



**City Council Meeting
March 17, 2014 - 7:30 PM
Auburn City Hall
AGENDA**

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I. CALL TO ORDER

A. **Flag Salute**

B. **Roll Call**

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

1. Appointments to Boards and Commissions

City Council to confirm the appointment of Judi Rollin to the Cemetery Board for a term to expire December 31, 2016.

(RECOMMENDED ACTION: City Council confirm the appointment of Judi Rollin to the Cemetery Board.)

D. **Agenda Modifications**

II. CITIZEN INPUT, PUBLIC HEARINGS & CORRESPONDENCE

A. **Public Hearings**

1. **Consolidated Annual Performance and Evaluation Report* (Hursh)**

City Council to conduct a public hearing on the 2013 Consolidated Annual Performance and Evaluation Report (CAPER) for the Community Development Block Grant Program

B. **Audience Participation**

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

C. **Correspondence**

There is no correspondence for Council review.

III. COUNCIL COMMITTEE REPORTS

A. **Municipal Services**

B. **Planning & Community Development**

1. **March 7, 2014 Minutes* (Holman)**

C. **Public Works**

1. **March 3, 2014 Minutes* (Osborne)**

D. **Finance**

1. **March 3, 2014 Minutes* (Wales)**

E. **Les Gove Community Campus**

F. **Council Operations Committee**

IV. **CONSENT AGENDA**

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

A. **Minutes of the March 3, 2014 regular meeting***

B. **Claims Vouchers (Wales/Coleman)**

Claims voucher numbers 427693 through 427872 in the amount of \$2,125,047.07 and one wire transfer in the amount of \$48,230.11 and dated March 17, 2014.

C. **Payroll Vouchers (Wales/Coleman)**

Payroll check numbers 534554 through 534580 in the amount of \$856,770.99 and electronic deposit transmissions in the amount of \$1,284,256.90 for a grand total of \$2,141,036.89 for the period covering February 27, 2014 to March 12, 2014.

D. **Public Works Consultant Agreement No. AG-C-450* (Osborne/Snyder)**

City Council grant permission to enter into Consultant Agreement No. AG-C-450 with Brown and Caldwell for engineering services for Project No. CP1320, Maintenance and Operations Storm Drainage Improvement project.

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

V. **UNFINISHED BUSINESS**

There is no unfinished business.

VI. **NEW BUSINESS**

There is no new business.

VII. **ORDINANCES**

A. **Ordinance No. 6502* (Wales/Coleman)**

An Ordinance of the City Council of the City of Auburn, Washington, amending Ordinance No. 6432, the 2013-2014 Biennial Budget Ordinance, as amended by Ordinance No. 6456, Ordinance No. 6462, Ordinance No. 6472, Ordinance No. 6473, Ordinance No. 6474, Ordinance No. 6481, authorizing amendment to the City of Auburn 2013-2014 Budget as set forth in schedule "A" and schedule "B"

(RECOMMENDED ACTION: City Council introduce and adopt Ordinance No. 6502.)

VIII. **RESOLUTIONS**

A. **Resolution No. 5037* (Wales/Coleman)**

A Resolution of the City Council of the City of Auburn, Washington, authorizing the transfer of funds for the purpose of making a loan or loans from the General Fund and/or the Cumulative Reserve Fund to a grant sustained or project focused Special Revenue Fund for up to a three-year period of time

(RECOMMENDED ACTION: City Council adopt Resolution No. 5037.)

B. **Resolution No. 5051* (Wales/Hursh)**

A Resolution of the City Council of the City of Auburn, Washington to accept the 2013 Consolidated Annual Performance and Evaluation Report (CAPER) for the 2013 program year

(RECOMMENDED ACTION: City Council adopt Resolution No. 5051.)

C. **Resolution No. 5052* (Osborne/Snyder)**

A Resolution of the City Council of the City of Auburn, Washington, authorizing the Mayor to negotiate agreements and execute documents necessary to acquire property related to Lea Hill Road Segment 1 Improvements

(RECOMMENDED ACTION: City Council adopt Resolution No. 5052.)

IX. **REPORTS**

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

A. **From the Council**

B. **From the Mayor**

X. **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:

Consolidated Annual Performance and Evaluation Report

Date:

March 12, 2014

Department:

Administration

Attachments:

[Draft CAPER](#)

Budget Impact:

\$0

Administrative Recommendation:

City Council to conduct the public hearing. See Resolution No. 5051 for further action on this item.

Background Summary:

The CAPER is an overall review of housing and community development activities undertaken in 2013 by the City of Auburn. It is part of the Consolidated Planning process, which is a prerequisite to receiving federal HUD funds. The CAPER delineates the amount of Federal funding that is distributed through the program, where that money is spent, and it assesses how that spending addresses the housing and community development goals that the City has set forth in its Consolidated Plan. In 2013, the CDBG program received more than \$500,000 for development and public service activities.

Reviewed by Council Committees:

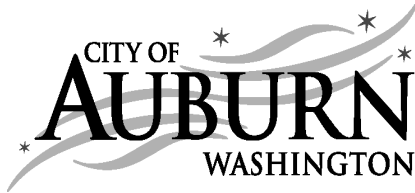
Finance

Councilmember:**Staff:**

Hursh

Meeting Date: March 17, 2014

Item Number: PH.1



**City of Auburn
Consolidated Plan for Years 2010 to 2014**

**Consolidated Annual Performance
and
Evaluation Report (CAPER)
for the
2013 Program Year**

March 31, 2014



**Department of Administration
25 West Main Street
Auburn, Washington 98001**

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- VI. Public Participation:
 - A. Minutes from Public Hearing and Council Resolution
 - B. Written comments received during public review of the C.A.P.E.R.

I. Introduction, Summary:

The Consolidated Annual Performance and Evaluation Report (CAPER) for the City of Auburn, Washington, for program year 2013 is a report to the U.S. Department of Housing and Urban Development (HUD) on the City's activities and accomplishments using Community Development Block Grant (CDBG) funds. The City of Auburn (hereinafter referred to as the City) combines its CDBG funds with its general funds to support human service activities and human service planning and administration; this planning is detailed in the City's Consolidated Plan and in its Annual Action Plan and correlated with the CAPER.

On November 5, 2012 the Auburn City Council passed Resolution Number 4863 adopting the 2013 Action Plan for the City of Auburn's Consolidated Plan for Years 2010 to 2014. The 2013 Action Plan was based on an estimated, combined human service budget of \$1,030,000; out of which approximately \$530,000 were CDBG funds and \$500,000 were City of Auburn general funds.

On September 5, 2013 HUD informed the City that its 2013 Action Plan was approved and funded with \$531,551.

This Consolidated Annual Performance and Evaluation Report (CAPER) will explain in more detail where CDBG funds were spent. The CAPER will assess how that spending addresses the housing and community development goals that the City set forth in its Consolidated Plan for Years 2010 to 2014.

II. Assessment of Goals and Strategies:

A. Housing and Homeless Prevention Strategies

Activities funded by the City through its contracts with local agencies to promote affordable housing and prevent homelessness are part of its goal to assure Auburn residents have sufficient food to eat and a roof overhead. The following are activities that received CDBG funds relative to this goal.

- CDBG funds were used to make sure Auburn residents have access to emergency assistance in the event that they become homeless. Specifically, CDBG funds were used for the following:
 - In an effort to help retired couples and senior citizens stay in affordable housing, the City uses its CDBG funds to make home repairs for low-income and primarily senior homeowners.

B. Livable Communities Strategies

The City uses its CDBG funds to help achieve the national objective of providing or maintaining a suitable living environment; particularly for its low income residents. Towards this end, the City uses its CDBG funds for the following:

- Support a regional network of community health services that provide basic health care to low-income residents. The City provides CDBG funds to HealthPoint of King County (formerly Community Health Centers) for primary medical and dental care to low-income, uninsured residents at facilities located in Auburn.
- Support a local healthcare provider by creating a suitable living environment of supported housing for low-income young adults and veterans who have survived a traumatic brain injury.

C. Economic Development Strategies

The City of Auburn strives to help potential entrepreneurs obtain the business skills they need to start and sustain a business and develop jobs. Towards this end, the City provides the Small Business Assistance Center of Green River Community College funding to provide training and counseling to individuals starting businesses.

D. Other Actions: Neighborhood Revitalization:

The City of Auburn uses its CDBG funds to preserve and/or revitalize low and moderate income neighborhoods. CDBG funds for planning and administration are used to work with neighborhood groups to identify local needs and develop plans to address those needs. Additional CDBG funds are used for the following:

- Develop neighborhood plans so that low income neighborhoods can become eligible for consideration as local investment areas.
- Increase neighborhood property values, increase the length of time residents reside in neighborhood, increase number of owner-occupied units and improve sustainability of the entire neighborhood by installing public infrastructure such as curbs, sidewalks, street lights and curb cuts for wheelchairs.

E. Continuum of Care Strategies / Reduction in Poverty Strategies

The City of Auburn provides a Continuum of Care primary through two channels. First, the City participates in the King County HOME Consortium, which sets policy direction and distributes HOME and McKinney funds throughout the County. On a local level, the City funds programs – both through the General Fund and with CDBG – that help prevent homelessness and address emergency and transitional housing needs. In addition to CDBG funded activities described in this CAPER, the following examples of general fund activities likewise help reduce poverty and homelessness in Auburn:

- The City provides over \$60,000 of general funds to feed and care for over 10,000 Auburn residents.
- The City provides general fund support to provide emergency housing to over 400 homeless adults and children.

- The City provides ACAP Child and Family Services funds to subsidize the childcare of over 40 low-income, Auburn families.
- The City provides more than \$90,000 of general fund support for services to victims of domestic violence.

F. Affirmatively Furthering Fair Housing:

The City complies in accordance with its "Analysis of Impediments to Fair Housing Choice" (AI) as required for CDBG entitlement communities. As a result of the AI and the public response to it, the consultant—a partner in this effort throughout the county—who prepared the AI identified three impediments and made three initial recommendations. The recommendations were:

- Expand current education and outreach efforts;
- Continue ongoing enforcement activities by holding responsible those able to make improvements in this area; and
- Target homeownership and lending marketing to all citizens of all backgrounds.

The City continues to implement the recommendations in the AI. For instance, among other actions, the City is inserting the Fair Housing logo onto its human service and housing planning documents as a means to publicize Fair Housing and the City's commitment to it. The City has made publications promoting Fair Housing available at City Hall, Senior Center, and other public gathering places. A link to Fair Housing information has been placed on the City's website as a resource to residents as well. The City continues to monitor compliance with the Fair Housing Act. Complaints are referred to the Washington State Human Rights Commission for resolution. No fair housing complaints were filed against the City in 2013 nor did the City make any referrals of alleged complaints to the Washington State Human Rights Commission. In 2014, the City of Auburn will enter into a reassessment of impediments related to fair housing for the update of its 5-year Consolidated Plan.

G. Leveraging Resources

CDBG appropriated by the City are sometimes used to leverage other public and private funding resources. For instance, in 2013 CDBG funds were used to leverage matching funds of the City of Auburn's general fund, the human services budget exceeded \$1 million that went to meet the goals and strategies of the City's Consolidated Plan. Additionally, County resources and private investments were accessed as a direct result of the City's combined CDBG and general fund support of non-profit agencies in the community.

H. Self-Evaluation

During their review of the CAPER, the Human Service Committee agreed that the City is implementing the strategies contained in the Consolidated Plan. The City has remained in compliance with the 'Timeliness of Expenditure' guidelines as prescribed by HUD. The City intends to remain in compliance, while adjusting project selection and monitoring to include provisions for the increased timelines due to response to environmental regulations (ESA and Lead Paint).

Public service activities are within their intended schedule. Furthermore, the City continues to publicize its Housing Repair Program so as to increase the number of clientele served each year.

III. Outcomes Measurement and Performance Reporting System:

The Department of Housing and Urban Development instituted a reporting system for outcome-based performance measures. The following summarizes accomplishments relative to the 2013 Action Plan.

Agency: City of Auburn Community Services: Housing Repair Program

Activity: Provide emergency housing repairs to low-mod income Auburn homeowners at risk of becoming homeless.

Proposed: 40 clients Actual: 56 clients

Budget: \$161,551.00 Spent: \$190,159.35
(\$28,608.35 prior yr.)

Summary: During 2013 the City awarded 56 grants for minor home repairs. Actual expenditures were an average of less than \$4,000 per client. All of the clients served were low-mod income, most earned less than 30% of the King County median household income (KCMHI) and were primarily senior citizens.

Goal: **Health care to be physically and mentally fit.**

Outcome: Within the city limits of Auburn are located non-profit agencies that provide health care to its low-income residents.

Output Goal: Support a regional network of community health services that provide basic health care to low-income residents.

Agency: HealthPoint of King County (formerly Community Health Center)

Activity: Provide primary medical / dental care to low-income, uninsured residents at facilities located in Auburn.

Proposed:	78 / 70 clients	Actual:	78 / 70 clients
Budget:	\$57,500.00	Spent:	\$57,500.00
Summary:	Community Health Centers has served the expected number of clients for the contracted year. Through additional resources, their total service to the City was much greater.		

Goal: **Education and job skills to lead an independent life.**

Outcome: Auburn has a central location that makes available a variety of services and assistance to individuals who are starting a business.

Output Goal: Help potential entrepreneurs obtain the business skills they need to start and sustain a business. Provide potential entrepreneurs research and technical assistance on potential businesses in Auburn and the means to finance them.

Agency: GRCC Small Business Assistance Center

Activity: Provide small business training and counseling to enable businesses and individuals starting business to survive and grow their businesses.

Proposed: 25 clients Actual: 25 clients

Budget: \$37,500.00 Spent: \$37,500.00

Summary: The agency provided over 480 hours of technical assistance and over 200 hours of counseling creating or saving 20 jobs.

Agency: South King County Multi-Service Center: Employment Training

Activity: Provide training to residents so that employment is found and sustained.

Proposed: 15 clients Actual: 15 clients

Budget: \$10,000.00 Spent: \$10,000.00

Summary: The agency provided training and job placement for the contracted amount of residents and provided additional assistance to 8 other Auburn residents.

IV. CDBG – Specific Requirements

A. Nature of and Reasons for any Change in Program Objectives

No changes were made in the Program Objectives of the 2013 Action Plan.

B. Assessment of Grantee Efforts in Complying with Consolidated Plan

The City did not, through action or willful inaction, hinder the implementation of the Consolidated Plan. If requested, the City provides letters of compliance to entities that are pursuing HUD-approved activities within the City (e.g., letters of zoning compliance, assistance with development processes, etc.).

