

**City Council Study Session
February 23, 2015 - 5:30 PM
Auburn City Hall
MINUTES**

I. CALL TO ORDER

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

A. Roll Call

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

City officials and staff members present included: Mayor Nancy Backus, Community Development and Public Works Director Kevin Snyder, Utilities Engineering Manager Lisa Tobin, Assistant City Engineer Jacob Sweeting, Assistant Director of Engineering Services/City Engineer Ingrid Gaub, Water Utility Engineer Susan Fenhaus, Assistant Director of Community Development Services Jeff Tate, Urban Design Planner Lauren Flemister, Water Quality Programs Coordinator Chris Thorn, IT Customer Support Manager Reba Stowe, IT Operations Manager Ashley Riggs, Parks, Arts and Recreation Director Daryl Faber, Director of Administration Michael Hursh, Police Commander David Colglazier, Financial Planning Manager Bob Brooks, Emergency Preparedness Manager Sarah Miller, Assistant City Attorney Neil Wachter, and City Clerk Danielle Daskam.

II. AGENDA ITEMS FOR COUNCIL DISCUSSION

- A. Stormwater Management Program Update (10 minutes) (Snyder)**
A Resolution of the City Council of the City of Auburn, Washington, approving the 2015 Stormwater Management Program Plan and authorizing the Mayor to include a copy of the program plan in the National Pollutant Discharge Elimination System Western Washington Phase II Municipal Stormwater Permit Annual Report for 2014 to the Washington State Department of Ecology

Water Quality Programs Coordinator Chris Thorn, along with Storm Drainage Engineer Tim Carlaw, presented a brief review of the Stormwater Management Program Plan. The Stormwater Management Program Plan and its annual update is a requirement of the City's National Pollutant Discharge Elimination System (NPDES) permit issued by the Washington State Department of Ecology. The Plan includes requirements for public participation and outreach, illicit discharge detection and elimination, controlling runoff from new development, redevelopment and construction sites, municipal operations and

maintenance, and compliance with total maximum daily load requirements and monitoring. The public comment period starts today with a public hearing on the Plan scheduled for March 16, 2015.

Mr. Thorn noted the Council agenda packet includes a copy of the Annual Report for 2014 for the NPDES permit. Mr. Thorn reviewed 2014's accomplishments and highlights of the 2015 Plan. The 2015 Plan provides for actively implementing new requirements of the NPDES permit and monitoring requirements, participation in stormwater outreach opportunities, providing stewardship opportunities, continuing a program to detect and remove illicit discharges and connections, mapping for stormwater utility asset management, and developing a stormwater management manual.

In response to a question from Councilmember Wagner, Mr. Thorn explained the NPDES permit requires inspection of 100 percent of catch basins during the first four years of the permit, and the goal is to inspect 25 percent of the catch basins annually. Councilmember Wagner questioned how the Plan looks to new technologies for stormwater treatment and management. Storm Utility Engineer Carlaw responded the City follows the new technologies approved by the Department of Ecology and through Washington State Department of Transportation. New technologies are applied through development review and in the Stormwater Management Manual for new development and redevelopment.

Councilmember Wales questioned the types of illicit discharges that could occur. Mr. Thorn explained examples of illicit discharges include the spill of vehicle fluids at an auto accident, paint dumped in a storm drain, and dumping of animal waste in the street. Illicit connections include an unauthorized piped discharge into the storm drainage system.

Councilmember Peloza questioned whether pet waste stations should be installed at each city park.

Councilmember Osborne recommended the inclusion of a definition for pervious pavement in the definition and acronym section.

B. System Development Charges - Fee Update (30 minutes) (Snyder)

Assistant Director of Engineering Services/City Engineer Ingrid and Utilities Engineering Manager Lisa Tobin presented information on proposed changes to system development charges (SDCs) for utility services.

Manager Tobin explained some of the information was previously provided to committees in 2014. This evening's agenda packet includes a summary of previous discussions, the consultant's report from FCS Group, and a letter from the Master Builders Association.

SDCs are charges for new development to "buy in" to connect to existing utility systems. They are collected as part of the building permit

process. SDCs are for building new or expanded utilities to support current and future growth and development in the city (not for operations and maintenance). SDCs provide for intergenerational equity between existing and new customers for the cost of the utility systems. SDCs are based on the Capital Program costs of the existing and future utility systems for upgrade and expansion. The Capital Program is based on the Comprehensive Plans approved by the Council.

Manager Tobin reviewed the current system development charges for single-family residence: \$2,424.00 water SDC for 3/4 inch water meter, \$850.00 sewer SDC per Residential Customer Equivalent, and \$1,162.00 storm SDC per Equivalent Service Unit. The current SDCs have been in effect since 2006. The sewer SDC has not had a significant increase since 1996.

