

CITY OF SHELTON, WASHINGTON – CITY COMMISSION

Study Session Meeting Minutes – May 9, 2011

Shelton Civic Center – 2:00 P.M.

Presiding: Mayor Tarrant, Commissioner Byrne and Commissioner Pannell

Staff Present: Dave O’Leary, Steve Goins, Mike Michael, Dennis McDonald and Lesleann Kangas

Commission Reports

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

- Mason Transit Authority Board Meeting
- Bluegrass From the Forest
- Community Center Meeting

Public Comment - None

Consent Agenda

1. Payroll Warrants numbered 64363 through 64426, 64431 through 64498, 64500 through 64553, 64555 through 64579 and 64581 through 64583 in the amount of \$657,832.30
2. Commission Meeting Minutes from:
 - Business Meeting of April 18, 2011

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. Wastewater Treatment Plant Design/Construction Services Parametrix Contract Amendment #5 – City Engineer Michael presented Amendment #5 in detail at last week’s meeting. CE Michael stated that this is an opportunity for the City to take advantage of favorable bidding and funding climates. In addition to the potential add back-ins to the Wastewater Treatment Plant (WWTP), staff also identified an opportunity to coordinate efforts with Cascade Natural Gas and possibly PUD #3. At the start of this process, concerns were discussed relating to the construction impact on the pavement surface of Fairmount Avenue. As the initial project moved along, staff starting discussing with USDA-RD the possibility of adding back some of the non-critical facility enhancements that were removed from the original bid documents. The additional enhancements are; design of railroad crossing and connection to WWTP influent force main, design of wastewater sewer line and road surface improvements from the railroad tracks to Puget Street on Fairmount Avenue, design of stormline and curb on Fairmount Avenue surface improvements from the railroad tracks to Puget Street, and the design of site utilities for the new maintenance building. All provisions in the basic agreement remain in effect except as expressly modified by the amendment. CE Michael requested the Commission approve Amendment #5 to the Parametrix Contract and authorize the Mayor to sign.

Commissioner Pannell moved to approve Amendment #5 to the Parametrix Contract; Commissioner Byrne seconded the motion. A vote was taken and the motion passed.

New Business

1. City of Shelton/Mason County Conservation Extension Agreement – Mr. John Bolender of the Mason Conservation District presented a list of resources that the District may have available that could be of benefit to the City. Mr. Bolender said the District has received funding to assist local jurisdictions with stormwater issues, low impact development (LID) implementation, code updates, staff training/education, and outreach to small business owners within the local jurisdiction. This would come at no cost to the City. He said of special interest would be the Oakland Bay Watershed. One example of their assistance is embarking on a native landscape multiple rain garden for the new PUD #3 site at John’s Prairie saving the PUD #3 over \$400,000. Other ideas would be to increase City staff’s ability to respond to Local Improvement District (LID) options and building permit applications, development of appropriate informational permitting and a check list of materials related to LID and stormwater management, as well as help in facilitating permitting and execution of LID projects in the Urban Growth Area. Mr. Bolender proposed a basic one-

page agreement, which is currently in effect with PUD and Mason County, for non-reimbursable work. He will present the agreement at a future meeting and request Commission approval.

The Commission concurred to move forward with the City of Shelton/Mason County Conservation Extension Agreement.

2. Goldsborough Creek – Loan Amendment 1-3 – Regional Project Manager McDonald stated that in March 2010, the Commission signed Amendments to two Ecology Pollution Control Revolving Fund (SRF) Loans (L0800003) & L1000002), and one Centennial Clean Water Fund (CCWF) Grant (G0800020). These secured funding sources were used for the construction of Goldsborough Creek Sanitary Sewer Improvements projects. The pipe bridge and pump station projects are complete but completing the contract process took longer than expected. The proposed Amendments: 1) extend the Project completion date, and 2) extend the initial of operation date. Additional amendments are included with the SRF loans to address: 3) update of the estimated loan repayment schedule, and 4) additional language for federally funded projects. To complete the amendment process requires signatures on nine documents, three originals for each loan and grant. There is no change in funding amount with this Amendment. There are revised payment schedules for each loan that changes the date of when the first payments are due. RPM McDonald requested the Commission accept the Amendments with Ecology and place on the consent agenda for May 16, 2011 authorizing the Mayor to sign on behalf of the Commission.