C. Extent of Funds Used for National Objectives

All funds were used exclusively for the National Objectives.

D. Relocation Actions

No activities that required relocation of households or businesses were undertaken during the 2013 program year.

E. Economic Development Activities

The Small Business Assistance Center (SBAC) has as a goal the creation/retention jobs. The activities provided by SBAC for the 25 low and moderate income clients served is providing both counseling hours and loan assistance as public benefit.

F. Program Income Accounts Description

The City of Auburn did not receive any program income during 2013.

G. Neighborhood Revitalization Strategies Reports

The City of Auburn is working to align its Neighborhood Revitalization Strategy in accordance to HUD's criteria for selected or targeted neighborhoods. The City does have a policy in place that utilizes CDBG funds to make improvements according to HUD regulations.

H. Eliminating Barriers to Affordable Housing

The City provided grants for home repairs to 56 low-income homeowners. Most of these homeowners were senior citizens. The home repairs provided the clients of Auburn's Housing Repair Program enable them to stay in their homes, which are much more affordable than what they find elsewhere.

I. Coordination with Public Housing Authorities

The City of Auburn and the King County Housing Authority have a long history of collaboration toward developing affordable housing for low-income residents and people with special needs. The King County Housing Authority has approximately 768 public housing units located in Auburn; in addition to more than 800 Section 8 vouchers. The City of Auburn plans to continue to work with the King County Housing Authority to preserve and maintain Auburn's stock of affordable housing for its low-income residents.

J. Lead-Based Paint Hazards

The City of Auburn includes language in its CDBG contracts that require agencies to comply with HUD Lead-Based Paint Regulations (24 CFR Part 35) issued pursuant to the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. Sections 4831, et seq.) requiring prohibition of the use of lead-based paint whenever CDBG funds are used. In addition, the City notifies residents of potential lead-based paint hazards when it awards a Housing Repair grant. A copy of the pamphlet – "Protect Your Family from Lead In Your Home" is provided each Housing Repair client when the City conducts the initial inspection of their home.

K. Compliance and Monitoring Performed during the Program Year

Outcome data is included in the contract between the City of Auburn and the agency receiving CDBG funds. The City monitors agency compliance with its CDBG contract by requiring the agency to submit quarterly reports that includes data on the number of service units provided along with demographic information about their clients. In addition, City staff monitors the agencies with a site visit at least once a year and maintains a more frequent contact with agencies using the telephone and email. The information contained in this CAPER was derived from these site visits, quarterly reports and miscellaneous agency contacts.

V. Public Participation Requirements

The public review period for this Consolidated Annual Performance and Evaluation Report for 2013 began on March 1, 2014 when copies became available for distribution. A public notice was published in The Seattle Times on March 7, 2014 announcing the plan was ready for public review and comment. A public hearing was scheduled and advertised for March 17, 2014 at which time the review period ends. Public comments were reviewed by the City of Auburn's City Council. Presentation to the City Council was made on March 17, 2014 for final review and consideration prior to submitting it to HUD on March 31, 2014. Minutes of these meetings, along with any other written comments, are included in the appendix of this CAPER.

VI. Public Participation

- A. Minutes from Council meeting and Resolution of acceptance
- B. Public notice and written comments, if any, received during public review of the C.A.P.E.R.



AGENDA BILL APPROVAL FORM

Agenda Subject:

March 7, 2014 Minutes

Date:

March 13, 2014

Department:

Planning and Development

Attachments:

[March 7, 2014 Draft Minutes](#)

Budget Impact:

\$0

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

Councilmember: Holman

Staff:

Meeting Date: March 17, 2014

Item Number: PCD.1



**Planning and Community
Development
March 7, 2014 - 2:00 PM
Annex Conference Room 2
MINUTES**

I. CALL TO ORDER

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

A. Roll Call

Chair John Holman, Vice-Chair Largo Wales, and Member Yolanda Trout were present. Also present were Mayor Nancy Backus, Director of Community Development & Public Works Kevin Snyder, Assistant Director of Community Development Services Jeff Tate, Planning Services Manager Elizabeth Chamberlain, Economic Development Manager Doug Lein, Arts Coordinator Maija McKnight, and Office Assistant Sue Van Slyke.

Members of the public present were: Kim Lorenz, Jim Honan, Casey Sheehan, Erik Little, Jill Moodie and Brent Carson of Van Ness Feldman, LLP

B. Announcements

There were no announcements.

C. Agenda Modifications

There was one agenda modification transmitting the following agenda item:

DISCUSSION ITEMS

IV. E. Downtown Parking Requirements* (Tate)
Discussion on options/ideas for the downtown parking permit program.

II. CONSENT AGENDA

A. Minutes - February 24, 2014 (Tate)

Vice-Chair Wales moved and Member Trout seconded to approve the February 24, 2014 Planning and Community Development Committee

minutes as written.

Motion carried unanimously. 3-0

III. ACTION

A. Resolution No. 5048 (McKnight)

Arts Coordinator Maija McKnight provided the staff report on Resolution No. 5048. The City of Auburn has been awarded a grant from the Cultural Development Authority of King County ("4Culture") in the sum of \$17,000.00.

The Committee expressed their support of the arts programming in the City of Auburn and is supportive of Resolution No. 5048.

Vice-Chair Wales moved and member Trout seconded to recommend City Council adopt Resolution No. 5048.

Motion carried unanimously. 3-0

IV. DISCUSSION ITEMS

A. Environmental Park (EP) vs. M-1 Zoning Designation (Tate)

Assistant Director of Community Development Services Jeff Tate provided background information on the Environmental Park vs. M-1 Zoning Designation discussion. The Environmental Park (EP) zoning designation was adopted by City Council in 2006. Since 2006, only 9 permits have been issued in the EP zone, representing a valuation of \$456,000.00. Under the M-1 and M-2 zoning designation there have been 220 permits issued since 2006, representing a valuation of \$154,955,041.00.

The intent of the EP zoning designation was to create uses in proximity to the Auburn Environmental Park that benefit from that location and complement the park and its environmental focus. The intent was to promote good stewardship and ethics by uses that complemented the park and its environmental focus. The property owners of those existing developments face challenges when trying to sell or lease property since the current EP zoning does not compliment the existing uses that typically occupy those buildings.

Staff reviewed three options available that could remedy development and use challenges with the policy and regulatory language of the EP zoning designation and recommended the Committee consider the following two actions:

- Proceed with option 1 as an immediate action that would provide relief and greater flexibility to owners and managers of EP zoned properties. Based on City Council's recent adoption of Ordinance 6489 on December 2, 2013 there is adequate justification to amend the EP zoning designation by changing "Warehousing and Distribution" from a prohibited use to a permitted use.
- Also proceed with option 3 which would allow staff, Council, the Planning Commission, affected property owners, and the community to redefine and enhance the goals and purpose that are defined in the present EP zoning designation so that it is better positioned to realize what was intended as part of the major comprehensive plan update.

Audience member comments:

Kim Lorenz, Sound Tire Building, 402 Lund Road
Mr. Lorenz thanked the City, Mayor Backus, and staff for their attention on this zoning issue. Mr. Lorenz provided an overview of his business and when his building was built. The buildings were originally built under the M-1 zoning designation.

Mr. Lorenz explained that in 2013 they received an offer to purchase the building. The sale fell through because of a misunderstanding on his part that the property was rezoned M-1 along with another rezone and included "Warehouse and Distribution" as a permitted use. Just before the closing, the attorney for the buyer spoke to City staff and confirmed that the zoning did not change; the property remained as EP zoning. It was confirmed that if the property were to be vacant for 6 months, it could no longer be used as distribution property as it would be a nonconforming use. Mr. Lorenz supports staff's recommended approach.

Jill Modie, Volupe Building, 902 4th Street SW, Auburn
Ms. Modie thanked the Committee for their time. She stated her building was built as an investment in 1999. In 2013 she became aware of the property's EP zoning designation because a tenant abandoned their space and filed bankruptcy, leaving the property vacant for several months. A tenant was able to occupy the space within the 6 months allowed by code for non-conforming structures.

Ms. Modie explained, in December 2014 her loan balloon payment is due. She is concerned that she will not be able to refinance if the bank reviews to see that the property had been rezoned EP in 2006 and that "Warehouse and Distribution" is a non-conforming use.

Eric Little, Caddis Building, 1028 4th Street SW, Auburn
Mr. Little stated, that his building is approximately 43,000 sq. ft. and was built in 1999. It was built and occupied for the permitted use of "Warehouse and Distribution", with a M-1 zoning designation. Approximately 20 people are employed on site. Mr. Little is also concerned that if the space is empty for 6 months the space would be difficult to lease or sell due to the non-conforming status. Mr. Little stated that within two years they will be need to refinance the building and will face the issue of trying to procure a loan with a non-conforming space. Even a sale of the building would be difficult due to the non-conforming use. Mr. Little stated that he is appreciative of the time and attention staff has taken on this zoning issue.

Councilmember Holman thanked the owners for bringing this matter to the attention of City staff; the City is dependent on its existing businesses that operate within the City.

Jim Honan, Neil Walter Company, 19625 62nd Ave., Kent
Mr. Honan has been working as a commercial estate broker in this area for 24 years and represents Mr. Lorenz on his potential sale. Mr. Honan distributed a handout showing some industrial lease comparables from 2006 forward (the origination of the EP zone).

Brent Carson, Van Ness Feldman, LLP, 719 2nd Ave., Ste. 1150, Seattle
Mr. Carson explained, he is a land-use attorney representing the property owners who have been talking about the problems that they have been facing within the EP zone. They would like to discuss solutions. Mr. Carson thanked the Council, Mayor and staff for addressing the zoning issues. Mr. Carson stated he has read the recommendation noted in Assistant Director Tate's memorandum and is supportive of those recommendations. He emphasized, if there is an immediate need for the owners to sell, refinance or lease their property Option 1, amending ACC 18.23.030 by changing "Warehousing and Distribution" from a prohibited use to a permitted use in the EP zone would provide immediate relief.

Eventually rezoning the property to M-1 makes sense and ultimately that is what the property owners would like, but option 1 would go a long way to relieve the angst of lenders and buyers. The owners' combined recommendation of Option 1 and Option No. 3 would be our recommendation.

The Committee thanked those providing comment for their time, positive suggestions, and willingness to cooperate with City staff. A discussion was held as to the benefits of opening up the use in the EP zone to "Warehouse and Distribution".

The Committee concurred that Option 1 and Option 3 would be their recommendation in order to provide relieve for the business community and also provide the City an opportunity to review the goals and purposes of the EP zoning designation.

Assistant Director Tate explained that to implement Option 1, the process will need to go before the Planning Commission for recommendation and staff should be able to complete Option 1 by June.

B. Local Revitalization Financing (LRF) Remaining Funds (Chamberlain)

Review staff recommended projects(s) to obligate the remaining LRF funds.

Planning Services Manager Elizabeth Chamberlain provided the staff report. There is a remaining balance of \$557,000.00 comprised of \$175,000.00 in LRF funds and \$382,000.00 in City funds allocated to the downtown infrastructure improvements. The LRF funds are restricted to the urban center and for design/construction projects.

Staff reviewed several proposed project ideas that the Committee could evaluate moving forward with the available funds:

- Develop a streetscape/urban design for Main Street between C Street SW and F/E Street NW that can be taken to obtain other grant funds or dedicate future City funds for detailed design and construction; this would also include a design for B Street Plaza.
- Address the City owned parking lot between Safeway and Main Street business: includes survey work and exploring street vacations to create one whole tax parcel; a redesign of the parking lot creating a more efficient use of the parcel and potentially obtain additional parking stalls.

A discussion was held regarding the streetscape/urban design for Main Street, constructing the remaining kiosks and placement of the banners and kiosks within downtown. Director Snyder explained that as part of the streetscape/urban design for Main Street they would be taking a look at the urban design elements to see how the space works and feels functionally within the right-of-way. The banner poles and other elements will reviewed as part of the design element.

A discussion was held regarding the construction of the remaining kiosks. Staff explained that if the City were to proceed with the streetscape/urban design it may allow the City to use it for the basis to screen for additional funding. The additional kiosks are important but

staff pointed out that getting the design completed will position the City to pursue grant funding to complete the rest of Main Street and ultimately provide a greater return on investment rather than dedicating the \$175,000.00 to the pedestrian kiosks up front. Constructing one or two a year may be of more benefit to the City in the long run, staff can continue to seek additional funding opportunities but in the meantime use the lump sum to pursue streetscape/urban design. Ms. Chamberlain stated that it is possible that one more kiosk can be constructed with some of the additional funds.

The Committee discussed the options with staff and was supportive of staff's recommendations.

C. Director's Report (Tate)

Assistant Director Tate reported that of the 3500 business license renewals the City has approximately 181 businesses yet to renew. At this time staff is calling businesses to assist them in their renewals before moving the remainder to renew forward to Code Enforcement for assistance.

The City Hall Phase 2 pre-construction meeting will be held with Lincoln Construction Inc and construction will be March 17, 2014.

D. PCDC Matrix (Tate)

There were no changes or additions. Staff updated the Committee on several items.

E. Downtown Parking Requirements

Assistant Director of Community Development Services, Jeff Tate, provided a brief history of the City's downtown parking. Over the last 6 months several actions have occurred that have an impact on the City's downtown parking permit program.

The sale of two full City blocks from the City to a private developer. Prior to the sale these two City blocks were made available for parking to downtown businesses, downtown residents, and commuters using Sound Transit in 53 permit spots and 3 hour public parking. When the lots were sold the developer contracted with Diamond Parking to make both lots available for parking permits at a rate of \$25 per month for one of the blocks and \$15 per month for the other block. The developer also expanded the permit parking supply from 53 spaces to 198 spaces. The developer will continue to allow parking for an addition year on one block and two years on the other block, based on the estimates of the development of the blocks.

The City was selling approximately 56 spaces in December, 2013

based on a policy change to increase parking spaces available. In December 2013, January 2014, and February 2014 the Permit Center sold 56 parking permits, the limit, and did not have to turn any customers away. In March 2014, the Permit Center has started to turn customers away because we reached the permit maximum. These customers are unhappy that their options are limited to either moving their vehicle every three hours or to park several blocks away on the lots managed by Diamond Parking.

Staff reviewed the options outlined in the memo and those options were discussed. The Committee provided the following recommendations:

- Explore expanding parking supply through contacting property owners who have an oversupply of parking about potential permit lease options
- Explore further the idea of assigning parking stalls
- Discuss with other jurisdictions their parking programs and our parking options and ideas.

