



CITY OF SHELTON, WASHINGTON - CITY COUNCIL

City Council Meeting Minutes

June 16, 2020 – 6:00 p.m.

Virtual Platform

COUNCILMEMBERS AND PERSONNEL

Councilmembers:

Mayor Kevin Dorcy
Deputy Mayor Deidre Peterson
James Boad
Megan Fiess
Kathy McDowell
Eric Onisko
Joe Schmit

Personnel:

City Manager Jeff Niten
City Clerk Donna Nault
Public Works Director Jay Harris
Community Development Director Mark Ziegler
Finance Director Aaron BeMiller
Police Chief Darrin Moody
City Engineer Ken Gill

CALL TO ORDER

Call to order at 6:00 p.m.

Pledge of Allegiance – Deputy Mayor Peterson

Roll Call: All councilmembers present

CONSENT AGENDA

1. Voucher numbered 102337 through 102392 in the amount of \$100,067.25
2. Minutes of Special Meeting – February 11, 2020
3. Minutes of Regular Business Meeting – February 18, 2020

A motion was made by Deputy Mayor Peterson and seconded by Councilmember Fiess to approve the consent agenda. Passed.

There were no late changes to the agenda.

GENERAL PUBLIC COMMENTS

No public comments

PRESENTATIONS

1. 2020 Budget Update-COVID 19 – Presented by Financial Director Aaron BeMiller

There is very little data, from a revenue perspective, on the impacts of COVID-19, and not enough data points to supply more than educated assumptions. The current revenue impact assumptions are conservative and the city is using a phased approach to expenditure reductions based on available data. The City will continue to watch revenue collections closely and adjust revenue impact assumptions as data points allow. A rough total estimated impact is 26% decrease in the general fund and 30% in utility funds. Current revenue impact assumptions are deliberately conservative and the City is using a phased-approach to expenditure reductions based on available data.

City Council commented or asked the following questions:

Is it correct the City should be receiving a revenue forecast from the State on June 17, 2020?



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City Manager Niten reported the sales tax figures have a two-month lag period in their availability; however, utility payments are accurate to the month.

Does the State break-out internet sales tax?

City Manager Niten reported they do not. A supplemental budget will be brought before City Council in mid-September in order to make budget adjustments that correspond with data that is received.

City Council complimented City Finance Director Aaron BeMiller on his presentation.

Mayor Dorcy recessed from the regular business meeting and opened a public hearing on the Washington State Department of Transportation Six-Year Transportation Improvement Program (TIP).

BUSINESS AGENDA

1. Public Hearing Resolution No. 1159-0620 Washington State Department of Transportation (WSDOT) Six-Year Transportation Improvement Plan (TIP) – Presented by City Engineer Ken Gill

The purpose of the WSDOT Six-Year TIP is to assure that the City has available plans, looking to the future, in carrying out a coordinated transportation program, and for WSDOT to know what projects are anticipated. Washington state law requires the annual adoption of the Six-Year TIP take place after a public hearing, and that it be adopted and submitted to WSDOT within 30 days of its passage. The Six-Year TIP will allow the City to compete for state and federal grants.

Due to the virtual platform, there was a 30-second delay before any decision to allow for public testimony. No public testimony.

City Council concurred to place this item on the July 7, 2020, action agenda.

Mayor Dorcy closed the public hearing and resumed the regular meeting.

ACTION AGENDA

1. Ordinance No. 1948-0120 Parks, Recreation, Open Space and Trails (PROST) Plan – Presented by Community Development Director Mark Ziegler

The Parks, Recreation, Open Space, and Trails (PROST) Plan examines the City's open space assets, and engages the public in determining the level of recreational service being provided. The City of Shelton was found to have a low ratio of park acres to population, and while residents show satisfaction with the City's parks and recreation amenities, they rely upon neighboring communities to meet some of their aquatic recreational needs and to access shorelines. Citywide, the formalization of water access points along Oakland Bay and Goldsborough Creek are proposed. New trails are also recommended, in order to improve walking and bicycling opportunities.



