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**Minutes**

**I. CALL TO ORDER**

Chair Gene Cerino called the meeting to order at 5:00 PM in Conference Room No. 3 located on the second floor of Auburn City Hall, 25 W. Main Street, Auburn. Committee Members present included: Chair Cerino, Vice Chair Bill Peloza, and Member Lynn Norman. Staff members present included: Mayor Peter B. Lewis, Chief of Police Jim Kelly, Assistant Chief of Police Bob Lee, Emergency Preparedness Manager Sarah Miller, City Attorney Dan Heid, Risk Manager Rob Roscoe, Assistant Finance Director Shawn Hunstock, and Police Secretary Kathy Divelbiss. Also present was Robert Whale from the Auburn Reporter.

**II. AGENDA MODIFICATIONS**

There were no Agenda Modifications for Committee consideration.

**III. CONSENT ITEMS**

**A. Approval of Minutes**

**1. Minutes**

The minutes of the October 1, 2007 Municipal Services Committee meeting were reviewed.

Vice Chair Peloza moved and Member Norman seconded to approve the minutes of the October 1, 2007 meeting.

MOTION CARRIED UNANIMOUSLY. 3-0

**B. Contract Administration**

There were no contracts for committee consideration.

**IV. ORDINANCES AND RESOLUTIONS**

**A. Ordinances**

There were no ordinances for Committee consideration.

**B. Resolutions**

**1. Resolution No. 4252**

A Resolution of the City Council of the City of Auburn, Washington, formally accepting a grant from the State of Washington, Military Department in the amount of Sixty Eight Thousand Six Hundred Fifty Three Dollars and Fourteen Cents (\$68,653.14) as reimbursement from the Federal Emergency Management Agency and the State of Washington for expenses incurred by the City of Auburn during the December 2006 winter storm

Emergency Preparedness Manager Sarah Miller explained the process the City had to go through to determine how much money to request from the State for storm reimbursement.

Vice Chair Pelosa moved and Member Norman seconded to approve Resolution No. 4252.

MOTION CARRIED UNANIMOUSLY. 3-0

**V. INFORMATION/DISCUSSION ITEMS**

**A. Resolution No. 4255**

A Resolution of the City Council of the City of Auburn, Washington, authorizing the Mayor and City Clerk to enter into an Agreement with Hebert Research, Inc.

Mayor Lewis explained that King County and the State of Washington would accept the results from the Hebert census. Mayor Lewis said we will receive the audit back, send it to the office of financial management, they will certify the census and then at that time he will bring forward a motion to the Council to accept the annexation. The census for Lea Hill will be done on November 9<sup>th</sup> and the census for West Hill will follow after that. King County is contributing half the costs to cover the expenses of the census. Hebert Research, Inc. has done census' for Auburn in the past and they have a good reputation.

The Committee supports Resolution No. 4255.

**B . Matrix Update**

18P – Complete Cemetery Capital Projects – Remove this item

**VI. ADJOURNMENT**

There being no further business, the meeting adjourned at 5:18 pm.

Approved this \_\_\_\_\_ day of November 2007.

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Gene Cerino  
Chair

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Kathy Divelbiss  
Police Department Secretary

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