



## FINANCE COMMITTEE

December 3, 2007

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### 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. Present during the meeting were Mayor Peter B. Lewis, Finance Director Shelley Coleman, City Attorney Daniel B. Heid, Financial Planning Manager Karen Jester, Planning, Building and Community Director Cindy Baker, Development Services Coordinator Stephen Pilcher, and Deputy City Clerk Cathy Richardson. Also present were Paul Berry of Harris & Associates, Inc. and representatives from Auburn and Kent School Districts.

#### II. APPROVAL OF MINUTES

##### A. Minutes of the November 19, 2007 Finance Committee meeting.

Vice Chair Thordarson moved and Member Cerino seconded to approve the November 19, 2007 minutes.

MOTION CARRIED. 3-0.

#### III. CONSENT ITEMS

##### A. Vouchers

###### 1. Claims

F4.9.5

Claims check numbers 368663 through 368976 in the amount of \$1,063,394.42 and dated December 3, 2007.

###### 2. Payroll

F4.9.2

Payroll check numbers 521638 to 521754 in the amount of \$293,144.48 and check numbers 521782 through 521819 in

the amount of \$73,163.30, plus electronic deposit transmissions in the amount of \$1,088,634.25 for a grand total of \$1,454,942.03 for the pay period covering November 15, 2008 to November 28, 2007.

**B. Utility Billing Adjustment**

F4.5.2

City Council authorize adjustment of the Coleman's garbage bill by 50% for a total adjustment of \$190.87.

Committee Members reviewed the consent items and briefly discussed vouchers 368687 and 368795.

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

MOTION CARRIED. 3-0.

**IV. ORDINANCES AND RESOLUTIONS**

**A. Ordinance No. 6128**

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 and Ordinance No. 6092 and Ordinance No. 6103 and Ordinance No. 6119 and Ordinance No. 6124 and Ordinance No. 6127 authorizing amendment to the City of Auburn 2007-2008 Budget as set forth in Schedule "A"

Vice Chair Thordarson moved and Member Cerino seconded to recommend approval of Ordinance No. 6128.

MOTION CARRIED. 3-0.

**B. Ordinance No. 6132**

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 and Ordinance No. 6092 and Ordinance No. 6103 and Ordinance No. 6119 and Ordinance No. 6124 and Ordinance No. 6127 and Ordinance No. 6128 authorizing amendment to the City of Auburn 2007-2008 Budget as set forth in Schedule "A"

Vice Chair Thordarson moved and Member Cerino seconded to recommend approval of Ordinance No. 6132.

MOTION CARRIED. 3-0.

**C. Ordinance No. 6133**

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 and Ordinance No. 6092 and Ordinance No. 6103 and Ordinance No. 6119 and Ordinance No. 6124 and Ordinance No. 2127 and Ordinance No. 6128 and Ordinance No. 6132 authorizing amendment to the City of Auburn 2007-2008 Budget as set forth in Schedule "A"

Vice Chair Thordarson moved and Member Cerino seconded to recommend approval of Ordinance No. 6133.

MOTION CARRIED. 3-0.

**D. Resolution No. 4257**

F4.6.1

A Resolution of the City Council of the City of Auburn, Washington, declaring certain items of property as surplus and authorizing their disposal

Vice Chair Thordarson moved and Member Cerino seconded to recommend approval of Resolution No. 4257.

MOTION CARRIED. 3-0.

**E. Resolution No. 4266**

A3.16.3

A Resolution of the City Council of the City of Auburn, Washington, authorizing the Mayor and City Clerk to execute Amendment No. 2 to Agreement for Professional Services AG-C-286 between the City of Auburn and Harris & Associates, Inc.

Committee Members briefly discussed Resolution No. 4266.

Vice Chair Thordarson moved and Member Cerino seconded to recommend approval of Resolution No. 4266.

MOTION CARRIED. 3-0.

**F. Resolution No. 4268**

F4.7

Authorizes the transfer of funds for the purpose of making a loan or loans from the general fund and/or cumulative reserve fund to the Golf Course fund for up to a three year period of time

Vice Chair Thordarson moved and Member Cerino seconded to recommend approval of Resolution No. 4268.

MOTION CARRIED. 3-0.

**V. DISCUSSION ITEMS**

**A. Solid Waste Rate Changes**

Director Coleman reviewed proposed commercial, multi-family, and residential solid waste rate changes in the Lea Hill area. The Lea Hill area is served by Allied Waste.

**B. School Impact Fees**

Committee Members reviewed proposed school impact fees for the Dieringer, Auburn, Kent and Federal Way school districts.

Chair Backus thanked representatives present from the Auburn and Kent school districts for the information provided with regard to school impact fees.

**C. Project Number C310A0**

O5.1.2

City Council approve Change Order No. 4, impose liquidated damages for delayed completion, approve calculated final payment, and accept construction of Project No. C310A0, Veterans Memorial Park Building

Member Cerino stated that he concurs with the final payment for Project No. C310A0 and commented on the poor contractual work performed by Flag Construction Company.

Mayor Lewis noted that staff is currently reviewing the request for proposals process.

**D. Agreement Number AG-S-022**

A3.16.3

City Council approve annual Service Agreement No. AG-S-220 with Vadis for a twelve-month litter control program for 2008 services.

Director Coleman explained that the service agreement with Vadis lapses at the end of 2007. Agreement No. AG-S-220 is for services to be provided in 2008 by Vadis. Other annual contracts will be forthcoming for contracted services for year 2008.

Chair Backus suggested that, since the City now has a biennial budget, biennial contracts be considered in the future.

**E. Resolution No. 4261**

A Resolution of the City Council of the City of Auburn, Washington, authorizing the Mayor and City Clerk to execute an Interlocal Services Agreement between the cities of Algona, Auburn and Pacific for Valley Regional Fire Authority (VRFA) fees

City Attorney Heid explained that, in connection with the fire related operations of the VRFA, it is appropriate to set fees for the services of the VRFA and that those fees be uniform among the member cities.

**VI. ADJOURNMENT**

There being no further business to come before the Committee, the meeting adjourned at 6:50 p.m.

APPROVED THE \_\_\_\_\_ DAY OF DECEMBER 2007.

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Nancy Backus, Chair

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Cathy Richardson, Deputy City Clerk