

Looking Ahead Agenda

2017 City Commission Agenda Calendar & 2017 Shelton Metropolitan Park District Agenda Calendar

May 2017			
Date of meeting	Date materials due	Type of meeting	
Monday, May 1 6:00 p.m.	April 26	Commission Business Meeting	<u>Commission Reports:</u> <ul style="list-style-type: none"> Well City Award 2017 Graduation of Officer Charles Taylor Promotion of Mike Fiola to Lieutenant Proclamation recognizing May as Mental Health Awareness Month <u>Action Agenda:</u> <ul style="list-style-type: none"> C Street Landfill Grant Amendment Solid Waste Utility Tax Increase <u>Touch:</u> <ul style="list-style-type: none"> Mason County Garbage contract
Monday, May 8 2:00 p.m.	May 3	Commission Study Session	<u>Business Agenda</u> <ul style="list-style-type: none"> Mason County Garbage contract <u>Department Updates:</u> <ul style="list-style-type: none"> Assistant City Manager Vicki Look Public Works Director Craig Gregory Finance Director Nola von Neudegg
Monday, May 15 6:00 p.m.	May 10	Commission Business Meeting	<u>Action Agenda</u> <ul style="list-style-type: none"> Mason County Garbage contract
Monday, May 22 2:00 p.m.	May 17	Commission Study Session	<u>Department Updates</u> <ul style="list-style-type: none"> CD Director Mark Ziegler Fire Chief Tim McKern Police Chief Darrin Moody Court Administrator Shelby Conklin



City of Shelton PROCLAMATION

WHEREAS, Trees and forest products have played a vital role in the history of the City of Shelton, and

WHEREAS, The presence of trees throughout the City contributes to the natural beauty and livability of the community as a whole, and

WHEREAS, The celebration of Arbor Day is a long-standing tradition for cities that wish to display their support of trees in the community.

NOW THEREFORE, the Shelton City Commission does hereby proclaim April 28, 2017, ARBOR DAY, in the City of Shelton, and urge all citizens to continue to recognize the importance of trees in our community, and express this through the recognition and celebration of Arbor Day.

Signed this 24th day of April, 2017.

Gary H. Cronic, Mayor

Tracy Moore, Commissioner

Kathy McDowell, Commissioner



April 19, 2017

Mason County Community Services
Public Health
415 N. 6th Street
Shelton, WA 98584

RE: Comprehensive Opioid Abuse Site-based Program Grant

Dear U.S. Department of Justice-Bureau of Justice,

We are writing to express our collective support of the Comprehensive Opioid Abuse Site-based Program grant proposal submitted by Mason County Public Health. Our community is actively working to improve collaboration and strategic decision-making of regulatory and law enforcement agencies and public health officials to address prescription drug and opioid misuse, to save lives, and reduce crime. We support building relationships and implementing strategies to align current efforts with future opioid abuse-related community needs.

It is apparent that our community is in need of the proposed Comprehensive Opioid Abuse Site-Based Program. There are many who would directly benefit from the treatment options and support services that would be available through the allocation of a grant from the Department of Justice. Additional opioid abuse/overdose prevention and community outreach initiatives are critical to safeguarding future generations, and connecting survivors of non-fatal overdoses with the professional services they need. We appreciate the efforts of Mason County Public Health in finding solutions to an epidemic that has so greatly impacted our community.

Sincerely,

Mayor Gary Cronic

Commissioner Kathy McDowell

Commissioner Tracy Moore

VOUCHER APPROVAL

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described within payroll warrants numbered 3581 through 3711 and 14112 through 14135 in the amount of \$653,100.08 and that the claims are just and due obligations against the City of Shelton and that I am authorized to authenticate and certify said claims.

Signed this 20th of April, 2017.



Director of Financial Services

We, the undersigned members of the City Commission of Shelton, Washington, do hereby certify that the payroll warrants contained herein are approved for payment.

Signed this _____ of _____, 2017.

Mayor Cronicc

Commissioner McDowell

Commissioner Moore



CITY OF SHELTON COMMISSION BRIEFING REQUEST

Touch: April 3, 2017
Brief/Public Hearing: April 17, 2017
Action: April 24, 2017

Department: Community Development
Presented By: Jason Dose, Senior Planner

APPROVED FOR PACKET:	COMMISSION	PROGRAM/PROJECT TITLE:	Action Requested:
ROUTE TO:	REVIEWED:	Port of Shelton, DNR, and City of Shelton Annexation Request of approximately 72 acres of land located in Oakland Bay and Eagle Point.	<input checked="" type="checkbox"/> Ordinance
<input checked="" type="checkbox"/> Dept. Head			<input type="checkbox"/> Resolution
<input type="checkbox"/> Finance Director			<input type="checkbox"/> Motion
<input type="checkbox"/> Attorney		ATTACHMENTS:	<input type="checkbox"/> Other
<input type="checkbox"/> City Clerk		1) Aerial Photo with proposed annexation area with Shoreline Environment Designations (SED's) illustrated.	
<input type="checkbox"/> City Administrator		2) Draft Ordinance 1898-0417	

DESCRIPTION OF PROJECT AND BACKGROUND INFORMATION:

During the City of Shelton's Shoreline Master Program Update process (performed between 2009 and 2013) it came to the City's attention that portions of the Port of Shelton Marina were located outside both Shelton City Limits and the Shelton Urban Growth Area (UGA). Approximately 75 feet of the north dock at the marina, which includes 8-10 boathouses/boat slips, is located entirely within Mason County jurisdiction. Additionally, approximately 4 to 6 boathouses are "split" jurisdictionally (i.e. the boathouse and slip sits atop the City/County line). This creates, oftentimes, cumbersome and duplicative permitting requirements for basic maintenance activities for the Port and its tenants. It can also create the opportunity for conflicting requirements being imposed upon the same facility (i.e. if City and County regulations differ).

In 2015, in order to rectify the situation, the Port of Shelton petitioned the Mason County Board of Commissioners to expand the Shelton Urban Growth Area to incorporate nearly all tide lots located between the inner and outer harbor lines in Oakland Bay as well as several parcels and tide lots the Port of Shelton owned in and around "Eagle Point" located on the south side of Oakland Bay where it meets Hammersly Inlet (see Attachment 1). On December 22, 2015 the Mason County Board of Commissioners approved Ordinance Number 75-15 which amended the Mason County Comprehensive Plan Shelton Urban Growth Area Plan Future Land Use Map and to expand the City of Shelton UGA to include the noted parcels.

In March of 2016 the Port of Shelton and the Washington State Department of Natural Resources petitioned the City of Shelton to annex approximately 71 acres of land and tidelands (application and descriptions attached) located in Oakland Bay and including Eagle Point, into Shelton City Limits. Late in 2016 the City of Shelton acquired approximately 12 acres (8 acres of upland and 4 acres of tidelands) of

land, also located within the annexation request area, in and around Eagle Point for long term conservation purposes. This complicated the Mason County Assessor's certification process and necessitated the City of Shelton to formally amend the application/petition and "sign on" to the process. The certification process was then completed in February of 2017 and this opened the door for the Commission to formally consider the request.

As part of the annexation request the City is also required to perform a minor amendment to its Shoreline Master Program (under separate action) to include the expanded UGA area into its Shoreline Environment Designation map. This is required whether or not the area is physically annexed at this time as the State's shoreline rules require that Cities formally designate/pre-designate land areas within the UGA's. The "upland" areas located at Eagle Point, that are part of the annexation request, are already designated "Conservancy" in the Shoreline Master Program. City staff met with Port of Shelton and Department of Natural Resources (DNR) staff to discuss the concept of extending the existing designations within Shelton City limits onto the expanded areas. Staff has attached a draft map (Attachment 1) showing the proposed designations. All three parties (DNR, Port of Shelton, and the City of Shelton) agree to the proposed designations.

The City of Shelton already provides service to the Port of Shelton Marina (water service and waste utility) as well as provides police and fire service. Eagle Point is located adjacent to the City of Shelton Wastewater Treatment Plant and is currently unimproved. Since the City recently purchased the property it makes sense to annex the site to streamline any future improvements and/or permitting requirements. Incorporation of additional Oakland Bay parcels into City limits will have no impact on City services or rates. However, incorporation of the Port of Shelton Marina tideland lease lots into City limits could have a long term positive fiscal and recreational impact on the City as the marina expands to incorporate additional commercial uses and enhance its recreational opportunities it would likely have beneficial "spin off" results like increased tourism and job opportunities.

On April 17, 2017 the City Commission held two public hearings (one for each ordinance) and took public testimony regarding Ordinance Numbers 1898-0417 (Annexation Ordinance) and 1899-0417 (Shoreline Master Program Amendment Ordinance). The Commission then performed the first reading of each ordinance and placed them on the Action Item agenda for its April 24, 2017 meeting.

ENVIRONMENTAL and PROCEDURAL REVIEW:

City staff met with Port of Shelton and Department of Natural Resources Staff on January 26, 2017 to discuss specific Shoreline Environment Designations extending the areas around Eagle Point, including the immediate DNR owned and City owned tidelands as "Conservancy" to reflect the very in-tact nature of the natural resources in the vicinity as well as the intended long term conservation purposes the City of Shelton acquired the properties for and also extend the "Aquatic Harbor" designation to the remainder of areas within Oakland Bay to reflect the current and historic uses that have occurred and are expected to occur in those locations.

A Determination of Nonsignificance was issued for the proposed annexation and minor Shoreline Master Program Amendment on March 24, 2017. No comments were received during the comment period.

The City of Shelton filed its (required) Notice of Intent to Adopt the Shoreline Amendment and Annexation with the Washington State Department of Commerce on January 12, 2017. No comments were received within the 60 day timeframe.

BUDGET/FISCAL INFORMATION:

The Port of Shelton paid the required application fee for the annexation.

PUBLIC INFORMATION REQUIREMENTS:

On January 12, 2017 City staff filed a notice of intent to adopt the amended shoreline master program

shoreline environment designations and annexation with the Washington State Department of Commerce.

On March 2, 2017 and March 9, 2017 the City of Shelton Published the Notice of Application and Notice of pending SEPA Determination in the Shelton Journal.

On March 30, 2017 and April 6, 2017 the City of Shelton published the Notice of Public Hearing for the annexation request and shoreline master program amendment in the Shelton Journal.

On April 7, 2017 City staff posted a notice of public hearing for the proposal at the Shelton Marina and in front of the Eagle Point property located adjacent to the City of Shelton Wastewater Treatment Plant. E-mailed notice was also provided to the Port of Shelton and DNR staff as well as the Port of Shelton Marina Tenants.

STAFF RECOMMENDATION:

Staff recommends that the City Commission perform the second and final reading of Ordinance 1898-0417 and annex the subject property and amend the corporate limits of the City of Shelton.

