CITY OF AUBURN WASHINGTON	**City Council Study Session July 27, 2015 - 5:30 PM Auburn City Hall MINUTES**

I. CALL TO ORDER

Deputy Mayor 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, Councilmember Wales, Wayne Osborne, Claude DaCorsi and Yolanda Trout.

City officials and staff members present included: Mayor Nancy Backus, Assistant City Attorney Doug Ruth, Finance Director Shelley Coleman, Community Development and Public Works Director Kevin Snyder, Assistant Director of Engineering and City Engineer Ingrid Gaub, Assistant Director of Public Works Services Randy Bailey, Environmental Services Manager Chris Andersen,Utilities Engineering Manager Lisa Tobin, Water Utilities Engineer Susan Fenhaus, Transportation Manager Pablo Para, Police Commander Mike Hirman, Public Affairs and Marketing Manager Dana Hinman, IT Operations Manager Ashley Riggs, IT Customer Support Manager Reba Stowe, and Deputy City Clerk Shawn Campbell.

II. AGENDA ITEMS FOR COUNCIL DISCUSSION

A. Mid-term Budget Correction Update (10 Minute Presentation/10 Minute Q&A) (Coleman)

Director Coleman presented Council with the 2015 - 2016 budget process. She explained the City is currently in the first year of a biennial budget. There will be three ordinances brought before Council for consideration during the remainder of 2015; a final budget amendment for 2015, a midterm budget correction and an ordinance setting the 2016 property tax levy. Staff will meet in August and September to compile the requested budget amendments. All requests will be brought before Council for discussion in October of 2015 with the final budget approval expected in December of 2015.

B. Airport Master Plan Update (15 Minute Presentation/10 Minute Q&A) (Coleman)

Director Coleman provided Council with an excerpt from the Puget Sound Regional Council's update from 2013. It had an overview of the Auburn Municipal Airport. The City of Auburn Airport Master Plan has two components; an evaluation of existing infrastructure and future needs and defining the current, short-term and long-term needs of the airport. The FAA will not allow the City to add a financial component as a part of the Airport Master Plan. The City must have an Airport Master Plan to remain eligible for federal funding improvements through the FAA programs. This project updates the 2002 Airport Master Plan and addresses changing local conditions, recently updated FAA standards, and current trends within the aviation industry. The City started the update of the Airport Master Plan in 2012 there have been five public meetings between the Fall of 2012, and the Winter of 2014 to discuss the update. A draft report was submitted to the FAA in October of 2014 and final Airport Master Plan update was approved in June of 2015.

Councilmember Osborne asked if the Master Plan included a precision approach. Director Coleman explained a precision approach requires a tower.

Councilmember Wagner asked if the businesses in the area where the helicopters practice have any say in the amount of noise allowed from the take off and landing practice. Director Coleman said the Federal Aviation Administration regulates that aspect of the airport.

Councilmember Osborne confirmed the updates to the taxiway are included in the funding proposal.

Councilmember Trout asked about the of types of airplanes that can use the airport now and after the improvements. Director Coleman stated the airplanes that can use the runway now are classed as A-I and B-I with the runway enchantments airplanes classed as A-II, and BII will also be able to takeoff and land at the airport under normal conditions. Councilmember DaCorsi asked if there are indications or studies showing interest in the proposed development of the SE Terminal area. Director Colman stated when the airport held an open house earlier in the year there was interest expressed.

Councilmember Osborne stated the interest in the airport will increase greatly once the runway is expanded to 4,100 feet.

C. Humane Society Update (10 Minute Presentation/10 Minute Q&A) (Snyder)

Director Snyder stated the City has partnered with the Auburn Valley Humane Society for almost three years. The Community

Development and Public Works Department is now in charge of pet licensing in the customer service center. Director Snyder is now the City of Auburn representative on the Humane Society Board of Directors. The Auburn Valley Humane Society has opened a thrift store to bring in additional revenue. The thrift store has been very successful thus far.

Licensing activity is slightly down over last year. The City is working on outreach for renewal of pet licenses.

Councilmember Wales stated the City pays the fees to pet data. She asked if the cost has remained the same or increased with the contract. Director Snyder stated the cost has remained the same for this contract. Staff is looking at what to do to bring the pet licensing process in-house.

Peloza stated he was alarmed that the Humane Society's operating costs are $25,000 over revenue and thrift store expenses are over their revenue also. Together both operations have a deficit of $37,000. Director Snyder explained these are points in time and vary month to month. The operation is trending well. The City does have a minimum contribution of $240,000 and the Humane Society is raising revenue beyond that to fund additional staffing needs.

Councilmember DaCorsi asked if the City has a forecast to show when the Humane Society will reach the break even point. Director Snyder said there is but the Humane Society is looking at developing additional retail strategies going forward.

Councilmember Peloza noted staff volunteer hours are up over 2,000 more hours than last year.

Councilmember Wagner asked for an update on the fundraising effort to get a van to transport animals between shelters. Director Snyder stated the Humane Society has done the fundraising, secured a vehicle and the vehicle is currently being outfitted for use.