The City's consultant evaluated the City's SDCs by analyzing the value of the existing utility systems, the cost of necessary expansions and upgrades needed over the next 20 years based on a one percent growth rate, and proposed revisions to the SDCs based on existing value and future costs divided by existing and future customers.

Some of the major utility infrastructure projects (existing and future) include: purchase of water capacity from Tacoma Pipeline 5, building and improving wells and treatment facilities, expansion of Coal Creek and West Hill water supply facilities, identified the need for a new valley reservoir and water pump station expansions, need for new sewer and storm water interceptors and pump stations, and need for a new regional storm water improvements.

Staff recommends the SDCs should be updated because policy decisions made during comprehensive planning processes include identifying system expansion needs, system expansion costs change over time due to inflation and increased regulatory requirements, charges based on outdated costs and growth projections will not collect sufficient revenue for desired improvements or to meet level-of-service expectations, need to reflect new cost and growth projections to ensure future customers are paying their fair share of costs for the systems, and utility comprehensive plan policies state that "growth pays for growth".

The SDC evaluation considered multiple options to meet revenue needs. In 2014, the Public Works and Planning and Community Development Committees recommended implementing a full increase in 2015. Other options include adjusting 2006 rates only for inflation, phasing in the required increase over a three-year period, and phasing in the required increase over a five-year period.

The recommended SDC changes are (based on single family home):

Water SDC from existing \$2,424.00 to \$6,272.00
Sewer SDC from existing \$850.00 to \$2,327.00
Storm SDC no change to existing \$1,162.00 proposed

Councilmember Pelozo asked for information on the Metro costs as well.

Manager Tobin presented a comparison of SDC charges for surrounding utility providers. Auburn's existing water and sewer SDC charges are low by comparison. The proposed charges would increase Auburn's charges so that Auburn's rates are in the mid range of surrounding utility providers.

Manager Tobin reviewed the former Public Works and Planning and Community Development Committees' recommendations to: implement the full change in water and sewer SDCs in 2015, use the same SDC for 3/4 inch and one-inch meters for all water customers, storm SDC will remain unchanged in 2015, and base future annual increases for water, sewer and storm SDCs on Construction Cost Index (CCI) adjustments, but not less than 0% per year.

City Engineer Gaub reported the SDCs will be reviewed annually in the future. Manager Tobin reported the consultant's evaluation report contains a chart on the revenue generated under the three scenarios for implementing the new charges.

Councilmember Wagner spoke in favor of implementing the full increase in SDCs as proposed. Councilmembers Pelozo and Osborne concurred.

Manager Tobin stated an ordinance will be presented at the Council's regular meeting on March 16, 2015 for consideration.

C. Comprehensive Water Plan (30 minutes) (Snyder)

Water Utility Engineer Susan Fenhaus and Utilities Engineering Manager Lisa Tobin reviewed portions of the Comprehensive Water Plan, including Chapters 1, 10-12 and the Executive Summary.

Councilmembers reviewed the Executive Summary. In response to questions from Councilmembers, Engineer Fenhaus explained that Figure 6.4 represents the utility's ability to pump based on a maximum daily demand and also reflects the largest source or largest pump out of service. Councilmember Wagner suggested including all interties in the scenario when the largest source/pump is out of service.

Deputy Mayor Holman asked staff to perform a historical search of the policy to consider interties in determining the City's ability to pump.

There were no comments on Chapter 1, Introduction, of the Plan.

Councilmembers reviewed Chapter 10, Capital Improvements Plan, of the Plan. Engineer Fenhaus referred Council to pages 10-23 and 10-24, which set out the Capital Improvement Program.

Councilmember Osborne expressed concern with the amount spent on

emergency and backup power systems for wells and pump stations. Manager Tobin stated backup power systems are necessary to provide for public safety and for public health in the event of a major emergency.

Councilmembers briefly discussed cost estimates and planning level estimates.

Councilmembers reviewed Chapter 11, Financial. Engineer Fenhaus reported the chapter includes the current 2014 system development charges.

Councilmembers reviewed Chapter 12, Operations and Maintenance. Councilmember Wagner requested more details on the benefits of Automated Metering Infrastructure (AMI).

D. Public Works Project No. CP1412, Community Center Youth Center Conceptual Design Discussion (30 minutes) (Snyder)

The Community Center Youth Center presentation was provided immediately following Item III.A of these minutes.

Assistant City Engineer Jacob Sweeting and Stan Lokting, Principal Architect of ARC Architects, presented an update and the schematic design (30% design level) for the community and youth centers at Les Gove Community Campus. The scope of the project includes 21,000 square feet of space, of which approximately 7,000 square feet will be a remodel of the existing Parks administration building. Assistant City Engineer Sweeting reviewed the project schedule. Design is scheduled to be complete in June 2015 and bids solicited and awarded by August 2015. Construction is targeted to be complete in June 2016. The project budget is \$9 million.

