



**City Council Meeting**  
**September 5, 2017 - 7:00 PM**  
**Auburn City Hall**  
**AGENDA**

[Watch the meeting LIVE!](#)

[Watch the meeting video](#)

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

**I. CALL TO ORDER**

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

**II. ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS**

- A. **Constitution Week Proclamation**  
Mayor Backus to proclaim September 16-22, 2017 as "Constitution Week" in the city of Auburn

**III. APPOINTMENTS**

**IV. AGENDA MODIFICATIONS**

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

- A. **Public Hearings**  
No public hearing is scheduled for this evening.
- B. **Audience Participation**  
*This is the place on the agenda where the public is invited to speak to the City Council on any issue. Those wishing to speak are reminded to sign in on the form provided.*
- C. **Correspondence**  
There is no correspondence for Council review.

**VI. COUNCIL AD HOC COMMITTEE REPORTS**

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

**VII. CONSENT AGENDA**

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

- A. **Minutes of the August 14, 2017, February 8, 2016 and February 22, 2016 Study Session Meetings\***

B. **Minutes of the August 21, 2017 City Council Meeting\***

C. **Claims Vouchers (Coleman)**

Claims voucher numbers 445488 through 445669 in the amount of \$937,877.34 and six wire transfers in the amount of \$192,828.32 and dated September 5, 2017.

D. **Payroll Vouchers (Coleman)**

Payroll check numbers 537485 through 537501 in the amount of \$732,971.05 and electronic deposit transmissions in the amount of \$1,609,580.09 for a grand total of \$2,342,551.14 for the period covering August 17, 2017, to August 30, 2017.

E. **Public Works Project No. CP1501\* (Snyder)**

City Council approve Final Pay Estimate No. 5 to Contract No. 16-09 in the amount of \$17,608.05 and accept construction of Project No. CP1501, Traffic Signal Safety Improvements Project.

F. **Public Works Project No. CP1502\* (Snyder)**

City Council grant permission to advertise for bids for Project No. CP1502, 'A' Street SE and 37th Street SE Traffic Signal.

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

VIII. **UNFINISHED BUSINESS**

IX. **NEW BUSINESS**

X. **MAYOR AND COUNCILMEMBER REPORTS**

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

A. **From the Council**

B. **From the Mayor**

XI. **ADJOURNMENT**

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

\*Denotes attachments included in the agenda packet.



## AGENDA BILL APPROVAL FORM

**Agenda Subject:**

Minutes of the August 14, 2017, February 8, 2016 and  
February 22, 2016 Study Session Meetings

**Date:**

August 30, 2017

**Department:**

Administration

**Attachments:**

[Minutes](#)

[Minutes](#)

[Minutes](#)

**Budget Impact:**

\$0

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

**Meeting Date:** September 5, 2017

**Item Number:** CA.A



**CITY COUNCIL STUDY SESSION AND  
SPECIAL FOCUS AREA  
AUGUST 14, 2017 – 5:30 PM  
Auburn City Hall  
MINUTES**

**I. CALL TO ORDER**

Deputy Mayor Largo Wales called the meeting to order at 5:32 p.m. in the Council Chambers of Auburn City Hall located at 25 West Main Street, Auburn.

**A. Roll Call**

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

Mayor Nancy Backus and the following department directors and staff members were present: City Attorney Daniel B. Heid, Police Commander Steve Stocker, Assistant Director of Engineering Services/City Engineer Ingrid Gaub, Innovation and Technology Director Paul Haugan, Parks, Arts and Recreation Director Daryl Faber, Finance Director Shelley Coleman; Assistant Finance Director Keven Fuhrer, Assistant Director of Community Development Services Jeff Tate, Parks Planning and Development Manager Jamie Kelly, Economic Development Manager Doug Lein, Real Property Analyst Josh Arndt, Tourism Coordinator Lorraine Chachare, Solid Waste and Recycling Supervisor Joan Nelson; Customer Care Manager Brenda Goodson-Moore, and City Clerk Danielle Daskam.

**II. ANNOUNCEMENT, REPORTS AND PRESENTATIONS**

**A. Auburn Station Access Improvement Project – Preferred Alternative Site**

The following Sound Transit representatives presented Sound Transit's preferred alternative sites for the Auburn Station Access Improvement Project: Chelsea Levy, Government and Community

Relations Officer; Sandra Fann, Project Manager; and Karen Kitsis, Development Director for South King and Pierce Counties.

Using a PowerPoint, Ms. Fann recapped the purpose of the project, its goals and objectives, scope and timeline. The available budget for a new Auburn Station garage is \$60 million. The project will increase access for all riders to the Auburn Sounder Station, and the planning effort will determine the most effective and affordable mix of improvements. Sound Transit anticipates a preferred improvement package by the end of 2017. Environmental review and preliminary design will occur in 2018-2019. Property acquisition, final design and permitting is anticipated from 2019-2021. The garage could be open by 2023.

Ms. Fann reviewed the major elements included in cost estimates for the four potential sites and include: property acquisition, relocation and interim lots, garage construction, permits and art, management and administration, non-motorized improvements, contingencies, and where needed, pedestrian bridges, frontage improvements, access improvements, and parking technology.

Ms. Kitsis reviewed the four preferred sites for the new garage:

**Site 1 First & B Streets Parking Lot – Cost \$60.4 Million**

This site would create up to 545 net new stalls and 675 total stalls; it has reasonable access for passengers to platform; vehicle access via two driveways; there are no major environmental concerns; there are existing on-site development rights until 2020; there is a higher potential for traffic mitigation, and it is a constrained site and requires right-of-way acquisitions

**Site 2 Ace Hardware at West Main and C Street SW – Cost \$75.7 Million**

This site has the potential for up to 580 net new and total stalls, it has reasonable access for passengers to platform, vehicle access via two driveways, no major environmental concerns, lower potential for traffic mitigation. The site is considered constrained, requires right-of-way acquisitions and business relocations, and a requires construction of a pedestrian bridge.

**Site 3 Sound Transit Parking Lot – Cost \$80.9 million**

This site has the potential for up to 525 net new and 635 total stalls, it has the easiest access for passengers to platform, vehicle access via two driveways, and no major environmental concerns. The site is extremely constrained and requires substantially more garage structure per stall.

Site 4 Machinists Union Hall at A Street SW and 2<sup>nd</sup> Street SW –  
Cost \$65.3 Million

This site has the potential for up to 550 net new stalls, it has easy access for passengers to platform, there are no major environmental concerns, it could be connected to the existing garage. The site has higher potential for traffic mitigation, it is a constrained site and right-of-way acquisition would be required.

Next steps include a presentation to the Auburn Transportation Advisory Board (TAB) on August 23, 2017. A public open house will take place September 19, 2017. The timeline for the preferred alternative recommendation includes:

September 27, 2017	TAB recommendation to the Council
October 9, 2017	City Council Study Session presentation
October 16, 2017	City Council recommendation
November 9, 2017	Sound Transit Capital Committee
November 16, 2017	Sound Transit Board identifies preferred site

Deputy Mayor Wales questioned whether parking in the Sound Transit garages will remain free. Ms. Levy responded that Sound Transit has been evaluating methods for managing parking, including technology improvements to allow patrons to identify available parking, re-locate carpool meet-ups out of the garage, and charges for parking. Ms. Levy stated later this year the Sound Transit Board will have additional discussion regarding single occupancy parking permits.

Councilmember Baggett recommended lowering the speed bumps in the parking garage.

### III. AGENDA ITEMS FOR COUNCIL DISCUSSION

#### A. Capital Project Status Report

Assistant Director of Engineering Services/City Engineer Gaub presented the status report on capital projects.

The Capital Projects Group of Community Development and Public Works is currently managing 35 active projects with a total cost of \$58 million. Of these projects, 11 are in the design phase and 24 are under construction. Within the next three months, four additional projects are expected to enter the construction phase before the end of the year.

