



Shelton City Council
Study Session Agenda
June 14, 2022 – 6:00 p.m.
Civic Center

A. Call to Order

B. Roll Call

C. Study Agenda

1. Public Works Laydown Yard – Presented by Wastewater Superintendent Brent Armstrong & Public Works Director Jay Harris

D. New Items for Discussion

E. Adjourn



2022 Looking Ahead

(Items and dates are subject to change)

Tues. 6/21 5:45 p.m.	SMPD Meeting	Consent Agenda <ul style="list-style-type: none"> • Vouchers/Meeting Minutes Business Agenda <ul style="list-style-type: none"> • Action Agenda <ul style="list-style-type: none"> • Administration Report <ul style="list-style-type: none"> • 	Packet Items Due: 6/10 – 5:00 p.m.
Tues. 6/21 6:00 p.m.	Regular Meeting	Consent Agenda <ul style="list-style-type: none"> • Vouchers/Payroll Warrants/Meeting Minutes • April Financial Status Report Business Agenda <ul style="list-style-type: none"> • Consultant Contract – Development Code • Public Hearing Ordinance No. 1989-0522 2022 Budget Supplemental Action Agenda <ul style="list-style-type: none"> • Ordinance No. 1988-0522 Amending Shelton Municipal Code Chapter 18 Administration Report <ul style="list-style-type: none"> • 	Packet Items Due: 6/10 – 5:00 p.m.
Tues. 6/28 6:00 p.m.	Study Session	Study Agenda <ul style="list-style-type: none"> • Blake Decision • Martin v Boise 	Packet Items Due: 6/24 @ noon
Tues. 7/5 6:00 p.m.	Regular Meeting	Consent Agenda <ul style="list-style-type: none"> • Vouchers/Payroll Warrants/Meeting Minutes Business Agenda <ul style="list-style-type: none"> • Resolution No. 1238-0522 Fee Schedule Update • Public Hearing Resolution No. 1237-0522 6 Year TIP • Ordinance No. 1990-0522 Amending SMC 17.12 • Resolution No. 1239-0522 TMG Sole Source for ProMinent Fluid Control Products and Systems Action Agenda <ul style="list-style-type: none"> • Consultant Contract – Development Code • Ordinance No. 1989-0522 2022 Budget Supplemental Administration Report <ul style="list-style-type: none"> • 	Packet Items Due: 6/24 – 5:00 p.m.

Tues. 7/12 6:00 p.m.	Study Session	Study Agenda <ul style="list-style-type: none"> • 2023 Legislative Priorities 	Packet Items Due: 7/8 @ noon
Tues. 7/19 6:00 p.m.	Regular Meeting	Consent Agenda <ul style="list-style-type: none"> • Vouchers/Payroll Warrants/Meeting Minutes • May Financial Status Report Business Agenda <ul style="list-style-type: none"> • Public Hearing Ordinance No. 1987-0422 Amending SMC Ch. 20.47.010 Related to Camping on Private Property • Resolution No. 1240-0622 Cota Street Parking Lot Project Award Action Agenda <ul style="list-style-type: none"> • Resolution No. 1238-0522 Fee Schedule Update • Resolution No. 1237-0522 6 Year TIP • Ordinance No. 1990-0522 Amending SMC 17.12 • Resolution No. 1239-0522 TMG Sole Source for ProMinent Fluid Control Products and Systems Administration Report <ul style="list-style-type: none"> • 	Packet Items Due: 7/8 – 5:00 p.m.
Tues. 7/26 6:00 p.m.	Study Session	Study Agenda	Packet Items Due: 7/22 @ noon
Tues. 8/2 6:00 p.m.	Regular Meeting	Consent Agenda <ul style="list-style-type: none"> • Vouchers/Payroll Warrants/Meeting Minutes Business Agenda <ul style="list-style-type: none"> • Action Agenda <ul style="list-style-type: none"> • Ordinance No. 1987-0422 Amending SMC Ch. 20.47.010 Related to Camping on Private Property • Resolution No. 1240-0622 Cota Street Parking Lot Project Award Administration Report <ul style="list-style-type: none"> • 	Packet Items Due: 7/22 – 5:00 p.m.
Tues. 8/9 6:00 p.m.	Study Session	Study Agenda	Packet Items Due: 8/5 @ noon
Tues. 8/16 6:00 p.m.	Regular Meeting	Consent Agenda <ul style="list-style-type: none"> • Vouchers/Payroll Warrants/Meeting Minutes • June Financial Status Report Business Agenda <ul style="list-style-type: none"> • Action Agenda <ul style="list-style-type: none"> • Administration Report <ul style="list-style-type: none"> • 	Packet Items Due: 8/5 – 5:00 p.m.
Tues. 8/23 6:00 p.m.	Study Session	Study Agenda	Packet Items Due: 8/19 @ noon

