



**DOWNTOWN
REDEVELOPMENT
COMMITTEE**

February 6, 2008

MINUTES

I. CALL TO ORDER –

Chair Lynn Norman called the meeting to order at 8:00 a.m. in the Council Conference Room located on the first floor of Auburn City Hall, 25 West Main Street, Auburn, WA. Committee members present were: Chair Lynn Norman, Member Sue Singer and Member Gene Cerino. Also present were Mayor Pete Lewis, Planning, Building and Community Director Cindy Baker, Public Works Director Dennis Dowdy, Economic Development Manager Dave Baron, Principal Planner Elizabeth Chamberlain, Planning Secretary Kirsten Reynolds and City Attorney Dan Heid

II. SCOPE OF COMMITTEE

City Attorney Dan Heid talked about the "special meeting" rules. Committee Members may only discuss agenda topics that have been previously advertised; this meeting was advertised to discuss the "scope of the Committee".

The Committee decided it is necessary to set regular meeting dates and times for the second and fourth Tuesdays starting at 3:30 p.m. in the Council Conference room. The intent is to have one hour meetings. Canceled or special meetings may be called by the Chair; executive sessions, if necessary, may also be called by the Chair. Mayor Lewis asked Mr. Heid to provide a copy of items which could be included in an executive session. Mr. Heid briefly reminded everyone this Committee meeting applies to the open public meetings act.

Recommendations will be directed to Auburn City Council for consideration. Items that come to this Committee will not require a two committee rule.

Mr. Heid asked the Committee Members to be aware of communication rules; Members of the Committee may not communicate about discussed or upcoming topics via phone, e-mail or casual conversation; Members may talk individually with the Mayor if there are concerns or issues. There may be topics that become quasi-judicial matters, possibly affecting individuals and/or small groups of people. Disclosures are required if previous conversations and/or meetings that have taken place. It is good to disclose all information that may prove relevant. It would be appropriate to share information from this Committee with the whole Council as it is all public information.

Once information is disclosed a "challenge" may come from another Member. The rules of challenges were discussed and clarified that it must be voted upon before the meeting proceeds. The exception to this rule is that "you can not disable a body to act", if all Members have disclosed information then they are all allowed back in to participate.

Member Singer commented that she was pleased these Committee meetings are open to the public to allow for better information flow. Chair Norman clarified to have a quorum two members are necessary to hold a meeting. In efforts to move projects along the following staff members were identified to attend the Downtown Redevelopment Committee meetings on a regular basis: Cindy Baker, Dennis Dowdy, Dave Baron, Elizabeth Chamberlain and Dan Heid. One goal of the Committee is to be action oriented, moving multiple development agreements forward in a timely manor.

Things staff will provide for Committee:

- 1) Mr. Heid to provide a copy of items which could be included in an executive session.
- 2) Ms. Chamberlain was asked to provide a summary from the Tuesday, February 5, 2008 tour in minute format.
- 3) Always have an urban center map that includes the BIA.

III. ADJOURNMENT – 8:46 a.m.