



**CITY OF AUBURN  
PUBLIC WORKS COMMITTEE**

**November 26, 2007**

**DRAFT MINUTES**

**I. CALL TO ORDER**

Chairman Rich Wagner called the meeting to order at 2:30 pm in Conference Room #3, located on the second floor of Auburn City Hall, 25 West Main Street, Auburn, Washington. Committee members present were: Chairman Rich Wagner, Vice-Chair Roger Thordarson, and Member Bill Pelozza. Also present during the meeting were: Mayor Peter B. Lewis, Director Dennis Dowdy, City Attorney Dan Heid, City Engineer/Assistant Director Dennis Selle, Assistant City Engineer Ingrid Gaub, Senior Project Engineer Bill Helbig, Utilities Engineer Dan Repp, Utilities Engineer Cynthia Lamothe, Traffic Engineer Laura Philpot, Transportation Planner Joe Welch, Senior Planner Coordinator Andy Sheridan, Senior Planner Elizabeth Chamberlain, Finance Director Shelley Coleman, Financial Planning Manager Karen Jester, Engineering Aid Megan Robles, and Secretary Alison Hudson.

**II. CONSENT AGENDA**

**A. APPROVAL OF MINUTES**

It was moved by Vice-Chair Thordarson, seconded by Member Pelozza, that the Committee approve the Public Works Committee minutes for November 13, 2007 including Top 10 Public Works Priorities, with changes as noted below. Motion carried.

Add - Pursue Funding for M Street tunnel under Railroad as #11  
Switch #5: Complete Link Road from SR164 to SR 18 with #10: M&O Expansion

**B. PUBLIC WORKS COMMITTEE APPROVE THE AUBURN DESIGN STANDARDS MANUAL REVISIONS TO SECTIONS 10.01.1 RELATED TO PRIVATE ACCESS ROADS**

Several questions were presented to City Attorney Heid and Assistant City Engineer Gaub regarding possible liability and legal issues as they related to the Auburn Design Standards Manual Revision to Section 10.01.1 related to Private Access Roads, which they clarified for Chairman Wagner and Committee members. Following a proposal by Chairman Wagner regarding alleys, Assistant City Engineer Gaub proposed that a change be made to state that: "All new alleys in new plats shall be private". This change was acceptable to the Committee. Several minor corrections were to made to final document.

It was moved by Vice-Chair Thordarson, seconded by Member Pelozza, that the Committee approve with changes the Auburn Design Standards Manual Revisions to Sections 10.01.0 Related to Private Access Roads. Motion Carried.

**C. DESIGN STANDARDS REVISIONS TO CHAPTER 10 AND ADOPT DOWNTOWN AUBURN SIDEWALK DESIGN GUIDELINES**

Discussion was held concerning the proposed Guidelines and the cross sections shown on page 5. Corrections to the cross sections will be made prior to the council meeting to reflect the 10 foot sidewalks and a 3 foot setback of trees and lights from the face of curb.

It was moved by Vice-Chair Thordarson, seconded by Member Pelozza, that the Committee

approve the Design Standard Revisions to Chapter 10.00 and adopt Downtown Auburn Sidewalk Design Guidelines. Motion Carried

**III. ISSUES**

**A. ORDINANCE NO. 6137 RELATED TO A MEMORIAL SIGN PROGRAM**

It was moved by Vice-Chair Thordarson, seconded by Member Pelozza, that the Committee recommend Council approve Ordinance No. 6137 Related to a Memorial Sign Program adding section 12.68 to the Auburn City Code. Motion Carried

**B. ORDINANCE. 6136 RELATED TO PARKING ON 4<sup>TH</sup> STREET NE**

Traffic Engineer Philpot presented three maps with one that shows what is currently signed for the parking on 4<sup>th</sup> Street NE, one that shows how the existing code is written, and one that shows the proposed new code. Engineer Philpot explained why the changes were being proposed.

It was moved by Vice-Chair Thordarson, seconded by Member Pelozza, that the Committee recommend Council approve Ordinance No 6736 Related to Parking on 4<sup>th</sup> Street NE, amending sections 10.36.380, 10.36.390, 10.6.500, and 10.36.515of the Auburn City Code. Motion carried.

**IV. DISCUSSION AND INFORMATION**

**A. WEST HILL SPRINGS SECURITY MEASURES**

Utilities Engineer Repp introduced Cynthia Lamothe, Public Work's new Water Utility Engineer, and then responded to questions from Council and the Mayor regarding the West Hill Springs property they are proposing to fence off for security measures. The Committee was in favor of the fencing concept and requested additional information (topography, location of existing fencing, police firing range limits, and adjacent public access/use of the property) to be provided to the Committee when the project is formally presented to the Committee for initiation at a later meeting.

**B. CODE AMENDMENTS: MANUFACTURED HOMES**

No discussion

**C. 2007 COMPREHENSIVE PLAN AMENDMENTS**

Senior Planner Chamberlain responded in detail to numerous questions presented by Council regarding the 2007 Comprehensive Plan Amendments. Several questions pertained to the updating of maps to provide more current information and how the Critical Areas Ordinance would relate to the amendments in this Plan. She also responded to questions pertaining to various areas that are designated as mixed use, multifamily or commercial and changes that have or will need to be made. .