ORDINANCE NO. 1898-0417

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF SHELTON, WASHINGTON, ANNEXING CERTAIN PROPERTY AND TIDELANDS LOCATED WITHIN OAKLAND BAY AND AN AREA KNOWN AS "EAGLE POINT" INTO THE CITY OF SHELTON.

WHEREAS, on December 22, 2015 the Mason County Board of Commissioners passed Ordinance Number 75-15 which authorized expansion of the Shelton Urban Growth Area in the subject location to facilitate the proposed annexation; and

WHEREAS, In April 2016 a Petition for Annexation, submitted to the City of Shelton pursuant to the Petition Method of Annexation described in RCW 35.13.125, was signed by over 60% of the property owners and property value involved, The Washington State Department of Natural Resources and the Port of Shelton, for the City of Shelton to consider the Annexation of 71.48 acres of land located in Oakland Bay between the inner and outer harbor lines as well as an area known as "Eagle Point" and its associated tidelands into City limits; and

WHEREAS, The City of Shelton submitted the petition to the County Assessor for certification pursuant to RCW 35A.01.040; and

WHEREAS, The City of Shelton subsequently acquired 12 acres of the subject properties on December 23, 2016, which accounted for over 60% of the property value of the annexation area, which necessitated that the City of Shelton also sign onto the Annexation Petition; and

WHEREAS, The City of Shelton Commission authorized signature on the petition and to fully participate in the annexation of properties on February 27, 2017; and

WHEREAS, The Mason County Assessor certified the Petition for Annexation and determined that the signatures on the petition own properties which constitute not less than 60% of the value of all properties contained within the petition on March 8, 2017; and

WHEREAS, A Determination of Nonsignificance relative to the Annexation Request was issued on March 24, 2017; and

WHEREAS, The City of Shelton provided public notice of the public hearing in the Shelton Journal, on the subject sites, provided e-mail notice to Port of Shelton Marina Tenants and DNR staff in order to provide an opportunity for public comment by all interested parties; and

WHEREAS, at its regular meeting on April 17, 2017 the City Commission of the City of Shelton held a public hearing regarding the proposed annexation and concurrently held a

public hearing to consider the establishment of Shoreline Environment Designations for the properties (Ordinance Number 1899-0417); and

WHEREAS, the City of Shelton City Commission has determined that the health, welfare, and safety of the people of the City of Shelton and the petitioners will be best served if said territory is annexed to and becomes part of the City of Shelton;

NOW THEREFORE, be it ordained by the City Commission of the City of Shelton, Washington as follows:

Section 1. The real property, tidelands, and parcels described and depicted in Exhibit "A" attached hereto and incorporated herein by reference, is hereby annexed to the City of Shelton.

Section 2. The property within the territory/land described to be hereby annexed shall be assessed and taxed at the same rate and on the same basis as other property within the City of Shelton, including all indebtedness existing as the effective date of the annexation.

Section 3. The City of Shelton Comprehensive Plan and associated Figures and Maps shall be amended to reflect incorporation of the territory/land annexed by this action.

Severability. If any section, subsection, paragraph, sentence, clause or phrase of this ordinance is declared unconstitutional or invalid for any reason, such invalidity shall not affect the validity or effectiveness of the remaining portions of this ordinance.

Effective Date. This ordinance concerns powers vested solely in the Commission as a legislative entity and shall take effect immediately after passage as provided by law

INTRODUCED the 17th day of April 2017.

ADOPTED by the City Commission of the City of Shelton, Mason County, Washington at a regular open public meeting held the 24th day of April 2017, the following Commissioners being present and voting in favor of this ordinance.

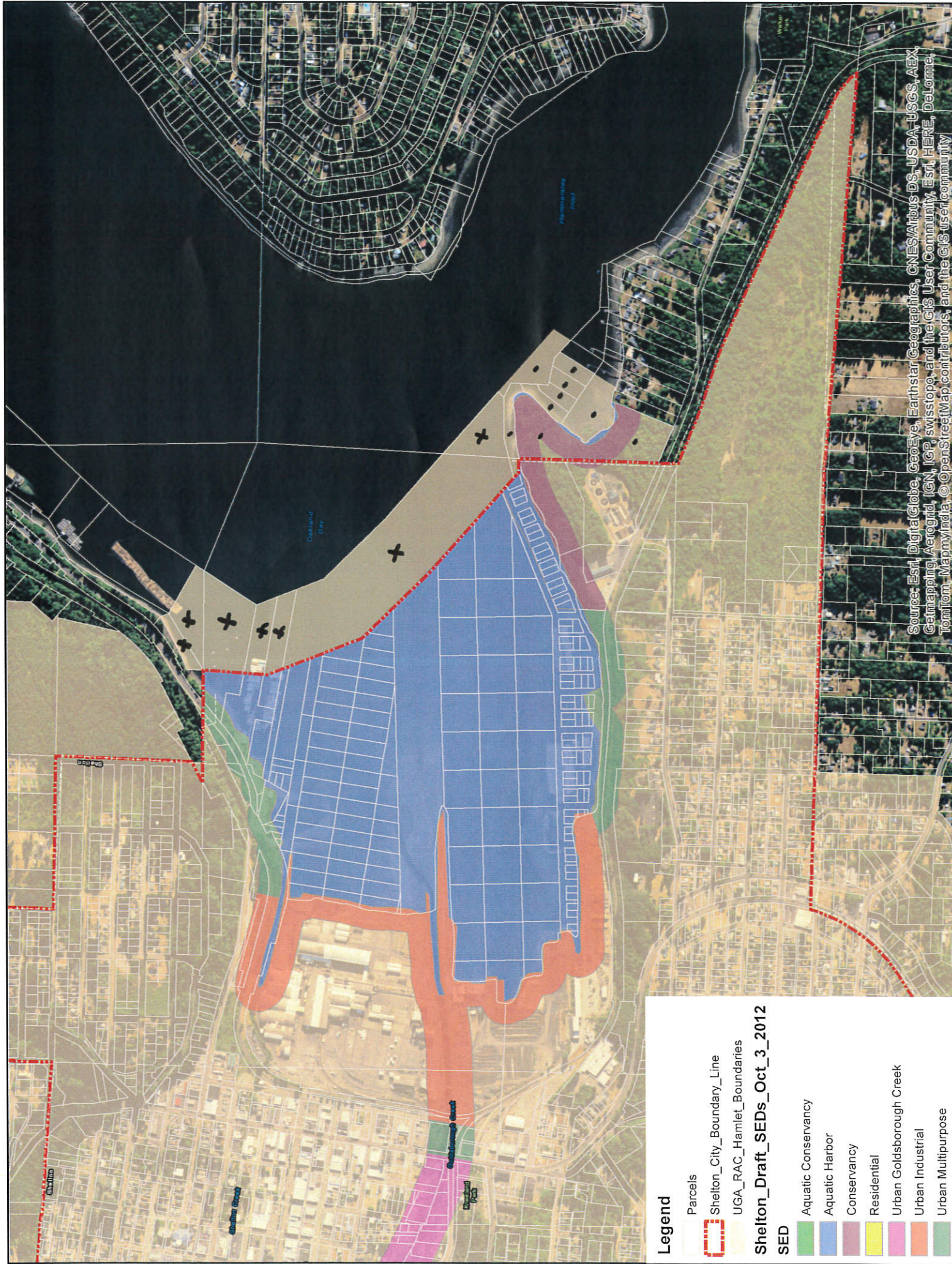
ATTEST:

Mayor Cronce

City Clerk Look

Commissioner McDowell

Commissioner Moore



Legend

- Parcels
- Shelton_City_Boundary_Line
- UGA_RAC_Hamlet_Boundaries

Shelton_Draft_SEDs_Oct_3_2012

SED

- Aquatic Conservancy
- Aquatic Harbor
- Conservancy
- Residential
- Urban Goldsborough Creek
- Urban Industrial
- Urban Multipurpose

Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA-USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, and the GIS User Community, Esri, HERE, DeLorme, TomTom, MapmyIndia, © OpenStreetMap contributors, and the GIS user community



CITY OF SHELTON COMMISSION BRIEFING REQUEST

Touch: April 3, 2017
Brief/Public Hearing: April 17, 2017
Action: April 24, 2017

Department: Community Development
Presented By: Jason Dose, Senior Planner

APPROVED FOR PACKET:	COMMISSION	PROGRAM/PROJECT TITLE:	Action Requested:
ROUTE TO:	REVIEWED:	Minor Shoreline Master Program Amendment to facilitate the Port of Shelton, DNR, and City of Shelton Annexation Request of approximately 72 acres of land located in Oakland Bay and Eagle Point.	<input checked="" type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input type="checkbox"/> Motion <input type="checkbox"/> Other
<input checked="" type="checkbox"/> Dept. Head		ATTACHMENTS:	
<input type="checkbox"/> Finance Director		1) Aerial Photo with proposed annexation area with Shoreline Environment Designations (SED's) illustrated.	
<input type="checkbox"/> Attorney		2) Draft Ordinance 1899-0417	
<input type="checkbox"/> City Clerk			
<input type="checkbox"/> City Administrator			

DESCRIPTION OF PROJECT AND BACKGROUND INFORMATION:

During the City of Shelton's Shoreline Master Program Update process (performed between 2009 and 2013) it came to the City's attention that portions of the Port of Shelton Marina were located outside both Shelton City Limits and the Shelton Urban Growth Area (UGA). Approximately 75 feet of the north dock at the marina, which includes 8-10 boathouses/boat slips, is located entirely within Mason County jurisdiction. Additionally, approximately 4 to 6 boathouses are "split" jurisdictionally (i.e. the boathouse and slip sits atop the City/County line). This creates, oftentimes, cumbersome and duplicative permitting requirements for basic maintenance activities for the Port and its tenants. It can also create the opportunity for conflicting requirements being imposed upon the same facility (i.e. if City and County regulations differ).

In 2015, in order to rectify the situation, the Port of Shelton petitioned the Mason County Board of Commissioners to expand the Shelton Urban Growth Area to incorporate nearly all tide lots located between the inner and outer harbor lines in Oakland Bay as well as several parcels and tide lots the Port of Shelton owned in and around "Eagle Point" located on the south side of Oakland Bay where it meets Hammersly Inlet (see Attachment 1). On December 22, 2015 the Mason County Board of Commissioners approved Ordinance Number 75-15 which amended the Mason County Comprehensive Plan Shelton Urban Growth Area Plan Future Land Use Map and to expand the City of Shelton UGA to include the noted parcels.

In March of 2016 the Port of Shelton and the Washington State Department of Natural Resources petitioned the City of Shelton to annex approximately 71 acres of land and tidelands (application and

descriptions attached) located in Oakland Bay and including Eagle Point, into Shelton City Limits. Late in 2016 the City of Shelton acquired approximately 12 acres (8 acres of upland and 4 acres of tidelands) of land, also located within the annexation request area, in and around Eagle Point for long term conservation purposes. This complicated the Mason County Assessor's certification process and necessitated the City of Shelton to formally amend the application/petition and "sign on" to the process. The certification process was then completed in February of 2017 and this opened the door for the Commission to formally consider the request.