Mr. Lokting reviewed the public outreach and engagement efforts with city officials and the community, which led to a series of guiding principles. Mr. Lokting reviewed the site plan, which was developed using a guiding concept to preserve open space by not building in the open areas east of the existing buildings. Mr. Lokting spoke regarding connections to the park and major primary indoor spaces to outdoor spaces adjacent to them. All of the new parking (69 spaces) will occur adjacent to the centers and buffers will be constructed to mitigate the impact on neighboring residences. Appropriate lighting will be installed for safety and wayfinding.

Mr. Lokting reviewed the floor plans for the youth center and community center. Mr. Lokting pointed out shared areas. The youth center includes multi-functional space intended for informal uses such as gathering, games and socializing as well as an arts classroom, computer lab, youth center staff offices and an entry and reception area.

Mr. Lokting stated the men's and women's restrooms are part of the shared area and will be updated. The kitchen will be remodeled and will serve as a teaching kitchen and a warming kitchen. There will be a

shared classroom between the two. The lobby serves as the connection between the youth center and the community center. The community center will include a reception desk that is adjacent to Parks staff. A lounge area with a fireplace looks out to a view of the park. The community center includes a fitness room, staff administration offices, support spaces and a multi-use space, and a 3,500 square foot multi-purpose room, which can accommodate 200 to 275 seated people for dinner or up to 500 unseated people. The large multi-purpose room can be divided into three separate rooms, with a storage room for each.

There was brief discussion regarding the size and operation of the kitchen and the number of fixtures in the restrooms.

Councilmember Wagner suggested eliminating the fireplace. Councilmember Osborne spoke in favor of retaining the fireplace.

Mr. Lokting reported the roof shape and walls allow for future installation of solar panels. HVAC will be standard roof-mount units that will meet the LEED certification requirements.

Councilmember Wagner requested an opportunity to discuss movable storage units with the design team.

In response to questions from Councilmember Wagner regarding potential future expansion of the facilities, Mr. Lokting stated another bay could be added to the east and would encroach in to the park and may get very close to the bocce courts.

E. Resolution No 5129 - Comprehensive Emergency Management Plan (15 minutes) (Hursh)

A Resolution of the City Council of the City of Auburn, Washington, adopting the City of Auburn Comprehensive Emergency Management Plan (CEMP)

Emergency Preparedness Manager Sarah Miller presented Resolution No. 5129 adopting the Comprehensive Emergency Management Plan (CEMP). By law, the City is required to update its plan every four years; the last Plan was adopted in 2009. The Plan serves as a City-wide guide to all disaster response, recovery, mitigation and planning efforts conducted by the City. The Plan follows the national standard.

Deputy Mayor Holman suggested an educational session where Manager Miller could brief the Council on the expectations of Council during a disaster event.

F. Resolution No. 5133 - Auburn Design Standards (10 minutes) (Snyder)
A Resolution of the City Council of the City of Auburn, Washington, amending the City of Auburn Design Standards for its Downtown Urban Center Zone

Assistant Director of Community Development Services Jeff Tate and Urban Design Planner Lauren Flemister presented Resolution No.

5133 amending the City's design standards for the Downtown Urban Center zoning district. The amendments eliminate awnings as a required design feature on downtown buildings in favor of allowing awnings as an optional feature with design guidelines.

The proposed amendments are in response to concerns expressed at the Business Summit. The language of the proposed standards provides guidance on how to achieve awning and canopy designs that enhance the attractiveness of downtown. The amendments clarify the purpose of awnings, lighting requirements for awnings, and materials and styles that are considered appropriate for downtown.

Planner Flemister stated a Façade Improvement Program will be implemented this year. Funding of \$200,000.00 has been budgeted for the program. The program details have not been finalized but may include grants, low-interest loans, in-kind contributions and cash contributions by business owners.

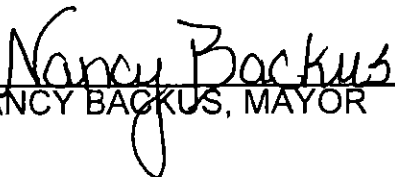
III. OTHER DISCUSSION ITEMS

Councilmember Wales reported the ad hoc committee on committees is expected to report on its activities at the March 23rd study session.

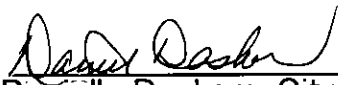
IV. ADJOURNMENT

There being no further discussion, the meeting adjourned at 7:41 p.m.

APPROVED this 20th day of April, 2015.



NANCY BACKUS, MAYOR



Danielle Daskam, City Clerk