Significant projects underway include: CP1218, the Auburn Way South Corridor Safety Improvements (Muckleshoot Plaza to Dogwood Street SE); C222A – 277<sup>th</sup>-Auburn Way North to Green River Bridge; CP1511, M Street SE Improvements (3<sup>rd</sup> Street SE to East Main), which should be open by September 1, 2017.

There was brief discussion regarding CP1513, 22<sup>nd</sup> Street NE and I Street NE Round-a-bout and Improvements and the pedestrian safety improvements. Assistant Director Gaub stated 22 accidents have occurred at the intersection since 2011 and six of the accidents have involved pedestrians or bicyclists. Deputy Mayor Wales suggested a Channel 21 program to highlight the project.

Project CP1520, B Street NW Reconstruction has started with the necessary sewer work.

Deputy Mayor Wales requested a conceptual review of the Lea Hill Road at 104<sup>th</sup> Avenue project at the October 9<sup>th</sup> study session.

Project CP1523, Lake Tapps Parkway Preservation is ongoing.

Councilmember Pelosa requested information on the location of the PRV Stations on Lea Hill.

Project CP1701, the Auburn Way South Dynamic Message Sign is underway east of the bridge over R Street SE. It will be a permanent variable message sign, which will help during concert and event seasons.

In response to questions from Councilmember Pelosa, Assistant Director Gaub explained there are several different stages associated with Project CP1516, Auburn Municipal Airport Runway Enhancements. The City has applied for a grant for the design work, and next year, the City will apply for a construction grant for the project.

**B. Parks/Open Space Plan**

Parks, Arts and Recreation Director Faber and Parks Planning and Development Manager Kelly presented a brief overview of the Parks, Recreation and Open Space Plan, with an emphasis on Chapter 5 relating parks inventory and undeveloped spaces. Using a PowerPoint, Director Faber stated the Plan provides a six-year plan and a 20-year vision for Auburn's park system. The plan outlines goals and objectives, implementation strategies, capital improvements, and investment programs for the City's parks system. The plan is required in order to be eligible for state and federal grants.

Director Faber stated the City owns five properties that are not developed.

Goals of the Parks Department is to: 1) Serve all residents by providing a broad range of programs and facilities; 2) Provide healthy balanced activities with a mix of passive and active recreation opportunities; 3) Provide high quality parks that are well maintained; 4) Provide a park system that contributes to a positive image for Auburn; 5) Acquire and manage important open spaces in the city; 6) Provide a network of pedestrian and bicycle trails; and 7) Expand the existing park inventory where service standards are not being met, with an emphasis on the West Hill and Lea Hill areas.

Director Faber discussed the components of a neighborhood park versus a community park.

Neighborhood parks are primarily designed for non-supervised and non-organized play, are typically less than five acres, and serve neighborhoods within a half mile. The City has 23 neighborhood parks and examples include Shaughnessy Park and Rotary Park.

Community parks provide active and structured recreational opportunities for all ages. They are typically larger than 10 acres and have a 1-2 mile service radius. The City has 14 community parks and examples are Brannan Park and Game Farm Park.

Undeveloped park properties include: West Auburn lake property, Jacobsen Tree Farm on Lea Hill, Auburndale II, Lakeland nature area, and the 104<sup>th</sup> Street property on Green River.



Councilmember Wagner questioned whether more access to the river has been considered at Game Farm Park. Director Faber responded that no plans have been made for river access at Game Farm. Director Faber pointed out undeveloped community park space at 31495 104<sup>th</sup> Avenue SE, along the Green River. The City is just starting its master plan for the park property. Nearly two-thirds of the park is located within the floodplain, and it will likely be a nature park.

Council and Director Faber briefly spoke about Cedar Lanes Park. Director Faber stated the department is filling a low spot in the park to improve the sight corridors in the park. There is no wetland in the park. The department is also eliminating some non-native plant species and limbing-up some trees.

Director Faber directed the Council's attention to the Deferred Maintenance Plan. Director Faber stated the City is able to accomplish many of the projects with parks staff, volunteers, and grants.

Deputy Mayor Wales questioned how the park impact fees will be used. Director Faber stated a portion will be used for the 104<sup>th</sup> Street park property, the West Auburn lake property, and the Jacobsen Tree Farm Phase 1.

Deputy Mayor Wales inquired regarding homeless in Game Farm Wilderness Park. Director Faber stated the area is monitored and highly used by disc golf enthusiasts. It appears that many of the homeless encampments have either moved up river on the Segale property or on Muckleshoot Tribal property.

Deputy Mayor Wales suggested installation of lights and longer hours at Sunset Park.

#### **IV. FINANCE AND ECONOMIC DEVELOPMENT DISCUSSION ITEMS**

Councilmember Bob Baggett, chair of the Finance and Economic Development Special Focus Area, presided over the meeting during discussion of the Special Focus Area items.

##### **A. Resolution No. 5310 – Solid Waste Contracts**

Finance Director Shelley Coleman presented Resolution No. 5310 to extend the Solid Waste Collection Contract with Waste Management and the Memorandum of Understanding with

Republic Services for solid waste services in annexed areas. The current contract expires December 31, 2017. The extension would be through September 30, 2019.

In response to questions from Deputy Mayor Wales, Solid Waste and Recycling Supervisor Joan Nelson stated staff intends to request new services in the next contract that will cover the entire city.

## **B. Fire Relief and Pension Fund**

Finance Director Coleman reviewed her memorandum in the agenda packet regarding the status of the Fire Pension Fund (FPF). The City is obligated to pay retirement benefits to active members as of March 1, 1970. The City has 13 retired members, which includes four beneficiaries. Director Coleman briefly reviewed how the excess FPF benefit is calculated.

Director Coleman stated the recent actuarial study found the present value of the future exceeds pension benefits to be provided to the City is \$3,300,526.00, which was 10 percent higher than expected due to a four percent increase in demographic experience and six percent increase due to changes in benefit amounts compared to expectations. The value of the total assets available to fund future excess pension benefits is \$2,412,576.00 leave an actuarial deficiency of \$887,950.00. The deficiency does not include the state tax on fire insurance premiums of approximately \$75,000.00 annually.

Based on the actuary's recommended contribution schedule, Director Coleman recommended the City make a \$192,000.00 annual contribution to the fund for five years to cover the shortfall. The annual contribution would be reduced by the amount received from Fire Insurance Premium Tax revenue. The adjustment will be included in the next budget amendment.

## **C. 2016 Comprehensive Annual Financial Report**

Assistant Finance Director Kevin Fuhrer presented a PowerPoint and an overview of the 2016 Comprehensive Annual Financial Report (CAFR) and primarily reviewed the structure of the document.

Assistant Director Fuhrer stated staff begins its work on the CAFR in November and finishes the CAFR in June of the next year.

Assistant Director Fuhrer reviewed the Introductory Section, which includes the list of city officials, the organizational chart, the letter of transmittal, and the City's Certificate of Achievement in Financial Reporting.

The Financial Section includes the Independent Auditor's Report on the financial statements, management's discussion and analysis, basic financial statements, notes to the financial statements, required supplementary information, and fund financial statements and schedules.

The Statistical Section of the CAFR includes 10 years of economic data.

At 7:43 p.m., Deputy Mayor Wales recessed the meeting for about ten minutes for a brief intermission. The meeting was reconvened at 7:52 p.m.

**D. Resolution No. 5311 – Investment Policy Update**

Finance Director Coleman presented Resolution No. 5311, which adopts a revised investment policy. The existing policy has not been updated since 2003. Changes include:

- Increased maximum length of investment from 3 years to 5 years
- Removed Banker's Acceptances and Commercial Paper
- Updated references
- Added Standard & Poor's (S&P) and Moody's minimum ratings requirement

The resolution will be presented at the August 21, 2017 Council meeting for adoption.

**E. 2<sup>nd</sup> Quarter 2017 Financial Report**

Finance Director Coleman reviewed the second quarter 2017 status report based on financial data available as of July 25, 2017 for the period ending June 30, 2017 and sales tax information representing business activity that occurred through April 2017.