As part of the annexation request the City is also required to perform a minor amendment to its Shoreline Master Program (under separate action) to include the expanded UGA area into its Shoreline Environment Designation map. This is required whether or not the area is physically annexed at this time as the State's shoreline rules require that Cities formally designate/pre-designate land areas within the UGA's. The "upland" areas located at Eagle Point, that are part of the annexation request, are already designated "Conservancy" in the Shoreline Master Program. City staff met with Port of Shelton and Department of Natural Resources (DNR) staff to discuss the concept of extending the existing designations within Shelton City limits onto the expanded areas. Staff has attached a draft map (Attachment 1) showing the proposed designations. All three parties (DNR, Port of Shelton, and the City of Shelton) agree to the proposed designations.

The City of Shelton already provides service to the Port of Shelton Marina (water service and waste utility) as well as provides police and fire service. Eagle Point is located adjacent to the City of Shelton Wastewater Treatment Plant and is currently unimproved. Since the City recently purchased the property it makes sense to annex the site to streamline any future improvements and/or permitting requirements. Incorporation of additional Oakland Bay parcels into City limits will have no impact on City services or rates. However, incorporation of the Port of Shelton Marina tideland lease lots into City limits could have a long term positive fiscal and recreational impact on the City as the marina expands to incorporate additional commercial uses and enhance its recreational opportunities it would likely have beneficial "spin off" results like increased tourism and job opportunities.

On April 17, 2017 the City Commission held two public hearings (one for each ordinance) and took public testimony regarding Ordinance Numbers 1898-0417 (Annexation Ordinance) and 1899-0417 (Shoreline Master Program Amendment Ordinance). The Commission then performed the first reading of each ordinance and placed them on the Action Item agenda for its April 24, 2017 meeting.

ENVIRONMENTAL and PROCEDURAL REVIEW:

City staff met with Port of Shelton and Department of Natural Resources Staff on January 26, 2017 to discuss specific Shoreline Environment Designations extending the areas around Eagle Point, including the immediate DNR owned and City owned tidelands as "Conservancy" to reflect the very in-tact nature of the natural resources in the vicinity as well as the intended long term conservation purposes the City of Shelton acquired the properties for and also extend the "Aquatic Harbor" designation to the remainder of areas within Oakland Bay to reflect the current and historic uses that have occurred and are expected to occur in those locations.

A Determination of Nonsignificance was issued for the proposed annexation and minor Shoreline Master Program Amendment on March 24, 2017. No comments were received during the comment period.

The City of Shelton filed its (required) Notice of Intent to Adopt the Shoreline Amendment and Annexation with the Washington State Department of Commerce on January 12, 2017. No comments were received within the 60 day timeframe.

BUDGET/FISCAL INFORMATION:

The Port of Shelton paid the required application fee for the annexation.

PUBLIC INFORMATION REQUIREMENTS:

On January 12, 2017 City staff filed a notice of intent to adopt the amended shoreline master program shoreline environment designations and annexation with the Washington State Department of Commerce.

On March 2, 2017 and March 9, 2017 the City of Shelton Published the Notice of Application and Notice of pending SEPA Determination in the Shelton Journal.

On March 30, 2017 and April 6, 2017 the City of Shelton published the Notice of Public Hearing for the annexation request and shoreline master program amendment in the Shelton Journal.

On April 7, 2017 City staff posted a notice of public hearing for the proposal at the Shelton Marina and in front of the Eagle Point property located adjacent to the City of Shelton Wastewater Treatment Plant. E-mailed notice was also provided to the Port of Shelton and DNR staff as well as the Port of Shelton Marina Tenants.

STAFF RECOMMENDATION:

Staff recommends that the City Commission perform the second and final reading of Ordinance 1899-0417 which designates Shoreline Environment Designations for the subject properties.

ORDINANCE NO. 1899-0417

AN ORDINANCE OF THE CITY OF SHELTON, WASHINGTON, RELATING TO LAND USE; AMENDING THE CITY OF SHELTON SHORELINE MASTER PROGRAM.

WHEREAS, authority for regulation of Shorelines of the State are contained in the Shoreline Management Act (RCW 90.58) and the Washington State Shoreline Guidelines contained in WAC 173-26; and

WHEREAS, in 2003 the Department of Ecology issued guidelines (WAC 173-26) for updating local shoreline master programs; and

WHEREAS, the City of Shelton recently completed a comprehensive update of its Shoreline Master Program in 2013; and

WHEREAS, on December 22, 2015 the Mason County Board of Commissioners passed Ordinance Number 75-15 which authorized expansion of the Shelton Urban Growth Area in Oakland Bay, these areas do not have Shoreline Environment Designations in the City's Shoreline Master Program; and

WHEREAS, The Port of Shelton, the Department of Natural Resources, and The City of Shelton have applied to annex lands located within identified shorelines of the state that are not currently designated within the City's Shoreline Master Program; and

WHEREAS, the City of Shelton is required to designate shoreline environment designations for all lands within the City of Shelton and its UGA that are within the identified Shorelines of the State; and

WHEREAS, the City of Shelton forwarded a copy of the proposed changes proposed under this Ordinance to the Washington State Department of Commerce on January 12, 2017, pursuant to RCW 36.70A.106; and

WHEREAS, the City of Shelton provided SEPA notice for the proposed update and also provided the notice in the Shelton Journal for two consecutive weeks (March 2, 2017 and March 9, 2017); and

WHEREAS, the City Commission held a public hearing regarding the proposed amendments on April 17, 2017.

NOW THEREFORE, be it ordained by the City Commission of the City of Shelton, Washington that the City of Shelton Shoreline Master Program is hereby amended as follows:

Section 1. Section 4.4.7 Aquatic Conservancy Shoreline Environment Designation, Areas Designated, shall be amended to include a number 6 as follows:

6. All tidelands and open water tracts located around Eagle Point on the South side of Oakland Bay/Shelton Harbor within Shelton City limits and outside the Designated Shelton Harbor Area as established by the Department of Natural Resources in the Shelton Harbor Area Replat of 1997. **Specifically including but not limited to Tideland Tracts 311-315 of the Shelton Harbor Area Replat as well as Tideland Tracts 257-260 of the Plat of Alder Creek.**

Section 2. Figure 4-1, Shoreline Environment Designations, shall be amended as illustrated in Exhibit 1.

Severability. If any section, subsection, paragraph, sentence, clause or phrase of this ordinance is declared unconstitutional or invalid for any reason, such invalidity shall not affect the validity or effectiveness of the remaining portions of this ordinance.

Effective Date. This ordinance concerns powers vested solely in the Commission as a legislative entity and shall take effect five days after passage as provided by law

INTRODUCED the 17th day of April 2017.

ADOPTED by the City Commission of the City of Shelton, Mason County, Washington at a regular open public meeting held the 24th day of April 2017, the following Commissioners being present and voting in favor of this ordinance.

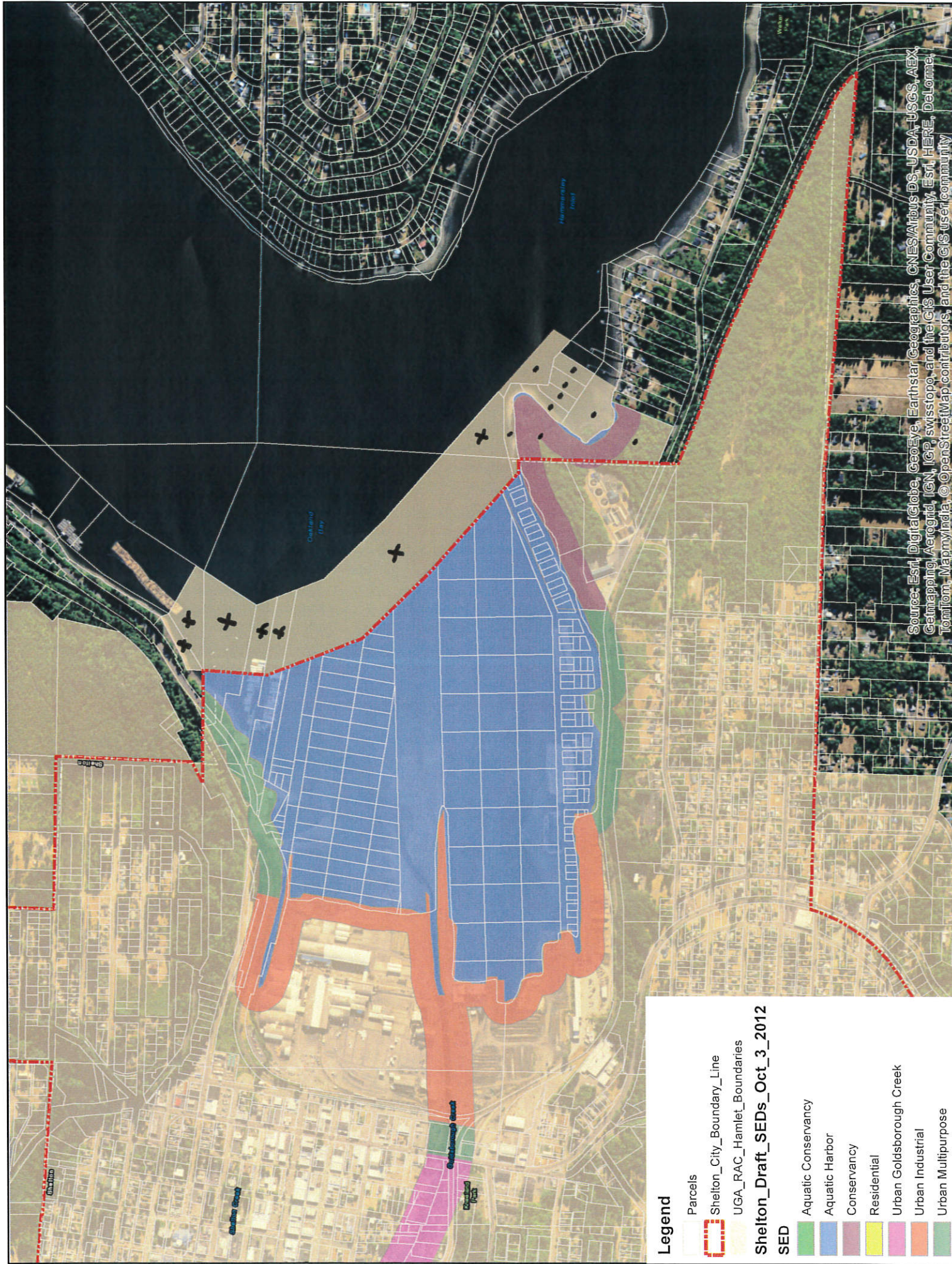
ATTEST:

Mayor Cronic

City Clerk Look

Commissioner McDowell

Commissioner Moore



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA-USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, and the GIS User Community, Esri, HERE, DeLorme, TomTom, MapmyIndia, © OpenStreetMap contributors, and the GIS user community



**CITY OF SHELTON
COMMISSION BRIEFING REQUEST
(Please Use Bolded Information Inserts)**

Touch Date: 4/10/17
Brief Date: 4/17/17
Action Date: 4/24/17

Department: Public Works
Presented By: Craig Gregory

**APPROVED FOR COMMISSION
PACKET:**

Action Requested:

ROUTE TO:

REVIEWED:

PROGRAM/PROJECT TITLE:
WSP Latecomer's Agreement

- ☒ Dept. Head
☐ Finance Director
☐ Attorney
☒ Asst. City Manager
☐ City Manager

ATTACHMENTS:
Latecomer's Agreement

- ☐ Ordinance
☐ Resolution
☒ Motion
☐ Other Consider options

DESCRIPTION OF THE PROGRAM/PROJECT AND BACKGROUND INFORMATION:

The water main extension from Well #3 to WSP that was installed in 2013 cost \$2,675,000 and was paid for by WSP. This main extension came with a Latecomer's Agreement which was calculation for parcels that could be served by the installation to repay WSP; this agreement was never finalized. After a lengthy negotiation with WSP, a final Latecomer's Agreement was settled upon, which includes a connection to the main and the disconnection of WSP's existing well. The disconnection of their well qualifies the City of Shelton for \$1,500,000 in loan forgiveness from the construction of the UMVPZ.

ANALYSIS/OPTIONS/ALTERNATIVES:

With this agreement, the City of Shelton agrees to reimburse WSP up to \$50,000 for the construction of the connection to the main, and \$12,000 forgiveness for administering the Latecomer's Agreement due to the City from WSP. The City of Shelton will also credit WSP \$600 per month for 167 months, for a total of \$100,000, in exchange for WSP well disconnection, and in lieu of collection of Latecomer's fees for Tractor Supply and Mason County Public Works.

BUDGET/FISCAL INFORMATION:

\$50,000 Construction cost
\$12,000 Administration forgiveness
\$100,000 Water credit

PUBLIC INFORMATION REQUIREMENTS:

N/A

STAFF RECOMMENDATION:

City staff recommends: I move to approve and authorize the Mayor to sign the WSP Latecomer's Agreement.

After recording return document to:

City of Shelton
525 W. Cota Street
Shelton, WA 98584

Document Title: Agreement for Utility Connection and Reimbursement of Water Extension
Expenses (Latecomer Agreement)

Reference Number(s) – for assignment and releases

1990889 Utility Easement Agreement - Mason County
1990890 Utility Easement Agreement - Nye
1990891 Utility Easement Agreement - Community Action Council
1990892 Utility Easement Agreement - DAPBP, LLC
1990893 Utility Easement Agreement - Titus
1990894 Utility Easement Agreement - Geibel
1990895 Utility Easement Agreement - Geibel

Grantor(s):

City of Shelton

Grantee:

Washington State Patrol

Abbreviated Legal Description:

City of Shelton NW Urban Growth Area

Assessor's Property Tax Parcel Number:

420023260010, 420112200010, 420034160010, 420034160020 and
420101000000 (WSP Academy), and attached list in Exhibit "B"

Section, Township, Range:

Section 02, Township 20, Range 4W; Section 11, Township 20, Range 4W;
Section 03, Township 20, Range 4W; Section 10, Township 20, Range 4W

AGREEMENT FOR UTILITY CONNECTION AND REIMBURSEMENT
OF WATER EXTENSION EXPENSES
(LATECOMER AGREEMENT)

This Agreement, entered into this ____ day of _____, 2017, between the City of Shelton, a municipal corporation, hereinafter referred to as the “City”, and Washington State Patrol, a public agency, hereinafter referred to as “WSP”:

WITNESSETH:

WHEREAS, the City of Shelton owns and operates a public water system for purposes of supplying potable water for residential, commercial, industrial, and other public and private use and is authorized to supply water outside of its city limits; and

WHEREAS, WSP has entered into a Utility Extension Agreement with the City of Shelton, dated July 26, 2010, to extend the City’s water facilities to its property located at 631 West Dayton Airport Road, Shelton, WA, including Mason County Parcels Nos. 420023260010, 420112200010, 420034160010, 420034160020, and 420101000000 (WSP Academy), said facilities hereinafter referred to as “the Extension”; and

WHEREAS, it is in the mutual interest of WSP and the City to facilitate WSP making a connection to the Extension, so that WSP can obtain City water services and the City can maintain eligibility for a loan forgiveness program; and

WHEREAS, the Utility Extension Agreement requires the City to administer a latecomer agreement to collect reimbursements for WSP, of the fair pro rata share of the construction costs of the Extension, from property owners who did not contribute a pro rata share to construction of the Extension, but hereinafter connect to the Extension; and

WHEREAS, the City and WSP desire to provide for the administration of this latecomer agreement pursuant to Chapter 35.91 RCW and to set forth herein the reasonable rules and regulations for administration thereof.

NOW THEREFORE, IT IS HEREBY AGREED BETWEEN THE PARTIES AS FOLLOWS:

1. WSP has completed the construction of the Extension pursuant to the terms of the Extension Agreement and has conveyed the Extension to the City.
2. The City will reimburse WSP the cost of construction of a water connection between the WSP facility and the Extension (hereinafter “Connection”), in an amount not to exceed fifty thousand dollars (\$50,000). The Parties agree that a Connection shall be established and existing WSP well (02993) be disconnected no later than July 31, 2017.

3. The City agrees to grant a credit of six hundred dollars (\$600.00) on each month's water billing to WSP for the first one hundred sixty-seven (167) months of water service in consideration for Latecomer reimbursements which were not collected prior to the execution of this agreement. The City further acknowledges it has authority to grant such credits to water rates.
4. For a period of twenty (20) years from the date of recording of this Agreement, the City shall collect from all persons desiring to connect to the Extension, excluding WSP, a fair pro rata share of the costs to construct the Extension.
5. An extension of the twenty-year reimbursement period may be made by amendment of this Agreement for a time not to exceed the duration of any moratorium, phasing ordinance, concurrency designation, or other governmental action that prevents making applications for, or the approval of, any new development within the benefit area for a period of six months or more. Upon the extension of the reimbursement period, amendment to this Agreement must specify the duration of the contract extension and must be filed and recorded with the Mason County Auditor by the City. Property owners who are subject to the reimbursement obligation shall be notified by the City of any extension filed under this subsection.
6. No person, firm, or corporation shall be granted a permit or be authorized by the City to connect or use the Extension for the time period after which this Agreement is recorded to the end of the reimbursement period, without first paying to the City the amount required to reimburse WSP for the pro rata share of the cost of said construction as set forth in Exhibit "A," and hereinafter referred to as the latecomer fee. All latecomer fees shall be remitted to WSP within sixty (60) days after the receipt thereof. The City shall waive administrative fees related to project closeout due from WSP, in the amount of twelve thousand one hundred eighty-three dollars and twenty-five cents (\$12,183.25).
7. Attached hereto as Exhibit "A" and incorporated by this reference is a listing of the costs of construction of the Extension, including all applicable sales taxes together with a listing of the benefit area which represents properties that may connect to or use the Extension. The Benefited area is defined as all properties within the Shelton Springs Road, State Routes 101 and 102 (Dayton-Airport Road) within the UGA which can be connected to the Extension directly or through lateral extensions. The Benefited Area, with parcel numbers of the benefited properties, is depicted on Exhibit "B."
8. In addition to the latecomer fee, each property owner in the Benefited Area shall be required to pay all costs and fees applicable for connecting their properties to the Extension, including the costs of designing and constructing the connection, and any other fees established by the Shelton Municipal Code in effect at the time of connection.

9. The latecomer fee for each individual parcel was calculated using an estimate of the parcel's acreage and its front footage which was hereafter modified for its zoning/land use designation. Variation in actual acreage or front footage from estimated acreage used in the formula will not change the latecomer fee unless the variance exceeds twenty percent (20%). The calculation of each benefited parcel's latecomer fee has been determined as set forth in Exhibit "B."
10. Prior to the City authorizing any new connection to the Extension during the reimbursement period commencing after recording of this Agreement, the City shall collect from the owner/applicant a sum equal to the amount provided in Exhibit "B" as the fair pro rata share due from such owners upon and for the Extension. Subject to subsection 4, such sums shall be remitted to WSP within sixty (60) days of receipt.
11. Whenever any connection is made into the Extension without such payment having first been made in accordance with this Agreement, the City may remove or cause to be removed such unauthorized connection and all connecting lines or pipes located in the facility right-of-way and dispose of such material removed without any liability whatsoever.
12. The Parties acknowledge that the City did not collect latecomer reimbursements from two property owners (Mason County parcel number 420021000010 and Tractor Supply parcel number 420024400010), both of which established a connection to the Extension prior to the recording of this Agreement. In exchange for the consideration outlined in Sections 2, 3, and 23 of this Agreement, WSP forever releases and discharges any and all claims against the City for not collecting the assessment from these property owners. If the City recovers latecomer assessments from either of the Property Owners referenced in this paragraph, the City shall be entitled to keep that recovery rather than remitting it to WSP.
13. To the extent permitted by law, WSP shall defend, indemnify, and hold the City Harmless from any claims arising from any contract or agreement, written or oral, WSP enters into with any Partnering Entities with regard to the distribution, assignment, or sharing of latecomer reimbursements.
14. The City and WSP jointly agree to defend any lawsuits attacking the validity of this Agreement.
15. The Parties shall bear their own costs and expenses including, without limitation, attorneys' fees and costs related to this Agreement, the latecomer assessments, and the agreements contemplated herein.
16. Disputes arising under this Agreement shall be brought in Mason County Superior Court and adjudicated under the laws of the State of Washington.

17. No amendment, change, or modification of this Agreement shall be valid unless made in writing and signed by all of the parties hereto.
18. The terms of this Agreement shall run with the land and bind subsequent owners of the properties affected.
19. This Agreement constitutes the entire understanding and agreement of the parties with respect to its subject matter and any and all prior agreements, understandings, or representations with respect to its subject matter are hereby canceled in their entirety and are of no further force or effect.
20. All exhibits attached hereto are incorporated by reference.
21. This Agreement may be executed in counterparts, and each set of duly delivered identical counterparts, which includes all signatories, shall be deemed to be one original document.
22. For purposes of calculation of all time periods described herein, this Agreement shall become operative upon its being recorded with the Mason County Auditor.
23. The City shall record this agreement against each parcel in the Benefitted Area with the Mason County Auditor within thirty (30) days of execution. The City shall pay the costs of recording.
24. Any invalidity, in whole or in part, of any of the provisions of this Agreement shall not affect the validity of any other of its provisions.