Tues. 9/6 6:00 p.m.	Regular Meeting	Consent Agenda <ul style="list-style-type: none"> • Vouchers/Payroll Warrants/Meeting Minutes Business Agenda <ul style="list-style-type: none"> • Action Agenda <ul style="list-style-type: none"> • Administration Report <ul style="list-style-type: none"> • 	Packet Items Due: 8/26 – 5:00 p.m.
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Other – TBD

- UGA/Annexation Policy (Water/Sewer Extensions)
- More Standing Committees by the Council
- Water and Sewer Fee Schedule Revisions (Ordinance removing rates from SMC)
- Public Hearing Ordinance No. 1968-0321 Water Comp Plan Adoption

DRAFT

Public Works Maintenance Yard Master Plan



June 14, 2022

HISTORY:

The City has Public Works Yard has been at 1000 West Pine Street for over 75 years. The main shop and Angleside booster pump station adjacent to loop field were the primary site improvements in 1951.



1951 Aerial Photo



2020 Aerial Photo

History: (Continued)

The current maintenance yard includes fleet repair, water operations, street operations, parks, facilities maintenance, diesel & unleaded fueling station, employee parking, fleet parking, and materials storage.



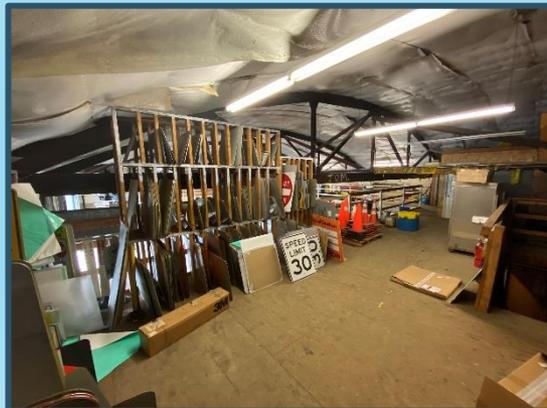
Fleet Repair & Heated Storage



Fleet & Breakroom Building



Fueling Station (2,000 gal. each)



Street Sign Shop



Sander Equipment Storage



Fleet Parking

History: (Continued)

The existing public works maintenance yard is too small and needs some maintenance updates to meet the existing needs of the City.

Currently much of the manhole and pipe materials are stored offsite at the main wastewater treatment plant.

The stormdrain and wastewater conveyance system workers are housed at the wastewater treatment plant, while most of the equipment used daily is located at the maintenance yard.

City staff worked with consultants to identify a solution to the maintenance yard space issue by completing a planning stage study.

Site Options:

The planning stage study included building space needs such as: office, locker, eating, restrooms, meeting, emergency operations center, emergency power generation, work areas, sign shop, heated shop, tool storage, parts storage, covered bays, vehicle fueling, materials stockpiles, staff parking, equipment parking, and public parking. Two options were identified in the study:

Option 1: Expand the existing maintenance yard

Option 2: Construct a new maintenance yard on existing City owned property.