The General Fund revenues totaled \$34.8 million compared to a budget of \$34.0 million.

Director Coleman noted that sales and use tax generates 28 percent of General Fund revenue, and sales tax revenues are flat.

Councilmembers and Director Coleman briefly discussed the impact of streamlined sales tax and remote sales tax. The City receives just under \$2 million in streamlined sales tax mitigation revenue from the state.

Property tax revenue totaled \$11.0 million, which was 0.7 percent above budget expectations. The increase is attributable to an increase in assessed valuation and the use of banked capacity.

The City utility tax revenues exceeded budget by eight percent. Electric and natural gas revenues exceeded budget by \$121,000.00 and \$58,000.00 respectively. Leasehold excise taxes were also above budget. Cable utility tax revenues were below budget and could be a timing issue.

Building permit revenue collected through second quarter totaled \$714,000.00 compared to a year-to-date budget of \$727,000.00. However, development services fees are up.

Director Coleman also reviewed charges for services, development service fees, fines and penalties assessed by the court, miscellaneous revenue, real estate excise tax, and pet licensing.

Director Coleman briefly reviewed capital project expenditures, enterprise funds, and the investment portfolio.

**F. Economic Development Update**

Economic Development Manager Lein, Real Property Analyst Arndt, and Tourism Coordinator Chachere presented the Economic Development Update for the second quarter of 2017.

Manager Lein reviewed the following economic statistics:

	End 2nd Qtr. 2017	End 2nd Qtr. 2016
Single Family	110	146
Single Family Value	\$34,250,066.97	\$36,692,061.04
Commercial	180	184
Commercial Value	\$41,559,958.41*	\$52,969,188.65
New Business Licenses	113	69
Real Estate Excise Tax	\$1,665,000.00	\$2,068,000.00
Sales Tax Revenue	\$8,493,000.00	\$8,292,000.00

Manager Lein noted that approximately \$42 million worth of commercial construction will be under review in the third quarter of 2017. The two blocks of South Division Street have not submitted permits at this time. The Holiday Inn has been approved, but the Hilton and Wyndham have not yet submitted their applications.

Manager Lein reviewed progress on the ten-year Economic Development Strategic Plan. Manager Lein reported that to date, no additional funding or staffing has been requested. Manager Lein stated that three budget amendments will be proposed in order to implement more of the Strategic Plan strategies and include one additional FTE, matching share for the Port grant for the business incubator and “buy local” program, funding for marketing and branding.

Strategic Plan highlights include:

- Launch and management of a business incubator
- Continued organization of 3NoNetworking events

- Improvements to business licensing database; capture Auburn based employers
- Continue to actively seek investors and developers for downtown projects
- Develop marketing packages for tourism destinations
- Coordinate efforts among ADA, BIA, Tourism, ED Office, Chamber of Commerce
- Leverage Auburn's community of business leaders to reach peers and cultivate stronger relationships

Real Property Analyst Arndt reviewed other real estate related tasks performed and not associated with the Strategic Plan, including sale and lease negotiations, property transfers, and property management.

Mr. Arndt reviewed Real Estate Tracking System software. The City owns 440 parcels of land. Through the tracking system, any City employee can determine when the property was acquired, the purpose of the acquisition, intended use of the property, and any restrictions attached to the property, relevant studies or reports the City has for the property. Through the tracking system staff will be able to identify potential surplus properties. To date, 72 parcels have been vetted and updated in the GIS system and another 117 parcels have partial information. Approximately 189 parcels have been researched to some degree.

Real Property Analyst Arndt reviewed proposed catalyst projects at GSA Park, the west side of the airport, and the old Farmers Market building on Auburn Way South. The Strategic Plan also provides for identifying and compiling deal-ready sites of property where the phase 1 environmental assessment has been completed, boundary surveys performed, impact fees determined, etc. Currently, staff performs the minimal services due to staff constraints.

Real Property Analyst Arndt reviewed efforts on business retention and attraction. Staff provides limited real estate services to the business community through access to the commercial real estate database (CoStar) for site selection and access to public information the City has on potential sites. Staff is not involved in lease negotiations.

Tourism Coordinator Chachere reviewed the activities of the Tourism Board and Lodging Tax Advisory Committee. She noted increased hotel owner/operator engagement. Ms. Chachere also

spoke about recent hotel acquisitions and new ownership and remodels and renovations.

There are three pending hotels: Holiday Inn Express located off Highway 18 at C Street SW, Tru by Hilton at 307 Auburn Way South, and Wyndham at Auburn Way North and 49<sup>th</sup> Street NE.

Tourism Coordinator Chachere also spoke about regional and industry collaborations.

Some of the tourism initiatives underway include: rebranding with a new tourism website, video and logo; request for proposals for marketing, media buy and public relations; hotel support services through monthly concierge newsletters and hotel staff training; community outreach and engagement; attracting group travel/conferences; and participating in the 2018 Japan-America Grassroots Summit for the Seattle area.

Tourism Coordinator Chachere also shared data on hotel stays and benchmarks. Currently there are seven hotels with 561 room inventory. Occupancy levels and revenues are increasing compared to last year.

Economic Development Manager Lein updated the Council on the Business Improvement Area (BIA) Board.

Economic Development Manager Lein updated the Council on the following notable projects: Robertson Property Group, Auburn Development LLC mixed use seven-story project, Deutsch Partners LLC mixed use seven-story project, SpaceFlight Industries, three new hotels (discussed earlier), GSA site, North Auburn Logistics, Dave and Busters, LA Fitness, The Quarters, Vinifera Wine Bar and Bistro, Lakeland Commons, Geaux Brewing, and Scamp Brewing.

**V. OTHER DISCUSSION**

There was no other discussion.

**VI. NEW BUSINESS**

There was no new business.

**VII. MATRIX**

Deputy Mayor Wales requested the addition of the following items to a future study session agenda: Council Chamber usage-City facilities usage by outside groups and traffic impact and mitigation fees and how they are being used.

Mayor Backus asked if the items are in addition to the items requested for the August 28<sup>th</sup> meeting. Deputy Mayor Wales responded in the affirmative. Mayor Backus requested Deputy Mayor Wales respond to Mayor Backus's email requesting additional information/detail on the items scheduled for the August 28<sup>th</sup> study session meeting.

**VIII. ADJOURNMENT**

There being no further discussion, the meeting adjourned at 9:58 p.m.

APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2017

\_\_\_\_\_  
LARGO WALES, DEPUTY MAYOR

\_\_\_\_\_  
Danielle Daskam, City Clerk







**City Council Study Session**  
**February 8, 2016 - 5:30 PM**  
**Auburn City Hall**  
**MINUTES**

**I. CALL TO ORDER**

Deputy Mayor Wales 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**

Councilmembers present: Deputy Mayor Wales, Bob Baggett, Claude DaCorsi, John Holman, Yolanda Trout, and Rich Wagner. Councilmember Bill Peloza arrived at 5:53 p.m.

Officials, department directors and staff members present included: Mayor Nancy Backus, City Attorney Daniel B. Heid, Police Commander Mark Caillier, Director of Community Development and Public Works Kevin Snyder, Assistant Director of Engineering Services/City Engineer Ingrid Gaub, Assistant Director of Community Development Services Jeff Tate, Urban Design Planner Lauren Flemister, Utilities Engineering Manager Lisa Tobin, Water Quality Program Coordinator Chris Thorn, Storm Drainage Engineer Tim Carlaw, Parks, Arts and Recreation Director Daryl Faber, Innovation and Technology Director Paul Haugan, Innovation and Technology Operations Manager Ashley Riggs, Community Healthcare Consultant Pat Bailey and Deputy City Clerk Shawn Campbell.

**II. Announcements, Reports, and Presentations**

Deputy Mayor Wales thanked the full Council for the discussion from the last Study Session meeting. She encouraged the Council to fully discuss all items on the agenda.

