

CITY OF SHELTON, WASHINGTON - CITY COMMISSION

Business Meeting Minutes – February 1, 2010

Shelton Civic Center - 6 P.M.

Presiding: Mayor Tarrant, Commissioner Byrne and Commissioner Pannell

Staff Present: Dave O'Leary, Kathleen Haggard, Vicki Look, Steve Goins, Cathy Beierle, Mike Michael, Mark Ziegler, Dennis McDonald and Lesleann Kangas

Commission Reports

- Parks and Recreation Advisory Committee Recommendation – Metropolitan Parks District – Mayor Tarrant recognized Mr. Mike Hovind, Chairman of the Parks and Recreation Advisory Committee, who read and presented into the record a letter from the committee recommending that the Commission adopt a resolution establishing a special election to be conducted April 27, 2010 before the March 13, 2009 deadline to submit to the Mason County Auditors office.

Mayor Tarrant recognized Parks and Recreation Supervisor Ziegler who said with Commission direction he would be bringing a resolution forward next week.

The Commission concurred to move forward with a resolution establishing a special election that establishes a Metropolitan Parks District.

One or more Commissioners will attend the following activities this week:

- Shelton-Mason County Chamber of Commerce Government Affairs Committee
- Community Transit Center Meeting

Public Comment - None

Consent Agenda

1. Vouchers numbered 72082 through 72144 in the amount of \$21,516.06
2. Commission Meeting Minutes of:
 - Business Meeting of January 4, 2010
 - Study Session of January 11, 2010
 - Business Meeting of January 19, 2010
 - Study Session of January 25, 2010
3. Shelton Timberland/William G. Reed Library Board of Trustees Appointments – Patricia Kevin term expiring December 31, 2011 and Dennis Leverich term expiring December 31, 2014.

Commissioner Byrne moved to approve the consent agenda as read, Commissioner Pannell seconded the motion. A vote was taken and the motion passed.

Old Business

1. Interlocal Agreement for the Provision of Water to the Port of Shelton's John's Prairie Industrial Park – City Administrator O'Leary said this is a historic contract providing water to the John's Prairie area. It is in final form for Mason County Public Utility District #3, Port of Shelton and the City of Shelton Commission signatures. CA O'Leary requested that the Commission approve the Interlocal Agreement for the Provision of Water to the Port of Shelton's John's Prairie Industrial Park.

Mayor Tarrant recognized Ms. Patti Case, Chair of the Shelton-Mason County Chamber of Commerce Government Affairs Committee, who stated that on their behalf they are in support of the Interlocal Agreement for water to John's Prairie. Ms. Case said that development in the John's Prairie Industrial area is critical to our community's economic growth and is gratified that the City, County, PUD #3 and the Port have come up with a creative way to get water and fire flow to the area clearing one more hurdle to development. She looks forward to more cooperation that will improve our community's economic vitality and will help to ensure that a few more citizens can stay in Mason County to work.

Commissioner Pannell moved to approve the Interlocal Agreement for the Provision of Water to the Port of Shelton's John's Prairie Industrial Park as presented, Commissioner Byrne stated it would be his pleasure to second the motion. A vote was taken and the motion passed.

New Business

1. **Parks Advisory Board Appointment – Rick McGuffy** – Parks and Recreation Supervisor Ziegler said that as stated in the ordinance, the committee shall consist of five members appointed by the City Commission. Mr. Ziegler said he had one member resign his term that would expire in 2012. He advertised the opening and received a letter of interest from Mr. Rick McGuffy to fill the existing term that expires in 2012. Mr. Ziegler requested the appointment of Rick McGuffy be placed on the consent agenda for the meeting of February 8, 2010.

The Commission concurred to place the appointment to the Parks Advisory Board of Rick McGuffy to fill the vacated term which expires 2012 on the consent agenda for February 8, 2010.

2. **Resolution #993-0210 – A Resolution of the City of Shelton, Washington Establishing a City Employee Wellness Program** – Management Assistant Look reported that the Safety Committee consists of people from different departments who have agreed to take on the responsibility of expanding to a Wellness Committee. Association of Washington Cities (AWC) does give benefits to Cities that provide services and activities promoting wellness. A major goal of the committee is to meet AWC's requirements to be awarded the two percent reduction of insurance premiums by becoming a "Wellness City." All of the City's Department Heads are in support of this committee. Ms. Look requested that the Commission support staff in their request to become a "Wellness City" and place Resolution #993-0210 on the consent agenda for the meeting of February 16, 2010.

The Commission concurred to support the Wellness Committee and place Resolution #993-0210 on the consent agenda for February 16, 2010.

