

**City Council Study Session
August 10, 2015 - 5:30 PM
Auburn City Hall
MINUTES**

I. CALL TO ORDER

Deputy Mayor John Holman called the meeting to order at 5:37 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, Claude DaCorsi and Yolanda Trout. Councilmember Wayne Osborne was excused.

Department Directors and staff members present included: Community Development and Public Works Director Kevin Snyder, Public Affairs and Marketing Liaison Dana Hinman, Innovation and Technology Customer Support Manager Reba Stowe, City Attorney Daniel B. Heid, Human Resources Director Rob Roscoe, Finance Director Shelley Coleman, Police Commander Mike Hirman, Economic Development Manager Doug Lein, Assistant Director of Engineering Services/City Engineer Ingrid Gaub, Engineering Aide Amber Price, Urban Design Planner Lauren Flemister, and Deputy City Clerk Shawn Campbell.

II. AGENDA ITEMS FOR COUNCIL DISCUSSION

A. Façade Improvement Program Update (15 Minute Presentation/15 Minute Q&A) (Hursh)

Urban Design Planner Flemister introduced the Façade Improvement Program. The official kick off of the program was in June 2015. The program has many steps for implementation including program education for local businesses, launch of the website, contacting interested parties, preliminary assessments, preparing budgets and quotes, businesses to apply for a grant to receive conceptual design services, businesses preparing the applications, businesses submittal of the application, permit review and finally construction and payment of purchase orders. Currently the City has received several applications and many others have expressed an interest in the program.

Councilmember Wagner asked what the maximum allowed per grant was for each business and what is the matching requirement. Urban Design Planner Flemister stated the maximum grant is \$30,500.00 for a project that has a total budget of over \$50,000.00 or more. The first \$5,000 is pure grant without any matching funds required.

Councilmember DaCorsi stated this is an impressive program. He asked if there are additional businesses interested in the program. Urban Design Planner Flemister stated there are many other businesses that have

expressed an interest in the program. She stated the businesses in this initial year seem to need a lot of assistance and support designing concepts and creating ideas for improvements.

Councilmember Pelozá stated the total annual budget for this program is \$100,000.00. Urban Design Planner Flemister said some of the proposed improvements are substantial.

Councilmember Wales stated it is important during the first year of the program to set high standards.

B. Economic Development Update (15 Minute Presentation / 5 Minute Q&A) (Hursh)

Economic Development Manager Lein reviewed the mid year totals regarding permits submitted and the permit values, business licensing and tax revenue earned. The permits for single family homes have gone down. Before the housing crash there were a lot of available lots, those lots have mostly now been built out. Developers will have to start from scratch to build new homes. He reviewed the various new businesses that have opened in the City, businesses that have expanded and current projects.

Councilmember Wagner asked if the 10 Year Economic Development Plan includes information about demographics outside the City concerning the market region. Economic Development Manager Lein explained this will be a part of the scope of work.

Councilmember DaCorsi asked if the City has an idea of business retention percentages. Economic Development Manager Lein explained there has been a number of home based business that have closed. The new businesses seem to have more storefronts and employees.

Councilmember Holman stated the Business Development Workshops are a great asset to existing businesses.

C. Right-of-Way Vacation No. V4-14 (10 Minute Presentation / 20 Minute Q&A) (Snyder)

City Attorney Heid stated the discussion needs to deal only with the City's interest in the right-of-way. The property dispute between the property owners has nothing to do with the right-of-way vacation.

Councilmember Pelozá asked for additional detail on how the City acquired the right-of-way. Assistant Director of Engineering Gaub stated the right-of-way was dedicated to King County in 1944 and the City of Auburn acquired the right-of-way when the City annexed the area.

Councilmember Wales stated the decision before the Council is only if the City wishes to vacate the right-of-way.

Councilmember Wales stated the former Public Works Committee requested City staff to start to use the Auburn City Code 12.48 that states compensation may be required.

III. OTHER DISCUSSION ITEMS

Councilmember Pelosa asked about the Trillium employees at the City. He requested a Study Session discussion on how the City uses the Trillium employees. Councilmember Wagner requested it be a broader discussion to include employees with disabilities.

Councilmember DaCorsi stated he would like to have a discussion on what could happen if there was a sequestration.

Councilmember Wagner stated he would like to know how many federal grants have been issued to the City.

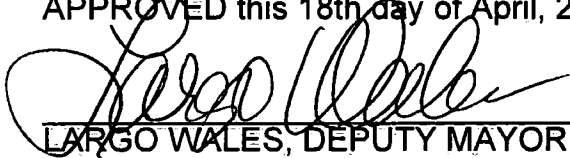
IV. EXECUTIVE SESSION

At 6:50 p.m. Mayor Backus recessed the meeting to executive session for approximately 30 minutes in order to discuss pending litigation pursuant to RCW 42.30.110(1)(i). City Attorney Heid, Assistant City Attorney Watcher, Human Resources and Risk Management Director Roscoe and Finance Director Coleman attended the executive session. It was indicated no action would follow the executive session.

V. ADJOURNMENT

There being no further business to come before the Council, the meeting adjourned at 7:22 p.m.

APPROVED this 18th day of April, 2016.


LARGO WALES, DEPUTY MAYOR


Shawn Campbell, Deputy City Clerk