The responses from Council were good and it was agreed to move forward in the process and to get a current aerial view prior to making a decision, per Chair Wagner. Mayor Lewis requested a map showing where the changes had been made.

Member Pelozza was assured that action had been taken on most of the areas of concerns from the community on the letters that had been received.

The Mayor will respond following review of the updated map.

**D. DOWNTOWN SIDEWALK GUIDELINES -**

An Agenda Modification moved this Item to Consent Agenda as Item C.

**E. CODE REVISIONS TO 15.74 RELATED TO LAND CLEARING, GRADING AND FILLING**

Assistant City Engineer Gaub explained in detail the more restrictive penalty to those who do not comply with the proposed code revisions on larger sized projects. She also confirmed that the "Tree" definitions are consistent with what is in the Critical Areas Ordinance and reviewed and explained the various code revisions that had been made to 15.74 relating to land clearing, grading and filling. The last item covered was the new fee structure, to include administrative fees, showing examples of fees and comparison charts of what other municipalities charge for both grading and land clearing fees. The committee felt that the value of the financial security required should be specifically identified in the code. This will be a discussion item at the next Committee meeting.

**F. CODE REVISIONS TO 13.10 RELATED TO CONTRACT CONTINGENCY AUTHORITIES**

Assistant City Engineer Gaub provided an explanation of the reason for the proposed changes to ACC 13.10 related to Contract Contingencies. The changes provide more control, allows for consistency for departments to efficiently manage their purchases, and clearer direction for staff when council action is required to amend a contract that is not included in the approved budget.

Council will review and discuss at the next Committee meeting.

**G. 2<sup>ND</sup> STREET SE AND F STREET SE TRAFFIC CIRCLE**

Council presented various questions regarding the monitoring and results of the traffic circle located on 2<sup>nd</sup> Street SE and F Street. Traffic Engineer Philpot reviewed the initial reason that it had been installed and why it was made smaller to accommodate fire trucks and school buses with the small corner radii. The circle has been monitored and at first, showed that people had slowed down and appeared to be working quite well. She further explained that now that people are acclimated to it, drivers are not slowing down as much as hoped. She also shared the fact that there has only been one recorded collision since installation and it was not due to the traffic circle, but rather due to the sun being in one of the driver's eyes.

She presented three options: 1) leave as is and continue to monitor it, 2) change the signs to a two way stop and leave circle, or 3) remove the circle and put in a 4-way stop. For the long term, she suggested the Committee consider a re-design of the intersection.

She accounted for the decision to utilize traffic circles in that it is consistent with what is going on regionally and is a standardized process to reduce cut through traffic and to slow traffic speeds.

Various other questions were responded to and suggestions made as what direction to take next. The committee agreed to have a circle installed at K Street SE and 2<sup>nd</sup> Street SE for a

second test case. Engineer Philpot also clarified that although there were some negative responses to the circle, they were mostly directed at having to slow down, which was why the traffic circle was installed.

Chair Wagner had hoped to see a video on maneuvering the entire circle and Council would like to continue to monitor, while possibly designing a new intersection or trying a larger circle in a new area.

#### H. BA#8 2008 MID BIENNIAL CORRECTION

Moved to PCD Meeting.

Councilmember Pelozo requested that the revisions are more clearly marked in the future, as the copied changes are fading.

#### CAPITAL PROJECT STATUS REPORT

Item 5 – Auburn Way Pavement Overlay – Senior Project Engineer Helbig indicated that the depth of improvements on side streets was determined by the presence of concrete joints and the best location to obtain a sound pavement joint between existing and new pavement. In addition, he clarified that the island north of Main Street would need to remain as it is needed to separate the left turn movements for the 2 closely spaced signals on Auburn Way.

Item 18 – “A: Street NW Corridor – Phase 1 - Engineer Helbig clarified that the consultant is in the environmental review process and that further advancement on design will depend on the environmental conditions.

Item 21 – SCADA System Improvement: - The Committee asked that they be given an update on this project in the near future.

Item 22 – City Wide ITS Improvements Project Phase 1B –Chair Wagner pointed out that the numbers shown in the budget and the expenditures did not seem to add up correctly. Engineer Helbig said that staff would review and correct those numbers.

Item 27 – Downtown Water Quality Facility – This project is currently in the preliminary engineering phase and as the design becomes more refined, the estimated costs for the project will be better identified in future year budgets.

Item 29 – 8<sup>th</sup> & R Street Traffic Signal – Staff clarified that the consultant is proceeding with the concept that was discussed at the last committee meeting.

#### OTHER DISCUSSION –

Member Pelozo commented on compliments he has received for the new signage at the 7-11 at the intersection of 8<sup>th</sup> and Harvey from the business.

#### V. ADJOURNMENT

There being no further business to come before the Public Works Committee, the meeting was adjourned at 5:01 p.m.

Approved this 26 day of November, 2007.

Rich Wagner  
Chairman

Alison Hudson  
Public Works Department Secretary

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