3. **Downtown Creek Sidewalk Project – Local Agency Agreement Supplement Number 2** – City Engineer Michael said that this would be short since a lot of the details will be covered under Administrative Reports. CE Michael said funding is being worked on for the Franklin Street Project formally called the Downtown Creek Sidewalk Project. Federal Highway money was ear-marked for this project in 2005. Tonight's request is to sign the Local Agency Supplement Agreement to de-obligate those current construction funds obligated in 2007 that will free us up to for some details that will be covered in the funding strategy coming up under Administrator Reports.

Administration Reports

- **Road Improvement Funding Strategy (Franklin Street, Wallace Kneeland and Lake Blvds)** – Public Works and Community and Economic Director Goins turned this over to City Engineer Mike Michael who said that the Community Development Block Grant (CDBG) application has been submitted for the remaining funding for the Franklin Street Project. Subsequent to that the City received word from Local Programs that it appears there is potentially new American Reinvestment and Recovery Act (Stimulus Act) of 2009 (ARRA) transportation money available. At the PRTPO meeting, it was learned that there is a possible two pots of ARRA money available. The two pots that are going to be available are a set amount for transportation facility projects for about \$1.3 million; the second pot of money is for safety enhancement, no dollar value has been assigned to this. Based on recommendation from Local Programs, the City has started working through the process of how it would act as lead entity, in cooperation with the County, to best use the existing funds the City was granted in the last transportation bill. Each county within the regional transportation group will be asked to submit a least one safety enhancement project; based on discussions, the Franklin Street Project is a very viable project this opportunity. The City will submit the Franklin Street Project as the safety project from Mason County. This is the reason for the de-obligation of STP funds, which are earmarked specifically for that project. By de-obligating the funds the City will be eligible to apply for the ARRA funds likely coming. The money is still the City of Shelton's to use if we are unsuccessful. ARRA funds are 100 percent funding. The County project would be Wallace Kneeland Blvd., with Lake Blvd. being the secondary. If the City is successful in getting the ARRA funds it will give us the opportunity to release the current STP funds back to the funding source to redistribute to projects that can better use the funds before the funding expires. This is an attempt for Mason County, as a whole, to use the funds to better benefit the

community. Projects would need to be ready in 90 days. The groups within Mason County have great partnership relationships.

- Freeze/Thaw Road Repair Options and Costs - Public Works and Community and Economic Director Goins said due to the freeze/thaw, repairs are needed on some City streets. The streets damaged are "D" and Washington and some other small patches around the City. The plan is to use City Crews to complete the work but the question is how to pay for the materials. Also, the guardrail on San Joaquin needs to be repaired and another application of chip seal on Angleside is necessary this year to preserve that road surface. It is anticipated that the total patching cost will be approximately \$14,000; the entire maintenance budget is \$21,000. Materials for "D" Street would be about \$8,600, and for ½ section of one block of Washington Street \$5,400. DH Goins recommendation is to complete patch work and to repair San Joaquin as part of the maintenance as planned and to apply the third application of chip seal on Angleside, which is estimated to cost \$35,000 from the chip seal program.

DH Goins said there is the possibility of using the \$33,000 refunded to the City from PUD #3 for overpayment on street lights to fund some of the materials.

DH Beierle added that the street light money had been paid out of street fund so the money went back into the street fund.

The Commission directed the patching work to be done through the maintenance budget as recommended by Department Head Goins. Mayor Tarrant said he wanted more time to think on the \$33,000 that was refunded to the City from PUD #3.

Public Comment – None

Mayor Tarrant acknowledged citizens in the room who had interest in the proposed Local Historic District. He explained that after attorney review of the ordinance it would be sent to the Historic Preservation Board (HPB) for their review. After review by the HPB the ordinance will be brought back before the Commission and the public.

Administrative Final Touches

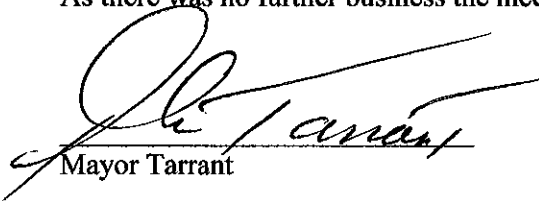
- RPM McDonald – Wastewater Treatment Plant Design Close
- RPM McDonald – Memorandum of Understanding Dayton Airport Road Water Extension

Announcement of Next Meeting

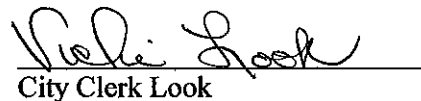
Mayor Tarrant announced the next regular Commission meeting of Monday, February 8, 2010, 2:00 p.m.

Adjournment

As there was no further business the meeting was adjourned at 6:50 p.m.



Mayor Tarrant



City Clerk Look