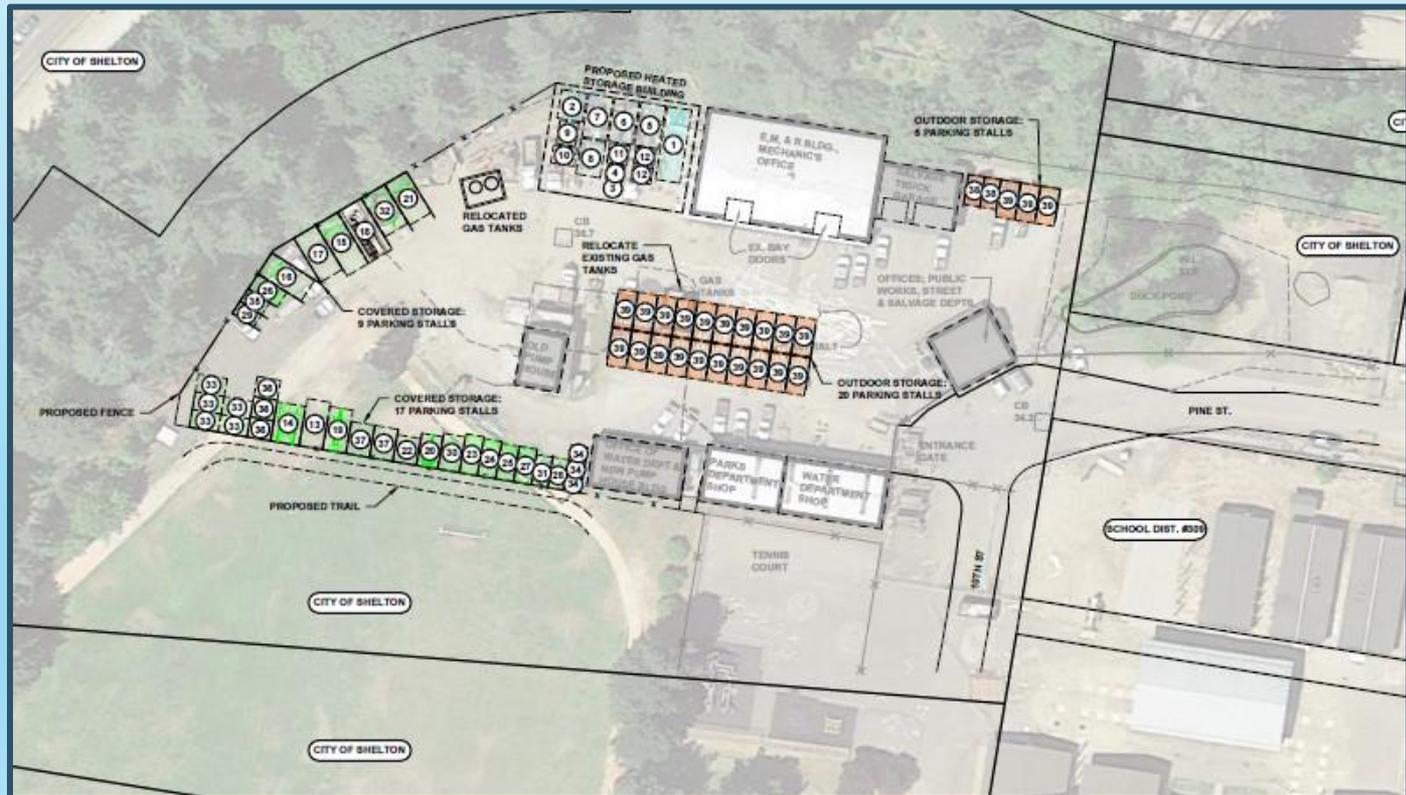
Below are the conclusions from the study:

CONCLUSION

- *Facility has a minimum life span of 50-years.*
- *The minimum desired site size is 5-acres. Larger size for future growth is desirable.*
- *The anticipated buildings total 37,000 square feet for administrative and maintenance,*
- *Combines all Public Works Departments at one-facility, including Engineering, adding future expansion space at the Civic Center.*
- *Provide space for public use such as a conference center and walking trails.*
- *Save larger trees, including groves of smaller white oaks, when possible.*
- *New facility will be seismically capable to be immediately occupiable after a magnitude 8.0 earthquake and serve as the City Emergency operations center for all man-made and natural disasters.*
- *Site shall have multiple access points and be located centrally in the community.*

Site Options: (Continued)

Option 1: Expand the existing 2.6-acre maintenance yard for immediate needs. Expand to a +/-5-acre yard for future needs. The conceptual sketch below was prepared showing expansion of the existing yard to meet immediate needs.



Existing Maintenance Yard Expansion Concept Plan

Site Options: (Continued)

Option 1 Advantages :

- a. Cost, expansion of existing facility is the least cost option.
- b. Location to city downtown, Police Department (fueling/maintenance) & Civic Center.

Disadvantages:

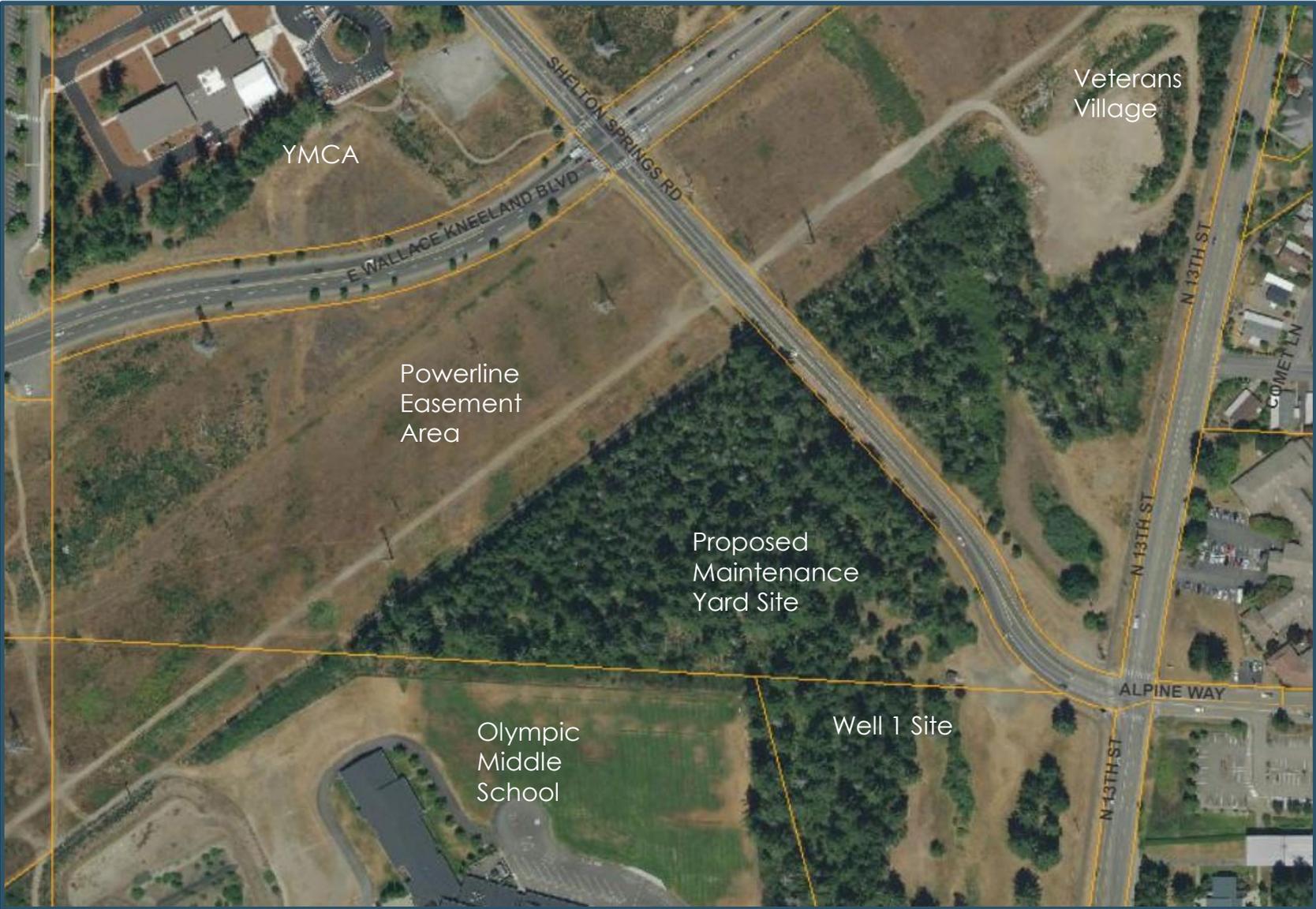
- a. Requires 2.5 acres of property from Loop Field. Loop field functions would be moved to an alternative site.
- b. The \$80,000 Loop Field improvements were constructed with State/Federal grants and may require repayment.
- c. Existing buildings are not seismically reinforced. Maintenance yard and shop would most likely be not usable after a large earthquake. Future buildings would be seismic capable.
- d. Hillside above site may slide during a large rain event or earthquake.
- e. Many of the existing site improvements need repair or replacement.
- f. High groundwater table, reaches surface in areas of site in winter.