**III. AGENDA ITEMS FOR COUNCIL DISCUSSION**

**A. Main Street Urban Design Report (20 Minute Presentation/10 Minute Q&A) (Snyder)**

Urban Design Planner Flemister and Brice Maryman from MIG/SvR Landscape Architects presented the Main Street Urban Design report to Council.

Mr. Maryman stated the design goal is to redefine downtown Main Street, to provide access to downtown for all of the residents, to

promote downtown as a neighborhood, to strengthen downtown's spaces and to encourage economic development.

Mr. Maryman explained his firm has currently developed two different designs for the downtown core, "Rail Rooms" and "Rivers and Eddies". There are pros and cons for each idea. They are working with the staff to incorporate the two ideas together. Some of the issues being considered are onstreet parking, keeping as many parking spaces as possible, considering the street as a one way street, and incorporating the designs of the B Street Plaza. They are also considering the mural lot for redevelopment into a green space downtown and other publicly owned areas for development opportunities, and adding a protected crossing to the C Street railroad crossing.

Mr. Maryman explained the next step to complete the final design phase of the project is to gather staff final input, hold a final public information session, finalize the streetscape design, develop phasing planning level and cost and provide final presentation to the Council.

Councilmember DaCorsi said he liked the idea of a protected crossing at C Street, which would make the walkability in that area better.

Councilmember Pelosa stated he would like to see rain gardens.

B. NPDES Annual Report and Stormwater Management Program Plan (10 Minute Presentation/ 10 Minute Q&A (Snyder)

Water Quality Program Coordinator Thorn and Storm Drainage Engineer Carlaw presented the National Pollutant Discharge Elimination System (NPDES) Annual Report and Stormwater Management Program to Council.

Storm Drainage Engineer Carlaw introduced the 2015 NPDES Municipal Permit and the 2016 Stormwater Management Program. He explained the issuance of this type of permit has become more stringent with tighter regulations.

Water Quality Program Coordinator Thorn reviewed why the City is required to have the stormwater permit, the requirements for the permit and how the City is in compliance with the permit. The City is required to provide public education and outreach within the community. The City must manage illicit discharge detection and elimination and control runoff from new and redeveloped construction sites. The City's Maintenance and Operations Department also maintains all the City storm ponds.

Storm Drainage Engineer Carlaw reviewed the Storm Water Management plan for 2016.

The significant activities include implementation of the Low Impact Development Standards, adoption of a new stormwater management manual and development of Low Impact Development maintenance standards and levels of service.

Councilmember Wagner asked if the City upgrades the culverts to allow fish to pass through. Storm Drainage Engineer Carlaw explained each culvert is reviewed on a case by case basis.

Councilmember Pelosa asked if the car wash kits are being utilized by residents. Storm Drainage Engineer Carlaw stated fewer businesses are allowing carwashes on their property.

Councilmember DaCorsi asked about the response to reports of pollution. Storm Drainage Engineer Carlaw explained a call is made to the Maintenance and Operations Department, and they investigate if there is a problem. If an issue is discovered, staff members start with education of the property owner and work on mitigation of the pollution.

C. Valley Regional Fire Authority Interlocal Agreement for GIS Services (10 Minute Presentation/15 Minute Q&A (Haugan)

Innovation and Technology Manager Riggs introduced the proposed Interlocal Agreement between the City and Valley Regional Fire Authority for GIS services. He explained the City has been providing these services in the past, and this agreement simply formalizes the arrangement.

D. Council Retreat Goals (5 Minute Presentation/10 Minute Q&A) (Hinman)

Mayor Backus introduced Community Healthcare Consultant Bailey.

Ms. Bailey thanked Mayor and Council for making Healthy Cities their number one Strategic Plan goal. She is promoting a healthy life for all ages. She has established partnerships with providers in the area including MutiCare, who wants to work with the City on this program, and six other partners. She stated the City needs to increase opportunities for healthy food options and provide a full spectrum of mental health and social services. She explained the City has developed a Blue Ribbon Committee to make recommendations and help promote a Healthy City. The first meeting of the Blue Ribbon Committee will be next month.

Councilmember Wagner stated the Committee needs to work on priorities and costs for the programs. Ms. Bailey stated she is currently working on grants and involving a large network of

volunteers.

Councilmember Pelosa stated the Auburn International Farmers Market allows people to use their EBT cards at the market.

**IV. OTHER DISCUSSION ITEMS**

There was no other discussion.

**V. ADJOURNMENT**

There being no further business to come before the Council, the meeting adjourned at 7:10 p.m.

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017.

\_\_\_\_\_  
Largo Wales, Deputy Mayor

\_\_\_\_\_  
Shawn Campbell, Deputy City Clerk



**City Council Study Session**  
**February 22, 2016 - 5:30 PM**  
**Auburn City Hall**  
**MINUTES**

**I. CALL TO ORDER**

Deputy Mayor Wales 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**

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

City officials, department directors and staff members present included: Mayor Nancy Backus, City Attorney Daniel B. Heid, Police Chief Bob Lee, Director of Administration Dana Hinman, Economic Development Manager Doug Lein, Assistant Director of Engineering Services/City Engineer Ingrid Gaub, Planning Services Manager Jeff Dixon, Innovation and Technology Director Paul Haugan, Parks, Arts and Recreation Director Daryl Faber, Arts Coordinator Maija McKnight, Arts and Events Manager Julie Krueger, Finance Director Shelley Coleman, Human Resources and Risk Management Director Rob Roscoe, and Deputy City Clerk Shawn Campbell.

**II. AGENDA ITEMS FOR COUNCIL DISCUSSION**

**A. Auburn Avenue Theater Update (15 Minute Presentation/30 Minute Q&A) (Faber)**

Director Faber explained the City is approximately half way through its lease agreement for the Auburn Avenue Theater. The City will need to start planning early for the future of the theater.

Director Faber stated staff is considering four scenarios. Scenario No. 1 is to continue the lease program as it is now. Scenario No. 2 is purchase the theater outright and make needed upgrades. Scenario No. 3 is to purchase the theater and rebuild the interior and Scenario No. 4 to allow for a property acquisition opportunities to develop a theater at a different site. He explained the City would apply for grants for long term investments in the Theater, but the granting jurisdiction will require the City to have more than a lease prior to awarding funds.

Councilmember Holman stated the community needs a venue of this type and size.

Councilmember Wagner stated he would like to see the lobby and back space upgraded. He also wants to ensure the historic feel of the theater is maintained.

Councilmember Pelosa asked if the City can vacate the alley between the theater and the adjacent property. Director Faber stated that is something that is under consideration.

B. Expiration of Existing Temporary and Portable Sign Allowance (5 Minute Presentation/5 Minute Q&A (Snyder)

Planning Services Manager Dixon presented Council with the temporary sign code allowances. The City implemented temporary sign code allowances to allow additional signs. The temporary sign code allowances have been extended four times, and there is a sunset clause. The options staff are asking Council to consider are: adopt a new ordinance to extend the temporary allowances or adopt a new ordinance that permanently incorporates the allowances into the sign code.

Councilmember Holman stated these allowances were originally put in place during the great recession. The City has not fully recovered. He would like to see the allowances incorporated into the sign code permanently.

Councilmember Wagner stated the comprehensive sign plan needs to include electronic signs.

Councilmember Baggett stated he wants to be careful to mitigate the light pollution from electronic signs.

C. Capital Project Status Report and GIS Tool (10 Minute Presentation/5 Minute Q&A) (Snyder)

Assistant City Engineer Sweeting and Capital Projects Manager Vondrak presented Council with the Capital Projects Status report incorporating the new GIS tool on the City website.

Deputy Mayor Wales asked how often the data is updated and who is responsible to input the data. Capital Projects Manager Vondrak explained the project managers are responsible for inputting the data for each of their projects and keeping the information up to date.