V. **ADJOURNMENT**

There being no further business to come before the Planning and Community Development Committee, the meeting was adjourned at 4:16 p.m.

Approved this ____ day of _____, 2014.

John Holman

Chairman

Tina Kriss

Secretary, Community Development Services



AGENDA BILL APPROVAL FORM

Agenda Subject:

March 3, 2014 Minutes

Date:

March 12, 2014

Department:

Public Works

Attachments:

[Draft Minutes](#)

Budget Impact:

\$0

Administrative Recommendation:**Background Summary:**

See attached draft minutes.

Reviewed by Council Committees:

Public Works

Councilmember: Osborne

Staff:

Meeting Date: March 17, 2014

Item Number: PW.1



**Public Works Committee
March 3, 2014 - 3:30 PM
Annex Conference Room 2
MINUTES**

I. CALL TO ORDER

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

A. Roll Call

Chairman Wayne Osborne, Vice-Chair Bill Pelozza, and Member Claude DaCorsi were present. Also present during the meeting were: Mayor Nancy Backus, Community Development and Public Works Director Kevin Snyder, Assistant Director of Engineering/City Engineer Ingrid Gaub, Assistant Director of Operations Randy Bailey, Assistant Director of Community Development Jeff Tate, Acting Utilities Engineer Susan Fenhaus, Transportation Manager Pablo Para, Acting Director of Human Resources Rob Roscoe, Engineering Aide Amber Mund, Storm Drainage Engineer Tim Carlaw, Water Quality Program Coordinator Chris Thorn, Finance Director Shelly Coleman, Senior Project Engineer Ryan Vondrak and Public Works Secretary Jennifer Cusmir.

B. Announcements

There were no announcements.

C. Agenda Modifications

There was one modification to the agenda, adding Discussion Item E, Ordinance No. 6502.

II. CONSENT AGENDA

A. Approval of Minutes

It was moved by Vice-Chair Pelozza, seconded by Member DaCorsi, that the Committee approve the Public Works Committee Meeting minutes for date, February 18, 2014.

Motion carried 3-0.

III. ACTION

A. Right-of-Way Use Permit No. 14-02 (Mund)

Approve Right-of-Way Use Permit No. 14-02 for Auburn Parks, Arts and Recreation Department Petpalooza Dog Trot Fun Run

Engineering Aide Mund explained this year's permit includes more road closures, for safety reasons. The closures include the northbound closure of R Street SE, between 35th Street SE to Stuck River Drive, potentially the westbound lane of Stuck River Drive, and 35th Street SE.

Engineering Aide Mund stated that the Street Division will be providing traffic control, in response to a question asked by Chairman Osborne. Chairman Osborne asked if police will be present to monitor the event. Mund confirmed the police will be present.

It was moved by Vice-Chair Peloza, seconded by Member DaCorsi, that the Committee approve Right-of-Way Use Permit No. 14-02 Auburn Parks, Arts and Recreation Department's Annual Petpalooza Dog Trot Fun Run.

Motion carried 3-0.

- B. Resolution No. 5035 (Thorn/Carlaw)
A Resolution of the City Council of the City of Auburn, Washington, Approving the 2014 Stormwater Management Program Plan and Authorizing the Mayor to Submit a Copy to the Washington State Department of Ecology in Response to the City's National Pollutant Discharge Elimination System Western Washington Phase II Municipal Stormwater Permit

Water Quality Program Coordinator Thorn answered questions asked by Member DaCorsi regarding the requirements for the inspection of municipal catch basins and inlets. Storm Drainage Engineer Carlaw explained the difference between the inspection and maintenance of City owned catch basins and private storm facilities.

It was moved by Vice-Chair Peloza, seconded by Member DaCorsi, that the Committee recommend City Council adopt Resolution No. 5035.

Motion carried 3-0.

IV. DISCUSSION ITEMS

- A. Resolution No. 5047 (Tate)
A Resolution of the City Council of the City of Auburn, Washington, Authorizing the City to Expend Funds to Abate the Litter, Junk, and Yard Waste Nuisance at 911 17th Street NE, Auburn

Assistant Director of Community Development Tate provided background information regarding the property at 911 17th Street NE.

Assistant Director of Community Development Tate explained the difference between interior and exterior abatement.

The Committee and staff reviewed the exterior abatement process.

Assistant Director of Community Development Tate responded to questions asked by Member DaCorsi regarding the whereabouts of the property owner.

The Committee supported adoption of Resolution No. 5047.

B. Capital Project Status Report (Vondrak)

Item 25 – CP1218 – Auburn Way South & Riverwalk Intersection Improvements:

Assistant Director of Engineering/City Engineer Gaub stated that staff is working with the Muckleshoot Indian Tribe (MIT) to reach agreements on several Auburn Way South Corridor projects, in response to a question asked by Vice-Chair Peloza. Community Development and Public Works Director Snyder said that there is a meeting scheduled with the MIT for March 18th at which this project and the others will be discussed.

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

Item 6 – Puget Sound Energy – 2nd Street NE Gas Main Replacement:

Answering questions asked by Vice-Chair Peloza, Assistant Director of Engineering/City Engineer Gaub confirmed that the areas impacted by PSE on 2nd Street will be restored but the roadway will not be completely rebuilt.

Item 1 – Green River Community College – 320th Street Improvements:

Assistant Director of Engineering/City Engineer Gaub explained that the contractor is still troubleshooting the crosswalk flashers, in response to a question asked by Vice-Chair Peloza.

D. Action Tracking Matrix (Gaub)

Item G – 2nd Street NE – Rebuild Estimate: Chairman Osborne explained that the Mayor has not yet determined whether or not to task staff with estimating the cost of a rebuild on 2nd Street NE.

Assistant Director of Engineering/City Engineer Gaub stated that staff will discuss with the Mayor the resources necessary to put the different items that the Committee is requesting of staff and the Mayor will determine if staff should precede and the priority of the

Committee's requests.

Assistant Director of Engineering/City Engineer Gaub discussed some of the work currently being done by staff; such as several grant applications and design work being done in preparation of the upcoming construction season.

Staff confirmed that the appropriate examination and work went into selecting the streets for this year's SOS program. Vice-Chair Peloza stated that staff convinced him that there are other streets in worse shape than 2nd Street NE that should be included in the SOS program.

Assistant Director of Operations Bailey discussed some of the maintenance measures that are considered for distressed roadways with the Committee.

The Committee decided that Item G can be removed from the matrix.

Item H – 116th & 320th Intersection Investigation: Assistant Director of Engineering/City Engineer Gaub stated that staff has reviewed accident information for both accidents at the intersection and both were based on excessive speeds and loss of vehicle control.

Community Development and Public Works Director Snyder stated that there will be a neighborhood meeting to discuss issues about speeding in the area. The Mayor and staff will meet with Green River Community College representatives and the citizens and will report back to the Committee.

Items F and H can be combined, per Chairman Osborne.

Item I – Amberview Apartments Sewer Odor: Vice-Chair Peloza requested the item remain on the matrix until the summer months. Assistant Director of Operations Bailey reassured the Committee that staff is still working on a solution.

- E. Ordinance No. 6502* (Coleman)
An Ordinance of the City Council of the City of Auburn, Washington, Amending Ordinance No. 6432, the 2013-2014 Biennial Budget Ordinance, as Amended by Ordinance No. 6456, Ordinance No. 6462, Ordinance No. 6472, Ordinance No. 6473, Ordinance No. 6474, Ordinance No. 6481, Authorizing Amendment to the City of Auburn 2013-2014 Budget as Set Forth in Schedule "A" and Schedule "B"

Discussion Item E was discussed prior to Discussion Item B.

Finance Director Coleman stated that Ordinance No. 6502 is the first

budget amendment of the 2014 budget year.

Finance Director Coleman provided the Committee background information regarding the budget amendment and discussed the schedule for future budget amendments.

Finance Director Coleman will provide a detail for the human services contracts carry forward at the request of Chairman Osborne.

Chairman Osborne noted that the Arterial Streets Fund request related to Lea Hill Road will be discussed during an Executive Session at the City Council Meeting. Assistant Director of Engineering/City Engineer Gaub confirmed that to be correct.

Assistant Director of Engineering/City Engineer Gaub answered questions asked by Chairman Osborne regarding the Marchini Meadows project.

Finance Director Coleman responded to questions asked by Vice-Chair Peloza regarding funding for the Community Center. Vice-Chair Peloza asked if the Community Center was being taken to City Council for action and Community Development and Public Works Director Snyder confirmed that it was as a consent item.

Finance Director Coleman stated that she would provide Vice-Chair Peloza with additional information regarding the Facilities Fund carry forward, City Hall external cleaning and brick sealing.

Finance Director Coleman answered questions asked by Vice-Chair Peloza regarding the state and federal lobbying contract with Thompson Consulting.

Assistant Director of Engineering/City Engineer Gaub responded to questions asked by the Committee regarding the Lea Hill road corridor expansion route.

The Committee and staff discussed the Cumulative Reserve Fund. The Committee and Finance Director Coleman reviewed schedule A and schedule B.

V. ADJOURNMENT

There being no further business to come before the Public Works Committee, the meeting was adjourned at 4:15 p.m.

Approved this 17th day of March, 2014.



AGENDA BILL APPROVAL FORM

Agenda Subject:

March 3, 2014 Minutes

Date:

March 10, 2014

Department:

Administration

Attachments:

[Minutes](#)

Budget Impact:

\$0

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

Finance

Councilmember: Wales

Staff:

Meeting Date: March 17, 2014

Item Number: FN.1



**Finance Committee
March 3, 2014 - 5:00 PM
Annex Conference Room 1
MINUTES**

I. CALL TO ORDER

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

A. Roll Call

Chair Wales and Member Yolanda Trout were present. Chair Holman arrived at 5:05 p.m. and after approval of minutes.

Officials and staff members in attendance during the meeting included: Mayor Nancy Backus, Finance Director Shelley Coleman, City Attorney Dan Heid, Parks, Arts and Recreation Director Daryl Faber, Community Development and Public Works Director Kevin Snyder, Assistant Director of Engineering Services/City Engineer Ingrid Gaub, Interim Director of Human Resources and Risk Management Rob Roscoe, and Deputy City Clerk Shawn Campbell.

B. Announcements

Chair Wales announced the Finance Committee members are in the process of converting to paperless agenda packets for the meetings. The goal is that over the next six months the Finance Committee packet will be entirely electronic.

C. Agenda Modifications

There was no agenda modification.

II. CONSENT AGENDA

A. Minutes of the February 18, 2014 regular meeting

Member Trout moved and Chair Wales seconded to approve the minutes as distributed.

MOTION CARRIED UNANIMOUSLY. 2-0

B. Claims Vouchers (Coleman)

Claims voucher numbers 427534 through 427692 in the amount of \$2,796,334.48 and one wire transfer in the amount of \$1710.08 and dated March 3, 2014.

Committee members reviewed the claims vouchers and the payroll vouchers.

Member Trout moved and Vice Chair Holman seconded to approve and forward the 2014 claims vouchers and payroll vouchers to the full Council for consideration.

MOTION CARRIED UNANIMOUSLY. 3-0

- C. Payroll Vouchers (Coleman)
Payroll check numbers 534524 through 534553 in the amount of \$276,248.62 electronic deposit transmissions in the amount of \$1,351,415.06 for a grand total of \$1,627,663.68 for the period covering February 13, 2014 to February 26, 2014.

See claims vouchers above for approval of payroll vouchers.

III. DISCUSSION ITEMS

- A. Ordinance No. 6502 (Coleman)
An Ordinance of the City Council of the City of Auburn, Washington, amending Ordinance No. 6432, the 2013-2014 Biennial Budget Ordinance, as amended by Ordinance No. 6456, Ordinance No. 6462, Ordinance No. 6472, Ordinance No. 6473, Ordinance No. 6474, Ordinance No. 6481, authorizing amendment to the City of Auburn 2013-2014 Budget as set forth in schedule "A" and schedule "B"

Director Coleman presented Ordinance No. 6502 regarding amending the 2013-2014 Biennial Budget.

Vice Chair Holman asked for clarification on the carry forward funds related to the one stop center and the Human Services agreements. Director Coleman explained staff is confirming the amounts, only funds that have already been committed to by the City can be carried forward. Prior to the budget amendment going before full Council all of the amounts will be confirmed.

Chair Wales asked about the Parks and Recreation Open Space Plan. Director Faber said the City is required to update the Open Space Plan every six years.

Vice Chair Holman asked which TIP the Lea Hill Road improvements are connected to. Assistant Director Gaub explained the improvements are a combination of some of the corridor projects.

- B. Auburn Municipal Cemetery Request for Proposal

Director Coleman explained the City published a Request for Proposals for Cemetery Services, only one vendor replied. The City has decided to continue with the current staff and administration at the

cemetery for 2014. The City will reevaluate the Cemetery Fund in January of 2015.

Chair Wales requested Committee Members be provided with a copy of the response to the RFP.

IV. **ADJOURNMENT**

There being no further business to come before the Committee, the meeting adjourned at 5:18 p.m.

APPROVED this ____ day of March, 2014.

Largo Wales, Chair

Shawn Campbell, Deputy City Clerk



AGENDA BILL APPROVAL FORM

Agenda Subject:

Minutes of the March 3, 2014 regular meeting

Date:

March 10, 2014

Department:

Administration

Attachments:

[3-03-2014 meeting minutes](#)

Budget Impact:

\$0

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

Meeting Date: March 17, 2014

Staff:

Item Number: CA.A



**City Council Meeting
March 3, 2014 - 7:30 PM
Auburn City Hall
MINUTES**

I. CALL TO ORDER

A. Flag Salute

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

B. Roll Call

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

Department directors and staff members present: City Attorney Dan Heid, Police Commander Mark Caillier, Finance Director Shelley Coleman, Community Development and Public Works Director Kevin Snyder, Assistant Director of Community Development Services Jeff Tate, Director of Administration Michael Hursh, Assistant Director of Engineering Services / City Engineer Ingrid Gaub, Storm Utility Engineer Tim Carlaw, Water Quality Program Coordinator Chris Thorn, Parks, Arts and Recreation Director Daryl Faber, Deputy City Clerk Shawn Campbell.

C. Announcements, Appointments, and Presentations

1. 2013 Waste Management Annual Report

Waste Management's Municipal and Community Relations Manager Laura Moser presented to Council the Waste Management 2013 Annual Report. Waste Management uses three processing centers to process recycled materials. The City of Auburn has the highest recycling rate in the region. She invited the Council and Mayor to ride along in one of the trucks to see the whole process at work.