Site Options: (Continued)

Option 2: Construct a new maintenance yard on City owned property. Two sites were studied, the property north of Wells 3 & 4 on Brockdale Road site south of Island Lake, and the Shelton Springs Road site adjacent to Well 1. The Brockdale Road site is large enough but has only one existing roadway for access and is located farther from the core of the city, and last year was being considered for a residential workforce housing development project.

The Well 1 site on Shelton Spring Road was selected as the best candidate as multiple access points are available, water, sewer, power, & natural gas is readily available, and the city owned powerline easement area can be utilized for materials storage and parking.

Proposed Site:



Well 1 Site Aerial Photograph Map

Proposed Site: (Continued)

The conceptual site plan shown on the next slide was prepared by Williams Architecture over a 6-month period with review/input from the majority of Public Works Staff. The plan includes three phases of site construction:

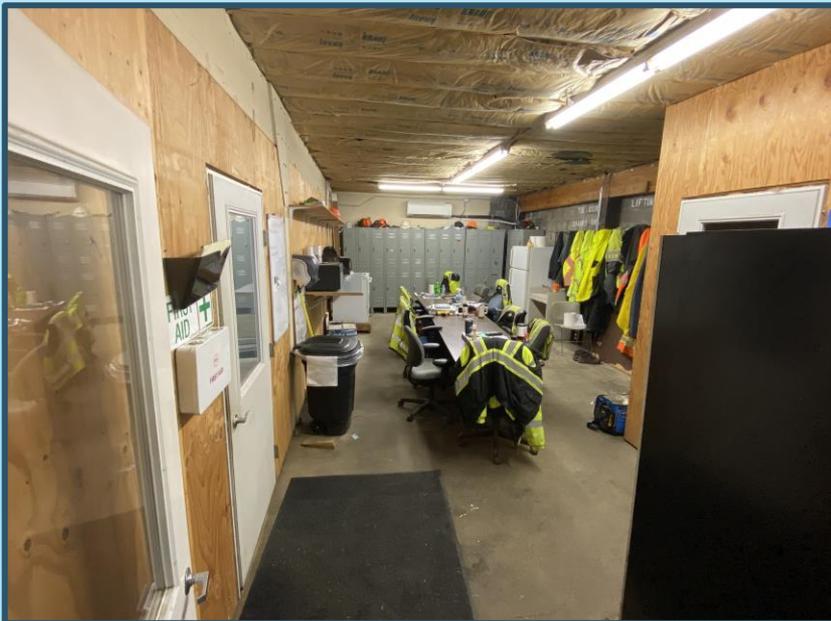
Phase #1: Clearing, grading, gravel, fencing, stormwater, paved entry, utility stubs, and yard lighting. Complete interim improvements at existing maintenance yard.

