contract efforts to City Council at its March 13, 2017 study session. At this briefing, City staff and Mr. Garcia identified that contract negotiations are substantively concluded save one outstanding item pertaining to the payment of prevailing wages for janitorial services and landscape maintenance services. City staff discussed that the payment

of prevailing wages is a statutory requirement, and that if Aviation Management Group, LLC is to provide these services, there must be language pertaining to the payment of prevailing wages in the Agreement for Services. Mr. Garcia discussed that he is currently evaluating whether he wants to take on the additional overhead and wages responsibilities and that he is currently attempting to obtain information from the Washington State Department of Labor and Industries to help him in his business decision-making. If Mr. Garcia elects to not engage in the provision of these services, the City will be responsible for their provision either by City staff or through a third party contracted directly to the City.

Mr. Garcia has notified City staff that he has not yet received a response to his inquiry from the Washington State Department of Labor and Industries. In order to provide Mr. Garcia adequate time to conduct his necessary due diligence and make his business decision, City staff and Mr. Garcia have concurred that a third short-term extension of the current contract is warranted.

Resolution No. 5289 proposes a sixty (60) day extension period. While City staff and Mr. Garcia do not expect that it will take a full 60 days to address the prevailing wage issue and bring the new Agreement for Services to City Council for potential approval, there is no certainty at this point on how long it will take the State to respond that will assist Mr. Garcia in his decision-making. City staff and Mr. Garcia therefore jointly recommend a 60-day period to allow an adequate period of time for a response and for a final business decision without needing to come back to City Council for approval of another extension if it takes longer than 30 days.

Reviewed by Council Committees:

Councilmember:

Staff:

Meeting Date: March 20, 2017

Item Number: RES.B

RESOLUTION NO. 5 2 8 9

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
AUBURN, WASHINGTON, AUTHORIZING THE MAYOR TO
EXECUTE A THIRD ADDENDUM TO THE AGREEMENT
BETWEEN THE CITY OF AUBURN AND AVIATION
MANAGEMENT GROUP, LLC

WHEREAS, the City of Auburn and Aviation Management Group, LLC entered into an agreement on November 18, 2013, for the day to day operation and management of the Auburn Municipal Airport with the term of said Agreement being from January 1, 2015, to December 1, 2015; and

WHEREAS, the City Council approved Resolution No. 5166 on September 14, 2015, authorizing the First Addendum to the Agreement that was executed on October 5, 2015; and

WHEREAS, the First Addendum extended the term of the Agreement to December 31, 2016; and

WHEREAS, on December 19, 2016, the City Council approved Resolution No. 5265 authorizing a Second Addendum, which Second Addendum extended the term of the Agreement to March 31, 2017; and

WHEREAS, the parties wish to extend the term of the agreement for an another sixty (60) calendar days to allow for additional negotiations to address the few remaining issues.

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

Section 1. That the Mayor is hereby authorized to execute a Third Addendum to the Agreement initially executed on November 18, 2013, for the day to day operation

and management of the Auburn Municipal Airport Services in substantial conformity with the Third Addendum attached hereto as Exhibit A.

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

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

Dated and Signed this _____ day of _____, 2017.

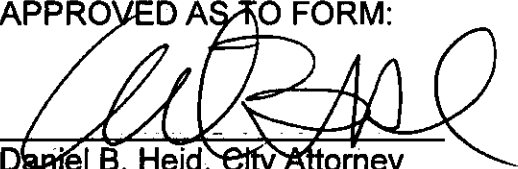
CITY OF AUBURN

NANCY BACKUS, MAYOR

ATTEST:

Danielle E. Daskam, City Clerk

APPROVED AS TO FORM:



Daniel B. Heid, City Attorney

Exhibit "A" (to Res No. 5289)

**ADDENDUM NO. THREE TO THE AGREEMENT
BETWEEN THE CITY OF AUBURN AND AVIATION
MANAGEMENT GROUP, LLC EXTENDING THE
CURRENT SERVICES AGREEMENT FOR DAY-TO-
DAY OPERATION AND MANAGEMENT OF THE
AUBURN MUNICIPAL AIRPORT**

THIS ADDENDUM is made and entered into this _____ day of _____, 20____, by and between the **CITY OF AUBURN**, a municipal corporation of the State of Washington (hereinafter referred to as the "City"), and **AVIATION MANAGEMENT GROUP, LLC** (hereinafter referred to as "AMG"), as a Third Addendum to the Agreement between the parties for day to day operation and management of the Auburn Municipal Airport initially executed on the 18th day of November, 2013, with the first addendum to the Agreement executed on the 5th day of October, 2015, following City Council passage of Resolution No. 5166 on the 14th day of September, 2015, authorizing said first addendum, and with the second addendum to the Agreement executed on the 19th day of December, 2016, following City Council passage of Resolution No. 5265 on the 19th day of December, 2016, authorizing said second addendum.

WITNESSETH:

WHEREAS, the parties hereto have heretofore contracted for airport operation and management services for the Auburn Municipal Airport services and each appreciates that contracting for such services provides a number of mutually beneficial advantages, and in order to provide further advantages for each of the parties, they agree that the Agreement referred to above should be amended as provided herein below; and

WHEREAS, the parties have mutually agreed to amend the agreement twice previously, with the last Addendum extending the agreements term to March 31, 2017; and

WHEREAS, to address remaining issues with respect to a successor agreement, it is appropriate to extend the term of the agreement again.

NOW THEREFORE in consideration of their mutual covenants, conditions and promises, the PARTIES HERETO HEREBY AGREE as follows:

ITEM ONE REVISION TO Section 10 of the Agreement, amended by Addendum No. 1 executed on October 5, 2015, and by Addendum No. 2 executed on December 19, 2016: That Section 10 of the Agreement is amended to read as follows:

10. Term of Agreement.

The Term of this Agreement shall be extended from its current termination date on the 31st day of March, 2017 for a maximum period of sixty (60) calendar days ending on May 30, 2017, unless otherwise agreed to in writing by the parties.

ITEM TWO REMAINING TERMS UNCHANGED: That all other provisions of the Agreement between the parties for day to day operation and management of the Auburn Municipal Airport executed on the 18th day of November, 2013, with the first addendum to the Agreement executed on the 5th day of October, 2015, following City Council passage of Resolution No. 5166 on the 14th day of September, 2015, and the second addendum to the Agreement executed on the 19th day of December, 2016, following City Council passage of Resolution No. 5265 on the 19th day of December, 2016, authorizing said second addendum.

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

**AVIATION MANAGEMENT
GROUP, LLC**

CITY OF AUBURN

By: _____
Its: _____

By: _____
Nancy Backus, Mayor

Attest:

Attest:

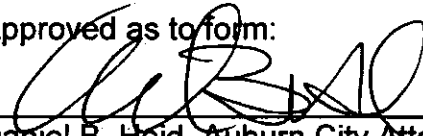
By: _____
Its: _____

By: _____
Danielle E. Daskam, Auburn City Clerk

Approved as to form:

Approved as to form:

Attorney for (Other Party)



Daniel B. Heid, Auburn City Attorney