CITY OF AUBURN WASHINGTON

City Council Study Session Muni Services SFA
March 12, 2018 - 5:30 PM
Council Chambers - City Hall
AGENDA

Watch the meeting video

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

I. CALL TO ORDER

Deputy Mayor Bob Baggett called the meeting to order at 5:30 p.m. in the Council Chambers of Auburn City Hall, 25 West Main Street in Auburn.

A. Roll Call

Councilmembers present: Deputy Mayor Baggett, Larry Brown, Claude DaCorsi, John Holman, and Largo Wales. Councilmember Bill Peloza arrived at 5:37 p.m. during discussion of Ordinance No. 6674. Councilmember Yolanda Trout-Manuel was excused.

Department directors and staff members present included: Police Commander Dan O'Neil, Human Resources and Risk Management Director Rob Roscoe, Innovation and Technology Director Paul Haugan, Assistant Director of Engineering Services/City Engineer Ingrid Gaub, Engineering Aide Amber Price, Sewer Utility Engineer Bob Elwell, Real Property Analyst Josh Arndt, City Attorney Daniel B. Heid, Parks, Arts and Recreation Director Daryl Faber, Finance Director Shelley Coleman, Utilities Engineering Manager Lisa Tobin, and City Clerk Danielle Daskam.

II. ANNOUNCEMENTS, REPORTS, AND PRESENTATIONS

There was no announcement, report or presentation.

III. AGENDA ITEMS FOR COUNCIL DISCUSSION

A. Ordinance No. 6671

An Ordinance of the City Council of the City of Auburn Washington, vacating real property intended for right-of-way purposes located at 1412 3rd Street SE, within the City of Auburn, Washington

Engineering Aide Amber Price provided a brief history of the property to be vacated. The 50 foot by 60 foot piece of property in the vicinity of 1412 3rd Street SE was deeded to the City in 1956 and was intended for street purposes. However, the right-of-way was never opened as a street or used by the City.

Benefits of the vacation include a decrease in the City's right-of-way

maintenance obligation and liability. Also, once vacated, the property will be subject to property taxes.

The City has not required an appraisal of the value of the right-of-way since the vacation is being initiated by the City. Additionally, the right-of-way was dedicated to the City at no cost, and the City has never maintained or opened the right-of-way for public use. Therefore, staff recommends the street vacation be granted with no conditions.

A public hearing on the vacation will be held March 19, 2018.

B. Ordinance No. 6674

An Ordinance of the City Council of the City of Auburn, Washington, granting a franchise agreement for a petroleum products pipeline to Olympic Pipe Line Company, LLC

Engineering Aide Amber Price provided the staff report for Ordinance No. 6674 granting a ten-year franchise to Olympic Pipe Line Company LLC. Olympic's existing facilities consist of a 14-inch diameter pipeline located on the West Hill and in North Auburn. Olympic's current franchise agreement has expired. Their facilities do not currently serve any customers in Auburn, and there are no plans to do so.

Any construction, maintenance, improvements or changes to Olympic's facilities are managed through the City's permitting processes that are a requirement of the Franchise Agreement. Safety of Olympic's facilities is regulated and inspected through the Washington Utilities and Transportation Commission.

A public hearing on the franchise application is scheduled for March 19, 2018.

C. Lakehaven - Auburn Sewer Boundary Adjustment

Sewer Utility Engineer Elwell presented Resolution No. 5353, amending the Interlocal Agreement with Lakehaven Water and Sewer District to modify the District's sanitary sewer service area boundary so that 19 parcels adjacent to the Jovita Heights area can be served by Auburn public sewer. Lakehaven staff members do not foresee sewer service being available to the parcels in the near future and has agreed to modify their sewer service area boundary.

Resolution No. 5353 will be considered by Council at their March 19, 2018 meeting.

