CITY OF SHELTON, WASHINGTON - CITY COMMISSION
Study Session Minutes – November 10, 2014
Shelton Civic Center - 1:45 p.m.

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

Mayor Cronce called the meeting to order at 1:45 p.m.

Commission Reports

One or more Commissioners will attend the following activities this week:
- Shelton Chamber of Commerce After Hours
- Mason Transit Authority Board Meeting
- MACECOM Meeting
- Economic Development Council Sub-Committee Meeting
- Realtors
- Economic Development Council Board Meeting
- Sewer Coalition phone calls

Commissioner Moore announced the Shelton Metropolitan Park District Meeting of November 24, 2014 would be
cancelled. The next Shelton Metropolitan Park District Meeting will be December 1, 2015 to discuss the 2015
Budget.

Public Comment
Mayor Cronce recognized Mr. Charles Orthmann who said he received an invitation to the Oath of Office
Ceremony today and wanted to welcome new Police Chief Darrin Moody.

Consent Agenda
1. Ordinance No. 1860-1114 – Second Reading - An Ordinance of the City of Shelton, Washington, Increasing Ad
Valorem Taxes in the City of Shelton for Calendar Year 2015 & Levy Certification

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

Old Business - None

New Business
Interlocal Agreement for the Sewer Funding Coalition - City Administrator O’Leary reported that in January 2014,
Shelton began organizing the Sewer Funding Coalition (SFC). The statewide coalition of smaller local
governments that will lobby the Legislature for wastewater grants during the 2015 legislative session. So far, 14 cities
are in the coalition and we have raised over $10,000 in checks and pledges. Our goal is to raise $21,000. These funds
are allocated to hire a lobbyist for the legislative session. Currently, we are holding this money in a trust. There are 20
more conference calls scheduled with more to come. Almost every city we have spoken with is supportive of the
coalition and is taking our financial request to their city councils. The SFC plans to hire lobbyist Dave Arbaugh, who in
2013 was a lobbyist for the City of Shelton for a wastewater appropriation and was successful. Mr. Arbaugh has a good
relationship with the Association of Washington Cities, an association that will also bobby on the coalition’s behalf.
CA O’Leary said we will need to hire Mr. Arbaugh for the entire 2015 legislative session expected to run until the end
of June costing $21,000. He said the coalition contribution will be $21,000 leaving none for the City of Shelton. In
order to hire a lobbyist for the 2015 session, we must keep raising monies and expend funds that cities have contributed
to SFC. For this to happen, we need to adopt a method of accepting funds that is in accordance with state law. After
conferring with our legal and finance departments, counsel recommended that we create an Interlocal agreement (ILA)
with another city in the coalition. Legal has drafted an agreement. The State Auditor’s Office reviewed the agreement
and they did not take issue with it. Once we partner on the ILA with another city, other cities that join the coalition have
the option to co-sign the ILA or just contribute to the fund. The City of Port Angeles has been a strong supporter of our
efforts and is preparing to adopt the ILA as our first contractual partner.

The ILA:
- Establishes a relationship between Shelton and Port Angeles
- States the purpose of the coalition
- Allows for participation of other public agencies in the coalition
- Explains SFC advocacy efforts
- Creates a communication standard for members
- States the termination procedures and duration of the ILA

Partnering with another city with an ILA is the simplest solution to meet statute requirements for receiving funds from coalition members. The ILA creates a legal framework for the funds. As planned there is limited fiscal impact. Per the ILA, we are planning to contribute a little under $2,000 toward the lobbying expense. Given our results to date, we should be able to raise the remaining funds from other cities. CA O’Leary said if for some reason we are unable to do so, we will return to the City Commission with updated information, and request direction. CA O’Leary requested that the Commission approve the interlocal agreement for the Sewer Funding Coalition and authorize the City Administrator to make the necessary budget amendments by placing on the consent agenda for November 17, 2014.

Commissioner Olsen and Moore both had concerns with the coalition not raising enough money. CA O’Leary said the City will not commit to hiring a lobbyist until it has all the money.

1. Oath of Office – Police Chief Darrin Moody – City Administrator O’Leary introduced the Honorable Benjamin H. Settle who administered the Oath of Office to the new City of Shelton Police Chief Darrin Moody.

**Administration Reports**

City Administrator O’Leary said he would be attending the Skookum Rotary with his annual presentation and asked if a Commissioner would be interested in attending also. Commissioner Olsen said he would attend.

**General Public Comment** - None

**Administrative Final Touches** - None

**Announcement of Next Meeting**

Mayor Cronce announced the next regular meeting Monday, November 17, 2014 at 6:00 p.m.

**Adjournment**

Mayor Cronce adjourned the meeting at 2:15 p.m.