CITY OF AUBURN WASHINGTON	**City Council Study Session** **February 22, 2016 - 5:30 PM** **Auburn City Hall** **MINUTES**

I. CALL TO ORDER

Deputy Mayor Wales 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

Councilmembers present: Deputy Mayor Largo Wales, Bob Baggett, John Holman, Bill Peloza, Yolanda Trout-Manuel, and Rich Wagner. Councilmember Claude DaCorsi was excused.

City officials, department directors and staff members present included: Mayor Nancy Backus, City Attorney Daniel B. Heid, Police Chief Bob Lee, Director of Administration Dana Hinman, Economic Development Manager Doug Lein, Assistant Director of Engineering Services/City Engineer Ingrid Gaub, Planning Services Manager Jeff Dixon, Innovation and Technology Director Paul Haugan, Parks, Arts and Recreation Director Daryl Faber, Arts Coordinator Maija McKnight, Arts and Events Manager Julie Krueger, Finance Director Shelley Coleman, Human Resources and Risk Management Director Rob Roscoe, and Deputy City Clerk Shawn Campbell.

II. AGENDA ITEMS FOR COUNCIL DISCUSSION

A. Auburn Avenue Theater Update (15 Minute Presentation/30 Minute Q&A) (Faber)

Director Faber explained the City is approximately half way though its lease agreement for the Auburn Avenue Theater. The City will need to start planning early for the future of the theater.

Director Faber stated staff is considering four scenarios. Scenario No. 1 is to continue the lease program as it is now. Scenario No. 2 is purchase the theater outright and make needed upgrades. Scenario No. 3 is to purchase the theater and rebuild the interior and Scenario No. 4 to allow for a property acquisition opportunities to develop a theater at a different site. He explained the City would apply for grants for long term investments in the Theater, but the granting jurisdiction will require the City to have more than a lease prior to awarding funds.

Councilmember Holman stated the community needs a venue of this type and size.

Councilmember Wagner stated he would like to see the lobby and back space upgraded. He also wants to ensure the historic feel of the theater is maintained.

Councilmember Peloza asked if the City can vacate the alley between the theater and the adjacent property. Director Faber stated that is something that is under consideration.

B. Expiration of Existing Temporary and Portable Sign Allowance (5 Minute Presentation/5 Minute Q&A (Snyder)

Planning Services Manager Dixon presented Council with the temporary sign code allowances. The City implemented temporary sign code allowances to allow additional signs. The temporary sign code allowances have been extended four times, and there is a sunset clause. The options staff are asking Council to consider are: adopt a new ordinance to extend the temporary allowances or adopt a new ordinance that permanently incorporates the allowances into the sign code.

Councilmember Holman stated these allowances were originally put in place during the great recession. The City has not fully recovered. He would like to see the allowances incorporated into the sign code permanently.

Councilmember Wagner stated the comprehensive sign plan needs to include electronic signs.

Councilmember Baggett stated he wants to be careful to mitigate the light pollution from electronic signs.

C. Capital Project Status Report and GIS Tool (10 Minute Presentation/5 Minute Q&A) (Snyder)

Assistant City Engineer Sweeting and Capital Projects Manager Vondrak presented Council with the Capital Projects Status report incorporating the new GIS tool on the City website.

Deputy Mayor Wales asked how often the data is updated and who is responsible to input the data. Capital Projects Manager Vondrak explained the project managers are responsible for inputting the data for each of their projects and keeping the information up to date.

Council questioned the unspent funds for preservation projects. Mayor Backus explained the underspending on the preservation projects is partially a philosophy discussion. There are too many projects to get done so staff on paper, but the number of proposed projects are not realistic with time allowances and current staffing.

D. 4th Quarter 2015 Financial Report (10 Minute Presentation/5 Minute Q&A) (Coleman)

Director Coleman provided Council with the 2015 year end final report. She reminded Council this is the cash basis report. She stated the revenues came in $2 million over what was anticipated, and the expenditures were $3 million less than budgeted. Some of the taxes came in below what was anticipated, and the sales tax for construction came in higher than anticipated.

Councilmember Holman asked about the General Fund summary. He asked why there is a negative amount in the transfer-in category. Director Coleman explained this is from an Innovation and Technology transfer that was anticipated but did not happen.

Councilmember Peloza stated the Cemetery Fund looks great. He stated the animal licensing looks like it is improving. Director Coleman stated the City has issued less licenses in 2015 than in 2014.

E. Council Retreat Goals (5 Minute Presentation/10 Minute Q&A) (Hinman)

Economic Development Manager Lein updated Council on progress on the Council Retreat Goal of "Increase of Middle Income Jobs". He explained the growth of middle income jobs is important because they are the jobs that create expendable incomes. He is working with various partners to develop stronger resources in the community to allow residents the ability to attain the middle income jobs and have the resources to keep them. He explained the Economic Development Plan that is currently being developed will have strategies to assist with this goal.

Councilmember Wagner stated he is interested in making sure the incentives that are offered to companies will work.

III. EXECUTIVE SESSION

At 7:17 p.m., Deputy Mayor Wales recessed the meeting to executive session for approximately ten minutes in order to discuss pending/potential litigation pursuant to RCW 42.30.110(1)(i). City Attorney Heid, Director Roscoe and Director Coleman attended the executive session. No action was anticipated following the executive session.

The meeting was reconvened at 7:27 p.m.

IV. ADJOURNMENT

There being no further business to come before the Council, the meeting adjourned at 7:27 p.m.

APPROVED THIS 5th DAY OF September, 2017.

Largo Wales, Deputy Mayor

Shawn Campbell, Deputy City Clerk