

	<p>City Council Study Session Finance - Econ Dev SFA April 9, 2018 - 5:30 PM Council Chambers - City Hall MINUTES Watch the meeting LIVE!</p> <p>Watch the meeting video Meeting videos are not available until 72 hours after the meeting has concluded.</p>
---	---

I. CALL TO ORDER

Deputy Mayor Bob Baggett called the meeting to order at 5:30 p.m. in the Council Chambers of Auburn City Hall, 25 West Main Street in Auburn.

A. Roll Call

Councilmembers present: Deputy Mayor Baggett, Larry Brown, John Holman, Yolanda Trout-Manuel, and Largo Wales. Councilmember Bill Peloza arrived at 5:32 p.m. Councilmember Claude DaCorsi arrived at 5:54 p.m.

Mayor Nancy Backus and the following department directors and staff members were present: Human Resources and Risk Management Director Rob Roscoe, Compensation and Employee Relations Manager Aaron Barber, City Attorney Daniel B. Heid, Assistant Director of Engineering Services/City Engineer Ingrid Gaub, Police Chief Bob Lee, Parks, Arts and Recreation Director Daryl Faber, Innovation and Technology Director Paul Haugan, Assistant Director of Public Works Randy Bailey, Assistant Director of Community Development Services Jeff Tate, and City Clerk Danielle Daskam.

II. ANNOUNCEMENTS, REPORTS, AND PRESENTATIONS

A. Ann Macfarlane Presentation - Using Robert's Rules of Order to Serve Your Community Better (2 Hours)

Deputy Mayor Baggett welcomed Ann Macfarlane, PRP. Ann Macfarlane is a Professional Registered Parliamentarian and is known for her training series and guidebook on mastering Council meetings, *Jurassic Parliament*.

Ms. Macfarlane led the Council in a training session on effective public meetings and using parliamentary procedure and Robert's Rules of Order. Topics of the training included historical background, authority of Council, meeting debate, keeping order, inappropriate remarks, authority of the chair, and principles of democratic governance.

Upon conclusion of Ms. Macfarlane's session, Deputy Mayor Baggett recessed the meeting at 7:50 p.m. for approximately five minutes for a brief intermission.

The meeting was reconvened at 8:01 p.m.

III. AGENDA ITEMS FOR COUNCIL DISCUSSION

A. Director Contract Discussion (Roscoe) (15 Minutes)

Human Resources and Risk Management Director Roscoe presented a proposed Employment Agreement for Department Directors.

Compensation and Employee Relations Manager Barber stated an employment contract for department directors would be used as an additional recruitment tool and provide inducement for the director to remain in the position. The contract would provide a level of security for department directors with any change in Mayor and would identify severance benefits which may be paid upon separation.

Manager Barber reported the cities of Kent, Bothell and Kirkland use similar contracts for department directors. The cities of Federal Way, Olympia, Tukwila, Puyallup and Lynnwood also have some level of separation agreements for City Managers. The proposed employment contract would provide a competitive advantage in recruitment. Manager Barber stated some of the contract provisions mirror benefits provided in current collective bargaining agreements.

There was brief discussion of at-will employees.

(For clarification of these minutes, the above item was discussed immediately following roll call and prior to Ann Macfarlane's presentation.)

IV. FINANCE AND ECONOMIC DEVELOPMENT DISCUSSION ITEMS

Councilmember Holman, chair of the Finance and Economic Development Special Focus Area, asked staff when the Livable Cities Update would be ready for a Council Study Session. Assistant Director of Community Development Services Tate suggested presenting the update at the June 11 City Council Study Session.

Councilmember Holman stated the remaining items listed for the Finance Special Focus Area have yet to be scheduled.

V. OTHER DISCUSSION ITEMS

There was no other discussion.

VI. NEW BUSINESS

There was no new business.

VII. MATRIX

A. Matrix

Councilmember Wales questioned when the topic of annexations listed on the matrix would come before the Council. City Attorney Heid stated staff members are working on bringing factual information to the Council for their consideration. Mayor Backus stated initial staff discussions have occurred but an additional meeting is required, after which she will consult with the Deputy Mayor and the chair of the Special Focus Area for an appropriate meeting date.

Councilmember Trout-Manuel suggested an update on the Domestic Violence Firearms Surrender Program. Police Chief Lee and City Attorney Heid will coordinate their efforts and recommend a date for the presentation.

Councilmember Wales reported she will not be in attendance at the April 23rd Study Session. She requested postponing the topic of sign requirements. Councilmember DaCorsi, chair of the Public Works and Community Development Special Focus Area, directed that the topic be postponed until June 25th.

Councilmember DaCorsi suggested review of the Council Rules of Procedure. Mayor Backus reminded Councilmembers the fifth Monday of the month study session is reserved for review of Council Rules of Procedure.

Ann Macfarlane, PRP, offered a complimentary review of the Council Rules of Procedure.

VIII. ADJOURNMENT

There being no further discussion, the meeting adjourned at 8:12 p.m.

APPROVED this 16th day of April, 2018.

BOB BAGGETT, DEPUTY MAYOR

Danielle Daskam, City Clerk

Agendas and minutes are available to the public at the City Clerk's Office, on the City website (<http://www.auburnwa.gov>), and via e-mail. Complete agenda packets are available for review at the City Clerk's Office.