CITY OF SHELTON, WASHINGTON - CITY COMMISSION
Business Meeting Minutes – September 2, 2014
Shelton Civic Center - 6:00 p.m.

Presiding: Mayor Crance, Commissioner Olsen and Commissioner Moore
Staff Present: Dave O’Leary, Vicki Look, Greg Clark, Steve Goins, Jason Dose, Tracy Wilson and Lesleann Kangas

Mayor Crance called the meeting to order at 6:00 p.m.

Commission Reports
- Proclamation – September Suicide Prevention Month – Mayor Crance read and presented this proclamation to Ms. Jeana Weekly on behalf of the Shelton City Commission encouraging suicide awareness.

One or more Commissioners will attend the following activities this week:
- Washington State Auditors Exit Interview

Public Comment
Mayor Crance recognized Mr. Tom Davis who spoke on suicide rates among veterans. Mr. Davis said all should be done to support the veteran’s community.

Mayor Crance recognized the following who spoke in favor of Prop-1, Collective Bargaining Transparency Act and Prop-2, Collective Bargaining Protections Act: Ms. Sandy Tarzwell, Mr. Pat Tarzwell, Ms. Lorilyn Rogers and Ms. Diane Good.

Mayor Crance recognized Mr. Greg Morgan and Mr. Scott Roberts of the Freedom Foundation who spoke on the local initiative process, the law as it relates to the process and encouraged the Commission to let the citizens decide by placing Proposition #1 and #2 on the ballot.

City Administrator O’Leary said that the City Attorney has advised us that there is a conflict within state law. The schedule for the City Commission to hear this is for September 15, 2014.

Mayor Crance said it the intention of the Commission is to follow the law. He said he spoke with the County and they informed him there was not enough time to get the Propositions on the November General Election Ballot.

Mayor Crance recessed the regular meeting and opened the Public Hearing at 6:28 p.m.

Public Hearing – Ordinance No. 1859-0914 - First Reading – An Ordinance of the City of Shelton, Washington, Amending Shelton Municipal Code Chapter 20.06 Specifically Relating to Table 20.06.030B. Permitted and Conditional Land Uses – Senior Planner Dose said that in late 2013 and early 2014 the Community and Economic Development Department held three Downtown forums to discuss some identified (by staff) concerns relative to existing uses as it relates to allowances in the Downtown zone. Specifically, staff asked the question to those in attendance about several existing (legal) non-conforming uses within the downtown zone and how to best address them. Discussion during the open houses ranged from the zoning in the downtown to several concerns business/property owners and residents had regarding the downtown area such as: Parking, Goldsborough Creek Bridge, lack of public restrooms, buildings used for storage, and transients. In the end, staff determined that a fairly minor zoning change would be required to address the (zoning) items cited and a number of minor changes to the Shelton Municipal Code. SP Dose said these requests are to correct existing discrepancies, some are requested to address cited uses within the Downtown, and some are requested to allow for some additional uses within other zones in the City. The requested changes are summarized below:

1. Numerous footnote addition/clarifications in the NR zone as it relates to “Neighborhood Commercial” uses. Staff noticed that footnote 1 was missing on all identified “Neighborhood Commercial” uses in the NR zone. Footnote 1 clarifies that the use can be considered through the Conditional Use Permit process. **The footnote was included in
Mayor Cronce closed the Public Hearing at 6:44 p.m. and reconvened the regular meeting.

Mayor Cronce requested a First Reading of Ordinance No. 1859-0914 as follows:
*An Ordinance of the City of Shelton, Washington, Amending Shelton Municipal Code Chapter 20.06 Specifically Relating to Table 20.06.030B, Permitted and Conditional Land Uses*

The Commission concurred to place Ordinance No. 1859-0914 on the consent agenda for September 14, 2014, for a Second Reading and adoption.

**Consent Agenda**
1. Transfer and Direct Banking Fees in the amount of $8,416.60
2. Vouchers numbered 84031 through 84125 in the amount of $260,892.98
3. 1st Street Paver Closeout – Authorize the Mayor to sign the Updated Cost Estimate in conjunction with the City Engineer.

Commissioner Olsen moved to approve the consent agenda; Commissioner Moore seconded the motion. A vote was taken and the motion passed.

**Old Business** - None

**New Business**
1. Basin 3 – DOE Design Funding Contract #L1200003 – Public Works Director Clark said this is related to the ongoing and nearly complete design efforts relating to the Basin 3 Sewer Rehabilitation Project. Washington Department of Ecology (DOE) provided a water quality loan to fund this work. The loan contract originally had a completion date of June 30, 2014 (originally extended from Dec 31, 2013 by amendment #1). In May of this year, staff realized that time was still needed to determine a final funding source for construction. A request was made to DOE and was granted and the attached amendment #2 is formally documenting that change in completion date. DH Clark requested that the Commission approve, and authorize the Mayor to sign on their behalf, Contract Amendment #2 for loan L1200003 to extend the design completion date to Sept 30, 2014, and authorize the City Administrator to make any necessary budget modifications necessary, by placing this item on the consent agenda for the Sept 8, 2014.

The Commission concurred to place Amendment #2 to the Basin 3 – DOE Design Funding Contract #L1200003 on the consent agenda for September 8, 2014, authorizing the Mayor to sign and City Administrator to make any necessary budget modifications.

2. SR3 Enhancements – Supplemental Agreement #1 to Agreement #LA-04790, by and between KPFF and the City of Shelton – Public Works Director Clark reported that this Supplemental Agreement #1 increases the amount of work that our consultant can do with our entry corridor and park and ride project. The City received this grant (and other similar Federal funds for these projects) with the expectation that a Park and Ride Facility would be designed and constructed at the site of the old Wastewater Treatment Plant (WWTP) and the sweepings pile (known as Boot Hill); together with a series of wetland enhancements through the wetlands lying to the west of the old WWTP, which were to include a portion of a pedestrian facility, with informational kiosks, and a water feature involving the old artesian wells. Early wetland delineation and environmental permitting reports were completed and then work stopped due to possible concerns about the Navy railroad Right-of-Way. Since earlier this year, staff has been working with Washington State Department of Transportation (WSDOT) and other (including our consultant, KPFF) to complete a “project” that meets the original intent of the grants. This will allow these grants to be closed on WSDOT’s records. This Supplemental Agreement covers necessary tasks that have arisen in the project as we (KPFF and the City of Shelton) have discovered and explored ideas to meet both the grant needs and project needs that have changed over the past 10+ years. The agreement has been reviewed by WSDOT. Tasks covered within this agreement include:
   - Project Planning/Coordination