

CITY OF SHELTON, WASHINGTON – CITY COMMISSION
Study Session Meeting Minutes -- November 14, 2011
Shelton Civic Center – 2:00 P.M.

Presiding: Mayor Tarrant, Commissioner Byrne and Commissioner Pannell

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

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

Commission Reports

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

- Criminal Justice Work Team Meeting

- Discussion on development incentives – The Commission welcomed Mr. Bob Buhl, Ms. Heidi McCutcheon and Mr. Scott Barnard representing the Shelton Mason County Chamber of Commerce (Chamber) who were there to discuss development incentives in the downtown corridor. At previous meetings, the Chamber and Economic Development Council (EDC) presented letters with their recommendations. The recommendations and discussion included the following:
 - Temporary moratorium for signage requirements
 - Business & Occupation (B&O) Tax Relief
 - Waive Traffic Impact Fees (TIFs) for businesses occupying space in existing buildings in the core area
 - Create low rent incubator spaces as an incentive for businesses to locate downtown
 - Work in cooperation with the Chamber to provide an outlet to market available spaces and services, provide current demographics, and any other information to parties interested in locating a business in Shelton
 - Tie in with the new Ridge Motorsports racetrack

The Commission concern related to the above proposed incentives was the potential reaction of existing businesses in downtown as well as other areas in the City. The Chamber and Shelton Alliance for Viable Economic Revitalization (SAVER) will meet and refine their proposals and bring back to the Commission.

Public Comment - None

Consent Agenda

1. Railroad Access Agreement
2. Resolution # 1033-1111 – A Resolution of the City of Shelton, Washington, Providing for the Approval of Two United States Department of Agriculture Form Loan Resolutions Required in Connection with the Issuance of Water and Sewer Revenue Bonds that will Provide Funds to Upgrade the City’s Existing Wastewater Treatment Plant
3. Ordinance No. 1794-1111 – Second Reading - An Ordinance of the City of Shelton, Washington, Increasing Ad Valorem Taxes in the City of Shelton for Calendar Year 2012 and Levy Certificate

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 - None

New Business

1. Ordinance No. 1793-1011 – An Ordinance of the City of Shelton, Washington, Relating to Sewer Service; Amending Shelton Municipal Code Sections 14.28.020 through 14.28.060 – Public Works and Community and Economic Development Director Goins explained that the sewer rate update provides for a basic “cost of services” increase to the current sewer rates for 2012. The sewer rates have not increased since 2009. This increase is necessary to maintain

enough revenue within the Sewer Utility to support ongoing operations and maintenance, debt service payment, and needed capital projects while maintaining a reasonable fund balance as a cushion for unforeseen issues. This is intended to be an interim increase to allow the utility to complete a Sewer Comprehensive Plan Update including a detailed Sewer Rate Study and 6-year rate plan. Staff is recommending this interim method of adjusting the sewer rate to address the continually increasing costs of operating and maintaining the City's sewer system. With debt service payments, employee and supply costs increasing, the Sewer Utility can avoid more extensive rate increases later by making annual incremental step increases to keep up with the expanding basic costs of operating the system. Sewer customer rates will be affected. DH Goins requested the Commission set a public hearing to discuss the sewer rates for 2012.

The Commission concurred to hold a public hearing to hear Ordinance No. 1793-1011, relating to sewer service on December 19, 2012.

Administration Reports - None

Public Comment - None

Administrative Touches

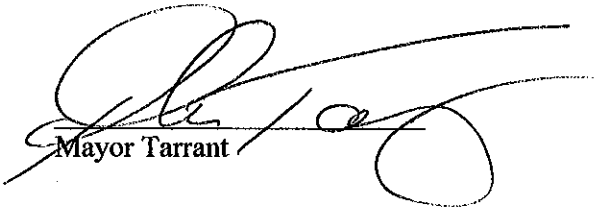
Regional Projects Manager McDonald-Community Development Block Grant

Announcement of Next Meeting

Mayor Tarrant announced the next regular Commission meeting of Monday, November 21, 2011, 6:00 p.m.

Adjournment

As there was no further business the meeting was adjourned at 2:59 p.m.



Mayor Tarrant



City Clerk Look