Council questioned the unspent funds for preservation projects. Mayor Backus explained the underspending on the preservation

projects is partially a philosophy discussion. There are too many projects to get done so staff on paper, but the number of proposed projects are not realistic with time allowances and current staffing.

D. 4th Quarter 2015 Financial Report (10 Minute Presentation/5 Minute Q&A) (Coleman)

Director Coleman provided Council with the 2015 year end final report. She reminded Council this is the cash basis report. She stated the revenues came in \$2 million over what was anticipated, and the expenditures were \$3 million less than budgeted. Some of the taxes came in below what was anticipated, and the sales tax for construction came in higher than anticipated.

Councilmember Holman asked about the General Fund summary. He asked why there is a negative amount in the transfer-in category. Director Coleman explained this is from an Innovation and Technology transfer that was anticipated but did not happen.

Councilmember Pelosa stated the Cemetery Fund looks great. He stated the animal licensing looks like it is improving. Director Coleman stated the City has issued less licenses in 2015 than in 2014.

E. Council Retreat Goals (5 Minute Presentation/10 Minute Q&A) (Hinman)

Economic Development Manager Lein updated Council on progress on the Council Retreat Goal of "Increase of Middle Income Jobs". He explained the growth of middle income jobs is important because they are the jobs that create expendable incomes. He is working with various partners to develop stronger resources in the community to allow residents the ability to attain the middle income jobs and have the resources to keep them. He explained the Economic Development Plan that is currently being developed will have strategies to assist with this goal.

Councilmember Wagner stated he is interested in making sure the incentives that are offered to companies will work.

### III. EXECUTIVE SESSION

At 7:17 p.m., Deputy Mayor Wales recessed the meeting to executive session for approximately ten minutes in order to discuss pending/potential litigation pursuant to RCW 42.30.110(1)(i). City Attorney Heid, Director Roscoe and Director Coleman attended the executive session. No action was anticipated following the executive session.

The meeting was reconvened at 7:27 p.m.



#### IV. **ADJOURNMENT**

There being no further business to come before the Council, the meeting adjourned at 7:27 p.m.

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017.

\_\_\_\_\_  
Largo Wales, Deputy Mayor

\_\_\_\_\_  
Shawn Campbell, Deputy City Clerk



## AGENDA BILL APPROVAL FORM

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**Agenda Subject:**

Minutes of the August 21, 2017 City Council Meeting

**Date:**

August 30, 2017

**Department:**

Administration

**Attachments:**

[Minutes](#)

**Budget Impact:**

\$0

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

**Meeting Date:** September 5, 2017

**Item Number:** CA.B



**CITY COUNCIL  
MEETING MINUTES**

**August 21, 2017 7:00 PM**

**I. CALL TO ORDER**

**A. Pledge of Allegiance**

Mayor Nancy Backus called the meeting to order at 7:02 p.m. in the Council Chambers of Auburn City Hall, 25 West Main Street, and led those in attendance in the Pledge of Allegiance.

**B. Roll Call**

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

Mayor Nancy Backus was in attendance, and the following department directors and staff members were also present Finance Director Shelley Coleman, City Attorney Daniel B. Heid, Police Commander Mark Caillier, Innovation and Technology Director Paul Haugan, Assistant Director of Engineering Services/City Engineer Ingrid Gaub, Director of Administration Dana Hinman and Deputy City Clerk Shawn Campbell.

**II. ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS**

Mayor Backus recognized the Blue Ribbon Committee on Healthy Auburn. The Committee is focusing on behavioral health. The Committee created at course called R.E.A.D.Y. (Real Emergency Aid Depends on You). It is a one hour first aid course on behavioral health. It is the only program of its kind in the nation. With the assistance of City Attorney Heid the program has been copyrighted and provided to other jurisdictions for training.

Mayor Backus recognized Director Coleman and the Finance Department for receiving the Government Finance Officers Association Award for Distinguished Budget Award.

**III. APPOINTMENTS**

**A. Boards & Commission Appointment**

City Council to approve the appointment of James Jeyaraj to the Parks and Recreation Board for three year term to expire December 31, 2019.

Deputy Mayor Wales moved and Councilmember Trout-Manuel seconded to confirm James Jeyaraj to the Parks and Recreation Board

MOTION CARRIED UNANIMOUSLY. 6-0

**IV. AGENDA MODIFICATIONS**

There was no agenda modification.

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

**A. Public Hearings**

No public hearing was scheduled for this evening.

**B. Audience Participation**

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

No one came forward to speak.

**C. Correspondence**

There was no correspondence for Council review.

**VI. COUNCIL AD HOC COMMITTEE REPORTS**

Councilmember Baggett, chair of the Finance ad hoc committee that reviews claims and payroll vouchers, reported he and Councilmember Wagner reviewed the payroll vouchers and electronic deposits in the approximate amount of \$2.2 million and claims vouchers and wire transfers in the amount of approximately \$5.7 million for the periods August 3, 2017 to August 16, 2017, respectively. The ad hoc committee recommends approval of the claims and payroll vouchers as described on the Consent Agenda.

Deputy Mayor Wales, chair of the ad hoc committee on the \$20.00 car license fee, stated the ad hoc committee has completed their review of the issue. The Committee does not believe the City should impose a \$20.00 car tab fee.

Councilmember DaCorsi stated the gap between what is currently budgeted and the need is not possible to meet at this time. He suggested the City create a special fund for roads. The Council would allocate additional funds to the special fund each year until the roads are fully funded.

Councilmember Baggett explained he wants the City to create a special preservation account from a fund balance transfer offered by Mayor Backus and REET funds reallocated from the department budgets for a total of \$2.9 million. Then Council should add additional funds to the special preservation account annually.

Councilmember Pelosa stated he voted for the ST3 bill and he voted for the \$20 Car Tab fee. When he received his car tabs in 2017 they were three times higher than they were in 2016. He did not realize when he voted for ST3 what effect it would have on his car tabs. He does not want to add an additional fee to the citizens.

Deputy Mayor Wales asked City Attorney Heid how the Council can act on this issue. City Attorney Heid explained the Transportation Benefit District Board will need to have this issue brought back before them for consideration.

Deputy Mayor Wales asked how the Council can consider starting a reserve account and requiring funds be added to it each year. City Attorney Heid said he will work with the Finance Department and bring something back to the full Council for consideration.

Councilmember Wagner stated the City can apply for preservation grants from Puget Sound Regional Council as long as those funds are available.

Deputy Mayor Wales moved and Councilmember DaCorsi seconded to request a meeting of the Transportation Benefit District Board be held to discuss the \$20.00 Car tab fee.

MOTION CARRIED UNANIMOUSLY. 6-0

## **VII. CONSENT AGENDA**

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

- A. Minutes of City Council study session meetings for: April 10, 2017; January 25, 2016; November 30, 2015; December 14, 2015**

- B. Minutes of the August 7, 2017 \$20 Car Tab Fee Ad Hoc Committee Meeting**
- C. Minutes of the August 7, 2017 Regular City Council Meeting**
- D. Claims Vouchers (Coleman)**  
Claims Vouchers 445238 through 445487 in the amount of \$5,156,593.88 and two wire transfers in the amount of \$537,474.95 and dated August 21, 2017
- E. Payroll Vouchers (Coleman)**  
Payroll check numbers 537461 through 537484 in the amount of \$552,138.37, electronic deposit transmissions in the amount of \$1,619,454.89 for a grand total of \$2,171,593.26 for the period covering August 3, 2017 to August 16, 2017.
- F. Public Works Project No. MS1510 (Snyder)**  
City Council to approve Final Pay Estimate No. 2 to Contract No. 17-01 in the amount of \$9,197.43 and accept construction of Project No. MS1510, 104th Avenue SE building demolition
- G. Public Works Project No. CP1512 (Snyder)**  
City Council to approve Final Pay Estimate No. 8 to Contract No. 16-13 in the amount of \$0.00 and accept construction of Project No. CP1512, 2015 Sewer Repair and Replacement
- H. Public Works Project No. CP1621 (Snyder)**  
City Council to approve Final Pay Estimate No. 2 to Contract No. 17-08 in the amount of \$14,285.25 and accept construction of Project No. CP1621, Emergency Airport Hangar Beam Replacement

Deputy Mayor Wales moved and Councilmember Baggett seconded to approve the consent agenda.