Dated this ____ day of _____, 2017.

City of Shelton

Washington State Patrol

Print Name and Title

Print Name and Title

ATTEST:

City Clerk

EXHIBIT “A”

Washington State Patrol – Dayton Airport Road Water Expansion Project

Water Project Construction Costs

Construction Cost	\$ 1,663,795.16
Construction Sales Tax	\$ 141,422.59
	<hr/>
<i>Subtotal Construction</i>	\$ 1,805,217.75

Water Project Administration & Engineering Costs

Engineering and Design	\$ 376,143.01
Legal/Other Fees	\$2,691.72
Project Management	\$ 491,233.39
	<hr/>
<i>Subtotal A&E</i>	\$ 870,068.12
	<hr/> <hr/>
Total Water Project Costs	\$ 2,675,285.87



**CITY OF SHELTON
COMMISSION BRIEFING REQUEST
(Please Use Bolded Information Inserts)**

Touch Date: 4/10/17
Brief Date: 4/17/17
Action Date: 4/24/17

Department: Public Works
Presented By: Craig Gregory

**APPROVED FOR COMMISSION
PACKET:**

PROGRAM/PROJECT TITLE:

Action Requested:

ROUTE TO:

REVIEWED:

**Railroad Road Diet
Expansion & Revision**

☐

Ordinance

☒ Dept. Head

ATTACHMENTS:

☐

Resolution

☐ Finance Director

**Railroad Avenue
Channelization Exhibit, Railroad
Avenue Road Diet Survey Results**

☒

Motion

☐ Attorney

☒ Asst. City
Manager

☐

Other
Consider
options

☐ City Manager

DESCRIPTION OF THE PROGRAM/PROJECT AND BACKGROUND INFORMATION:

The ongoing Railroad Avenue Road Diet project was established by a community-led Downtown Visioning Committee in 2015. The goal of the Road Diet on Railroad Avenue is to enhance the walkability and economic development potential for existing and future businesses in the downtown core. The City of Shelton has already implemented several aspects of the Road Diet on Railroad, from Third to Fifth, including a reduction to two traffic lanes, back-in angle parking spaces, crosswalks painted with red non-slip paint, and painted curb extensions.

ANALYSIS/OPTIONS/ALTERNATIVES:

Purposed improvements include the following.

- Elimination of the traffic signal at 4th and Railroad
- Elimination of back-in angle parking to be replaced by parallel parking positioned against the curb
- Elimination of painted curb extensions
- Expansion of painted crosswalks to include all from 1st to 7th on Railroad Avenue
- Add center turn lanes with painted center islands and a 5 foot buffer lane

BUDGET/FISCAL INFORMATION:

N/A

PUBLIC INFORMATION REQUIREMENTS:

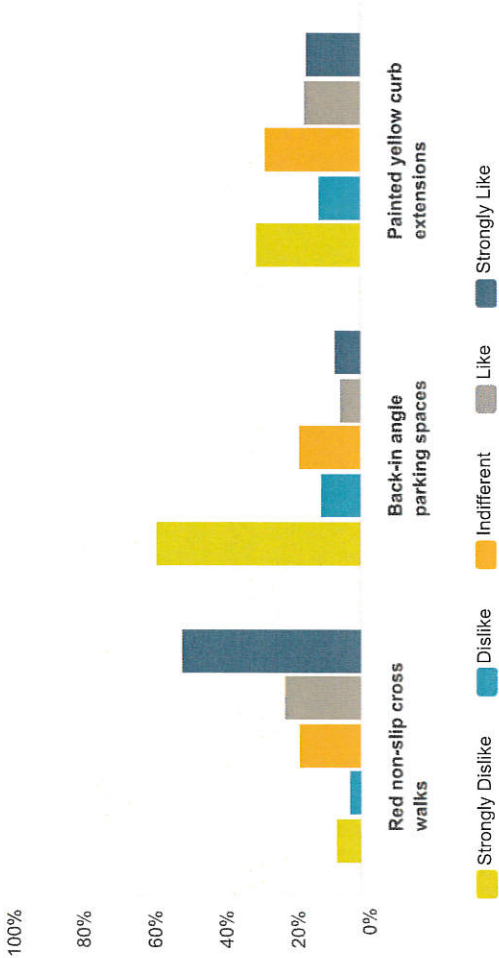
Information can be obtained from the Public Works Department.

STAFF RECOMMENDATION:

City staff recommends: I move to approve the Railroad Road Avenue Diet Expansion and Revision Project elements.

Q1 How would you rate the following elements of the current road diet?

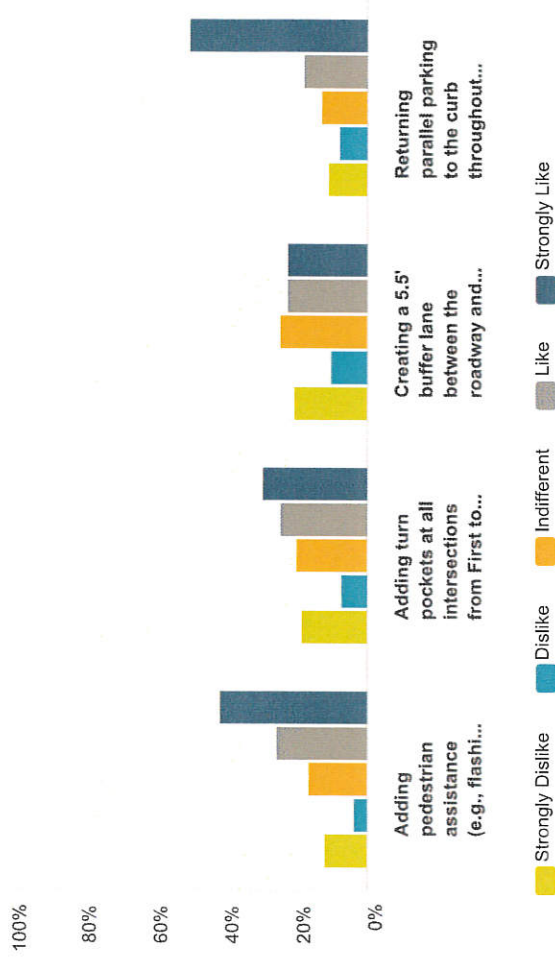
Answered: 357 Skipped: 0



						Total
Red non-slip cross walks	6.80%	24	3.40%	12	17.56%	50.71%
Back-in angle parking spaces	57.58%	205	11.52%	41	17.42%	7.58%
Painted yellow curb extensions	29.46%	104	11.90%	42	26.91%	15.58%
						353
						356
						353

Q2 How would you rate the following proposed improvements to the road diet?

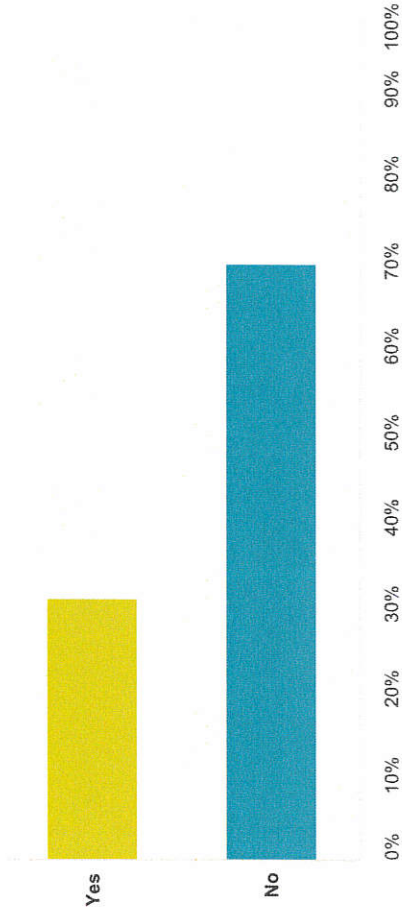
Answered: 357 Skipped: 0



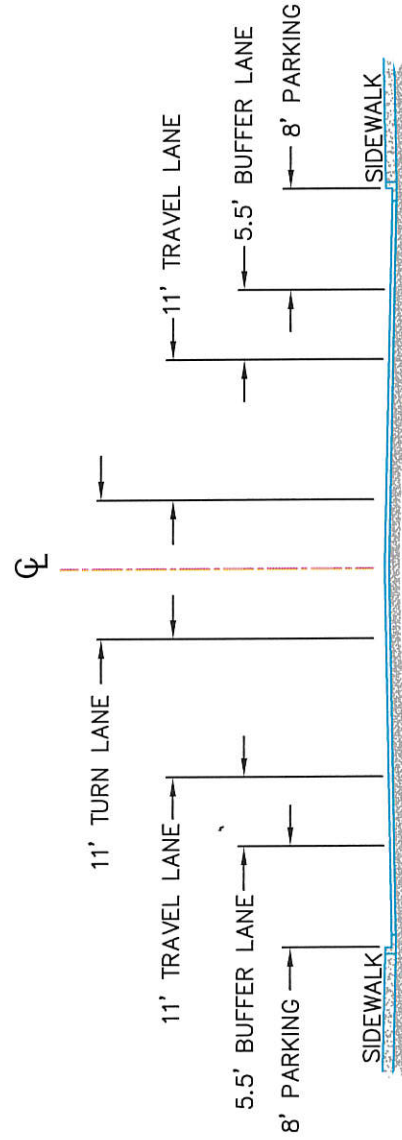
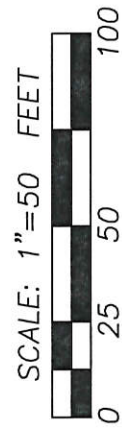
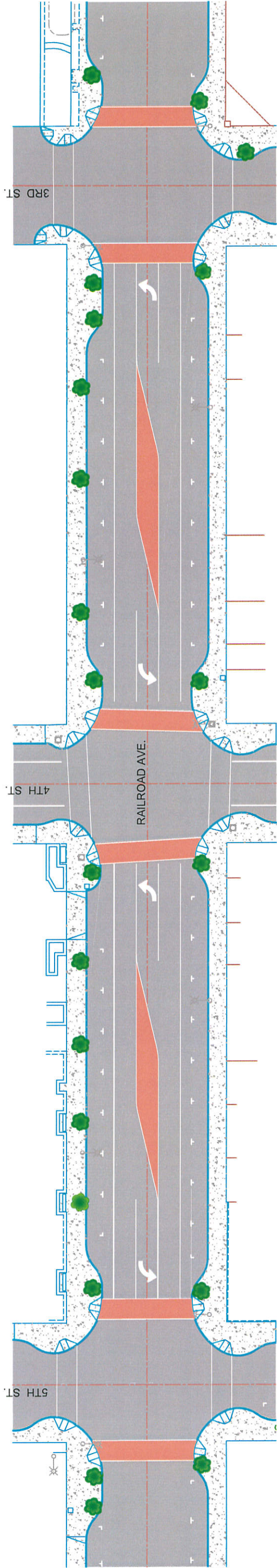
	Strongly Dislike	Dislike	Indifferent	Like	Strongly Like		Total	Weighted Average
Adding pedestrian assistance (e.g., flashing cross walk lights) at Fourth & Railroad	12.11%	4.23%	16.62%	25.63%	41.41%	😊	355	3.80
Adding turn pockets at all intersections from First to Seventh	18.57%	7.43%	20.00%	24.29%	29.71%	😊	350	3.39
Creating a 5.5' buffer lane between the roadway and parallel parking spaces	20.34%	10.32%	24.36%	22.64%	22.35%	😊	349	3.16
Returning parallel parking to the curb throughout Railroad	11.02%	7.91%	12.99%	18.08%	50.00%	😊	354	3.88

Q3 Should the speed limit on Railroad, from First to Twelfth, be lowered from 25 MPH to 20 MPH?

