CITY OF SHELTON, WASHINGTON - CITY COMMISSION
Study Session Minutes – June 9, 2014
Shelton Civic Center - 2:00 p.m.

Presiding: Mayor Cronce, Commissioner Olsen and Commissioner Moore
Staff Present: Dave O’Leary, Vicki Look, Steve Goins, Cathy Beierle, Greg Clark, Mike Michael and Lesleann Kangas

Mayor Cronce called the meeting to order at 2:00 p.m.

Commission Reports

One or more Commissioners will attend the following activities this week:
- Mason County Commission Meeting
- Community Services Meeting
- Housing Coalition Meeting
- Taylor Shellfish Ribbon Cutting
- Economic Development Council/Lynn Longan Meeting
- Peninsula Credit Union After Hours
- Planning Short Course/City Hall
- Washington State Department of Transportation Meeting
- State of Community II/Mason General Hospital
- MACECOM
- Economic Development Council Meeting/Dinner
- Mason County Chamber of Commerce Auction

Public Comment - None

Consent Agenda
1. Payroll Warrants numbered 71562 through 71734 in the amount of $629,010.10
2. Nisqually Jail Services – Authorize the Mayor to sign
3. WestNET – Washington State Department of Commerce Justice Assistance Grant Sub-recipient Compliance Verification – Authorize the Mayor and City Administrator to sign

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

Old Business
1. Ordinance No. 1852-0614 - Second Reading - An Ordinance of the City of Shelton, Washington, Amending Chapter 15.28 of the Shelton Municipal Code Relating to Water Rates – City Engineer Michael held a public hearing for this ordinance on June 2, 2014. It was discovered that the effective date and start of billing date did not coincide correctly and needed minor revision. The intent was to apply the rates to the August usage which is billed in September. The ordinance was worded to affect the July usage which did not allow the mandatory 30 days between passage and the effective date. CE Michael requested a Second Reading and adoption of Ordinance No. 1852-0614.

Public Comment on Action Item - None

Mayor Cronce said it is always hard to vote for increases in rates but this is a step in the right direction by raising the rates in small increments.

Mayor Cronce requested a Second Reading of Ordinance No. 1852-0614 as follows:
Commissioner Olsen moved to approve Ordinance No. 1852-0614, Commissioner Moore seconded the motion. A vote was taken and the motion passed.

New Business
1. Resolution # 1067-0614 – Resolution Authorizing Investment of City of Shelton Monies in the Local Government Investment Pool (LGIP) – Director of Financial Services Beierle said the previous resolution was passed in 1986 for a pool to provide safe, liquid, and competitive investment options for local governments. The LGIP lets local governments use the State Treasurer’s resources to safely invest their funds. The two additions are LGIP creating a prospectus as a result of the recently amended WACs and in an effort to provide more clarity with respect to how they operate and distribute to all investors in the LGIP. As a result of the release of this prospectus, each local government investing in the LGIP must complete an updated Resolution that acknowledges that the governmental body responsible for overseeing or making investment decisions, and any appointed designee, has read and understands the risks and limitations of investing in the LGIP. Additionally, this Resolution designates City Administrator, Dave O’Leary, as the “authorized individual” to authorize all amendments, changes, or alterations to the Transaction Authorization Form or any other documentation for the LGIP on behalf of the governmental entity. The City currently has $1.650 Million invested in the LGIP, which is comprised of surplus cash in various funds. DH Beierle requested the Commission place Resolution #1067-0614 on the consent agenda for approval on June 16, 2014.

The Commission concurred to place Resolution #1067-0614 on the consent agenda for June 16, 2014.

2. Growth Management Act 2016 Comprehensive Plan Update - Grant Application – Community and Economic Development Director Goins presented a contract for providing cost reimbursement by Commerce for our upcoming Growth Management Update. As proposed Commerce is obligating $9,000, to the City as part of its biennium budget anticipating that the Legislature will approve a similar $9,000 allotment for the next biennium budget. This work technically commences July 1, 2014 ending June 30, 2015. This grant is funded by the State (not federal dollars) so the reporting and accounting procedures are streamlined. The City would be obligated to submit a quarterly status report identifying and describing targeted goals and actions, which includes the identified deliverables. Upon submittal and approval, Commerce would issue a portion of the grant funds, with the final draw issued upon receipt of a final closeout report. Staff estimates the total investment in staff time to administer this grant will be 20 to 30 hours. Although the grant amount is small, the limited staff time expected to administer this grant makes this process worthwhile. DH Goins requested the Commission authorize the Mayor to sign the contract with Commerce, and place on the consent agenda for June 16, 2014.

The Commission concurred to place the Growth Management Act 2016 Comprehensive Plan Update Grant Application on the consent agenda for June 16, 2014, authorizing the Mayor to sign

Administration Reports
City Administrator O’Leary reported he would be interviewing for the sewer coalition intern on Friday, June 13, 2014.

General Public Comment - None

Administrative Final Touches
- CE Michael – Update property acquisition policy

Mayor Crone said he wanted to add he is happy with the removal of derelict buildings in the City of Shelton.

Announcement of Next Meeting
Mayor Crone announced the next regular meeting Monday, June 16, 2014 at 10:00 a.m. and the meeting of June 23, 2014 will be at 6:00 p.m.

Adjournment
Mayor Crone adjourned the meeting at 2:34 p.m.

[Signatures]
Mayor Crone
City Clerk Look