MOTION CARRIED UNANIMOUSLY. 6-0

**VIII. UNFINISHED BUSINESS**

There was no unfinished business.

**IX. NEW BUSINESS**

There was no new business.

**X. RESOLUTIONS**

**A. Resolution No. 5310**

A Resolution of the City Council of the City of Auburn, Washington, authorizing the Mayor to amend the termination dates of the Comprehensive Agreements for Solid Waste Collection in annexed areas between the City and Republic Services Inc., and to extend the Solid Waste Collection Contract between the City and Waste Management

Deputy Mayor Wales moved and Councilmember Trout-Manual seconded to approve Resolution No. 5310.

MOTION CARRIED UNANIMOUSLY. 6-0

**B. Resolution No. 5311**

A Resolution of the City Council of the City of Auburn, Washington, approving the Policy and Procedures for Investment Practices

Deputy Mayor Wales moved and Councilmember Baggett seconded to approve Resolution No. 5311.

MOTION CARRIED UNANIMOUSLY. 6-0

**C. Resolution No. 5312**

A Resolution of the City Council of the City of Auburn, Washington, amending Section F, City Clerk Fees, of the current City of Auburn Master Fee Schedule

Deputy Mayor Wales moved and Councilmember DaCorsi seconded to approve Resolution No. 5312.

MOTION CARRIED UNANIMOUSLY. 6-0

**D. Resolution No. 5313**

A Resolution of the City Council of the City of Auburn, Washington, authorizing the Mayor to execute an interagency agreement between the City of Auburn and the Washington State Department of Transportation relating to a project on Auburn Way South from SR-18 to 17th Street SE

Councilmember Peloza moved and Councilmember Baggett seconded to approve Resolution No. 5313.

Deputy Mayor Wales stated this item was not brought before Council at a Study Session. Assistant Director Gaub explained this item is budgeted and a part of the City's Transportation Improvement Plan. When WSDOT decided to do the road work in this area, they agreed to partner with the City to do the signal improvements at the same time. Saving the City from having to do the road repairs after the work is complete. Deputy Mayor Wales wants to ensure the infrastructure is replaced at the same time. Assistant Director Gaub explained the work is only for the signal improvements. The infrastructure replacement is not needed at this time.

MOTION CARRIED UNANIMOUSLY. 6-0

## **XI. MAYOR AND COUNCILMEMBER REPORTS**

### **A. From the Council**

Councilmember Peloza reported he attended the South King County Transportation Board meeting and the Metropolitan Solid Waste Advisory Committee meeting.

Councilmember Trout-Manual reported she attended the National League of Cities HELO (Hispanic Elected Local Officials) Conference and the Domestic Violence Regional Taskforce.

Councilmember Baggett reported he attended a graduation ceremony for the mothers of children at Mt Baker Middle School who have attended summer session English classes.

### **B. From the Mayor**

Mayor Backus reported she attended the Regional Gang and Gun Violence meeting, the Kids Summer Stage, the Rotary Club's 60<sup>th</sup> Anniversary meeting, the West Hill Community Picnic, the Summer Sounds event, the Auburn Fest event, the 68<sup>th</sup> Annual NW Firefighters Golf Tournament, a graduation for the parents of Mt. Baker Middle School students who took a summer session English class, the CERT graduation and the Sunset Park Community Picnic.

Mayor Backus also participated as judge for a fried chicken contest and with a Tamba Youth delegation visit from the Tamba Sister City program.



**XII. ADJOURNMENT**

There being no further business to come before the Council, the meeting adjourned at 8:00 p.m.

APPROVED THE \_\_\_\_\_ DAY OF SEPTEMBER, 2017.

\_\_\_\_\_  
NANCY BACKUS, MAYOR

\_\_\_\_\_  
Shawn Campbell, Deputy City Clerk

*City Council agendas and minutes are available to the public at the City Clerk's Office, on the City website, and via e-mail. Complete agenda packets are available for review at the City Clerk's Office.*

Internet: <http://www.auburnwa.gov>





## AGENDA BILL APPROVAL FORM

**Agenda Subject:**

Claims Vouchers

**Date:**

August 30, 2017

**Department:**

Finance

**Attachments:**

No Attachments Available

**Budget Impact:**

\$0

**Administrative Recommendation:**

City Council approve the claims vouchers.

**Background Summary:**

Claims voucher numbers 445488 through 445669 in the amount of \$937,877.34 and six wire transfers in the amount of \$192,828.32 and dated September 5, 2017.

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

Coleman

**Meeting Date:** September 5, 2017

**Item Number:** CA.C



## AGENDA BILL APPROVAL FORM

**Agenda Subject:**

Payroll Vouchers

**Date:**

August 30, 2017

**Department:**

Finance

**Attachments:**

No Attachments Available

**Budget Impact:**

\$0

**Administrative Recommendation:**

City Council approve payroll vouchers.

**Background Summary:**

Payroll check numbers 537485 through 537501 in the amount of \$732,971.05 and electronic deposit transmissions in the amount of \$1,609,580.09 for a grand total of \$2,342,551.14 for the period covering August 17, 2017, to August 30, 2017.

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

Coleman

**Meeting Date:** September 5, 2017

**Item Number:** CA.D



## AGENDA BILL APPROVAL FORM

**Agenda Subject:**

Public Works Project No. CP1501

**Date:**

August 28, 2017

**Department:**

CD & PW

**Attachments:**

[Budget Status Sheet](#)

[Final Pay Estimate No. 5](#)

[Vicinity Map](#)

**Budget Impact:**

\$0

**Administrative Recommendation:**

City Council approve Final Pay Estimate No. 5 to Contract No. 16-09 in the amount of \$17,608.05 and accept construction of Project No. CP1501, Traffic Signal Safety Improvements project.

**Background Summary:**

This project constructed various traffic signal safety improvements at the following locations:

- 15th Street NW and West Valley Hwy
- 15th Street NW and 'C' Street NW
- 15th Street NE and 'A' Street NE
- 15th Street NE and 'D' Street NE
- 15th Street NE and Auburn Way North
- Harvey Road NE and 'I' Street NE
- Harvey Road NE and 8th Street NE
- 8th Street NE and Auburn Way North

The improvements included flashing yellow arrow left turn operations, auxiliary signal heads, signal head backplates with yellow reflective tape, and new traffic signal cabinets.

No project budget contingency remains in the 102 Fund.

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

Snyder

**Meeting Date:** September 5, 2017

**Item Number:** CA.E



# BUDGET STATUS SHEET

Project No: **CP1501**

Project Title: **Traffic Signal Safety Improvements**

Project Manager: **Matthew Larson**

Initiation Date: 2/25/2015

Advertisement Date: 8/18/2016

Award Date: 9/19/2016

Date: 8/24/2017

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

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

## Funds Budgeted (Funds Available)

Funding	Prior Years	2015 (Actual)	2016 (Actual)	2017	Total
102 Fund - City Costs	0	25,983	0	23,924	49,907
102 Fund - Federal Grant	0	0	37,544	375,031	412,575
Total	0	25,983	37,544	398,955	462,482

## Estimated Cost (Funds Needed)

Activity	Prior Years	2015 (Actual)	2016 (Actual)	2017	Total
Design Engineering - City Costs	0	25,983	23,924	0	49,907
Construction Contract Bid	0	0	0	339,000	339,000
Change Order No. 1	0	0	0	17,108	17,108
Line Item Changes	0	0	0	(13,382)	(13,382)
Construction Engineering - City Costs	0	0	13,620	42,662	56,282
Construction - Auburn PD	0	0	0	13,567	13,567
Total	0	25,983	37,544	398,955	462,482