Phase #2: Paved parking, paved & gravel equipment storage, covered storage, administration building shell with main improvements, maintenance shop, fueling, and generator.

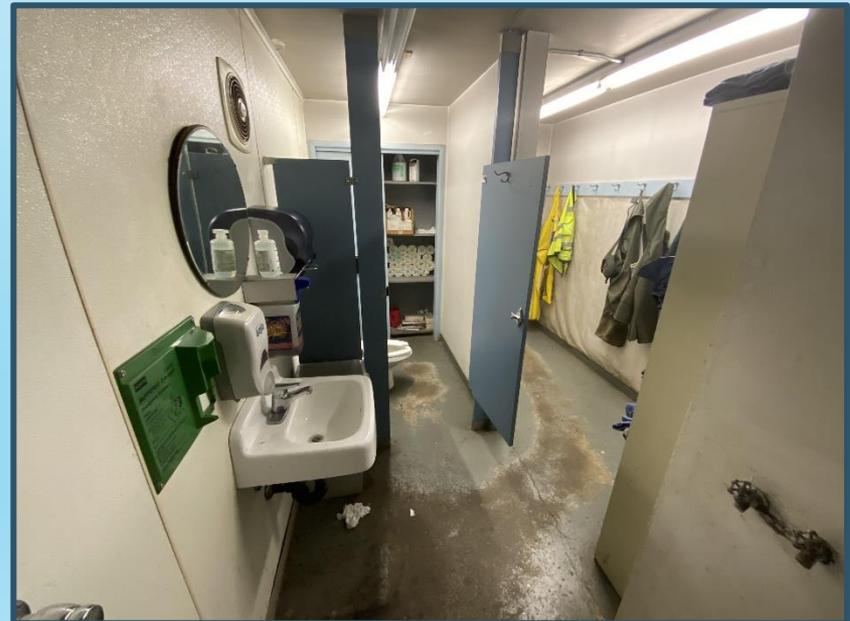
Phase #3: Complete administration building shell, complete covered storage areas, add vector dump station, add salt bins, relocate fueling to the north, add additional laydown areas, and add additional heated storage.

Existing Site Improvements:

Over the next year it is recommended that interim improvements are completed at the existing maintenance yard such as the addition of a locker room, updates to the kitchen, meeting, and eating areas, remodeling of the existing shop restroom, and 80' of metal covered equipment storage that will relocate to the future/new maintenance yard.



Existing eating and locker room



Existing shop restroom

Project Summary

Project Costs:

<u>Phase</u>	<u>Year</u>	<u>Cost</u>	<u>Description</u>
1	2022	\$ 65,000	Ex. yard covered storage
	2022-23	\$ 60,000	Ex. yard bathroom, break & locker rms
	2022-23	\$100,000	New yard land use approval phase
	2022-23	\$80,000	New yard design/permitting phase
	2023-24	\$650,000	New yard construction
2	2027	TBD	Ph-2 design/permits
	2028	TBD	Ph-2 construction
3	2030-31	TBD	Ph-3 design & construction

Refer to Page 11 for location of the various phases of work.

Funding:

The funding required for the completion of the phases for the proposed improvements are to be split between the Water, Wastewater, Street, Storm, EM&R, Facilities, and Park funds.



For more information please contact:



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