



**City Council
Study Session
Municipal Services Special Focus Area
December 8, 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, Lisa Stirgus, Clinton Taylor, Tracy Taylor, and Yolanda Trout-Manuel. Councilmember Kate Baldwin attended the meeting virtually via Zoom.

Mayor Nancy Backus and the following staff members present included: Deputy City Attorney Paul Byrne, Assistant Chief of Police Samuel Betz, Director of Public Works Ingrid Gaub, Parks, Arts, and Recreation Director Julie Krueger, Director of Finance Jamie Thomas, Assistant Director of Community Development Steven Sturza, Planning Services Manager Alexandria Teague, Senior Center Manager Radine Lozier, Recreation Coordinator Megan Mummert, Planner II Owen Goode, and Deputy City Clerk Rebecca Wood-Pollock.

AGENDA MODIFICATIONS

Items C & D were switched under the Agenda Items for Council Discussion Section.

ANNOUNCEMENTS, REPORTS, AND PRESENTATIONS

There were no announcements, reports, or presentations.

MUNICIPAL SERVICES DISCUSSION ITEMS

- A. Senior Activity Center Meal Programs Presentation (Krueger) (15 minutes)
Councilmember Stirgus, Vice Chair of the Municipal Services Special Focus Area, chaired this portion of the meeting.

Director Krueger, Manager Lozier, and Coordinator Mummert provided Council with a presentation on the Senior Activity Center Meal Programs including a history of congregate dining, Meals on Wheels, and an overview of Sound Generations.

Council discussed federal funding, corporate sponsorship opportunities, the program's success, donations, demographics, and wait lists.

AGENDA ITEMS FOR COUNCIL DISCUSSION

A. Ordinance No. 6993 (Thomas) (10 Minutes)

An Ordinance amending Section 3.53 of the Auburn City Code (ACC) relating to the imposition and administration of the City Business & Occupation (B&O) Tax

Director Thomas provided Council with an overview of Ordinance No. 6993 including a summary of the B&O Model Ordinance, goals, expanding definitions, taxing implications, non-reporting thresholds, and cost increase.

B. Ordinance No. 6997 (Krum) (20 Minutes)

An Ordinance relating to planning and amending the City of Auburn Comprehensive Plan by adopting a new subarea plan entitled the 2024 Auburn Downtown Subarea Plan pursuant to the provisions of RCW Chapters 36.70A and 35A.63 of the laws of the State of Washington; designating this plan as guidance for exercising the City's authority under the Washington State Environmental Policy Act (SEPA)

Manager Teague provided Council with an overview of Ordinance No. 6997 and Ordinance No. 7006 including a summary of the 2024 Auburn Downtown Subarea Plan, plan features, public engagement, map amendments, Downtown Urban Center Core Districts, and the Planning Commission's recommendations. She also gave a presentation on the Planned Action Ordinance, including the Planned Action Area and mitigation measures, qualifying land uses, planned action thresholds, and the next steps in the process.

Council discussed residential rezoning, the notification process, community response, nonconforming standards, and timelines.

C. Ordinance No. 6998 (Krum) (10 Minutes)

An Ordinance relating to Planning, amending Sections 18.02.067, 18.07.010, 18.07.020, 18.23.030, 18.52.020 and creating new Sections 18.04.239 and 18.31.161 within Title 18 "Zoning" of the Auburn City Code, allowing co-living housing in the DUC, R-3, R-4, R-NM, C-2, C-AG, and M-1 Zones

Planner Goode and Manager Teague provided Council with an overview of

Ordinance No. 6998 including a summary of the Co-Living Housing Text Amendment, requirements, effects, reasons for the Text Amendment, and the Planning Commission's recommendation.

Council discussed short-term rentals, kitchen and bathroom requirements, clean and sober housing, new and existing co-living housing developments in the City, and similar zoning in other cities.

- D. Ordinance No. 7006 (Krum) (10 Minutes)
An Ordinance relating to planning and designating a Planned Action for the 2024 Auburn Downtown Subarea pursuant to the State Environmental Policy Act

This Ordinance was addressed in Item B of the agenda.

- E. 2026 Legislative Priorities (Mayor/Council) (20 Minutes)
Discuss 2026 Legislative Priorities

Mayor Backus provided Council with an overview of the 2026 Legislative Priorities.

Council discussed public safety and funding, Flock cameras, data sharing, public disclosure, and paid medical leave.

COUNCIL REPORTS

Councilmember T. Taylor shared that the Public Works and Community Development SFA met regarding Council Meeting items and Code updates.

Councilmember Trout-Manuel shared that the next Community Wellness SFA meeting is scheduled for December 9, 2025.

Councilmember Baldwin shared that the next Finance and Internal Services SFA meeting will be held on Wednesday, December 17, 2025.

Councilmember Amer shared that the Community Wellness SFA meeting is scheduled for December 9, 2025, and expressed her interest in serving on the LEOFF board.

Councilmember Stirgus shared that the Municipal Services SFA met regarding the Senior Center Food Programs, judicial appointment update and timelines, Police Department staffing, parks and cemetery projects, and downtown park closures.

Mayor Backus discussed the upcoming Budget Retreat and Council Rules of Procedure.

ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 7:41 p.m.

APPROVED this 15th day of December 2025.

CHERYL RAKES, DEPUTY MAYOR

Rebecca Wood-Pollock, Deputy City Clerk