## 102 Arterial Street Budget Status

	Prior Years	2015 (Actual)	2016 (Actual)	2017	Total
*102 Funds Budgeted ( )	0	(25,983)	(37,544)	(398,955)	(462,482)
102 Funds Needed	0	25,983	37,544	398,955	462,482
*102 Fund Project Contingency ( )	0	0	0	0	0
102 Funds Required	0	0	0	0	0

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



## Construction Contract Final Payment No. 16-09/#5

Project Name: Traffic Signal Safety Improvements  
Date: 7/25/17

Project Number: CP1501  
Contract # 16-09  
Status: Approved  
Pay Period: 06.21.2017 - 07.20.2017  
Retainage Option:

**To Contractor:**  
TRANSPORTATION SYSTEMS INC

### Cost Summary

Original Contract Value (A):	\$339,000.00
Contract Change Orders (B):	\$17,108.05
<b>Current Contract Value (A+B):</b>	<b>\$356,108.05</b>

Amount Earned to Date (C):	\$342,726.05
Amount Previously Invoiced Including Retainage (D):	\$325,118.00
<b>Amount Earned this Period Including Retainage (C-D):</b>	<b>\$17,608.05</b>

Previous Retainage Amount Held (E):	\$ 0.00
Current Period Retainage Amount (F):	\$ 0.00
<b>Total Retainage Held (E+F):</b>	<b>\$ 0.00</b>

<b>Progress Payment Amount Less Retainage (C-D-F) :</b>	<b>\$17,608.05</b>
---	--------------------

Total Contract Amount Spent Percentage	96.24 %
--	---------

By signing below, the Contractor agrees and affirms to the following: "I have reviewed and approved this final pay estimate. I agree that it is a true and correct statement showing all monies due me from the City of Auburn under this contract; that I have carefully examined the final pay estimate and understand it and that I hereby release the City of Auburn from any and all claims of whatsoever nature which I may have, arising out of this contract, which are not set forth in this estimate."

Contractor:	Inspector:	Project Manager:	City Engineer:
By: <u>Bryson D Huie</u>	By: <u>Mike Kemenzind</u> <u>for Todd O'Brien</u>	By: <u>[Signature]</u>	By: _____
Signed: <u>[Signature]</u>	Signature: <u>[Signature]</u>	Signature: <u>MATTHEW LARSON</u>	Signature: _____
Date: <u>8/7/17</u>	Date: <u>8/15/2017</u>	Date: <u>8/10/2017</u>	Date: _____



16-09/#5

ITEM NO.	SCHEDULE	ITEM DESCRIPTION	UNITS	CONTRACT		THIS PERIOD		VALUE OF MATERIALS STORED	TOTAL		% EST. QTY.
				UNIT COST	QUANTITY	QUANTITY	COST		TOTAL QUANTITY	TOTAL COST	
001	A	SPCC Plan	LS	\$1,500.00	1.00	0.0000	\$ 0.00	\$ 0.00	1.0000	\$1,500.00	100
002	A	Mobilization	LS	\$30,000.00	1.00	0.0000	\$ 0.00	\$ 0.00	1.0000	\$30,000.00	100
003	A	Traffic Control Supervisor	LS	\$13,440.00	1.00	0.0000	\$ 0.00	\$ 0.00	1.0000	\$13,440.00	100
004	A	Traffic Control Labor - Flagging (Min. Bid \$38.00 per hour)	HR	\$ 46.00	450.00	0.0000	\$ 0.00	\$ 0.00	356.0000	\$16,376.00	79.11
005	A	Sequential Arrow Sign	DAY	\$ 50.00	35.00	0.0000	\$ 0.00	\$ 0.00	5.0000	\$ 250.00	14.29
006	A	Outside Agency Uniformed Police Flagging Labor	Est.	\$ 1.00	5,000.00	0.0000	\$ 0.00	\$ 0.00	0.0000	\$ 0.00	0
007	A	Remove Signal Head	EA	\$ 106.00	25.00	0.0000	\$ 0.00	\$ 0.00	25.0000	\$2,650.00	100
008	A	Relocate Signal Head	EA	\$ 385.00	2.00	0.0000	\$ 0.00	\$ 0.00	2.0000	\$ 770.00	100
009	A	Replace & Salvage Signal Head Lamp	EA	\$ 218.00	6.00	0.0000	\$ 0.00	\$ 0.00	6.0000	\$1,308.00	100
010	A	Replace Signal Cabinet (P+ w/ MMU)	EA	\$34,553.00	4.00	0.0000	\$ 0.00	\$ 0.00	4.0000	\$138,212.00	100
011	A	Temporary Traffic Signal Revision Signage	EA	\$ 293.00	45.00	0.0000	\$ 0.00	\$ 0.00	43.0000	\$12,599.00	95.56
012	A	Install Backplate Tape	EA	\$ 83.00	7.00	0.0000	\$ 0.00	\$ 0.00	7.0000	\$ 581.00	100
013	A	Install Louvered Backplate with Reflective Tape	EA	\$ 200.00	34.00	0.0000	\$ 0.00	\$ 0.00	34.0000	\$6,800.00	100
014	A	Signal Pole Terminal Cabinet	EA	\$1,530.00	14.00	0.0000	\$ 0.00	\$ 0.00	15.0000	\$22,950.00	107.14
015	A	3 Section Signal Head with Type M Mount	EA	\$1,196.00	24.00	0.0000	\$ 0.00	\$ 0.00	24.0000	\$28,704.00	100
016	A	3 Section Signal Head with Type M Mount on Existing Tenon	EA	\$ 796.00	13.00	0.0000	\$ 0.00	\$ 0.00	14.0000	\$11,144.00	107.69
017	A	3 Section Signal Head with Type K Mount	EA	\$1,028.00	14.00	0.0000	\$ 0.00	\$ 0.00	12.0000	\$12,336.00	85.71
018	A	3 Section Signal Head and 3 Section Signal Head with Type H Double Side Mount	EA	\$1,712.00	9.00	0.0000	\$ 0.00	\$ 0.00	8.0000	\$13,696.00	88.89
019	A	4 Section Signal Head with Type M Mount	EA	\$1,334.00	2.00	0.0000	\$ 0.00	\$ 0.00	2.0000	\$2,668.00	100
020	A	4 Section Signal Head with Type M Mount on Existing Tenon	EA	\$1,136.00	1.00	0.0000	\$ 0.00	\$ 0.00	1.0000	\$1,136.00	100
021	A	3 Section Signal Head and 4 Section Signal Head with Type H Double Side Mount	EA	\$1,739.00	3.00	0.0000	\$ 0.00	\$ 0.00	3.0000	\$5,217.00	100
022	A	Remove Traffic Sign	EA	\$ 42.00	18.00	0.0000	\$ 0.00	\$ 0.00	18.0000	\$ 756.00	100
023	A	Traffic Sign	EA	\$ 265.00	8.00	0.0000	\$ 0.00	\$ 0.00	6.0000	\$1,590.00	75.00