Answered: 357 Skipped: 0

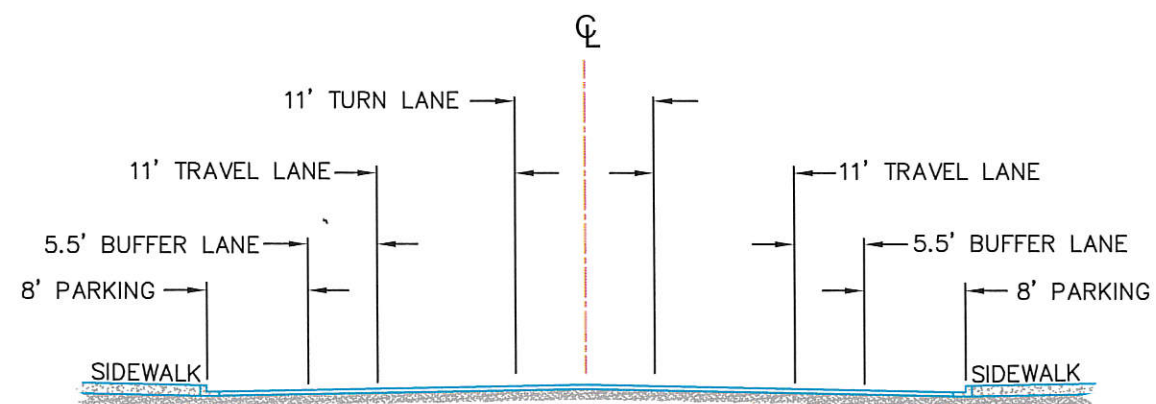
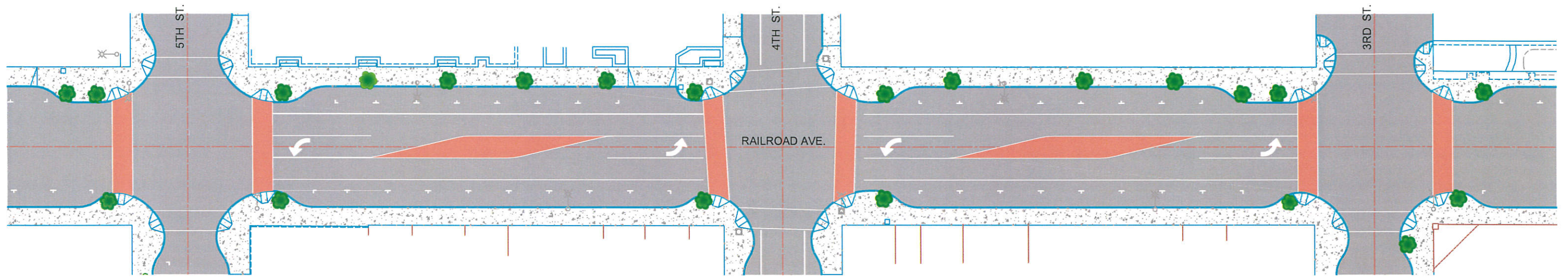


Answer Choices	Responses
Yes	109
No	248
Total	357

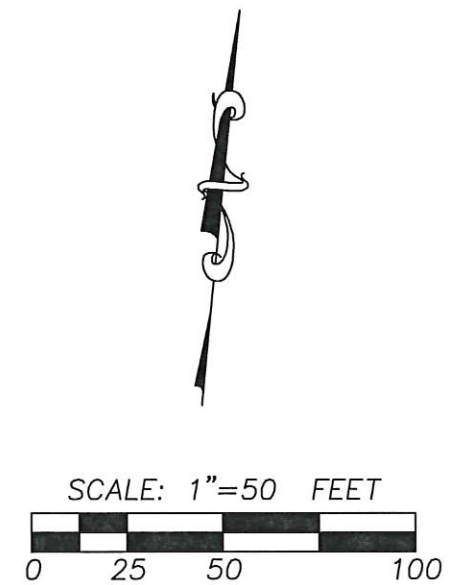


CROSS SECTION
NOT TO SCALE

RAILROAD AVE. RECHANNELIZATION EXHIBIT



CROSS SECTION
NOT TO SCALE



RAILROAD AVE. RECHANNELIZATION EXHIBIT



RESOLUTION NO. 1098-0317

A RESOLUTION OF THE CITY OF SHELTON, WASHINGTON, REGARDING A PETITION TO VACATE UNOPENED ALLEY ABUTTING PARCEL NUMBERS 32019-55-11001, 32019-55-11012, 32019-56-15000, 32019-55-11009, 32019-55-11006

WHEREAS, a petition for vacation of public right-of-way pursuant to RCW 35.79.010 was received from the property owner of real estate abutting upon the following described street in the City of Shelton;

Approximately 300 feet of unopened alley between Harvard and Grant that connects to 7th Street and 8th Street, which abuts Parcels 32019-55-11001, 32019-55-11012 and 32019-56-15000, 32019-55-11009, 32019-55-11006 (Needham & Day's Addition to Shelton, Lots 1-4 and E12' of Lot 5, and lots 13-16 and E12' of Lot 12, Block 11, Angleside Addition); and

WHEREAS, the Petition was signed by the owners of at least two-thirds of the abutting property.

NOW, THEREFORE BE IT RESOLVED, by the City Commission of the City of Shelton, Washington, as follows:

1. The public hearing for the above mentioned petition will be held at the Civic Center City Commission Chambers at 525 West Cota Street, Shelton, WA 98584 on Monday, 17th day of April, 2017 at approximately 6:00 p.m.
2. The Public Works Department will give notice of the Pendency of the Petition and the hearing thereon as required by RCW 35.79.020

INTRODUCED AND PASSED by the City Commission of the City of Shelton on this 20th day of March, 2017.

ATTEST:

Vali Cook
City Clerk

Garry H. Crouce
Mayor Crouce

Kathy McDowell
Commissioner McDowell

APPROVED AS TO FORM:

W/A
City Attorney

Tracy Moore
Commissioner Moore



**CITY OF SHELTON
COMMISSION BRIEFING REQUEST
(Please Use Bolded Information Inserts)**

Touch Date: 4/10/17
Brief Date: 4/17/17
Action Date: 4/24/17
**2nd & Final Reading of
Ordinance**

Department: Public Works
Presented By: Craig Gregory

**APPROVED FOR COMMISSION
PACKET:**

ROUTE TO:

- ☒ Dept. Head
☐ Finance Director
☐ Attorney
☒ Asst. City
Manager
☐ City Manager

REVIEWED:

PROGRAM/PROJECT TITLE:
**Vacation of alley between Harvard
and Grant from 7th to 8th**

ATTACHMENTS:
**Ordinance 1896-0417
Resolution #1098-0317
Notice of Public Hearing**

Action Requested:

- ☐ Ordinance
☐ Resolution
☒ Motion
☐ Other
Consider
options

DESCRIPTION OF THE PROGRAM/PROJECT AND BACKGROUND INFORMATION:

Olsen Busacca LLC, the owner of 909 S. 7th Street, would like to vacate the alley between Harvard and Grant from 7th Street to 8th Street. This alley is only 10 feet wide and has no value to the public. Additionally, given its challenging elevations, there also is no advantage in extending City utilities.

ANALYSIS/OPTIONS/ALTERNATIVES:

The Commission may approve, approve with conditions or changes, or deny the petition for vacation of the public right-of-way.

BUDGET/FISCAL INFORMATION:

A \$600 fee has been paid by the applicant, Olsen Busacca LLC.

PUBLIC INFORMATION REQUIREMENTS:

City Commission adopted Resolution 1098-0317 on March 20, 2017, authorizing a public hearing to be held on April 17, 2017. Legal notice of the public hearing was placed in the Mason County Journal and on the City website. Additional notices were posted at the Civic Center, Shelton Post Office, Mason County Courthouse and the alley to be vacated. Information on this item is available from the Public Works Department. The first reading of the ordinance occurred at the hearing on April 17, with the second reading and approval slated for April 24, 2017.

STAFF RECOMMENDATION:

City staff recommends: I move to approve and sign Ordinance 1896-0417, authorizing the alley vacation.

ORDINANCE NO. 1896-0417

AN ORDINANCE OF THE CITY OF SHELTON, WASHINGTON, VACATING AN ALLEY

WHEREAS, a petition has been presented to the City Commission of the City of Shelton to vacate the following described Public Right-of-way, to-wit:

That portion of Alley as shown on NEEDHAM & DAY'S ADDITION TO SHELTON, LOTS 1-4 AND E12' OF LOT 5, AND LOTS 13-16 AND E12' OF LOT 12, BLOCK 11, ANGLESIDE ADDITION;
AND

WHEREAS, the vacation of Alley between Grant Avenue and Harvard Avenue within the block bounded by 7th and 8th Streets is allowable; AND

WHEREAS, the vacation is in the public interest; AND

WHEREAS, no property will be denied direct access as a result of the vacation; AND

WHEREAS, a Public Hearing was held before the City Commission of the City of Shelton on April 17, 2017, pursuant to RCW 35.79.020 upon due notice, wherein the City Commission determined to grant the request, finding that application in accordance with all requirements of State law and that the vacation would be in the best interest of the citizens of the City of Shelton.

NOW THEREFORE, be it ordained by the City Commission of the City of Shelton, Washington:

That portion of the Alley as shown on **Parcels 32019-55-11001, 32019-55-11012 and 32019-56-15000, 32019-55-11009, 32019-55-11006**; and as shown on Exhibit "A" herewith attached, is within the City of Shelton, Mason County, Washington be hereby VACATED.

