



FINANCE COMMITTEE

NOVEMBER 5, 2007

MINUTES

I. CALL TO ORDER

Chair Nancy Backus 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: Chair Backus, Vice Chair Roger Thordarson, and Member Gene Cerino. Also present during the meeting were Mayor Peter B. Lewis, Finance Director Shelley Coleman, City Attorney Daniel B. Heid, Human Resources and Risk Management Director Brenda Heineman, Planning, Building and Community Director Cindy Baker, Police Chief Jim Kelly, Economic Development Planner Al Hicks, Human Services Planner Michael Hursh, and Deputy City Clerk Cathy Richardson.

II. APPROVAL OF MINUTES

A. Minutes of the October 15, 2007 Finance Committee meeting.

Vice Chair Thordarson moved and Member Cerino seconded to approve the October 15, 2007 minutes.

MOTION CARRIED. 3-0.

III. CONSENT ITEMS

A. Vouchers

1. Claims

F4.9.5

Claims check numbers 367685 through 368181 in the amount of \$2,290,662.72 and a wire transfer in the amount of \$1,153,583.84 and dated November 5, 2007.

2. Payroll

F4.9.2

Payroll check numbers 521333 to 521457 in the amount of \$293,300.43 and electronic deposit transmissions in the

amount of \$1,010,281.08 for a grand total of \$1,305,655.95 for the pay period covering October 8, 2007 to October 31, 2007.

Committee Members reviewed the consent items and briefly discussed claims vouchers 367750 and 367858.

Vice Chair Thordarson moved and Member Cerino seconded to approve the consent items.

MOTION CARRIED. 3-0.

IV. ORDINANCES AND RESOLUTIONS

A. Ordinance No. 6126

F4.5.3

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

Vice Chair Thordarson moved and Member Cerino seconded to recommend approval of Ordinance No. 6126.

MOTION CARRIED. 3-0.

B. Ordinance No. 6127

F3.21

An Ordinance of the City Council of the City of Auburn, Washington, amending Ordinance No. 6066, the 2007-2008 Biennial Budget Ordinance as amended by Ordinance No. 6086, Ordinance No. 6092, Ordinance No. 6103, Ordinance No. 6119, and Ordinance No. 6124 authorizing amendment to the City of Auburn 2007-2008 Biennial Budget as set forth in Schedule "A"

Vice Chair Thordarson moved and Member Cerino seconded to recommend approval of Ordinance No. 6127.

MOTION CARRIED. 3-0.

V. DISCUSSION ITEMS

A. Project Number CP0725

O4.4.1 CP0725

City Council 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.

Committee Members briefly reviewed Project No. CP0725.

B. Quarterly Investment Information

Committee Members reviewed the quarterly investment information.

Director Coleman reported that the Quarterly Investment Report reflects the City's portfolio as of August 2007.

C. 2007 and 2008 Annexation Budgets

Director Coleman distributed a revised Schedule "A" for Budget Amendment #7, 2007 Annexation Supplemental Budget.

Committee Members briefly reviewed the annexation budgets.

D. Resolution No. 4256

A Resolution of the City Council of the City of Auburn, Washington, authorizing the transfer of funds for the purpose of making a loan or loans from the General Fund and/or the Cumulative Reserve Fund to the Municipal Park Construction Fund for up to a three-year period of time

Director Coleman distributed a handout related to Project No. CP0608, Game Farm Soccer Field Improvements. The purpose of Resolution No. 4256 is to provide an interfund loan for the project until such time as anticipated grant revenues are received.

E. M Street Local Improvement District (LID) No. 350 Process

Director Coleman stated that Council previously authorized the formation of LID 350 and subsequently approved the assessment roll. The thirty day protest and legal filing periods have expired. The City only received one complaint, which did not meet the criteria of sixty per cent of the LID area, therefore, the City is moving forward with the contract process to procure bids for the project and begin construction. Once construction is completed, the assessment roll will be finalized. LID participants will have an

opportunity to pay the assessment within thirty days without incurring interest or will otherwise have a ten year period in which to pay the assessment including interest.

F. Resolution No. 4259

F4.6.1

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 Kelly reported that K-9 Police Officer Mark Caillier is being promoted to sergeant and will be leaving the K-9 unit effective November 8, 2007. An evaluation of K-9 dog, Roy, revealed that it is not feasible to train him to a new officer and that he should be retired. K-9 Roy has reached the end of a reasonable service period and Resolution No. 4259 authorizes that he be surplussed and sold to Officer Caillier in accordance with City policy.

Member Cerino pointed out that the only other alternative for K-9 Roy would be euthanization.

Committee Members expressed their support of Resolution No. 4259.

G. Resolution No. 4244

O3.4.1.7

A Resolution of the City Council of the City of Auburn, Washington adopting the 2008 Community Development Block Grant (CDBG) Action Plan for the Consolidated Plan for years 2005 to 2008

Planner Hursh reported that Resolution No. 4244 details the award of CDBG funding. No public comments were received at the public hearing held before the City Council on October 15, 2007.

Member Cerino inquired regarding methods used for tracking the progress and success of the programs offered by the recipients of CDBG funding.

Planner Hursh indicated that this is the first year that Memorandums of Understanding were distributed with the contracts to funding recipients. United Way is assisting the City in development of specifications for tracking the effectiveness of the programs offered by funding recipients.

VI. ADJOURNMENT

There being no further business to come before the Committee, the meeting adjourned at 6:49 p.m.

APPROVED THE _____ DAY OF NOVEMBER 2007.

Nancy Backus, Chair

Cathy Richardson, Deputy City Clerk

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