



**MUNICIPAL SERVICES COMMITTEE
CONFERENCE ROOM NO. 3
November 5, 2007**

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, HR Director Brenda Heineman, IS Director Lorrie Rempher, City Attorney Daniel B. Heid, Community Development Administrator David Osaki, Finance Director Shelley Coleman, Financial Planning Manager Karen Jester, Police Secretary Kathy Divelbiss and Temporary Pool Secretary Julie Mehl. 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 15, 2007 Municipal Services Committee meeting were reviewed.

Vice Chair Peloza moved and Member Norman seconded to approve the minutes of the October 15, 2007 meeting.

MOTION CARRIED UNANIMOUSLY. 3-0

B. Contract Administration

1. Project Number CP0725

City Council to approve Final Pay Estimate #2 to Contract 07-09 in the amount of \$4,259.90 for a total contract price of \$39,639.60, with Mechanical and Control Services and accept construction of Project No. CP0725, Server Room Air Conditioning

HR Director Brenda Heineman reported that this is the final payment to Mechanical and Control Services for work done in three computer server rooms. The project is complete and is satisfactory to the City.

Vice Chair Pelosa moved and Member Norman seconded to approve Project Number CP0725.

MOTION CARRIED UNANIMOUSLY. 3-0

IV. ORDINANCES AND RESOLUTIONS

A. Ordinances

There were no ordinances for Committee consideration.

B. Resolutions

1. Resolution No. 4259

A Resolution of the City Council of the City of Auburn, Washington, authorizing the conversion to, and sale of Auburn Police canine Roy as surplus property of the City of Auburn

Chief of Police Jim Kelly explained that Officer Mark Caillier is due to be promoted to sergeant and the King County master trainer has evaluated the dog and it was determined that it's not feasible to train this dog to another handler, therefore the dog will be retired upon Officer Caillier's promotion. Chief Kelly is requesting approval for Officer Caillier to purchase the dog. The dog is five years old and has been in service 2 ½ years. The only other option available is to euthanize the dog.

Vice Chair Pelosa moved to approve and Member Norman seconded to approve Resolution No. 4259.

MOTION CARRIED UNANIMOUSLY. 3-0

V. INFORMATION/DISCUSSION ITEMS

A. 2007 & 2008 Annexation Budget

Finance Director Shelley Coleman handed out a revised 2007 Annexation Supplemental Budget "Schedule A". This handout and the 2008 Annexation Supplemental Budget "Schedule A" were briefly discussed.

B. Retreat Items for Municipal Services

Chair Cerino said that it was requested that each Committee Member develop a list of items to be discussed at the retreat. His list included:

1. Golf course clubhouse and restraint with emphasis on driving range.
2. Police deployment and jail needs.
3. Airport expansion including a report on what hoops do we need to get through with the FAA.
4. Auburns input into capital facilities plan of the VRFA.
5. Downtown re-deployment.
6. Parking in downtown area.
7. Need for a public bathroom in downtown area.

Members agreed to fine tune the list and come back with a detailed list to be discussed at the retreat.

C. Ordinance No. 6129

Amends ACC10.36 related to parking

Chief of Police Jim Kelly reported that Ordinance No. 6129 originated from parking enforcement and the Legal Department in an effort to resolve some of the challenges with parking enforcement.

The Committee discussed the changes to Ordinance No. 6129 and how it relates to Auburn citizens and businesses.

Committee Members agreed that this is a good addition to Ordinance No. 6129.

D. Matrix Update

7P – Golf Course Restaurant Development – Chair Cerino reported that the bar looks beautiful and they hope to be completed by Dec. 1st.

10P – Red Light Photo Enforcement – Chief Kelly reported that the two new school zones Chinook and Dick Scobee will go live soon. Change date on Matrix to 12/31/07.

15P – Fiber Optic Network for Business Core – change status to read: Discussion in December 2007.

16P – Valley Cities Wireless Pilot Plan – change review date to December 2007.

17P – Crime Deterrent Photo Enforcement – Chief Kelly said the camera is set up at 41st and A Street is installed but it's too soon to rate. Change status to read: Camera received and set up and report due in June 2008.

4G – Jail Alternatives – change review date to say On-Going. Remove comments under STATUS.

VI. ADJOURNMENT

There being no further business, the meeting adjourned at 5:52 pm.

Approved this _____ day of November 2007.

Gene Cerino
Chair

Kathy Divelbiss
Police Department Secretary

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