Waste Management Public Education and Outreach Manager Candy Castellano explained Waste Management is providing a consistent message throughout the region to make it easier for citizens to recycle.

Councilmember Peloza complimented Waste Management for

their customer service in his neighborhood.

Councilmember Wales explained that the King County Board of Health is working on regulations for solid waste. She said the greatest tool to increase recycling is educating students about recycling. A portion of the 7th grade curriculum is recycling.

Councilmember DaCorsi asked for additional information on the average commodity price for glass recycling. Ms. Moser explained that Waste Management has to pay a secondary contractor to take the glass.

Deputy Mayor Wagner asked if Waste Management has plans to capture more of the scrap metal recycling. Ms. Castellano explained that Waste Management facilities are only designed to handle items that will fit into the bins.

D. Agenda Modifications

There was no agenda modification.

II. CITIZEN INPUT, PUBLIC HEARINGS & CORRESPONDENCE

A. Public Hearings

1. Public Hearing for Stormwater Management Program (Osborne/Snyder)
City Council to conduct a public hearing to receive public comments, proposals and suggestions on the City's Stormwater Management Program

Storm Drainage Engineer Tim Carlaw presented the staff report for the 2014 Stormwater Management Program. The program is prepared in response to the City's National Pollution Discharge Elimination System (NPDES) Permit. The City is required to complete a Stormwater Management Plan annually. With the public hearing and approval of Resolution No. 5035 the City will conclude the process for 2014.

Mayor Backus opened the public hearing at 7:58p.m.

Virginia Haugen, 2503 R Street SE, Auburn
Ms. Haugen noted there are problems with the M street underpass due to rain. She asked how many times the underpass has been closed due to flooding.

Mayor Backus explained when the underpass first opened the contractor had an issue with items not being connected. The contractor fixed everything before the project was finalized. There was a road closed sign up about a week ago that the

City Maintenance and Operations department did not put up. The road was open at that time.

Mayor Backus closed the public hearing at 8:02 p.m.

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.

Sean Coburn, 26 M Street NE, Auburn

Mr. Coburn requested a flashing light or crosswalk be placed at the intersection of 28th Street NE and Auburn Way. Bus riders must cross the street to catch their connecting bus, and there is no safe place to do so.

Mayor Backus requested Community Development and Public Works Director Kevin Snyder work with Mr. Coburn.

Patti Maynard, 32024 116th Ave SE, Auburn

Ms. Maynard has lived in Auburn since 1967. She provided the City with history on a tree located at 115 2nd Street SE. She requested the tree be declared a historic tree.

C. Correspondence

There was no correspondence for Council review.

III. COUNCIL COMMITTEE REPORTS

A. Municipal Services

Chair Peloza reported the Municipal Services Committee met on February 24, 2014. The Committee reviewed Resolution No. 5041 regarding an agreement with the Auburn Symphony. The Committee requested additional work be done on the agreement before they approve it. The Committee discussed the false alarm prevention program and the Auburn Valley Humane Society agreement. The next regular meeting of the Municipal Services Committee is scheduled for March 24, 2014 at 5:00 p.m.

B. Planning & Community Development

Chair Holman reported the Planning and Community Development Committee met February 24, 2014. The Committee reviewed Resolution No. 5047 regarding property abatement. The Committee also discussed the Stormwater Management Program, the work plan to update the Flood Area Map and Flood Plan Map, the Committee received an overview of the new structure for the Community Development and Public Works Department, and a

Directors Report The next regular meeting of the Planning and Community Development Committee is scheduled for March 7, 2014 at 2:00 p.m.

C. Public Works

Chair Osborne reported the Public Works Committee met this afternoon. The Committee reviewed a right-of-way use permit for the Pet Palooza Dog Trot run, Resolution No. 5035 related to the Stormwater Management Plan and Resolution No. 5047 approving abatement of property. The Committee also discussed the capital project status report. The next regular meeting of the Public Works Committee is scheduled for March 17, 2014 at 3:30 p.m.

D. Finance

Chair Wales reported the Finance Committee met this evening at 5:00. The Committee reviewed 2014 claims vouchers in the amount of approximately \$2.8 million, and payroll vouchers in the approximate amount of \$1.6 million. The Committee is working on going paperless for the agenda packets in the next six months. The Committee discussed Ordinance No. 6502 regarding the 2013-2014 mid-biennial budget amendment and the request for proposals received for the Auburn Municipal Cemetery. The next regular meeting of the Finance Committee is scheduled for March 17, 2014 at 5:00 p.m.

E. Les Gove Community Campus

Chair Wagner reported the Les Gove Community Campus Committee met February 26, 2014. The Committee discussed the mid-biennial budget update, an internal operations inventory budget, the action tracking matrix and security upgrades at the Les Gove Community Campus. The next regular meeting of the Les Gove Community Campus Committee is scheduled for March 26, 2014.

F. Council Operations Committee

Chair Wagner reported the Council Operations Committee met on February 26, 2014. The Committee discussed creating a Council Compensation Committee and updating the Council Rules and Procedures. The Committee changed the time for their regularly scheduled meeting to the fourth Monday of the month at 2:30 p.m.. The next regular meeting of Council Operations Committee meeting is scheduled for March 24, 2014 at 2:30 p.m.

IV. CONSENT AGENDA

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

- A. Minutes of the February 18, 2014 regular meeting
- B. Claims Vouchers (Wales/Coleman)
Claims voucher numbers 427534 through 427692 in the amount of \$2,796,334.48 and one wire transfer in the amount of \$1710.08 and dated March 3, 2014.
- C. Payroll Vouchers (Wales/Coleman)
Payroll check numbers 534524 through 534553 in the amount of \$276,248.62 electronic deposit transmissions in the amount of \$1,351,415.06 for a grand total of \$1,627,663.68 for the period covering February 13, 2014 to February 26, 2014.
- D. Public Works Project No. CP00925 (Wagner/Tate)
City Council to grant permission to advertise for bids for Project No. CP0925, Les Gove Community and Event Center

Deputy Mayor Wagner requested item D to be moved to Unfinished Business.

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

The Consent Agenda includes claims and payroll vouchers.

MOTION CARRIED UNANIMOUSLY. 7-0

V. UNFINISHED BUSINESS

- A. Public Works Project No. CP0925
City Council to grant permission to advertise for bids for Project No. CP0925, Les Gove Community and Event Center

Deputy Mayor Wagner moved and Councilmember Peloza seconded to approve publishing the Request for Proposals for Public Works Project No. CP0925.

Councilmember Osborne stated he is a member of the Les Gove Community Campus Committee. He reported the Committee requested estimates for the project. One estimate came in below the \$9 million the City has set aside for this project and the remaining estimates were over \$10 million. He believes the project will come in above the amount the City has set aside and it would be a waste of funds to prepare the plans for bid. He does not feel it is fair to ask bidders to spend funds developing bids when the City will not be able to fund the project.

Councilmember Wales stated the City has already invested approximately \$2 million in the project to date. The cost to the City of going to bid is \$83,000.00. She believes that if the bids come back

higher than the funds the City currently has set aside the City could request additional funds from the State for the community center or request to use the grant funds for another project. She believes this is a good time to go out for bid. It would allow the City to make an informed decision on whether or not the City can afford a community center.

Director Coleman confirmed the City has spent approximately \$1.2 million to date on the community center.

Deputy Mayor Wagner explained the City has only received estimates on the cost of building a community center. Typically bids come in much lower than estimates. He is passionate that it is time to find out if the City can fund the building of a community center.

Councilmember Holman stated the City could pay for a full time employee with the \$83,000.00 it will cost to prepare the plans to go out for bid. He is passionate about building the Community Center, just not at this time. In addition to the cost of building, he is also considering the \$150,000.00 per year to operate the center. He thinks this is about two to three years too early.

Councilmember DaCorsi said as a part of his profession he has built 10 community centers. Councilmember DaCorsi has reviewed the plans for the City community center, and he believes the cost estimates are on target. He does not want to go out to bid if the City is not ready to move forward. He believes the City needs more time before the project goes out to bid.

Councilmember Pelosa stated he is concerned about the proposed revenue covering the operating costs of a community center. He has heard concerns from citizens about the cost of the building along with the cost for day to day operations of a community center. He would like the process to be more transparent.

Councilmember Trout believes the City needs a community center. But the bottom line is how the City going to pay for it. She believes the City needs to wait until additional funds have been identified.

MOTION FAILED. 2-5 Councilmember Wagner and Councilmember Wales voted yes.

VI. NEW BUSINESS

There was no new business.

VII. RESOLUTIONS

A. Resolution No. 5035 (Osborne/Snyder)

A Resolution of the City Council of the City of Auburn, Washington, approving the 2014 Stormwater Management Program Plan and authorizing the Mayor to submit a copy to the Washington State Department of Ecology in response to the City's National Pollutant Discharge Elimination System Western Washington Phase II Municipal Stormwater Permit

Councilmember Osborne moved and Councilmember Peloza seconded to adopt Resolution No. 5035.

Resolution No. 5035 authorizes the City to submit the City's 2014 Stormwater Management Program Plan to the Department of Ecology.

MOTION CARRIED UNANIMOUSLY. 7-0

B. Resolution No. 5047 (Holman/Snyder)

A Resolution of the City Council of the City of Auburn, Washington, authorizing the City to expend funds to abate the litter, junk, and yard waste nuisance at 911 17th Street NE, Auburn

Councilmember Holman moved and Councilmember Wales seconded to adopt Resolution No. 5047.

Deputy Mayor Wagner stated this will result in a lien against the property that the City will not recover until the property is sold.

Councilmember Holman stated children could get hurt at this property and the trash is affecting the property value for the neighbors in the area. The City will recover the funds when the property is sold. At this time the total costs are unknown.

MOTION CARRIED. 6-1 Deputy Mayor Wagener voted no.

VIII. REPORTS

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

A. **From the Council**

Deputy Mayor Wagner reported on his attendance at the Sound Cities Association meeting, an Oath of Citizenship Ceremony, the Pierce County Regional Council meeting, the Valley Regional Fire Authority meeting, the open house at the Carnegie Library Building and the Pierce County Economic Development Committee annual meeting.

Councilmember DaCorsi reported on his attendance at the Carnegie Library Building open house, the Auburn Adventist Academy Banquet

and the Green River Community College Painting with the Stars. He also had the opportunity to interview Junior City Councilmember Angelina Zalutskiy.

Councilmember Wales reported on her attendance at the King County Board of Health meeting and the Green River Community College Painting with the Stars. She also noted she has been appointed as boardmember for the Puyallup River Watershed Committee.

Councilmember Holman reported on his attendance at the Washington State Senate and House Joint Session Day of Remembrance, the Senate Hearing on IPZ funding, and the Seattle King County Economic Development Committee meeting. He also reported he had the pleasure of interviewing Junior City Councilmember Olivia Thomas.

Councilmember Peloza reported he attended the Airport Advisory Board meeting, the 2014 King Conservation District Awards Night, the King County Water Pollution Advisory Committee meeting, the Water Resource Inventory Area (WIRA) 9 Stormwater workshop, the South County Area Transportation Board meeting, Valley Regional Fire Authority Awards dinner, the Carnegie Library Building open house and the Pierce County Economic Development Board meeting. He also interviewed Junior City Councilmember Dalton Hands.

Councilmember Osborne reported he attended the Regional Transit Committee meeting, the Fire Fighters of Station 32 Litter Clean-up Project event and the Vintage Place neighborhood meeting.

Councilmember Trout reported she attended the Sound Cities Association meeting, the Pierce County Regional Council meeting, the Carnegie Library Building open house, the Auburn Adventist Academy banquet, the Planning and Community Development Committee meeting, the Green River Community College Painting with the Stars, an Oath of Citizenship Ceremony, and the Pierce County Economic Development Committee meeting. She also met with the Executive Director from the YMCA.

B. From the Mayor

Mayor Backus reported on her attendance at the Regional Mayors meeting with Congressman Reichert, the Valley Regional Fire Authority Annual Banquet, the Carnegie Library open house, the Valley Cities luncheon, the King County Sexual Assault Resource Center annual breakfast, the Green River Community College Painting with the Stars and Larry Dahl's retirement party.

IX. EXECUTIVE SESSION

At 9:26 p.m., Mayor Backus recessed the meeting to executive session for approximately ten minutes in order to discuss purchase or sale of real property pursuant to RCW 42.30.100(1)(b). Mayor Backus indicated no action would follow the executive session. Department directors and staff required for the executive session included City Attorney Heid, Director of Community Development and Public Works Director Snyder and Assistant Director of Engineering Services Ingrid Gaub.

The executive session concluded at 9:44p.m.

X. **ADJOURNMENT**

There being no further business to come before the City Council, the meeting adjourned at 9:44 p.m.

APPROVED this _____ day of March, 2014

Nancy Backus, Mayor

Shawn Campbell, Deputy City Clerk



AGENDA BILL APPROVAL FORM

Agenda Subject:

Claims Vouchers

Date:

March 13, 2014

Department:

Finance

Attachments:

No Attachments Available

Budget Impact:

\$0

Administrative Recommendation:

City Council approve claims vouchers.

Background Summary:

Claims voucher numbers 427693 through 427872 in the amount of \$2,125,047.07 and one wire transfer in the amount of \$48,230.11 and dated March 17, 2014.

Reviewed by Council Committees:

Finance

Councilmember: Wales

Staff: Coleman

Meeting Date: March 17, 2014

Item Number: CA.B



AGENDA BILL APPROVAL FORM

Agenda Subject:

Payroll Vouchers

Date:

March 13, 2014

Department:

Finance

Attachments:

No Attachments Available

Budget Impact:

\$0

Administrative Recommendation:

City Council approve the payroll vouchers.

Background Summary:

Payroll check numbers 534554 through 534580 in the amount of \$856,770.99 and electronic deposit transmissions in the amount of \$1,284,256.90 for a grand total of \$2,141,036.89 for the period covering February 27, 2014 to March 12, 2014.

Reviewed by Council Committees:

Finance

Councilmember: Wales

Staff: Coleman

Meeting Date: March 17, 2014

Item Number: CA.C



AGENDA BILL APPROVAL FORM

Agenda Subject:

Public Works Consultant Agreement No. AG-C-450

Date:

March 12, 2014

Department:

Public Works

Attachments:

[Consultant Scope Summary](#)

[Budget Status Sheet](#)

[Vicinity Map](#)

Budget Impact:

\$0

Administrative Recommendation:

City Council grant permission to enter into Consultant Agreement No. AG-C-450 with Brown and Caldwell for engineering services for Project No. CP1320, Maintenance and Operations Storm Drainage Improvement project.