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City Council commented or asked the following questions:

Were opportunities provided for residents to call-in or submit written comments using avenues other than online?

Written comments were received through a survey, a Spotlight Shelton event, as well as over the counter interaction with staff at City Hall.

Due to the virtual platform of the meeting, there was a 30-second delay before any decision to allow for public comment. No public comment.

City Clerk Nault provided the second reading of Ordinance No. 1948-0120.

A motion was made by Councilmember Schmit and seconded by Councilmember Onisko. Passed.

2. Resolution No. 1158-0520 Authorizing Recreation and Conservation Office (RCO) Grant Application – Presented by Community Development Director Mark Ziegler

The Parks, Recreation, Open Space and Trails (PROST) Plan identifies community needs, priority projects, and actions to meet stated goals and objectives. One project, which has been identified in planning documents since 1989, is the expansion of Kneeland Park to include the adjacent property to the west. The 7.28-acre parcel would allow for future development of trails for passive recreation and transportation, open space for preservation of habitat, storm water infiltration and retention, preservation of native vegetation, and potential expansion of Kneeland Park amenities. The Washington State RCO grant program makes funds available for local park acquisition and development. City Council was asked to adopt Resolution No. 1158-0520, in order to allow an application for grant funding assistance through the RCO for the Kneeland Park expansion, and to identify the Community Development Director and City Manager, or their designees, as the City's authorized representatives for purposes of securing the grant.

Due to the virtual platform, there was a 30-second delay before any decision to allow for public comment. No public comment.

City Clerk Nault provided the first reading of Resolution No. 1158-0520.

A motion was made by Deputy Mayor Peterson and seconded by Councilmember Onisko. Passed.

3. City Policy Updates 100-05 Records Management & 100-12 Disclosure of Public Records – Presented by City Manager Jeff Niten

The two policies are specific to records management and disclosure of public records. A grant application has been submitted to the Secretary of State to obtain funds to help the City manage its records according to state law and best practices. The grant awards are to be announced July 1, 2020. The Secretary of State has requested permission to use these policies as a model for other cities and agencies throughout the state.

Due to the virtual platform, there was a 30-second delay before any decision to allow for public comment. No public comment.



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City Manager Niten and City Council recognized City Clerk Donna Nault and Administrative Support Assistant Kary Holloway for their work on the grant application and the policies.

A motion was made by Councilmember Fiess and seconded by Deputy Mayor Peterson. Passed.

ADMINISTRATIVE REPORTS

1. City Manager Report – presented by City Manager Jeff Niten

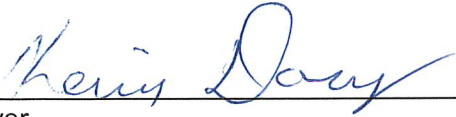
- Shelton High School Graduation Car Parade – This event went very well. Great participation from the high school graduates, their respective families, the community, City Council and employees.
- Chief Darrin Moody – Campaign Zero launched an “It Can’t Wait” campaign. The campaign is specific to policies and curtailing police violence. Campaign Zero has sent communications to a number of municipalities. The project is advocating for policies that reduce violence through law enforcement contact with the public. Chief Moody provided an overview of training, law enforcement practices, policies, and their accreditation through the Washington Association of Sheriffs and Police Chiefs.

ANNOUNCEMENT OF NEXT MEETING

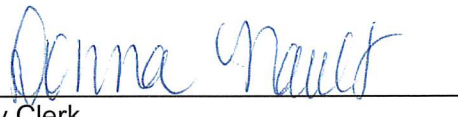
Next Meeting July 7, 2020 at 6:00 p.m.

ADJOURN

Mayor Dorcy adjourned the meeting at 7:16 p.m.



Mayor



City Clerk