EFFECTIVE DATE: This ordinance shall take effect upon passage and publication.

INTRODUCED the **17th** day of **April**, 2017.

ADOPTED by the City Commission of the City of Shelton, Mason County, Washington at a regular open public meeting held the _____ day of _____ 2017, the following Commissioners being present and voting in favor of this ordinance.

ATTEST:
Vicki Look, City Clerk

Mayor Cronce

Commissioner McDowell

Commissioner Moore



**CITY OF SHELTON
COMMISSION BRIEFING REQUEST
(Please Use Bolded Information Inserts)**

Touch Date: 4/3/17
Brief Date: 4/10/17
Action Date: 4/24/17

Department: Public Works
Presented By: Craig Gregory

**APPROVED FOR COMMISSION
PACKET:**

Action Requested:

ROUTE TO:

REVIEWED:

PROGRAM/PROJECT TITLE:

- ☒ Dept. Head
☐ Finance Director
☐ Attorney
☒ Asst. City Manager
☐ City Manager

Solid Waste Roll off Truck Surplus

ATTACHMENTS:
Resolution 1099-0317

- ☐ Ordinance
☐ Resolution
☒ Motion
☐ Other Consider options

DESCRIPTION OF THE PROGRAM/PROJECT AND BACKGROUND INFORMATION:

The Shelton Public Works Department requests the surplus of the following vehicle:

License No.	Year, Make & Model	VIN No.	Department
19981D	2000 Peterbilt Roll off	1NPZLAOX5YD711675	Solid Waste

ANALYSIS/OPTIONS/ALTERNATIVES:

The 2000 Peterbilt Roll Off truck is no longer needed by the City of Shelton's Solid Waste Utility. This piece of equipment is not included in the upcoming sale of the City's Solid Waste equipment to Mason County Garbage. According to RCW 35.94.040, a public hearing is required to lease, sell or convey property originally owned by a utility.

BUDGET/FISCAL INFORMATION:

N/A

PUBLIC INFORMATION REQUIREMENTS:

Information can be obtained from the Public Works Department.

STAFF RECOMMENDATION:

City staff recommends: I move to approve and sign Resolution 1099-0317, setting the public hearing for May 22, 2017.

RESOLUTION NO. 1099-0317

A RESOLUTION OF THE CITY OF SHELTON, WASHINGTON DECLARING A CITY VEHICLE SURPLUS TO THE NEEDS OF THE CITY, AND DISPOSING OF SUCH VEHICLE FOR THE COMMON BENEFIT.

WHEREAS, RCW 35A11.010 and 35A.79.010 allow a municipal code city to dispose of property for the common benefits; and

WHEREAS, the City owns property that is no longer needed in order to perform the business of the Solid Waste Department;

NOW, THEREFORE BE IT RESOLVED, by the City Commission of the City of Shelton, Washington, as follows: **NOW, THEREFORE BE IT RESOLVED**, by the City Commission of the City of Shelton, Washington, as follows:

1. The public hearing for the above mentioned petition will be held at the Civic Center City Commission Chambers at 525 West Cota Street, Shelton, WA 98584 on Monday, 22nd day of May, 2017 at approximately 6:00 p.m.
2. The Public Works Department will give notice of the Pendency of the Petition and the hearing thereon as required by RCW 35.79.020

Section 1.

1. All property of the City of Shelton Public Works Department shown on Exhibit "A", attached, is hereby declared surplus to the needs of the City.
2. Disposal of property on Exhibit "A" is declared to be for the common benefit.
3. Disposal of the property herein declared surplus will be disposed of in a manner provided by law.

INTRODUCED AND PASSED by the City Commission of the City of Shelton on this ____ day of _____, 2017.

ATTEST:

Mayor Gary H. Cronic

City Clerk Look

Commissioner Tracy Moore

Commissioner Kathy McDowell

Exhibit "A" for Resolution No. 1078-0315

<u>City Asset #</u>	<u>Description</u>	<u>License #</u>	<u>Value</u>
#9808	2000 Peterbilt Roll Off Truck	19981D	\$15,000



**CITY OF SHELTON
COMMISSION BRIEFING REQUEST
(Please Use Bolded Information Inserts)**

Touch Date: 4/17/17
Brief Date: 4/24/17
Action Date: 5/01/17

Department: Public Works
Presented By: Craig Gregory

**APPROVED FOR COMMISSION
PACKET:**

Action Requested:

ROUTE TO:

REVIEWED:

PROGRAM/PROJECT TITLE:
Solid Waste Utility Tax Increase

ATTACHMENTS:

☒ Dept. Head

☐ Finance Director

☐ Attorney

☒ Asst. City
Manager

☐ City Manager

☐ Ordinance

☐ Resolution

☐ Motion

☒ Other
Consider
options

DESCRIPTION OF THE PROGRAM/PROJECT AND BACKGROUND INFORMATION:

The original proposal for the Solid Waste contract with Mason County Garbage stated that a franchise fee of 26% would be included in the utility customer bill, with no increase to the utility rate. However, after careful consideration and legal recommendation, it has been determined that a utility tax increase would be a more appropriate option than a franchise fee. The utility tax will increase from 5% to 31% to secure the funding needed by the City of Shelton through the Mason County Garbage agreement.

ANALYSIS/OPTIONS/ALTERNATIVES:

Information on this action is available through the Public Works Department.

BUDGET/FISCAL INFORMATION:

Increase the Solid Waste utility tax from the current 5% to 31%, in lieu of the proposed 26% franchise fee. This increase will not affect the utility customer bill; rates will remain at the current level through 2017.

PUBLIC INFORMATION REQUIREMENTS:

N/A

STAFF RECOMMENDATION:

City staff recommends the Commission concur to place the Solid Waste utility tax increase on the action agenda for May 1st.



**AMENDMENT NO. 1
TO AGREEMENT NO. TCPRA-2014-ShelPW-00050
BETWEEN
THE STATE OF WASHINGTON DEPARTMENT OF ECOLOGY
AND
CITY OF SHELTON PUBLIC WORKS DEPARTMENT**

PURPOSE: To amend the above-referenced agreement (AGREEMENT) between the state of Washington Department of Ecology (ECOLOGY) and CITY OF SHELTON PUBLIC WORKS DEPARTMENT (RECIPIENT) for the 'C' - Street Landfill (PROJECT).

The purpose of this amendment is to change the expiration date of the agreement from June 30, 2017 to June 30, 2019. The scope of the agreement and all other terms remain the same.

IT IS MUTUALLY AGREED that the AGREEMENT is amended as follows:

Expiration Date:

Original: 06/30/2017 Amended: 06/30/2019

CHANGES TO THE BUDGET

Funding Distribution EG160744

Funding Title: 'C' STREET LANDFILL - Oversight

Funding Type: Grant

Funding Effective Date: 07/01/2015

Funding Expiration Date: 06/30/2019

Funding Source:

Title: LTCA – Local Toxics Control Account

Type: State

Funding Source %: 100%

Description:

Approved Indirect Costs Rate: Approved Rate Negotiated Between ECOLOGY and RECIPIENT: 25%
Recipient Match %: 25%
InKind Interlocal Allowed: No
InKind Other Allowed: No
Is this Funding Distribution used to match a federal grant? No

'C' STREET LANDFILL - Oversight	Task Total
Assessments & Remedial Investigations (J003)	\$ 124,000.00
Feasibility Study (J004)	\$ 94,666.67
Grant and Project Management (J008)	\$ 44,000.00
Interim Action (J002)	\$ 24,000.00

Total: \$ 286,666.67

Funding Distribution Summary

Recipient / Ecology Share

Funding Distribution Name	Recipient Match %	Recipient Share	Ecology Share	Total
'C' STREET LANDFILL - Oversight	25 %	\$ 71,666.67	\$ 215,000.00	\$ 286,666.67
Total		\$ 71,666.67	\$ 215,000.00	\$ 286,666.67

AUTHORIZING SIGNATURES

All other terms and conditions of the original Agreement including any Amendments remain in full force and effect, except as expressly provided by this Amendment.

The signatories to this Amendment represent that they have the authority to execute this Amendment and bind their respective organizations to this Amendment.

This amendment will be effective 04/17/2017.

IN WITNESS WHEREOF: the parties hereto, having read this Amendment in its entirety, including all attachments, do agree in each and every particular and have thus set their hands hereunto.

Washington State
Department of Ecology

CITY OF SHELTON PUBLIC WORKS
DEPARTMENT

By: _____

Jim Pendowski
Toxics Cleanup
Program Manager
Date

By: _____

Craig Gregory
Public Works Director
Date

Gary H. Cronic

Mayor Date

Template Approved to Form by
Attorney General's Office



**AMENDMENT NO. 1
TO AGREEMENT NO. TCPRA-2014-ShelPW-00050
BETWEEN
THE STATE OF WASHINGTON DEPARTMENT OF ECOLOGY
AND
CITY OF SHELTON PUBLIC WORKS DEPARTMENT**

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Funding Expiration Date: 06/30/2019

Funding Source:

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Approved Indirect Costs Rate: Approved Rate Negotiated Between ECOLOGY and RECIPIENT: 25%
Recipient Match %: 25%
InKind Interlocal Allowed: No
InKind Other Allowed: No
Is this Funding Distribution used to match a federal grant? No

'C' STREET LANDFILL - Oversight	Task Total
Assessments & Remedial Investigations (J003)	\$ 124,000.00
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Washington State
Department of Ecology

CITY OF SHELTON PUBLIC WORKS
DEPARTMENT

By: _____

Jim Pendowski
Toxics Cleanup
Program Manager
Date

By: _____

Craig Gregory
Public Works Director
Date

Gary H. Cronic

Mayor Date

Template Approved to Form by
Attorney General's Office



**CITY OF SHELTON
COMMISSION BRIEFING REQUEST
(Please Use Bolded Information Inserts)**

Touch Date: 4/17/17
Brief Date: 4/24/17
Action Date: 5/1/17

Department: Public Works
Presented By: Craig Gregory

**APPROVED FOR COMMISSION
PACKET:**

Action Requested:

ROUTE TO:

REVIEWED:

PROGRAM/PROJECT TITLE:

- ☒ Dept. Head
☐ Finance Director
☐ Attorney
☒ Asst. City Manager
☐ City Manager

C Street Landfill

ATTACHMENTS:
**Remedial Action Grant Agreement
#TCPRA-2014-SheIPW-00050
Amendment No. 1**

- ☐ Ordinance
☐ Resolution
☐ Motion
☒ Other Consider options

DESCRIPTION OF THE PROGRAM/PROJECT AND BACKGROUND INFORMATION:

Staff has secured Toxics Cleanup Remedial Action Grant (RAG) for initial closure activities in the amount of \$215,000.00, with a 25% City match requirement for total of \$286,667.00. Closure activity under this grant includes implementing an Interim Action Plan, conducting site assessments and remedial Investigations, and completion of a Feasibility Study. Closure scope activity for the landfill will be phased dependent on the requirements in the final Agreed Order and the RI/FS. Subsequent phases and associated costs will be determined and authorized as closure activities are defined with DOE.