Background Summary:

The Maintenance and Operations (M&O) Storm Drainage Improvement project consists of the following improvements at the City's M&O facility located at 1305 C Street SW:

- 1 Abandon the existing onsite storm pond and construct new larger storm ponds onsite.
- 1 Reconfigure the existing onsite storm drainage system to route into the new storm ponds.
- 1 Install new bioretention cells to capture roof drainage from the M&O buildings.
- 1 Modify the existing decant facility bays for improved performance.
- 1 Expand the decant facility to create addition bays to allow more material to be decanted.
- 1 Possibly pave some of the driving areas that are currently gravel.

City staff has selected Brown and Caldwell to provide design services for the above-referenced project and the Not-to-be-Exceeded amount for this agreement is \$450,000.

Construction of this project is anticipated to start in Fall 2014 and be complete in late Spring 2015.

Reviewed by Council Committees:

Public Works

Councilmember: Osborne

Staff:

Snyder

Meeting Date: March 17, 2014

Item Number: CA.D

CP1320 – Maintenance and Operations Storm Drainage Improvement Project Summary Scope for Engineering Design and Construction Services

This Scope of Work is for the Maintenance and Operations Storm Drainage Improvement Project and includes geotechnical engineering, hydrologic modeling, permitting assistance, preparation of plans, specifications and estimate, and bidding and construction assistance.

Project Description

The City's Maintenance and Operations (M&O) Storm Drainage Improvement project consists of storm drainage improvements and decant facility improvements at the City's M&O site located at 1305 C St SW. Storm drainage improvements include abandoning the existing onsite storm pond and constructing new larger storm ponds onsite, reconfiguring the existing onsite storm drainage system to route into the new storm ponds, and installing new bioretention cells to capture roof drainage from the M&O buildings. Decant facility improvements include modifying the existing decant facility bays for improved performance and expanding the decant facility to create additional bays.

Tasks 1-3: Project Management, Meetings and Quality Control

These tasks will be continuous throughout the project duration, which is assumed to be 16 months. They will include managing the project work elements to control costs, maintaining the project schedule and establishing project-specific procedures, including communication, overall project coordination with the City and project team, and project closeout.

Task 4: Geotechnical Engineering

This task will include the geotechnical investigations needed to design the new storm ponds, bioretention cells, and foundation of the new decant building. A geotechnical engineer will perform borings and infiltration pits, test soil samples and prepare a report to summarize their findings.

Task 5: Hydrologic and Hydraulic Modeling

This task will include computer modeling to determine sizing of new storm ponds/bioretention areas, drainage system modifications to route site flows to the new ponds/bioretention areas, and sizing of the outlet pipe of the new storm ponds.

Task 6: Permitting Assistance

This task will include assistance with the permitting needed to construct the project including building and grading permits, stormwater site plans and a Storm Water Pollution Prevention Plan, King County Waste Water Discharge approval, and Washington State Environmental Policy Act (SEPA) checklist.

Task 7: 30%, 70%, 95%, 99% and Final Plans, Specifications and Estimate

This task includes preparing the 30% contract drawing for review, the 70% contract drawings for review, the 95% contract drawings for review, a 99% check set of the contract drawings and 100% (bid ready) contract drawings. Technical and general specifications will be developed based on the WSDOT/APWA 2014 *Standard Specifications* and the City's standard special provisions for the contract

documents as applicable to the project design. An engineer's opinion of cost estimate for the project will be prepared at the 30%, 70%, 95%, 99% and final levels of completion.

Task 8: Construction Quality Assurance Plan and the Operation and Maintenance Plan

This task includes the preparation of the Construction Quality Assurance Plan and the Operations and Maintenance plan. These plans are a requirement of the Washington State Department of Ecology grant.

Tasks 9-10: Services During Bidding and Construction

The Consultant will assist the City during bidding and construction of the project as follows:

- Attend the pre-construction meeting
- Review Submittals
- Prepare Record Construction Drawings
- Project closeout and archiving project files

Total Consultant Agreement (not to exceed) = \$450,000

Tasks 11: Optional Services - Construction Support

As requested by the City, the consultant will provided assistance to the City during the construction of the project as follows. This work has not been estimated as part of the current agreement and may require an amendment to the contract.

- Response to bidder questions and develop Addendums
- Attend weekly construction meetings
- Provide written responses to contractor's Request for Information
- Prepare Change Orders

BUDGET STATUS SHEET

Project No: CP1320	Project Title: Maintenance & Operations Storm Drainage Improvements
Project Manager: Seth Wickstrom	

Initiation Date: February 18, 2014
 Advertisement Date: _____
 Award Date: _____

- ☐ Project Initiation / Grant Acceptance
- ☒ Consultant Agreement
- ☐ Permission to Advertise
- ☐ Contract Award
- ☐ Change Order Approval
- ☐ Contract Final Acceptance

Date: March 10, 2014

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

Funds Budgeted (Funds Available)

Funding	Prior Years	2014	2015	Future Years	Total
430 Water Fund - M&O Facility Expansion		220,000			220,000
431 Sewer Fund - Vactor Decant Facility		270,000			270,000
431 Sewer Fund - M&O Facility Expansion		200,000			200,000
432 Storm Fund - R&R Program*	19,641				19,641
432 Storm Fund - Vactor Decant Facility		270,000			270,000
432 Storm Fund - M&O Facility Expansion		200,000			200,000
432 Storm Fund - Dept. of Ecology Grant		999,400			999,400
Total	19,641	2,159,400	0	0	2,179,041

* This was a portion of the 2013 annual budget for the Storm Repair & Replacement Program.

Estimated Cost (Funds Needed)

Activity	Prior Years	2014	2015	Future Years	Total
Design Engineering - City Costs	3,698	40,000			43,698
Design Engineering - Consultant Costs	15,943	445,300			461,243
Construction Estimate		692,652	692,652		1,385,305
Project Contingency (15%)		103,898	103,898		207,796
Construction Engineering - City Costs		23,000	23,000		46,000
Construction Engineering - Consultant Costs		14,500	20,500		35,000
Total	19,641	1,319,350	840,050	0	2,179,041

430 Water Budget Status

	Prior Years	2014	2015	Future Years	Total
**430 Funds Budgeted ()	0	(220,000)	0	0	(220,000)
430 Funds Needed	0	134,416	85,584	0	220,000
**430 Fund Project Contingency ()	0	(85,584)	0	0	0
430 Funds Required	0	0	85,584	0	0

431 Sewer Budget Status

	Prior Years	2014	2015	Future Years	Total
**431 Funds Budgeted ()	0	(470,000)	0	0	(470,000)
431 Funds Needed	0	287,161	182,839	0	470,000
**431 Fund Project Contingency ()	0	(182,839)	0	0	0
431 Funds Required	0	0	182,839	0	0

432 Storm Budget Status

	Prior Years	2014	2015	Future Years	Total
**432 Funds Budgeted ()	(19,641)	(1,469,400)	0	0	(1,489,041)
432 Funds Needed	19,641	897,774	571,626	0	1,489,041
**432 Fund Project Contingency ()	0	(571,626)	0	0	0
432 Funds Required	0	0	571,626	0	0

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



0 60ft 120ft
1-inch = 120-feet

Segale Properties

Location of New Storm Outfall

Marmon Keystone Corp

CP1320 - Maintenance and Operations Storm Drainage Improvement Project

 = New Improvement

NOTE: Layout of new improvements shown on this map are conceptual and may change during final design.

SuperValue
701 15th St SW

New Storm Pond

Abandon Existing Storm Pond

New Storm Pond

Location of Existing Storm Outfall

Existing Decant Facility

New Decant Facility Expansion

New Bioretention Cell

ACCESS ROAD

New Bioretention Cell

Auburn Maintenance and Operations
1305 C St SW

Auburn School District (Bus Barn)

Auburn Park Maintenance

GSA Park

400 ft to 15th St SW

C STREET SW



AGENDA BILL APPROVAL FORM

Agenda Subject:

Ordinance No. 6502

Date:

March 11, 2014

Department:

Finance

Attachments:

[Summary](#)

[Ordinance No. 6502](#)

[Ordinance 6502 Schedules A & B](#)

Budget Impact:

\$27,450,549 see attached

Administrative Recommendation:

City Council to introduce and adopt Ordinance No. 6502.

Background Summary:

Ordinance No. 6502 (Budget Amendment #7) represents the seventh budget amendment for the 2013-2014 biennium and the second budget amendment for 2014. For details, see the attached transmittal memorandum and supporting attachments.

Addendum:

-Added \$1.29M for purchase of Herr Property (Cumulative Reserve Fund #122 and Parks Capital Fund #321).

Reviewed by Council Committees:

Finance, Public Works

Councilmember: Wales

Staff: Coleman

Meeting Date: March 17, 2014

Item Number: ORD.A



Interoffice Memorandum

To: City Council
From: Shelley Coleman, Finance Director
CC: Nancy Backus, Mayor
Date: February 26, 2014
Re: Ordinance #6502 – 2013-2014 Budget Amendment #7

The City's biennial 2013-2014 budget is approved by Council as two one-year appropriations. Budget Amendments #1 through #5 amended the budget for calendar year 2013 and Budget Amendment #6 amended the budget for calendar year 2014. This amendment is the 7th budget amendment for the biennium and the 2nd budget amendment for calendar year 2014.

Proposed amendments to the 2014 budget are as follows:

Carry-forward requests. Carry-forward requests represent projects and programs that were authorized and started in 2013 but not yet completed at the end of December. Funding is therefore requested to be carried-forward to 2014 for project continuation/completion. The majority of this budget amendment pertain to carry-forward requests, most of which are related to transportation and utility capital projects as follows.

Transportation / Utility Projects

- Arterial street improvements (Fund #102: \$6,835,536)
 - o Auburn Way South corridor improvements (major funding from state and federal grants and contribution from MIT);
 - o citywide traffic signal safety improvement (major funding from federal grants);
 - o 37th and B Street NW railroad crossing safety improvements (partial funding from federal grants)
 - o Auburn Way South and M Street Improvements (partial funding from state grants)
- Local street improvements (Fund #103: \$701,060)
 - o Local Street pavement reconstruction
- Arterial Street Preservation (Fund #105: \$623,600)
 - o Arterial pavement patching, chip seal and overlay
- Water Utility (Fund #430: \$4,193,683)
 - o Well 1 improvements
 - o Fulmer well field improvements
 - o Water meter and billing system improvements
 - o Academy booster pump station
 - o D Street utilities improvements

- Sewer Utility (Fund #431: \$2,302,627)
 - o Sewer pump station improvements
 - o Auburn Way South flooding
 - o D Street utility improvements
 - o BNSF utility crossing improvements
- Storm Utility (Fund #432: \$6,453,350)
 - o 30th Street NE area flooding
 - o Mill Creek wetland 5K restoration
 - o East Ridge Manor drainage improvement
 - o D Street utility improvement
 - o General storm system repair/replacement

Other Carryforward Requests. Other carryforward requests include general capital improvements, Airport projects, Innovation/Technology projects, and vehicle/equipment replacements and are as follows:

- General Fund (Fund #001: \$243,348)
 - o Human services contracts including one-stop center, neighborhood grants, emergency housing, and non-profit support (Administration; \$153,348)
 - o Major comprehensive plan update (Community Development/Public Works; \$51,000)
 - o Golf course repairs and Parks and Recreation open space plan (Parks; \$39,000)
- General capital improvements (Fund #328: \$781,774)
 - o Citywide sidewalk repairs and annual traffic signal improvements
 - o City Hall remodel
 - o REET 2 transfer out to Arterial Streets improvement projects
- Airport (Fund #435: \$158,566)
 - o Airport Master Plan
 - o Asphalt rehabilitation
 - o Wildlife hazard mitigation
- Facilities (Fund #505: \$224,300)
 - o City hall exterior cleaning and brick sealing
 - o New roof for M&O building
- Innovation and technological projects (Fund #518: \$782,000)
 - o Citywide communications system hardware maintenance and system upgrade
 - o Springbrook utility billing system upgrade
 - o CAD replacement project
- Equipment Repair and Replacement (Fund #550: \$956,570)
 - o Replacing 1996 International thermo-lay truck for street maintenance
 - o Replacing 1994 International dump truck for water department
 - o Maintenance and Operations vehicle bay storage and fuel tank replacement

Other requests. Other requests included in this budget amendment establishes spending authority for new items, such as contracts for services, land purchases, and receipt of grant revenues and insurance reimbursements for which an amendment to budget is needed to formally receive and use these resources. This category amends the 2014 budget for the following significant items:

- General Fund (Fund #001)
 - o State and federal lobbying contract with Thompson Consulting per Res.5040 (\$42,000 – net cost, including cost of existing contract with Washington² Advocates)
 - o Increased cost of Valley Communications emergency call center services (\$172,000), based upon 2014 Valley Com budget and City's share of total calls for service (approximately 17.6% of total calls). Current budget is \$1,651,900.
 - o Eliminate budgeted criminal justice high crime revenues (\$144,228) – Auburn no longer qualifies for state high crime distributions as the City's crime rate is no longer in excess of 125% of state-wide average (Auburn's crime rate is 70 crimes/1,000 population vs 125% threshold of 100 crimes/1,000 population). Historically, the City received \$149,000 in 2012 and \$78,000 in 2013. No distributions are expected in 2014.
- Arterial Streets (Fund #102: \$635,770)
 - o Property purchases along the Lea Hill Road corridor expansion route. The corridor improvement is identified in the City's TIP.
- Cumulative Reserve (Fund #122: \$1,540,000)
 - o Transfer to Equipment Repair/Replacement Fund (Fund #550) to replace aging golf course mowers and to begin replacing the city's fleet of electric golf carts over the next 3 years (replace approximately 25 carts/year; citywide fleet is 72 carts)
 - o Transfer to Parks Capital Fund (Fund #321) for purchase of Herr Property
- General Capital Improvements (Fund #328: \$70,000)
 - o Improvements to Marchini Meadows development (partially supported by developer payments)
- Storm Utility (Fund #432: \$1,689,400)
 - o M&O facility surface water runoff improvements (State DOE grant funding and contributions from water and sewer utility)
- Cemetery Fund (Fund #436: \$50,000)
 - o Facility interfund charges to Cemetery is adjusted to more closely reflect actual utility charges.
- Facilities (Fund #505: \$339,300)
 - o R Street Property improvements and electrical system upgrade (partially funded by insurance reimbursement)