The Commission concurred to place the Amendments with Ecology on the consent agenda for May 16, 2011, and authorize the Mayor to sign.

3. Public Safety Building Renovation – Anderson /Boone Architects Contract Amendment – Public Works and Community and Economic Development Director Goins reported that the City contracted with Anderson/Boone Architects to prepare construction documents for the Public Safety Building Renovation. The original scope of work was expanded over time to address changing project elements including additional frontage improvements, on-site parking, various design changes, and coordination with USDA-RD. The contractor has prepared an amendment, and a cost summary for the additional services which describes the changes in scope of work, including services provided by their sub-consultants, and costs to reflect the increased scope. The added cost comes to \$83,134.14, which brings the total compensation to \$423,034.14. This is approximately a nineteen percent increase from the original contract. City policy mandates that the Commission approve contract amendments that exceed ten percent. DH Goins requested that the Commission approve the amendment and place on the consent agenda for May 16, 2011 authorizing the Mayor to sign on behalf of the Commission.

The Commission concurred to place the Anderson/Boone Architects Contract Amendment on the consent agenda for May 16, 2011 and authorize the Mayor to sign.

4. Basin 5 Rehabilitation Project – City Engineer Michael reported that five bids were received for the Basin 5 Sewer Rehabilitation Project. After preliminary review and correction of mathematical errors, the final low bid was \$10,509,160.44 from Buno Construction, LLC from Snohomish, Washington. This project consists of replacement and/or rehabilitation of approximately 40,800 LF of existing sewer main, including associated laterals, manholes, and appurtenances along with surface and road restoration. Secured funding from Public Works Trust Fund and USDA-RD is more than sufficient to cover this contract and associated project management costs. This project is approved in the 2011 budget. Construction is expected to take two construction seasons to complete. CE Michael requested the Commission place the contract for Basin 5 Rehabilitation Project to Buno Construction LLC on consent agenda for May 16, 2011 authorizing the Mayor to sign on behalf of the Commission when the contract is received from contractor, and authorize the City Administrator to make necessary budget adjustments.

The Commission concurred to place the contract award for Basin 5 to Buno Construction LLC on the consent agenda for May 16, 2011, authorize the Mayor to sign when received from contractor, and City Administrator to make necessary budget adjustments.

Administration Report

City Administrator O'Leary said he would be in Yakima the rest of the week for a labor conference and Interim Police and he has appointed Interim Police Chief Eklund as Acting City Administrator in his absence.

The Commission had some questions regarding the zoning amendment that is pending. Commissioner Byrne asked about the comment from Mr. Harley Somers who had concerns about one applicant's development being responsible for paving an entire alley. DH Goins said Mr. Somers was referring to the current ordinance which requires a building applicant to pave the entire alley. DH Goins said this is part of the requested changes and the thought is that alley pavement would be good for all property owners so maybe a Local Improvement District might work.

Mayor Tarrant said these are proposed amendments, and asked staff, at the next meeting to brief on the changes to the development coverage and the history of the uses.

Commissioner Pannell said that it must be made clear that the proposed changes are text amendments, not a rezone. Cleaning up the language is a good thing. The majority of the property owners in the district have commented that when they bought their property, it was zoned commercial and she also requested staff to point out the compliance of the proposed ordinance to the Comprehensive Plan.

Commissioner Byrne said the perception seems to be that this update is a rezone. It is not. An example of a district like this is 4th Avenue in Olympia.

DH Goins said the plan is to take additional comments at the continuation of the Public Hearing at the meeting of May 16, 2011.

Public Comment - None

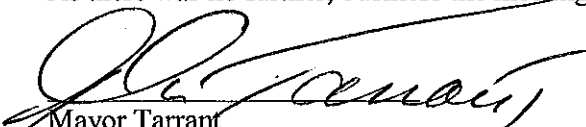
Administrative Touches - None

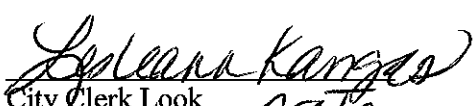
Announcement of Next Meeting

Mayor Tarrant announced that the next regular Commission meeting of Monday, May 16, 2011, at 6:00 p.m.

Adjournment

As there was no further, business the meeting was adjourned at 3:22 p.m.


Mayor Tarrant


City Clerk Look *problem*