



**City Council
Study Session
PW & CD Special Focus Area
January 27, 2025 - 5:30 PM
City Hall Council Chambers**

MINUTES

CALL TO ORDER

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

PUBLIC PARTICIPATION

The Study Session Meeting was held in person and virtually.

ROLL CALL

Councilmembers present: Deputy Mayor Cheryl Rakes, Hanan Amer, Clinton Taylor, Tracy Taylor, and Yolonda Trout-Manuel. Councilmember Kate Baldwin arrived at 5:31 p.m., and Councilmember Larry Brown was excused.

Mayor Nancy Backus and the following staff members present included: City Attorney Jason Whalen, Assistant Chief of Police Samuel Betz, Director of Community Development Jason Krum, Director of Public Works Ingrid Gaub, Assistant Director of Public Works Jacob Sweeting, Economic Development Manager Jenn Francis, Economic Development Coordinator Emerson Folker, Senior Project Engineer Matt Larson, Senior Project Engineer Jeffrey Bender, Real Estate Manager Josh Arndt, Airport Manager Tim Mensonides, and Deputy City Clerk Rebecca Wood-Pollock

AGENDA MODIFICATIONS

There were no modifications to the agenda.

ANNOUNCEMENTS, REPORTS, AND PRESENTATIONS

There were no announcements, reports, or presentations.

PUBLIC WORKS AND COMMUNITY DEVELOPMENT DISCUSSION ITEMS

- A. Economic Development - 2024 Year in Review (Krum) (45 Minutes)

This portion of the meeting was Chaired by Councilmember T. Taylor, Chair of

the Public Works & Community Development Special Focus Area.

Manager Francis and Coordinator Folker provided Council with a presentation on the Economic Development 4th Quarter Update including an overview of time spent, business outreach and visits, local events, and the Economic Development website.

Kristina Driessen with the Downtown Auburn Cooperative (DAC) provided Council with a presentation on an overview of the DAC, including its purpose, an overview of the Business Improvement Area Board (BIA), downtown revitalization projects, local events, goals for the future, and their mascot "Duke".

Kacie Bray with the Auburn Chamber of Commerce provided Council with a presentation on Explore Auburn, including an overview of their website, social media and marketing efforts, sponsorship locations, and local event participation.

Council discussed Explore Auburn, the business spotlight on social media, business meet and greet recruitment, local event success metrics, hotel capacities during events, downtown safety and security, wreath donations, key takeaways from DAC events, downtown revitalization efforts, the Washington State Main Street Program accreditation process, membership fees, business community outreach and collaboration, networking events, support for small businesses, and Tourism and Lodging Taxes.

B. 2024 End of Year Capital Projects Wrap Up and 2025 Preview (Gaub) (20 Minutes)

Engineers Bender and Larson provided Council with a presentation on the Capital Project Status including an overview of completed and active projects from 2024, the Auburn Ave Theater rebuild, upcoming construction on improvement projects in 2025, and estimated timelines.

Council discussed the pedestrian bridge project, the Maintenance and Operations building upgrade, new lamp posts on R Street, the Auburn Ave Theater rebuild, and the Auburn Way South widening project.

Councilmember T. Taylor called for a 5 minute recess at 7:29 p.m.

Councilmember T. Taylor reconvened the meeting at 7:34 p.m.

C. 2025 Engineering Design Standards Update (Gaub) (20 Minutes)

Assistant Director Sweeting provided Council with an overview of the 2025 Design and Construction Standards Update including the background and purpose, an overview of House Bill 1110 and related changes, the 2024 Comprehensive Transportation Plan, and an estimated timeline on the new

published Standards.

Council discussed street lane widths, truck access on side streets, shared driveway access, and alley maintenance.

D. Resolution No. 5806 (Whalen/Gaub) (10 Minutes)

A Resolution authorizing the Mayor to execute an amendment to the Auburn Municipal Airport Land Lease with Cascade Helicopter Services relating to the implementation of the 2025 Fair Market Value Lease Rate Adjustment

Managers Arndt and Mensonides provided Council with an overview of Resolution No. 5806 including lease amendments for the Auburn Airport.

Council discussed the airport's courtesy car, fuel maintenance, and airport employees.

AGENDA ITEMS FOR COUNCIL DISCUSSION

A. Ordinance No. 6971 (Whalen) (10 Minutes)

An Ordinance relating to the time period to correct Code Violations, and amending Section 1.25.030.A.2 of the Auburn City Code

City Attorney Whalen provided Council with an overview of Ordinance No. 6971 including new timelines to respond to notices of infractions.

B. Resolution No. 5810 (Krum) (10 Minutes)

A Resolution approving the Lodging Tax Grant disbursements recommended by the Auburn Lodging Tax Advisory Committee and authorizing the Mayor to execute an agreement between the City of Auburn and the Auburn Area Chamber of Commerce for the purposes of providing Tourism and Marketing Services

Director Krum and Manager Francis provided Council with an overview of Resolution No. 5810 including the approval of a contract with the Chamber of Commerce for tourism services.

Council discussed grant applications, the grant funding process, and timelines.

ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 8:29 p.m.

APPROVED this 3rd day of February, 2025.

CHERYL RAKES, DEPUTY MAYOR

Rebecca Wood-Pollock, Deputy City Clerk