Council approval of proposed Ordinance 6502 would amend the 2014 budget as follows:

Table 1: 2014 Budget as Amended

2014 Budget as Amended	\$ 235,925,274
Budget Amendment #7 (Ord #6502)	<u>27,450,549</u>
Revised Budget as Amended	\$263,375,823

Attachments:

- ❖ 1. Proposed Ordinance #6502 (budget adjustment #7)
- ❖ 2. Summary of proposed 2014 budget adjustments by fund and department (Schedule A)
- ❖ 3. Summary of approved changes to adopted 2014 budget by fund (Schedule B)

ORDINANCE NO. 6 5 0 2

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, AMENDING ORDINANCE NO. 6432, THE 2013-2014 BIENNIAL BUDGET ORDINANCE, AS AMENDED BY ORDINANCE NO. 6456, ORDINANCE NO. 6462, ORDINANCE NO. 6472, ORDINANCE NO. 6473, ORDINANCE NO. 6474, ORDINANCE NO. 6481, AUTHORIZING AMENDMENT TO THE CITY OF AUBURN 2013-2014 BUDGET AS SET FORTH IN SCHEDULE "A" AND SCHEDULE "B"

WHEREAS, the Auburn City Council at its regular meeting of December 3, 2012, adopted Ordinance No. 6432 which adopted the City of Auburn 2013-2014 Biennial budget; and

WHEREAS, the Auburn City Council at its regular meeting of March 4, 2013, adopted Ordinance No. 6456 (BA#1) which amended Ordinance No. 6432 which adopted the City of Auburn 2013-2014 Biennial budget; and

WHEREAS, the Auburn City Council at its regular meeting of May 28, 2013, adopted Ordinance No. 6462 (BA#2) which amended Ordinance No. 6456 which amended the City of Auburn 2013-2014 Biennial budget; and

WHEREAS, the Auburn City Council at its regular meeting of August 5, 2013, adopted Ordinance No. 6472 (BA#3) which amended Ordinance No. 6462 which amended the City of Auburn 2013-2014 Biennial budget; and

WHEREAS, the Auburn City Council at its regular meeting of September 16, 2013, adopted Ordinance No. 6473 (BA#4) which amended Ordinance No. 6472 which amended the City of Auburn 2013-2014 Biennial budget; and

WHEREAS, the Auburn City Council at its regular meeting of December 2, 2013, adopted Ordinance No. 6481 (BA#5), which amended Ordinance No. 6473 which amended the City of Auburn 2013-2014 Biennial budget; and

WHEREAS, the Auburn City Council at its regular meeting of December 2, 2013, adopted Ordinance No. 6474 (BA#6), which amended Ordinance No. 6481 which amended the City of Auburn 2013-2014 Biennial budget; and

WHEREAS, the City of Auburn deems it necessary to appropriate additional funds to the various funds of the 2014 budget as outlined in this Ordinance (BA#7); and

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

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

Section 1. Amendment of the 2013-2014 Biennial Budget. The 2013-2014 Biennial Budget of the City of Auburn is amended pursuant to Chapter 35A.34 RCW, to reflect the revenues and expenditures as shown on Schedule "A" attached hereto and incorporated herein by reference. The Mayor of the City of Auburn, Washington is hereby authorized to utilize revenue and expenditure amounts shown on said Schedule "A" and Schedule "B". A copy of said Schedule "A" and Schedule "B" is on file with the City Clerk and available for public inspection.

Section 2. Severability. If any provision of this Ordinance or the application thereof to any person or circumstance is held to be invalid, the

remainder of such code, ordinance or regulation or the application thereof to other person or circumstance shall not be affected.

Section 3. Implementation. The Mayor is hereby authorized to implement such administrative procedures as may be necessary to carry out the directives of this legislation.

Section 4. Effective Date. This Ordinance shall take effect and be in force five (5) days from and after its passage, approval and publication as provided by law.

INTRODUCED: _____

PASSED: _____

APPROVED: _____

NANCY BACKUS, MAYOR

ATTEST:

Danielle E. Daskam
City Clerk

APPROVED AS TO FORM:



Daniel B. Heid
City Attorney

PUBLISHED: _____

Schedule A
Summary of 2014 Budget Adjustments by Fund
Budget Amendment #7 Ordinance 6502

General Fund (#001)	Beg. Fund Balance	2014 Revenues	2014 Expenditures	Ending Fund Balance
General Fund				
2014 Adopted Budget	8,311,010	50,553,102	54,498,330	4,365,782
BA#6 (Ordinance #6474, 12.3.2013)	5,238,690	5,047,826	4,393,501	5,893,015
BA#7 (Proposed Ordinance #6502)				
General Fund Revenues				
Elimination of Criminal Justice High Crime revenues - the City does not currently qualify for distribution due to lowered crime rates.	0	(144,228)	0	(144,228)
Administrative Services				
Carryforward - Projects related to Human Services including One-Stop Center, neighborhood grants, emergency housing, and non-profit support.	153,348	0	153,348	0
Community Development				
Carryforward - Major Comprehensive Plan Update.	51,000	0	51,000	0
Budget for Operations and Maintenance at Auburn Environmental Park.	0	0	45,000	(45,000)
Budget for unanticipated expenditures related to visioning outreach effort for Major Comprehensive Plan Update.	0	0	15,800	(15,800)
				0
Parks, Arts and Recreation				
Carryforward - Golf Course Asphalt Repairs and Overlay on 15th hole (\$25,000) and Parks and Recreation Open Space Plan (\$14,000).	39,000	0	39,000	0
New Requests:				
Repair of broken drain line at White Soccer Field at Game Farm Park (\$8,000) and installation of safety fencing and traffic calming devices at Les Gove Spray Park (\$17,000).	0	0	25,000	(25,000)
Police Department				
Increased Valley Communications costs, based upon approved 2014 Valley Communications budget and estimated City share of costs based on calls for service.	0	0	172,000	(172,000)
Public Works				
Carryforward - Comprehensive Transportation Plan Update - MS1311.	25,000	0	25,000	0
New Requests:				
Budget for A Street NW Rail Crossing inspections, repairs and staff training.	0	0	21,000	(21,000)
Non-Departmental				
Thompson Consulting Group for State and Federal lobbying efforts (Resolution #5040).	0	0	42,000	(42,000)
BA#7 Total	268,348	(144,228)	589,148	(465,028)
2014 Revised Budget	13,818,048	55,456,700	59,480,978	9,793,769
Memo: Unrestricted GF Ending fund balance				8,783,481
Memo: Restricted GF Ending fund balance for salaries/benefits				1,010,288
Total Resources / Expenditures		69,274,748		69,274,748
8.0% General Fund Reserve Requirement				4,758,478

Schedule A
Summary of 2014 Budget Adjustments by Fund
Budget Amendment #7 Ordinance 6502

Arterial Street Fund (#102)	Beg. Fund Balance	2014 Revenues	2014 Expenditures	Ending Fund Balance
2014 Adopted Budget	856,364	3,849,658	3,892,270	813,752
BA#6 (Ordinance #6474, 12.3.2013)	130,000	1,935,446	2,549,006	(483,560)
BA#7 (Proposed Ordinance #6502)				
Carryforward Projects:				
Auburn Way South Corridor Improvements, Fir to Hemlock; \$2,061,622 State Grant; \$515,405 Muckleshoot Contribution - CP1119.	0	2,577,027	2,577,027	0
Auburn Way South Pedestrian Improvements; \$115,000 Impact Fee Transfer-In from F124; State Grant Funding of \$629,376; and Muckleshoot contribution of \$91,200 - CP1118.	93,594	835,576	929,170	0
Citywide Traffic Signal Safety Improvements; \$368,376 Federal Grant Funding; \$20,684 REET 2 Transfer-In from Fund 328 - CP1222.	50,000	389,060	439,060	0
South 277th Street Corridor Improvements; \$76,937 in Federal Grants - C222A0.	354,890	76,937	431,827	0
37th and B Street NW Railroad Crossing Safety Improvements; \$285,438 in Federal Grants - CP1304.	37,690	285,438	323,128	0
8th Street NE and 104th Ave SE Intersection Improvements, \$119,000 REET 2 Transfer-In from F328; Federal Grant of \$59,616 - CP1104.	143,400	178,616	322,016	0
Auburn Way South & M Street Improvements; \$112,632 Transfer-In from F124; \$74,963 State Grant - CP1024.	61,186	187,595	248,781	0
AWS Corridor Safety Improvements; \$237,831 Federal Grant - CP1218.	0	237,831	237,831	0
M Street Underpass; \$215,500 from PWTFL - C201A0.	0	215,500	215,500	0
Main Street Signal Upgrade Project; \$150,000 Mitigation Impact Fee Transfer-In from F124 - TIP#21.	50,000	150,000	200,000	0
A Street NW Extension Wetland Maintenance and Mitigation; \$76,672 Transfer-In from F124 - C207A0.	66,028	76,672	142,700	0
Citywide Guardrail Improvements; \$48,119 Federal Grant; \$15,272 reimbursement from PSE - CP0912.	0	63,391	63,391	0
Auburn Way South & 12th Street SE Improvements - CP1114.	50,000	0	50,000	0
South 277th Street Wetland Mitigation - C410A0.	30,000	0	30,000	0
Lea Hill Safe Routes to School Improvements - CP1120.	25,105	0	25,105	0
New Requests:				
Property purchase along the future Lea Hill Road Corridor expansion route. The corridor improvement is identified in the City's Comprehensive Transportation Plan. Funded by Traffic Impact Fees via Transfer-In from Fund 124.	0	600,000	600,000	0
Lea Hill Safe Routes to School; Project Change Order #2 - CP1120	0	0	35,770	(35,770)
BA#7 Total	961,893	5,873,643	6,871,306	(35,770)
2014 Revised Budget	1,948,257	11,658,747	13,312,582	294,422
Total Resources / Expenditures		13,607,004		13,607,004
Local Street Fund (#103)	Beg. Fund Balance	2014 Revenues	2014 Expenditures	Ending Fund Balance
2014 Adopted Budget	270,670	1,447,650	1,444,300	274,020
BA#6 (Ordinance #6474, 12.3.2013)	228,100	265,700	427,921	65,879
BA#7 (Proposed Ordinance #6502)				
Carryforward Projects:				
Local Street Pavement Reconstruction Project - CP1323	505,000	0	505,000	0
Local Street Pavement Reconstruction Project - CP1224	153,360	0	153,360	0
Pavement Patching, Chipseal, and Overlay - CP1402	42,700	0	42,700	0
BA#7 Total	701,060	0	701,060	0
2014 Revised Budget	1,199,830	1,713,350	2,573,281	339,899
Total Resources / Expenditures		2,913,180		2,913,180

Schedule A
Summary of 2014 Budget Adjustments by Fund
Budget Amendment #7 Ordinance 6502

Arterial Street Preservation Fund (#105)	Beg. Fund Balance	2014 Revenues	2014 Expenditures	Ending Fund Balance
2014 Adopted Budget	1,584,937	2,042,723	2,000,000	1,627,660
BA#6 (Ordinance #6474, 12.3.2013)	5,000	0	682,984	(677,984)
BA#7 (Proposed Ordinance #6502)				
Carryforward Projects:				
Pavement Patching, Chipseal, and Overlay - CP1402	568,600	0	568,600	0
West Valley Highway System Preservation - CP1225	55,000	0	55,000	0
BA#7 Total	623,600	0	623,600	0
2014 Revised Budget	2,213,537	2,042,723	3,306,584	949,676
Total Resources / Expenditures		4,256,260		4,256,260
Drug Forfeiture Fund (#117)	Beg. Fund Balance	2014 Revenues	2014 Expenditures	Ending Fund Balance
2014 Adopted Budget	917,468	281,300	280,915	917,853
BA#6 (Ordinance #6474, 12.3.2013)	0	0	1,733	(1,733)
BA#7 (Proposed Ordinance #6502)				
Police administrative and research tools. Lexipol - web based policy/legal resource for law enforcement (\$10,000 in 2014; \$12,900 ongoing annual subscription and maintenance fees starting in 2015); PoliceOne Academy - training videos and resources for law enforcement (\$4,000 in 2014; \$3,000 in ongoing annual subscription fees starting in 2015).	0	0	14,000	(14,000)
BA#7 Total	0	0	14,000	(14,000)
2014 Revised Budget	917,468	281,300	296,648	902,120
Total Resources / Expenditures		1,198,768		1,198,768
Cumulative Reserve Fund (#122)	Beg. Fund Balance	2014 Revenues	2014 Expenditures	Ending Fund Balance
2014 Adopted Budget	5,700,796	3,000	1,434,624	4,269,172
BA#6 (Ordinance #6474, 12.3.2013)	2,000,000	0	1,222,084	777,916
BA#7 (Proposed Ordinance #6502)				
Transfer-Out to Municipal Parks Fund (Fund 321) for Herr Property Purchase.	0	0	1,290,000	(1,290,000)
Transfer-Out to Equipment Replacement Fund for Golf Course Equipment Replacement.	0	0	250,000	(250,000)
BA#7 Total	0	0	1,540,000	(1,540,000)
2014 Revised Budget	7,700,796	3,000	4,196,708	3,507,088
Total Resources / Expenditures		7,703,796		7,703,796

Schedule A
Summary of 2014 Budget Adjustments by Fund
Budget Amendment #7 Ordinance 6502