D. 4th Quarter 2017 Financial Report

Finance Director Shelley Coleman reviewed the quarterly financial report for the year to date through December 2017 based on financial data as of February 5, 2018 for the period ending December 31, 2017, and sales tax

information representing business activity through October 2017.

In the General Fund, Director Coleman reviewed revenues and expenditures by categories and expenditures by departments. She noted all department expenditures were within budget.

Councilmember Peloza requested a presentation on the City's vehicle fleet. Director Coleman reminded the City Council received a presentation on equipment rental and the vehicle fleet at the Car Tab ad hoc committee meetings.

Councilmember Wales suggested investigating the possibility of leasing certain vehicles.

Deputy Mayor Baggett stated a lease/purchase analysis could be considered for a future study session. Councilmember Peloza agreed.

Councilmember Wales suggested looking at police take home vehicles. Councilmember Holman cautioned that a vehicle take home policy will increase the number of police vehicles and the proposal may be a bargaining issue.

Councilmember Peloza inquired about the water purchase from the City of Tacoma in 2016. Utilities Engineering Manager Tobin explained the purchase was necessary to supplement the supply during peak months and to fulfill contract obligations with water wholesale customers during upgrades and renovations of the City's wells. All water supplies are now back on line and functioning.

Finance Director Coleman reviewed property tax revenues, sales and use tax, sales tax on new construction, utility taxes, cable franchise revenue, cable utility tax, business licenses, building permit revenue, intergovernmental revenues, charges for services, development service fees, culture and recreation, fines and penalties, miscellaneous revenues, real estate excise tax, pet licensing revenue, Funds 102, 103 and 105 Capital Project expenditures, water revenues and water sold for 2017 versus 2016, solid waste, and cemetery revenues and expenditures.

Councilmember Peloza reported a recycling outlet for latex paint will be available in Auburn soon. Councilmember Peloza will have more information about the recycling and the acceptance facility in his Council Corner article next week.

Councilmember Wales requested a report on the Community Center rentals and program activities.

IV. MUNICIPAL SERVICES DISCUSSION ITEMS

A. Airport 2018-2022 CIP Discussion (10 Minutes) (Gaub)

Councilmember Brown presided over the Municipal Services Special Focus Area item.

Assistant Director of Engineering Services/City Engineer Gaub reviewed the Capital Facilities Plan for the Auburn Municipal Airport, including runway enhancements, Jet A fueling facility, annual repair and replacement of airport facilities, automated weather observation system, airport security camera and gate access upgrades, precision approach path indicator for runway, land acquisition for future approaches, runway RSA improvements, and west side fencing.

V. OTHER DISCUSSION ITEMS

There was no other discussion.

VI. NEW BUSINESS

Deputy Mayor Baggett presided over the remainder of the meeting and announced the need for an executive session later this evening.

VII. MATRIX

A. Matrix

Councilmembers reviewed the Council matrix.

Councilmember DaCorsi, chair of the Public Works and Community Development Special Focus Area, stated Item 1, Capital Projects Update and Featured Capital Project will be discussed on April 23rd. Also, Item No. 4, Sign Requirements will be discussed on April 23rd.

Councilmember Brown, chair of the Municipal Services Special Focus Area, stated no date has been determined for Item 8, Court Fees.

Councilmember Holman, chair of the Finance and Economic Development Special Focus Area, suggested adding annexation of small parcels (islands and peninsulas) to the matrix on a date to be determined.

VIII. ADJOURNMENT

EXECUTIVE SESSION

Prior to adjournment, City Attorney Heid announced the need for an executive session in order to discuss a complaint against a public official pursuant to RCW 42.30.110(1)(f). The session was expected to last 20 minutes. Deputy Mayor Baggett recessed the meeting to executive session at 6:54 p.m.

The meeting was reconvened at 7:13 p.m.

ADJOURNMENT
There being no further discussion, the meeting adjourned.

APPROVED this 2nd day of April, 2018.

BOB BAGGETT, DEPUTY MAYOR

Danielle Daskam, 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.