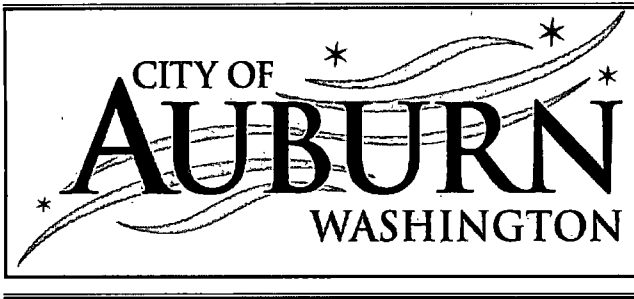


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|  | <p><b>Special City Council Meeting</b><br/> <b>March 22, 2024 - 8:30 AM</b><br/> <b>City Hall Council Chambers</b><br/> <b>MINUTES</b></p> |
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## **I. CALL TO ORDER**

Mayor Nancy Backus called the meeting to order at 8:30 a.m. in the Council Chambers of Auburn City Hall, 25 West Main Street.

## **II. LAND ACKNOWLEDGEMENT**

## **III. PUBLIC PARTICIPATION**

### **1. Public Participation**

The City Council Meeting was held in person and virtually.

### **A. Pledge of Allegiance**

Mayor Backus led those in attendance in the Pledge of Allegiance.

## **IV. ROLL CALL**

Councilmembers present: Deputy Mayor Larry Brown, Kate Baldwin, Cheryl Rakes, Tracy Taylor, Clinton Taylor arrived at 8:34am, and Yolonda Trout-Manuel arrived at 8:43am. Councilmember Hanan Amer was excused.

Mayor Nancy Backus and the following staff members present included: Acting City Attorney Harry Boesche, Chief of Police Mark Caillier, Director of Administration Dana Hinman, Acting Director of Community Development Jason Krum, Director of Human Resources and Risk Management Candis Martinson, Director of Public Works Ingrid Gaub, Director of Parks, Arts, and Recreation Daryl Faber, Director of Human Services Kent Hay, Director of Equity and Inclusion Brenda Goodson-Moore, Director of Finance Jamie Thomas, Director of Innovation and Technology David Travis, Director of Special Projects Jeff Tate, Financial Planning Manager Frank Downard, and Deputy City Clerk Hannah Scholl.

## **V. DISCUSSION ITEMS**

### **A. City Budget Overview and Strategic Priority Setting Discussion**

Director Tate provided an overview of the agenda, the Leadership Retreat objectives, and the overall code of conduct for the meeting.

Director Thomas provided an overview of the budget process including the adoption of the biennial budget. She discussed the Governmental funds including Special Revenue funds Streets, and Arterials, Lodging Taxes, American Rescue Plan Act, Drug Forfeitures, Mitigation Fees, the outstanding Governmental debt which includes the City Hall Annex Building, Local Revitalization, and the Golf and Cemetery projects. She discussed the Capital Projects funds including Real Estate Excise Taxes, State, Local, and Federal Grants. She also discussed the General Governmental funds.

Director Thomas discussed the Enterprise and Internal Service Proprietary funds including rates, projects, and the departments funded. She also discussed Fiduciary funds including the Fire Pension, and South King Housing and Homeless Partners (SKHHP) agency funds, and the Cemetery Endowment permanent fund.

Council discussed interest rates on debt service funds.

Director Thomas discussed the General Fund Budget including revenue sources; Property Tax, Sales Tax, and B&O Tax, Utility Tax, and Streamlined Sales Tax Mitigation. She discussed property taxes in more detail including the 2024 Preliminary Assessed Valuation, and the 2023 Property Tax Levy.

Council discussed Utility Taxes, ARPA Funds, B&O Tax, and Property Taxes.

Mayor Backus recessed the meeting at 10:30am and reconvened the meeting at 10:45am.

Director Thomas discussed expenditures including salaries, benefits, SCORE and Valley Communications contracts, and inflation. She also discussed the Fund Balances including an overview of how the Fund Balance is calculated, reserve policies such as Operating Fund, Cumulative Reserve Fund, Replacement Reserves, and long-range projections. She also discussed future funding considerations including Public Safety Sales Tax, Levy Lid Lift, and Bond Levy.

Council discussed the Public Safety Sales Tax, and School Zone Cameras.

Director Tate gave an overview of the 2023 Council Retreat themes and subject discussions.

Chief Caillier provided an overview of Community Safety, Director Thomas provided an overview of Fiscal Sustainability, Director Hay provided an overview of Community Wellness, and Director Gaub provided an overview of Infrastructure.

Mayor Backus recessed the meeting at 11:56am for lunch and reconvened

the meeting at 12:45pm.

Council and Directors discussed the four Special Focus Areas and their strategic priorities within each.

Mayor Backus recessed the meeting at 2:45pm and reconvened the meeting at 3:00pm.

Directors and Council broke out into their Special Focus Area groups to discuss their priorities and how they can be accomplished, then reported out:

**Community Wellness:**

They discussed needing more community outreach, a need for common vision & strategy, and including the community in decision making.

**Finance & Internal Services:**

They discussed the need to determine adequate staffing and resource alignments, culture building, more community outreach, and using data for informed decision making.

**Public Works & Community Development:**

They discussed that they have a clear vision and strategy, but need more commitment, and more planning as a team.

**Municipal Services:**

They discussed needing more community outreach and input, a need for clear vision, and more conversations between staff, Council, and the community.

Director Tate wrapped up the meeting by thanking Directors and Councilmembers for their time and dedication. He provided a brief overview of what to expect at the two-day Leadership Retreat in April.

**VI. ADJOURNMENT**

There being no further business to come before the Council, the meeting was adjourned at 4:45 p.m.

APPROVED this 1st day of April 2024.

  
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NANCY BACKUS, MAYOR

  
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Hannah Scholl, Deputy City Clerk

*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.*