



FINANCE COMMITTEE

OCTOBER 15, 2007

MINUTES

I. CALL TO ORDER

Vice Chair Roger Thordarson called the meeting to order at 6:30 p.m. in the Council Conference Room at Auburn City Hall located at 25 West Main Street in Auburn. Committee members present were: Vice Chair Roger Thordarson, Member Gene Cerino, and Councilmember Lynn Norman, who substituted for Chair Nancy Backus. Chair Backus was excused from the meeting. Also present during the meeting were Mayor Peter B. Lewis, Assistant Finance Director Shawn Hunstock, City Attorney Daniel B. Heid, Risk Manager Rob Roscoe, Chief of Police Jim Kelly, Emergency Preparedness Manager Sarah Miller, and City Clerk Danielle Daskam. Mildred Warrick was also in attendance.

II. APPROVAL OF MINUTES

A. Minutes of the October 1, 2007 Finance Committee meeting.

Member Cerino moved and Councilmember Norman seconded to approve the October 1, 2007 minutes.

MOTION CARRIED. 3-0.

III. CONSENT ITEMS

A. Vouchers

1. Claims

F4.9.5

Claims check numbers 367121 and 367197 through 367680 in the amount of \$4,736,053.80 and a wire transfer in the amount of \$1,255,700.12 and dated October 15, 2007.

2. Payroll

F4.9.2

Payroll check numbers 521174 to 521308 in the amount of \$673,960.12 and electronic deposit transmissions in the

amount of \$994,557.68 for a grand total of \$1,668,517.80 for the pay period covering September 27, 2007 to October 7, 2007.

Committee members reviewed the consent items.

Member Cerino moved and Councilmember Norman seconded to approve the consent items.

MOTION CARRIED. 3-0.

IV. ORDINANCES AND RESOLUTIONS

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 Resolution No. 4255 authorizes a consultant agreement with Hebert Research to conduct a census of the Lea Hill and West Hill annexation areas. The State Office of Financial Management has approved the City's use of Hebert Research to conduct the census. The census is to be completed by November 9, 2007, and King County has agreed to share in the cost of the contract for completing the census.

Member Cerino moved and Councilmember Norman seconded to approve and forward Resolution No. 4255 to the full Council.

MOTION CARRIED. 3-0.

V. DISCUSSION ITEMS

A. Ordinance No. 6126

An Ordinance of the City Council of the City of Auburn, Washington, creating a new Section 13.20.077 of the Auburn City Code related to sewer service charge proration

Ordinance No. 6126 provides that upon suspension of water service, sewer service may also be suspended until such time as water service is restored. The proposed ordinance allows the proration of sewer service for those customers who temporarily discontinue water service.

B. Mildred Warrick

Vice Chair Thordarson provided Ms. Warrick an opportunity to address the Committee regarding her utility bill. Ms. Warrick explained that with the implementation of the new monthly billing cycle, she is having difficulty in paying her utility bill without incurring a late fee.

Vice Chair Thordarson encouraged Ms. Warrick to meet with Assistant Finance Director Hunstock to discuss the current policy and possible remedies or alternatives.

VI. ADJOURNMENT

There being no further business, the meeting adjourned at 6:38 p.m.

APPROVED THE _____ DAY OF NOVEMBER 2007.

Roger Thordarson, Vice Chair

Danielle Daskam, City Clerk