		2014		
Mitigation Fees Fund (#124)	Beg. Fund Balance	Revenues	2014 Expenditures	Ending Fund Balance
2014 Adopted Budget	2,456,217	955,185	426,050	2,985,352
BA#6 (Ordinance #6474, 12.3.2013)	0	1,045,300	1,090,790	(45,490)
BA#7 (Proposed Ordinance #6502)				
Transfer Out to Fund 102 for 5 parcel land purchase.	0	0	600,000	(600,000)
Transfer Out to Fund 102 for Main Street Signal Upgrade - TIP #21.	0	0	150,000	(150,000)
Transfer Out to Fund 102 for AWS Pedestrian Improvements - CP1118.	0	0	115,000	(115,000)
Transfer Out to Fund 102 for AWS & M Street Improvements - CP1024.	0	0	112,632	(112,632)
Transfer Out to Fund 102 for A Street NW Extension Wetland Maintenance and Monitoring - C207A0.	0	0	76,672	(76,672)
Transfer Out to Fund 328 for City Wetland Mitigation Projects - CP1315.	0	0	30,868	(30,868)
Transfer Out to Fund 328 for Mohawks Plastic - CP0767.	0	0	18,700	(18,700)
BA#7 Total	0	0	1,103,872	(1,103,872)
2014 Revised Budget	2,456,217	2,000,485	2,620,712	1,835,990
Total Resources / Expenditures		4,456,702		4,456,702
		2014		
Municipal Park Construction Fund (#321)	Beg. Fund Balance	Revenues	2014 Expenditures	Ending Fund Balance
2014 Adopted Budget	325,267	18,171,700	18,436,000	60,967
BA#6 (Ordinance #6474, 12.3.2013)	45,000	(7,983,269)	(7,915,500)	(22,769)
BA#7 (Proposed Ordinance #6502)				0
Carryforward Projects:				
Fenster Levee Setback, Phase 2; \$51,683 Federal Grant; \$24,200 Transfer-In from Storm Fund - CP1016.	0	75,883	75,883	0
New Requests:				
Transfer-In from Cumulative Reserve (Fund 122) for Herr Property Purchase.	0	1,290,000	1,290,000	0
BA#7 Total	0	1,365,883	1,365,883	0
2014 Revised Budget	370,267	11,554,314	11,886,383	38,198
Total Resources / Expenditures		11,924,581		11,924,581

Schedule A
Summary of 2014 Budget Adjustments by Fund
Budget Amendment #7 Ordinance 6502

Capital Improvements Fund (#328)	Beg. Fund Balance	2014 Revenues	2014 Expenditures	Ending Fund Balance
2014 Adopted Budget	4,586,304	1,524,819	1,097,300	5,013,823
BA#6 (Ordinance #6474, 12.3.2013)	1,625,319	1,615,790	6,544,408	(3,303,299)
BA#7 (Proposed Ordinance #6502)				
Carryforward Projects:				
Sidewalk Repair Project - CP1301	260,000	0	260,000	0
REET 2 Transfer-Out to F102 for 8th Street NE & 104th Ave SE Intersection Improvements - CP1104.	119,000	0	119,000	0
City Hall Remodel - CP1303	101,022	0	101,022	0
Annual Traffic Signal Improvements - CP1322.	94,500	0	94,500	0
8th Street NE ITS Improvements - CP1226.	45,000	0	45,000	0
City Wetland Mitigation Projects; \$30,868 Transfer-In from Fund 124 - CP1315.	0	30,868	30,868	0
Public Art; funded by REET 2.	22,000	0	22,000	0
REET 2 Transfer-Out to Fund 102 for Citywide Traffic Signal Safety Improvements - CP1222.	20,684	0	20,684	0
Mohawks Plastics Wetland Mitigation; \$18,700 Transfer-In from F124 - CP0767.	0	18,700	18,700	0
New Requests:				
Budget for the completion of improvements for the Marchini Meadows Development; \$40,000 insurance settlement was receipted in 2013; \$30,000 paid for by payback fees.	40,000	30,000	70,000	0
BA#7 Total	702,206	79,568	781,774	0
2014 Revised Budget	6,913,829	3,220,177	8,423,482	1,710,524
Total Resources / Expenditures		10,134,006		10,134,006
Water Fund (#430)	Beg. Fund Balance	2014 Revenues	2014 Expenditures	Ending Fund Balance
2014 Adopted Budget	6,618,981	13,562,749	16,516,114	3,665,616
BA#6 (Ordinance #6474, 12.3.2013)	3,982,414	1,063,240	5,453,800	(408,146)
BA#7 (Proposed Ordinance #6502)				0
Carryforward Projects:				0
Well 1 Improvements - CP0915	972,607	0	972,607	0
Fulmer Well field improvements - CP1107	866,157	0	866,157	0
Water Meter and Billing System improvements - CP1317	474,247	0	474,247	0
Academy Booster Pump Station - CP0909	472,116	0	472,116	0
D Street Utilities Improvements - CP1207	257,337	0	257,337	0
Valley AC Main Replacement - CP1219	230,746	0	230,746	0
Pipeline 5 Intertie - CP1103	202,807	0	202,807	0
SCADA System Improvements - C524A0	183,790	0	183,790	0
2013 Local Street Pavement Reconstruction - CP1224	137,513	0	137,513	0
Lakeland Hills Reservoir 6 - CP1106	116,592	0	116,592	0
Well 4 Power and Chlorination - C512A0	75,070	0	75,070	0
On Call Modeling (Carollo Engineers)	61,107	0	61,107	0
BNSF Utility Crossing - CP1308	48,644	0	48,644	0
Cost of Service Study Completion	36,219	0	36,219	0
Auburn Way South, Dogwood to Fir Street - CP1118	24,895	0	24,895	0
Lakeland Hills Reservoir 5 - CP0765	18,836	0	18,836	0
Utility Support Vehicle	15,000	0	15,000	0
New Requests:				
M&O Expansion Project - CP1320. Consolidate funding to Storm utility.	0	0	(220,000)	220,000
Operating Transfer-Out to F432 for M&O Expansion Project - CP1320	0	0	220,000	(220,000)
BA#7 Total	4,193,683	0	4,193,683	0
2014 Revised Budget	14,795,078	14,625,989	26,163,597	3,257,470
Total Resources / Expenditures		29,421,067		29,421,067

Schedule A
Summary of 2014 Budget Adjustments by Fund
Budget Amendment #7 Ordinance 6502

Sewer Fund (#431)				
	Beg. Fund Balance	2014 Revenues	2014 Expenditures	Ending Fund Balance
2014 Adopted Budget	7,576,717	21,558,701	21,863,847	7,271,571
BA#6 (Ordinance #6474, 12.3.2013)	0	(14,006,575)	(13,911,530)	(95,045)
BA#7 (Proposed Ordinance #6502)				0
Carryforward Projects:				
Sewer Pump Station Improvements - CP1208	845,848	0	845,848	0
Auburn Way South Flooding, Phase 2 - CP1202	359,846	0	359,846	0
D Street Utility Improvements - CP1207	326,095	0	326,095	0
BNSF Utility Crossing Project - CP1308	305,560	0	305,560	0
SCADA System Improvements - C524A0	251,666	0	251,666	0
Sewer Repair/Replacement Improvements - Bud 431	120,502	0	120,502	0
Comprehensive Sewer Plan Update - Bud 431	75,000	0	75,000	0
Cost of Service Study Completion	18,110	0	18,110	0
New Requests:				
M&O Expansion Project - CP1320. Consolidate funding to Storm utility.	0	0	(470,000)	470,000
Operating Transfer-Out to F432 for M&O Expansion Project - CP1320	0	0	470,000	(470,000)
Increase Project budget for BNSF Utility Crossing Project - CP1308.	0	0	71,000	(71,000)
BA#7 Total	2,302,627	0	2,373,627	(71,000)
2014 Revised Budget	9,879,344	7,552,126	10,325,944	7,105,526
Total Resources / Expenditures		17,431,470		17,431,470
Storm Drainage Fund (#432)				
	Beg. Fund Balance	2014 Revenues	2014 Expenditures	Ending Fund Balance
2014 Adopted Budget	6,299,114	9,295,843	8,530,856	7,064,101
BA#6 (Ordinance #6474, 12.3.2013)	4,482,588	(5,501)	4,933,557	(456,470)
BA#7 (Proposed Ordinance #6502)				
Carryforward Projects:				
30th Street NE Area Flooding Phase 1 - CP1122	2,661,297	0	2,661,297	0
Mill Creek Wetland 5K Restoration Project - CP0746	725,450	0	725,450	0
East Ridge Manor Drainage Improvement Project - CP1316	577,900	0	577,900	0
D Street Utility Improvements - CP1207	540,077	0	540,077	0
Storm Repair and Replacement Project - CP1312	461,505	0	461,505	0
Citywide Storm Pond Cleaning - CP1108	378,627	0	378,627	0
Maintenance and Operations Storm Improvements - CP1320	301,729	0	301,729	0
Storm Pipeline Repair and Replacement Phase 2 - CP1109	242,040	0	242,040	0
Auburn Way South Flooding Improvement Phase 2 - CP1202	218,392	0	218,392	0
Hidden Valley Vista Storm Outfall Repair - EM1302	132,956	0	132,956	0
SCADA System Improvements - C5240A	101,489	0	101,489	0
BNRR Utility Crossing - CP1308	33,773	0	33,773	0
Transfer-Out to Fund 321 for Fenster Levee Setback - Phase 2 - CP1016.	24,200	0	24,200	0
Control Structure Installation Project - CP1307	20,805	0	20,805	0
Cost of Service Study Completion	18,110	0	18,110	0
Utility Support Vehicle	15,000	0	15,000	0
New Requests:				
Recognize Department of Ecology State Grant for M&O Expansion Project - CP1320	0	999,400	999,400	0
Operating Transfer-In from F430 and F431 for M&O Expansion Project - CP1320	0	690,000	690,000	0
BA#7 Total	6,453,350	1,689,400	8,142,750	0
2014 Revised Budget	17,235,052	10,979,742	21,607,163	6,607,631
Total Resources / Expenditures		28,214,794		28,214,794

Schedule A
Summary of 2014 Budget Adjustments by Fund
Budget Amendment #7 Ordinance 6502

Airport Fund (#435)				
	Beg. Fund Balance	2014 Revenues	2014 Expenditures	Ending Fund Balance
2014 Adopted Budget	544,152	808,380	867,903	484,629
BA#6 (Ordinance #6474, 12.3.2013)	103,000	226,750	333,976	(4,226)
BA#7 (Proposed Ordinance #6502)				
Carryforward Projects:				
Airport Master Plan - CP1221	2,682	50,947	53,629	0
FAA share (90%); State DOT (5%); City (5%).				
Airport Asphalt Rehabilitation - CP1324	4,223	80,228	84,451	0
FAA share (90%); State DOT (5%); City (5%).				
Wildlife Hazard Assessment - CP1321	1,025	19,461	20,486	0
FAA share (90%); State DOT (5%); City (5%).				
New Requests:				
Adjust Airport fuel revenues to reflect change per Airport Management Contract.	0	(16,380)	0	(16,380)
BA#7 Total	7,930	134,256	158,566	(16,380)
2014 Revised Budget	655,082	1,169,386	1,360,445	464,023
Total Resources / Expenditures		1,824,468		1,824,468
Cemetery Fund (#436)				
	Beg. Fund Balance	2014 Revenues	2014 Expenditures	Ending Fund Balance
2014 Adopted Budget	58,852	1,049,010	1,024,384	83,478
BA#6 (Ordinance #6474, 12.3.2013)	0	127,200	(82,995)	210,195
BA#7 (Proposed Ordinance #6502)				
New Requests:				
Adjust Cemetery payment to Facilities fund to reflect actual cost of utilities (water, power, storm).	0	0	50,000	(50,000)
BA#7 Total	0	0	50,000	(50,000)
2014 Revised Budget	58,852	1,176,210	991,389	243,673
Total Resources / Expenditures		1,235,062		1,235,062
Facilities Fund (#505)				
	Beg. Fund Balance	2014 Revenues	2014 Expenditures	Ending Fund Balance
2014 Adopted Budget	972,003	3,432,500	3,447,704	956,799
BA#6 (Ordinance #6474, 12.3.2013)	0	17,675	49,686	(32,011)
BA#7 (Proposed Ordinance #6502)				
Carryforward Projects:				
Exterior Sealing Project at City Hall, including cleaning and pressure washing of the building	32,500	0	161,500	(129,000)
New Roof at M&O, Replace Carpet Extractor, and retainage for carpet replacement at the Police Department.	62,800	0	62,800	0
New Requests:				
Insurance settlement and project costs for R Street Property.	153,000	0	239,000	(86,000)
Required Electrical Code upgrade and repairs to the R Street Property.	0	0	105,300	(105,300)
Interfund payment from Cemetery for actual cost of utilities (water, power, storm).	0	50,000	0	50,000
BA#7 Total	248,300	50,000	568,600	(270,300)
2014 Revised Budget	1,220,303	3,500,175	4,065,990	654,488
Total Resources / Expenditures		4,720,478		4,720,478

Schedule A
Summary of 2014 Budget Adjustments by Fund
Budget Amendment #7 Ordinance 6502

Innovation and Technology Fund (#518)	Beg. Fund Balance	2014 Revenues	2014 Expenditures	Ending Fund Balance
2014 Adopted Budget	1,921,570	4,990,126	5,137,179	1,774,517
BA#6 (Ordinance #6474, 12.3.2013)	0	210,295	338,876	(128,581)
BA#7 (Proposed Ordinance #6502)				
Intergovernmental Revenues for IT support VRFA, City of Black Diamond, Algona, and Pacific.	0	16,000	0	16,000
Carryforward Projects:				
Citywide communications system hardware maintenance	220,000	0	220,000	0
Electronic Plan Review Program	80,000	0	80,000	0
Springbrook Upgrade to Version 7	65,000	0	65,000	0
CAD Replacement Project	60,000	0	60,000	0
Communications Systems Upgrade	58,000	0	58,000	0
Wireless Infrastructure Installation	50,000	0	50,000	0
Spillman Superforms	50,000	0	50,000	0
Police - Speech Recognition Software, payment from Police upon purchase of software	50,000	0	50,000	0
Records Management	34,000	0	34,000	0
CRW Upgrade	30,000	0	30,000	0
Infrastructure Installs	30,000	0	30,000	0
Automatic Vehicle Locator Project, payment from benefiting departments upon vehicle installations	30,000	0	30,000	0
Police - Software Security, payment from Police upon purchase of software	25,000	0	25,000	0
BA#7 Total	782,000	16,000	782,000	16,000
2014 Revised Budget	2,703,570	5,216,421	6,258,055	1,661,936
Total Resources / Expenditures		7,919,991		7,919,991
Equipment Rental Fund (#550)	Beg. Fund Balance	2014 Revenues	2014 Expenditures	Ending Fund Balance
2014 Adopted Budget	3,235,090	2,992,750	4,095,913	2,131,927
BA#6 (Ordinance #6474, 12.3.2013)	0	50,000	80,759	(30,759)
BA#7 (Proposed Ordinance #6502)				
Carryforward Projects:				
Carryforward of Machinery and Equipment not purchased in 2013				
Replace 1996 International 4700 4x2 Thermo Lay for Street Department - Unit #6426D	210,770	0	235,937	(25,167)
Replace 1994 International Dump Truck for Water Department - Unit #6506C	105,930	0	119,742	(13,812)
Replace 2004 Ford Super Duty 4x4 for Street Department - Unit #6402E	59,590	0	62,114	(2,524)
Replace 2001 Mitsubishi Flat Bed Dump Truck for Parks Department - Unit #6712C	53,180	0	56,709	(3,529)
Replace 2000 Ford F-450 Cab Chassis 4x2 for Parks Department - Unit #6713C	45,740	0	48,777	(3,037)
Replace 1998 Vermeer Brush Chipper for Parks Department - Unit #6770C	43,720	0	47,149	(3,429)
Replace 2002 Ford F-250 4x4 Super Cab for Sewer Department - Unit #6304E	41,670	0	44,219	(2,549)
Replace 2001 Dodge Ram 2500 Crew Cab 4x4 for Parks Department - Unit #6707D	37,300	0	40,099	(2,799)
Replace 2000 Dodge Ram Cargo Van for Engineering Department - Unit #6114C	26,830	0	28,607	(1,777)
Replace 2000 GMC Sonoma for Planning Department - Unit # 6215D	25,110	0	27,000	(1,890)
Replace 1994 Sullivan Portable Air Compressor for Street Department - Unit # 6472C	21,510	0	24,310	(2,800)
Replace 1997 Sullivan Portable Air Compressor for Water Department - Unit #6570D	19,680	0	21,907	(2,227)
Maintenance and Operations Vehicle Bay and Storage - CP0711	100,000	0	100,000	0
Maintenance and Operations Fuel Tank Replacement - CPxxxx	70,000	0	70,000	0
Utility Support Vehicle - Funded by Water and Storm Funds	0	30,000	30,000	0
New Requests:				
Golf course equipment replacement funded by Transfer-In from Cumulative Reserve.	0	250,000	250,000	0
Purchase of Asphalt Kettle for crack repair; to extend life of asphalt.	0	0	54,770	(54,770)
Security camera system at Maintenance and Operations for facility and vehicle security.	0	0	40,000	(40,000)
BA#7 Total	861,030	280,000	1,301,340	(160,310)
2014 Revised Budget	4,096,120	3,322,750	5,478,012	1,940,858
Total Resources / Expenditures		7,418,870		7,418,870