ANALYSIS/OPTIONS/ALTERNATIVES:

Amendment 1 extends the agreement's expiration date from June 30, 2017, to June 30, 2019.

BUDGET/FISCAL INFORMATION:

N/A

PUBLIC INFORMATION REQUIREMENTS:

None.

STAFF RECOMMENDATION:

City staff recommends the commission concur to place the "C" Street Landfill Remedial Action Agreement Amendment #1 on the action agenda for May 1st.



CITY OF SHELTON COMMISSION BRIEFING REQUEST

Touch Date: 4/17/17
Agenda Date: 4/24/17
Consent Date: 5/1/16

Department: Parks and Recreation

Presented By: Mark Ziegler

APPROVED FOR
COMMISSION PACKET:

ROUTE TO:

REVIEWED:

_____ Dept. Head

_____ Finance Director

_____ Attorney

_____ City Clerk

_____ City Administrator

PROGRAM/PROJECT TITLE:

Civic Center Rotating Art Gallery
Artist Recommendations

ATTACHMENTS:

Copies of proposed art

Action Requested:

_____ Ordinance

_____ Resolution

_____ Motion

_____ Other

DESCRIPTION OF THE PROGRAM/PROJECT AND BACKGROUND INFORMATION:

The Shelton Arts Commission is recommending the latest installation of the civic center rotating art gallery project. As approved by the City Commission, the civic center rotating art gallery policy and procedure has been followed with the following tasks:

- 1) Call for Artists - The call for artists were distributed to local artists through press releases, arts organizations, and galleries. The deadline for artist submittals was April 19, 2017. Seven artists submitted proposals for the gallery
- 2) The Shelton Arts Commission met on April 20, 2017 to jury the submittals.
- 3) On April 24, 2017 the Shelton Arts Commission is presenting the recommended art to the City Commission for approval. Upon approval, the art will be installed by May 5, 2017 and in place through July 31, 2017.

The selected artists and work includes:

ARTIST	MEDIUM	TITLES
Connie Simpson	Oil	Red Ball jester, Naples Jester
Amanda deSilver	Acrylic	Great Kiskadee, Plain Chachalaca, Purple Martin, Cedar Waxwing, Roseate Spoonbill
Julie Szten	Pastel, Raku Clay	Night & Day, Lillies & Leaves, Night Visitors, The Arrival, Dreamer
Sharon Brocha	Acrylic, Watercolor	Falling Flowers, Who Planted Poppies?, Garden Window, Spring Breeze
Peggy Hosford	Pastel	Above Pearrygin Lake, Palouse Shadows

ANALYSIS/OPTIONS/ALTERNATIVES:

None

BUDGET/FISCAL INFORMATION:

None

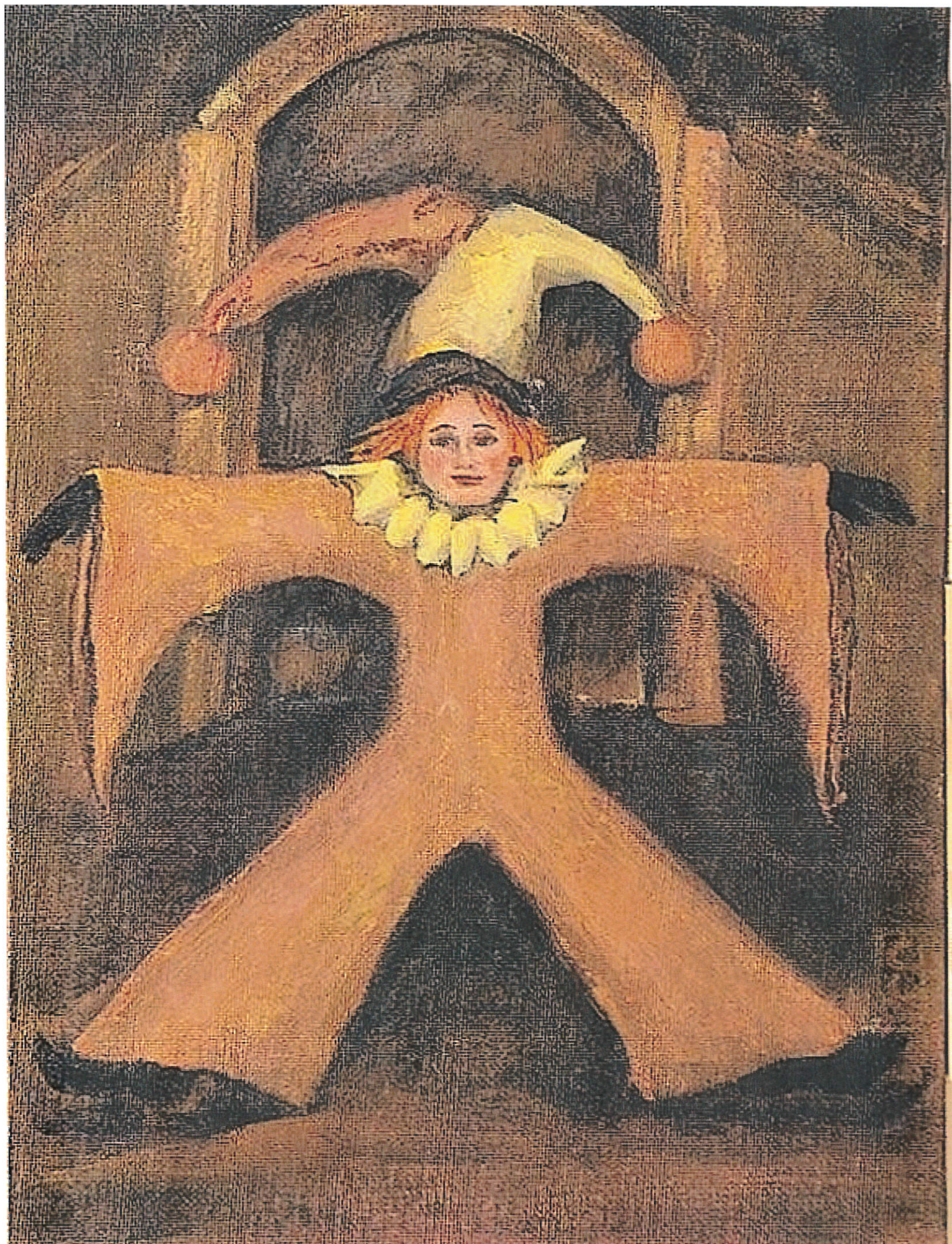
PUBLIC INFORMATION REQUIREMENTS:

None

STAFF RECOMMENDATION (if action is recommended, please include the proposed motion):

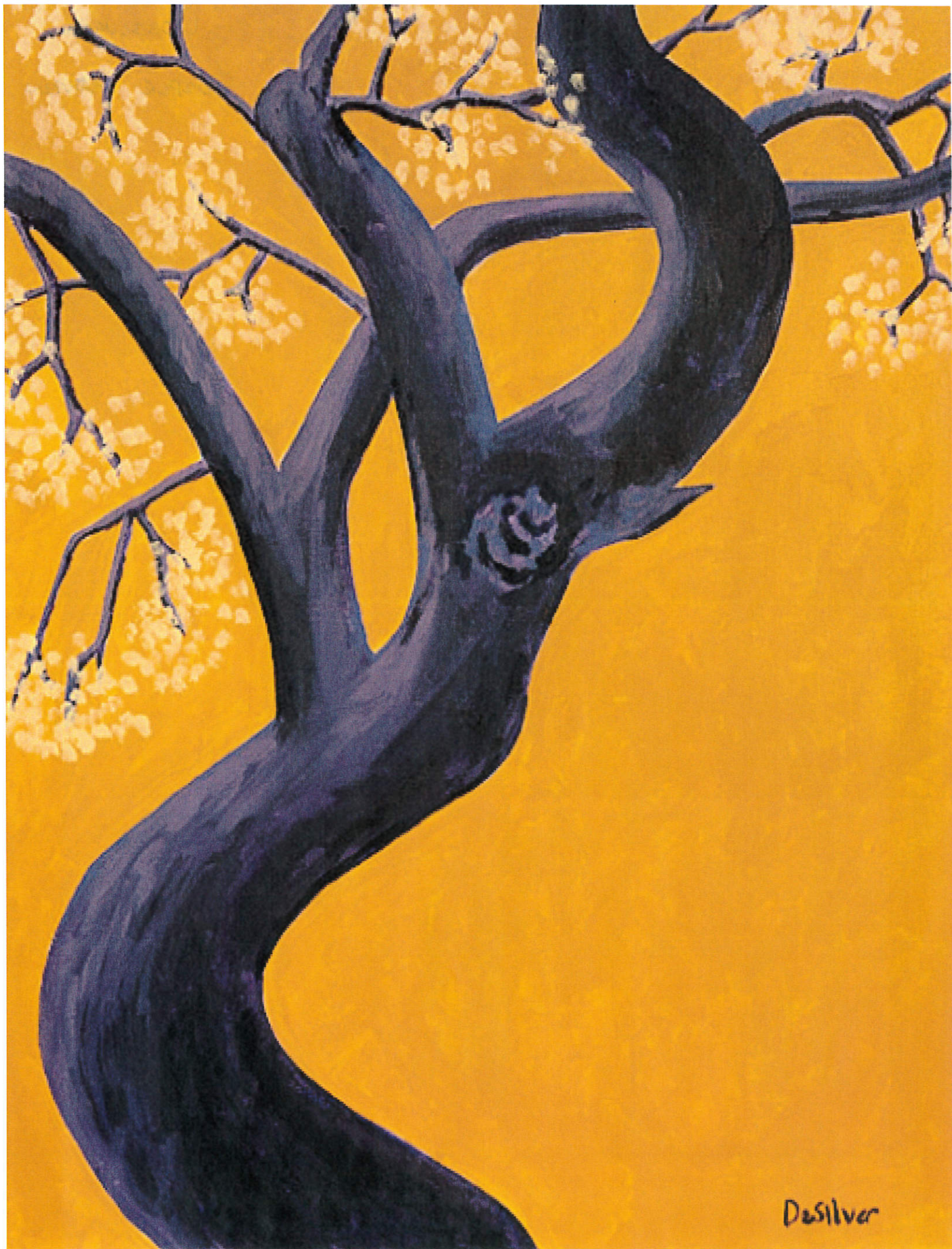
Staff is requesting the Shelton Arts Commission's recommendation of artists for the May 1, 2017 through July 31, 2017 rotating art gallery be placed on the May 1, 2017 City Commission action agenda.











DeSilver





