



CITY OF SHELTON, WASHINGTON - CITY COMMISSION
Study Session Minutes October 9, 2017
Shelton Civic Center - 2:00pm

COMMISSIONERS AND PERSONNEL PRESENT

Commissioners:

Mayor Gary Cronce
Commissioner Tracy Moore
Commissioner Kathy McDowell

Personnel:

City Manager Ryan Wheaton
Asst. City Manager Vicki Look
City Clerk Jamie Ogg
IT Manager Tim Audorff
Public Works Director Craig Gregory
Senior Planner Jason Dose

CALL TO ORDER

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

COMMISSION REPORTS

One or more of the Commissioner will be attending the following events this week:

Meeting with State Auditor
EDC Luncheon
Macecom Board Meeting
EDC Board Meeting

GENERAL PUBLIC COMMENT

Mayor Cronce recognized Marilyn Vogler who commented about Commissioners' salaries and benefits.

Mayor Cronce recognized Randy Lewis commented on a proposed utility tax ordinance.

Mayor Cronce thanked them for their comments.

BUSINESS AGENDA

Mission, Vision, Values, and Goals Update

City Manager Ryan Wheaton presented the Mission, Vision, Values and Goals. After Commission comments and questions, the Commission concurred that the item be brought back to the October 17 Business meeting.

Fee Schedule Update

City Manager Ryan Wheaton presented the proposed updated fee schedule and asked for suggestions. The Commissioners agreed to bring their suggestions back to the next Commission Meeting.

Lodging Tax Advisory Committee Grant Recommendations

Assistant City Manager Vicki Look presented the Lodging Tax Advisory Committee recommendations.

After questions and comments from the Commission, the Commission concurred to place the item on the Action Agenda of October 17, 2017

Hood Canal Communications Phone System Purchase Agreement

IT Manager Tim Auditorff presented the proposed contract with Hood Canal Communications.

After questions and comments from the Commission, the Commission concurred to place the item on the Action Agenda of October 17, 2017

ADMINISTRATION REPORTS

Assistant City Manager presented and Administrative Department update

- The 2018 budget is under way
- Ms. Look is preparing for negotiations with labor groups
- There will be a crew lead and assistant crew lead position opening up to replace the Facilities Manger
- Administrative Department has been working on public disclosure requests and records management

City Manager Ryan Wheaton presented the Financial Department update

- The 2018 budget will be brought forward at the end of the month
- The amended 2017 budget will also be brought forward within the next couple of weeks

Public Works director Craig Gregory presented the Public Works update and invited Senior Planner Jason Dose to speak about recycling

- The City will work with Waste Connections on recycling services. At this point we are unsure of how the City of Shelton will be affected
- Waste Connections will be working with UTC who governs rates to work out the details
- Mr. Gregory announced that Washington State Patrol will be on City water system soon
- The Olympic Highway South storm project is complete
- The Sewer main replacement on 8th St from Wyandotte to Euclid is scheduled to be finished today
- Water and Sewer rate study is almost complete. The results and a Q & A Session will take place October 23 at 5 p.m. at the Civic Center
- There will be an open house about the downtown connector (Alder/Olympic Hwy N.) project on October 25 at 6 p.m.
- The design will be presented to the Historic Preservation Board and the Chamber Downtown Visioning group will be able weigh in on it as well


There was no City Manager update.

ANNOUNCEMENT OF NEXT MEETING

Mayor Cronce announced the next meeting of October 17, 2017 at 6:00 p.m.

ADJOURN

As there was no further business, Mayor Cronce adjourned the meeting at 3:00 p.m.



Mayor



City Clerk