Schedule A
Summary of 2014 Budget Adjustments by Fund
Budget Amendment #7 Ordinance 6502

Grand Total - All Funds	Beg. Fund Balance	2014 Revenues	2014 Expenditures	Ending Fund Balance
2014 Adopted Budget	59,000,241	153,945,014	164,654,843	48,290,412
BA#6 (Ordinance #6474, 12.3.2013)	17,748,977	5,231,042	20,436,667	2,543,352
BA#7 Total	18,106,027	9,344,522	31,161,209	(3,710,660)
2014 Revised Budget	94,855,245	168,520,578	216,252,719	47,123,104
Total Resources / Expenditures		263,375,823		263,375,823
March 11, 2014 Prepared by City of Auburn Financial Planning Department				

**Schedule B
2014 Appropriations by Fund**

Fund	2014 Adopted Budget	BA#6 (Ord 6474)	BA#7 (Ord 6502)	Total Amendments	2014 Revised Budget
General Fund (#001)	58,864,112	10,286,516	124,120	10,410,636	69,274,748
Arterial Street Fund (#102)	4,706,022	2,065,446	6,835,536	8,900,982	13,607,004
Local Street Fund (#103)	1,718,320	493,800	701,060	1,194,860	2,913,180
Hotel Motel Fund (#104)	165,431	-	-	-	165,431
Arterial Street Preservation Fund (#105)	3,627,660	5,000	623,600	628,600	4,256,260
Drug Forfeiture Fund (#117)	1,198,768	-	-	-	1,198,768
Housing and Community Development Grant Fund (#119)	495,647	-	-	-	495,647
Recreation Trails Fund (#120)	36,691	-	-	-	36,691
Business Improvement Area Fund (#121)	76,720	-	-	-	76,720
Cumulative Reserve Fund (#122)	5,703,796	2,000,000	-	2,000,000	7,703,796
Mitigation Fees Fund (#124)	3,411,402	1,045,300	-	1,045,300	4,456,702
1998 Library Fund (#229)	330,354	-	-	-	330,354
2010 Annex A&B Bond Debt Fund (#230)	1,696,678	-	-	-	1,696,678
2010 C&D Local Revitalization Debt Fund (#231)	598,520	-	-	-	598,520
LID Guarantee Fund (#249)	34,688	-	-	-	34,688
LID #250 (#250)	56,762	-	-	-	56,762
LID #350 (#275)	7,246	-	-	-	7,246
Golf Course Debt Service Fund (#237)	-	393,144	-	393,144	393,144
Municipal Park Construction Fund (#321)	18,496,967	(7,938,269)	1,365,883	(6,572,386)	11,924,581
Capital Improvements Fund (#328)	6,111,123	3,241,109	781,774	4,022,883	10,134,006
Golf Course Debt Service Fund (#417)	393,144	(393,144)	-	(393,144)	-
Water Fund (#430)	20,181,730	5,045,654	4,193,683	9,239,337	29,421,067
Sewer Fund (#431)	29,135,418	(14,006,575)	2,302,627	(11,703,948)	17,431,470
Storm Drainage Fund (#432)	15,594,957	4,477,087	8,142,750	12,619,837	28,214,794
Sewer Metro Fund (#433)	-	15,000,000	-	15,000,000	15,000,000
Solid Waste Fund (#434)	12,659,266	1,087,595	-	1,087,595	13,746,861
Airport Fund (#435)	1,352,532	329,750	142,186	471,936	1,824,468
Cemetery Fund (#436)	1,107,862	127,200	-	127,200	1,235,062
Golf Course Fund (#437)	1,612,564	(1,612,564)	-	(1,612,564)	-
Insurance Fund (#501)	1,784,479	-	-	-	1,784,479
Workers Compensation Self Insurance Fund (#503)	-	840,000	-	840,000	840,000
Facilities Fund (#505)	4,404,503	17,675	298,300	315,975	4,720,478
Innovation and Technology Fund (#518)	6,911,696	210,295	798,000	1,008,295	7,919,991
Equipment Rental Fund (#550)	6,227,840	50,000	1,141,030	1,191,030	7,418,870
Fire Pension Fund (#611)	2,555,786	231,000	-	231,000	2,786,786
Cemetery Endowment Fund (#701)	1,686,571	(16,000)	-	(16,000)	1,670,571
Total	212,945,255	22,980,019	27,450,549	50,430,568	263,375,823

March 11, 2014
Prepared by City of Auburn Financial Planning Department



AGENDA BILL APPROVAL FORM

Agenda Subject:

Resolution No. 5037

Date:

March 10, 2014

Department:

Finance

Attachments:

[Resolution No. 5037](#)

Budget Impact:

\$0

Administrative Recommendation:

City Council adopt Resolution No. 5037.

Background Summary:

City financial management policies, which are approved as part of the Biennial Budget, provide for issuance of interfund loans with approval from Council. Interfund loans provide operational flexibility to cover authorized expenditures, such as when the City is awaiting reimbursement of expenses from a grant.

Council approval of Resolution No. 5037 will authorize the City's Finance Department to prepare an interfund loan, if and when it may be needed, from the General Fund and/or the Cumulative Reserve Fund to a grant sustained fund (Community Development and Block Grant Funds) in the event the City is awaiting reimbursement of federal, state or local grant funds. The authority is limited to \$2.5 million and the resolution is effective for 3 years through February 2017, at which time its authority will lapse.

Council authorization is requested to enable the aforementioned flexibility in managing the City's short-term funding needs.

Reviewed by Council Committees:

Finance, Public Works

Councilmember: Wales

Staff: Coleman

Meeting Date: March 17, 2014

Item Number: RES.A

RESOLUTION NO. 5037

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, AUTHORIZING THE TRANSFER OF FUNDS FOR THE PURPOSE OF MAKING A LOAN OR LOANS FROM THE GENERAL FUND AND/OR THE CUMULATIVE RESERVE FUND TO A GRANT SUSTAINED OR PROJECT FOCUSED SPECIAL REVENUE FUND FOR UP TO A THREE-YEAR PERIOD OF TIME

WHEREAS, there may be insufficient funds available from time to time during the period February 2014 to February 2017 in a grant sustained fund and/or other project focused Special Revenue Fund, such as the Arterial Street Fund or the Community Development and Block Grant Funds, herein after referred to as "Grant Sustained Fund," to cover authorized expenditures while the City waits for reimbursement of federal, state and local grant monies which have been approved for allocation to the City and for which contracts have been executed; and

WHEREAS, the General Fund and/or the Cumulative Reserve Fund have sufficient funds from which to transfer funds in an amount not to exceed TWO MILLION FIVE HUNDRED THOUSAND DOLLARS (\$2,500,000.00) for the purpose of making loans to cover authorized expenditures in the Grant Sustained Fund; and

WHEREAS, in the event a loan is made from the General Fund (Fund No. 001) and/or the Cumulative Reserve Fund (Fund No. 122) to the Grant Sustained Fund as provided above, the loans shall be interest free.

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

Section 1. **Purpose.** Authorization is hereby given during the time period February 2014 to February 2017 for the transfer of funds to the Grant Sustained Fund, when there are insufficient funds available therein to cover authorized expenditures while the City waits for federal, state and local grant monies which have been approved for allocation to the City and for which contracts have been executed, in an amount not to exceed TWO MILLION FIVE HUNDRED THOUSAND DOLLARS (\$2,500,000) from the General Fund and/or the Cumulative Reserve Fund for the purpose of making an interest free loan.

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

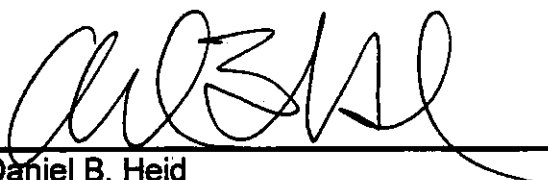
DATED and SIGNED this _____ day of _____, 2014.

Nancy Backus, MAYOR

ATTEST:

Danielle Daskam
City Clerk

APPROVED AS TO FORM:



Daniel B. Heid
City Attorney



AGENDA BILL APPROVAL FORM

Agenda Subject:

Resolution No. 5051

Date:

March 12, 2014

Department:

Administration

Attachments:

[Res 5051](#)

Budget Impact:

\$0

Administrative Recommendation:

City Council adopt Resolution No. 5051.

Background Summary:

The CAPER is an overall review of housing and community development activities undertaken in 2013 by the City of Auburn. It is part of the Consolidated Planning process, which is a prerequisite to receiving federal HUD funds. The CAPER delineates the amount of Federal funding that is distributed through the program, where that money is spent, and it assesses how that spending addresses the housing and community development goals that the City has set forth in its Consolidated Plan. In 2013, the CDBG program received more than \$500,000 for development and public service activities.

Reviewed by Council Committees:

Finance

Councilmember: Wales

Staff: Hursh

Meeting Date: March 17, 2014

Item Number: RES.B

RESOLUTION NO. 5051

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, TO ACCEPT THE CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER) FOR THE 2013 PROGRAM YEAR.

WHEREAS, the City of Auburn was designated as an entitlement community by the U.S. Department of Housing and Urban Development (HUD) for its Community Development Block Grant (CDBG) program; and

WHEREAS, the requirements of the CDBG require the City prepare and submit a "Consolidated Annual Performance and Evaluation Report (CAPER)" for each program year; and

WHEREAS, the City Council of the City of Auburn heard and considered public testimony on March 17, 2014 about the CAPER for its 2013 program year. NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, IN A REGULAR MEETING DULY ASSEMBLED, HERewith RESOLVES THAT:

Section 1. That the Consolidated Annual Performance and Evaluation Report (CAPER) for the 2013 program year is accepted.

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

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March 17, 2014
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this legislation and submit the report to HUD.

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

DATED and SIGNED this _____ day of _____, 2014.

CITY OF AUBURN

NANCY BACKUS
MAYOR

ATTEST:

Danielle E. Daskam
City Clerk

APPROVED AS TO FORM:

Daniel B. Heid
City Attorney

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March 17, 2014
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AGENDA BILL APPROVAL FORM

Agenda Subject:

Resolution No. 5052

Date:

March 12, 2014

Department:

Public Works

Attachments:

[Resolution No. 5052](#)

[Vicinity Map](#)

Budget Impact:

\$0

Administrative Recommendation:

City Council adopt Resolution No. 5052.

Background Summary:

Resolution No. 5052 authorizes the Mayor to execute documents necessary to acquire property related to the Lea Hill Road Segment 1.

The right of way needs for the corridor project will include acquisitions and partial acquisitions of multiple properties along the corridor. The parcels shown on the attached map will be needed to build out the corridor improvements in any scenario. They are currently listed for sale and the purchase will be negotiated under a voluntary process. There are significant cost and administrative advantages for the City to acquire property under a voluntary process.

Reviewed by Council Committees:

Finance, Public Works

Councilmember: Osborne

Staff: Snyder

Meeting Date: March 17, 2014

Item Number: RES.C

RESOLUTION NO. 5052

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, AUTHORIZING THE MAYOR TO NEGOTIATE AGREEMENTS AND EXECUTE DOCUMENTS NECESSARY TO ACQUIRE PROPERTY RELATED TO LEA HILL ROAD SEGMENT 1 IMPROVEMENTS

WHEREAS, the City is planning corridor capacity and safety improvements to Lea Hill Road; and

WHEREAS, the Lea Hill Road Segment 1 Project is in the City's 6-Year Transportation Improvement Program as TIP#64; and

WHEREAS, the corridor plan will require the acquisition of real property; and

WHEREAS, real property acquisition costs for this project were amended into the City budget under Ordinance 6502; and

WHEREAS, the policies and procedures that will be followed in regard to negotiation and purchase for these properties is governed by federal legislation and will be strictly adhered to; and

WHEREAS, negotiation and purchase of these properties is in the best interest of the City.

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

Section 1. The Mayor is hereby authorized to negotiate agreements and execute all documents necessary to complete the acquisition of real property required for Lea Hill Road Segment 1 Improvements.

Section 2. That the Mayor is hereby 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 _____, 2014.

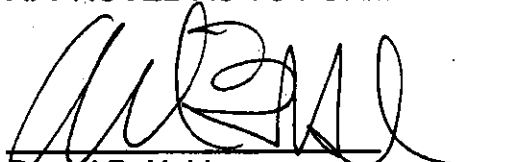
CITY OF AUBURN

NANCY BACKUS
MAYOR

ATTEST:

Danielle E. Daskam,
City Clerk

APPROVED AS TO FORM:



Daniel B. Heid,
City Attorney

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March 10, 2014
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Lea Hill Rd Segment 1 ROW Map