Period Dates  
Begin: 06.21.2017  
End: 07.20.2017  
2 of 3

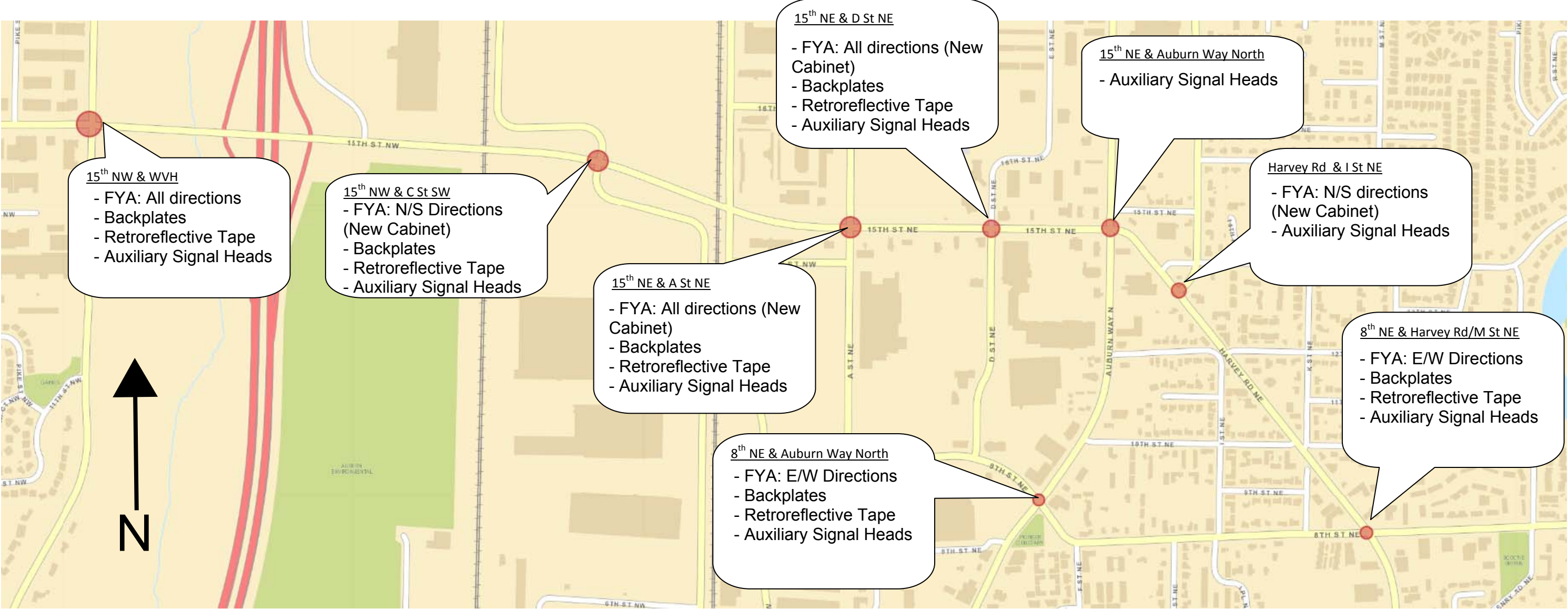
City Of Auburn  
CP1501  
16-09/#5

16-09  
Traffic Signal Safety Improvements

ITEM NO.	SCHEDULE	ITEM DESCRIPTION	UNITS	CONTRACT		THIS PERIOD		VALUE OF MATERIALS STORED	TOTAL		% EST. QTY.
				UNIT COST	QUANTITY	QUANTITY	COST		TOTAL QUANTITY	TOTAL COST	
024	A	Relocate Traffic Sign	EA	\$ 145.00	3.00	0.0000	\$ 0.00	\$ 0.00	3.0000	\$ 435.00	100
025	B	One Year Warranty Bond (Not FHWA Eligible)	LS	\$ 500.00	1.00	1.0000	\$ 500.00	\$ 0.00	1.0000	\$ 500.00	100
5001	A	Schedule A Sales Tax	LS	\$ 0.00	1.00	0.0000	\$ 0.00	\$ 0.00	0.0000	\$ 0.00	0
5002	B	Schedule B Sales Tax	LS	\$ 0.00	1.00	0.0000	\$ 0.00	\$ 0.00	0.0000	\$ 0.00	0
A		ROW LEFT INTENTIONALLY BLANK									
B		ROW LEFT INTENTIONALLY BLANK									
CO1-1	A	Power Service Cabinet	LS	\$17,108.05	1.00	1.0000	\$17,108.05	\$ 0.00	1.0000	\$17,108.05	100

Period Dates  
Begin: 06.21.2017  
End: 07.20.2017  
3 of 3

# CP1501 Traffic Signal Safety Improvements Vicinity Map



**LEGEND**

FYA = Flashing Yellow Arrow

Map is not to Scale



## AGENDA BILL APPROVAL FORM

**Agenda Subject:**

Public Works Project No. CP1502

**Date:**

August 28, 2017

**Department:**

CD & PW

**Attachments:**

[Budget Status Sheet](#)  
[Vicinity Map](#)  
[Map](#)

**Budget Impact:**

\$TBD

**Administrative Recommendation:**

City Council grant permission to advertise for bids for Project No. CP1502, 'A' Street SE and 37th Street SE Traffic Signal.

**Background Summary:**

The 'A' Street SE and 37th Street SE Traffic Signal project (Project) consists of improving safety at the intersection of 'A' Street SE and 37th Street SE by installing a complete traffic signal, widening the roadway to accommodate a U-turn for future access management, upgrading street lighting, and installing ADA complaint curb ramps.

Advertising for construction bids is expected in mid-September with construction anticipated to begin in October 2017. Construction of the Project is expected to last 5 months, which includes procurement time for the traffic signal poles.

**Budget Considerations:**

Unless bids are lower than expected, it is anticipated that awarding would require a project budget increase in the 102 Arterial Streets Fund of \$123,406.00. The actual amount of this increase (if any), will be addressed in the award consent item brought to Council.

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

Snyder

**Meeting Date:**

September 5, 2017

**Item Number:**

CA.F



## BUDGET STATUS SHEET

**Project No:** CP1502

**Project Title:** 37th St SE and A ST SE Traffic Signal

**Project Manager:** Luis Barba

Initiation Date: February 23, 2016

Advertisement Date:

Award Date: \_\_\_\_\_

- ☐ Project Update

☒ Permission to Advertise

☐ Contract Award

☐ Change Order Approval

☐ Contract Final Acceptance

Date: August 22, 2017

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

### Funds Budgeted (Funds Available)

Funding	Prior Years	2015 (Actual)	2016 (Actual)	2017	Future (2018)	Total
102 Fund - Federal Grant		8,295	95,115	688,850		792,260
102 Fund - Unrestricted		1,933	41,091	99,220		142,244
<b>Total</b>	<b>0</b>	<b>10,228</b>	<b>136,206</b>	<b>788,070</b>		<b>934,504</b>

### Estimated Cost (Funds Needed)

Activity	Prior Years	2015 (Actual)	2016 (Actual)	2017	Future (2018)	Total
Pre-Design Engineering - City Costs		9,873	1,952			11,825
Design Engineering - City Costs		356	25,048	10,000		35,403
Design Engineering - Consultant Costs			108,497	41,506		150,003
Design Engineering-Other			710	1,084		1,794
Property Acquisition				19,585		19,585
ROW Property Acquisition - Consultant Costs				12,000		12,000
ROW- City Cost				14,000		14,000
ROW- Other				2,000		2,000
Construction Contract Estimate				408,300	300,000	708,300
Construction Contract Contingency					60,000	60,000
Construction Engineering - City Costs				15,000	10,000	25,000
Construction Engineering - Consultant Costs				5,000	5,000	10,000
Construction Engineering - Testing				4,000	4,000	8,000
<b>Total</b>	<b>0</b>	<b>10,228</b>	<b>136,206</b>	<b>532,475</b>	<b>379,000</b>	<b>1,057,910</b>

### 102 Arterial Street Budget Status

	Prior Years	2015 (Actual)	2016 (Actual)	2017	Future (2018)	Total
*102 Funds Budgeted ( )	0	(10,228)	(136,206)	(788,070)	0	(934,504)
102 Funds Needed	0	10,228	136,206	532,475	379,000	1,057,910
<b>*102 Fund Project Contingency ( )</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(255,595)</b>	<b>0</b>	<b>0</b>
<b>102 Funds Required</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>379,000</b>	<b>123,406</b>

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

# Vicinity Map-"A" St SE and 37th St SE Traffic Signal

Printed Date: 8/22/2017

Map Created by City of Auburn eGIS

Imagery Date: May 2015

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



1,549.3 0 774.6 1,549.3 Feet

NAD\_1983\_StatePlane\_Washington\_North\_FIPS\_4601\_Feet

CA.F

1in = 775 ft

1:9,296



Page 47 of 48