D. Ordinance No. 6564 - Right-of-Way Vacation No. V4-14 (10 Minute Presentation/10 Minute Q&A) (Snyder)

Transportation Manager Pablo Para stated the City will hold a public hearing at the next regular meeting for comment on Ordinance No. 6564. The City received an application from the property owner to procure a 5 foot strip of land owned by the City. The right-of-way vacation has gone through staff review and staff recommends approval. The property owner would pay the City for the property.

Councilmember Peloza asked about the proposed use of the property. Transportation Manager Para said the owner intends to develop a short plat that consist of 11 single family lots.

Councilmember Wagner asked why the City is requesting compensation for the right-of-way vacation. Transportation Manager Para stated the City Code requires payment for the right-of-way if it has been in the City's possession more the 25 years. Since it is being used to increase the value of a private development, it was appropriate to apply the code.

Councilmember Wales inquired if the City will incur cost in processing the vacation request. Transportation Manager Para explained the cost to the City is covered in the permitting fee process.

E. Resolution No. 5154 - Agreement with Ferguson Waterworks for implementation of Contract Number 15-11 for Project CP1317, Meter and Billing System Improvements Project (10 Minute Presentation/20 Minute Q&A) (Snyder)
(Automated Metering Infrastructure)

Director Snyder explained this is a continuation of the discussion from the July 13, 2015 Study Session. He provided Council with additional information to answer questions raised previously. Various staff and consultants are available this evening to answer any remaining questions.

Councilmember Wagner asked what the estimate of the future capital savings is for automating the water meter system. He also asked for staff to ensure the City has sufficient budget for retrofitting the meters. Director Snyder stated the contractor is focused on operational efficiencies. The City could see potential capital costs savings through those efficiencies but there is no certainty.

Councilmember Osborne stated this is not new technology. He asked if staff has reached out to other jurisdictions who have used this technology for years and inquired about their savings. Utilities Engineering Manager Tobin stated staff has contacted various jurisdictions that use this technology, the data the collected refers to system efficiencies.

Councilmember Trout asked if severe weather will interfere with this program and will the City be able shut off the water remotely. Innovation and Technology Manager Riggs stated severe weather will not interfere with the system. If for any reason there is an interruption of internet service the meters will store all data for seven days. Director Coleman stated the City will be able to interrupt water service from a desk top computer. Director Snyder explained there may be a rare instance where an employee will have to go out and turn the water off at the meter for various reasons.

Councilmember Peloza inquired about the City's return on investment. Utilities Engineering Manager Tobin explained considering both capital and operating costs with the AMI system the City's return on investment is 20 years. Director Snyder explained the return on investment is largely due to the reduction in overall operating costs. The savings both quantitative and qualitative including dollar value savings, staff resource and repurposing of staff resources, greater availability of data to the City's customer base and a greater ability of the finance and maintenance and operation's staff to be able to interface with customers with more real time data.

F. Resolution No. 5158 - Amending the 2016-2021 Transportation Improvement Program (5 Minute Presentation/5 Minute Q&A) (Snyder)

Transportation Manager Para explained this item will be on the agenda at the next Council meeting for a public hearing. The City was notified of a grant award that will require some changes to the 2016-2021 Transportation Improvement Program. The grant is for the design phase of safety upgrades to the intersection at I Street NE and 22nd Street. There has been a high rate of collisions with a large number involving pedestrians. The current design plan calls for a roundabout at this intersection.

Councilmember Wagner question the use of roundabouts. He requested staff analyze the safe routes for schools and consider pedestrian safety for this project. Transportation Manager Para said the City is coordinating with the school district, conducting neighborhood meetings and public hearing as required by the grant. The roundabout does have increased safety for both pedestrians and vehicles at this intersection.

Councilmember DaCorsi asked the confidence level of staff to receive future grants to complete the next phase of the project. Transportation Manager Para stated staff believes grant funding for the next phase is very likely.

Transportation Manager Para said there will be interim changes to address safety concern of the intersection.

G. Resolution No. 5159 - WRIA 9 Interlocal Agreement (10 Minute Presentation/10 Minute Q&A (Snyder)

Environmental Services Manager Anderson explained the watershed is the land area that drains into a body of water. The City of Auburn has portions in two separate watersheds, the Green River Watershed that is WRIA 9 and the White River Watershed that is WRIA 10. WRIA 9 is a collaboration of 17 different local government jurisdictions. The emphasis is on local salmon recovery focusing on the Chinook Salmon. The existing Interlocal Agreement is set to expire at the end of 2015. The proposed 2016-2025 WRIA 9 Interlocal Agreement is included in the Council packet for review.

Councilmember Peloza stated there have been two increases to the local jurisdictions since 2006.

Councilmember Osborne asked how representatives for the WRIA management team are selected. Mayor Backus said the representatives are appointments by the Mayor at the Mayor's discretion.

Environmental Services Manager Anderson stated the City has received almost tenfold of the cost sharing funds in grant funds. Councilmember Peloza stated the reason the City of Auburn has been able to be in line to receive these grant funds is due to having a representative on the committee.

III. OTHER DISCUSSION ITEMS

There was no other discussion.

IV. ADJOURNMENT

There being no further discussion, the meeting adjourned at 7:15 p.m.

APPROVED this 18th day of April, 2016.

LARGO WALES, DEPUTY MAYOR Shawn Campbell, Deputy City Clerk