CITY OF SHELTON, WASHINGTON - CITY COMMISSION
Study Session Minutes – February 17, 2015
Shelton Civic Center - 6:00 p.m.

Presiding: Mayor Crone, Commissioner Olsen and Commissioner Moore
Staff Present: Dave O’Leary, Vicki Look, Greg Clark, Chuck Griffin, Tracy Wilson and Lesleann Kangas

Mayor Crone called the meeting to order at 6:00 p.m.

Commission Reports

One or more Commissioners will attend the following activities this week:
• Association of Washington Cities Action Days
• Association of Washington Cities Nominating Committee Meeting
• Youth Wellness Meeting
• Shelton Mason County Chamber of Commerce State of Community
• Tax Lady Ribbon Cutting
• Peninsula Regional Transportation Planning Organization (PRTPO) Meeting
• Mason Transit Authority Meeting
• Meet with Lobbyist in Olympia

Public Comment
Mayor Crone recognized Mr. Bill Busaka who presented an article on Housing First for the homeless. The article contained statistics from other cities that have implemented this program.

Consent Agenda

1. Vouchers numbered 85178 through 85292 in the amount of $736,034.09
2. Commission Meeting Minutes from:
   • Study Session of January 26, 2015

Commissioner Olsen moved to approve the consent agenda; Commissioner Moore seconded the motion. A vote was taken and the motion passed.

Old Business

1. SR3 Supplement #4 – Public Works Director Clark reported that this was presented in detail at the meeting of February 9, 2015 and is being brought back due to the need to move money from Design to Right of Ways in order to facilitate Washington State Department of Transportation right of way certification for the project in the amount of $10,360.00. The percentages presented last week were incorrect and have been corrected to reflect 86.5 percent from 100 percent. DH Clark requested the Commission approve the SR3 Supplement #4, authorizing the Mayor to sign.

Public Comment - None

Commissioner Moore moved to approve Local Agency Agreement Supplement #4 for the adjustment of $10,360.00 from project design to right of way line, authorizing the Mayor to sign on the Commission behalf and City Administrator to make the necessary budget amendments; Commissioner Olsen seconded the motion. A vote was taken and the motion passed.

New Business

1. Transportation Benefit District (TBD) – Public Works Director Clark said that the City of Shelton is considering setting up a Transportation Benefit District (TBD) as allowed under RCW 36.73 for the purpose of acquiring, constructing, improving, providing, and funding transportation improvements. The TBD’s area will be the city-wide area within the jurisdiction of the City of Shelton. If approved, the City will impose a TBD fee per RWC: 36.73 and RCW 82.80.0140: Vehicle Fee – Exemptions within the WA State Department of Licensing (DOL) which will collect an additional $20 in local annual vehicle registration fee when a vehicle owner buys new tabs on those vehicles within the Shelton TBD. The TBD board, being our City Commission, has the authority to impose a fee of up to $20 per vehicle without voter approval. If the fee would be higher it would take a vote of the people. The current definition of a transportation improvement eligible to receive the TBD funds is
expanded from certain transportation projects and programs of regional and statewide significance to also include transportation projects and programs of local significance. If the City creates a TBD, the City will then need to enter into an inter-agency agreement with the DOL to start the process of fee collection. Based on vehicle count estimates received from the DOL, Shelton has approximately 6,559 vehicles that would be subject to the fee. A 1% administrative fee will be charged by DOL but Shelton should see roughly $11,000 per month or $130,000 per year of additional transportation specific revenue. It may take 6 to 8 months to begin collecting the fees. DH Clark requested that this be placed on the consent agenda or bring back for further discussion next week.

Mayor Cronce recognized Mr. Tom Davis who said he is in favor of a Transportation Benefit District. Mr. Davis said the streets of the City of Shelton are in dire need of repairs, advertising us as a poor City. He asked if the County could be included in this. Mr. Davis asked for clarification and what vehicles would be subject to this request.

Mayor Cronce recognized Mr. Forrest Cooper who said he would be in favor of this if the current Public Works Director was operating in a reasonable way with the current money the citizens are providing through existing taxes and fees. Mr. Cooper suggested more of an effort to work with the County in utilizing their equipment and expertise.

City Administrator O’Leary said that the Public Works Director is bringing this forward under the direction of himself and a City Commissioner.

Commissioner Olsen said he is the Commissioner requesting this TBD be brought forward.

Mayor Cronce recognized Ms. Kathleen McDowell said she is in the middle of the road on this issue. Ms. McDowell said her fear is that this will increase each year. She said the roads are in need of repair and if a promise could be made that the money would go for that she would be in favor.

Commissioner Olsen said this is long overdue. He said this is an opportunity to get the roads repaired. This is local money that will stay local and there are provisions on how this can be spent. Many small towns have already adopted this. Commissioner Olsen said he is in full support of this but would like to hear from the citizens.

CA O’Leary said the only tax to be collected through the TBD is the one we are talking about now. To do more would take a vote of the people.

DH Clark said through the vote of the people options are property taxes, one year levy, excise levy for capital purposes, up to 0.2 percent sales tax or use tax, up to $100 vehicle license fee or vehicle tolls. He said if we went County wide it would require a five person board and other rules that would come into play.

Commissioner Moore said there is limited funding for streets. She said she shares the concerns that Ms. McDowell does with the rates going up but this is an option that needs to be looked at for funding street improvements. Commissioner Moore said that the City of Tumwater formed this in October and will request a 0.2 percent sales tax increase in April that comes from all who come into their City.

Mayor Cronce said in his campaign he talked about paving roads. He said he still believes in paving the roads but realizes the cost of running government in today’s world. Mayor Cronce demonstrated the cost to the citizens and people we serve and said he can’t vote for any more taxes to the citizens of this community.

Commissioner Olsen said he agrees money is tight but this is the only way to get the roads fixed. If the citizens want the roads fixed they are going to have to pay. We need to start somewhere.

Commissioner Moore asked the Mayor if he would be in favor of this if the County was included. The Mayor responded no, he won’t ask the citizens of the City to pay anymore.

_The Commission concurred to place this under Old Business for further discussion at the meeting of February 23, 2015._
Administration Reports
City Administrator O'Leary said a meeting is scheduled at the Association of Washington Cities at which all Commissioners are invited to attend.

- Civil Service Commission Position Vacancy – Management Assistant Look reported a vacancy on the Civil Service Commission (CSC). Ms. Look said we are required to have a Civil Service Commission for our Police Department. The Commission consists of three members who serve six year terms. Mr. Jim Tostevin has completed his six year term and is retiring. Ms. Look said the requirements are that candidates must be city residents and registered voters.

General Public Comment
Mayor Cronce recognized Ms. Kathleen McDowell who said back to the TBD she has concerns for citizens on a fixed income. She also had concerns with the possibility of the TBD being City and County.

Administrative Final Touches - None

Announcement of Next Meeting
Mayor Cronce announced the next regular meeting will be February 23, 2015 at 2:00 p.m.

Adjournment
Mayor Cronce adjourned the meeting at 6:55 p.m.

Mayor Cronce

City Clerk Look