Presiding: Mayor Cronce, Commissioner Olsen and Commissioner Moore
Staff Present: Dave O’Leary, Vicki Look, Steve Goins, Greg Clark, Mike Michael, Tracy Wilson, and Chuck Griffin

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

Commission Reports
One or more Commissioners will attend the following activities this week:

- North Mason Chamber of Commerce Tourism Meeting
- Mason County Foundation for Hop Board Meeting
- League of Women Voters
- Off the Walls and Garage Sale Maniacs Anniversary Parties
- Lotus Swan Grand Opening
- Shelton High School Baseball Booster Club Benefit
- Mason Transit Authority Employee Appreciation Breakfast
- Choice High School Graduation Ceremony

Public Comment
Mayor Cronce recognized Mr. Tom Davis who thanked the Commission for compromising with the County on the Skateboard Park. He asked the Commission to again work with the County and the Port in working to get the Port of Shelton and industrial areas on sewer rather than having new businesses put in septic tanks.

Mayor Cronce recognized Mr. Charles Orthmann who presented a video he made 8 years ago for the Mason County Historical Society Car Show. Mr. Orthmann stated that, he notices tourism is slow for the City and would like to make a suggestion to bring more cars in for the show and even consider turning the Mell Chevrolet Building into a small car museum. He has been working for the LeMay Car Museum in Tacoma and believes that he might be able to help bring more cars to Shelton.

Consent Agenda
1. Vouchers numbered 85148 through 85175 in the amount of $23,547.23
2. Commission Meeting Minutes from:
   - Business Meeting of January 20, 2015

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. Human Services Committee Proposed Title Change – Community and Economic Director Steve Goins presented a Resolution for a proposed title change to the Shelton Poverty Action Team. This was a proposal that committee members put forth for consideration. DH Goins also stated that if the Commission approves this name change, he would come back at a later date with an amended Resolution, reflecting the name change, for approval.

Mayor Cronce recognized Mr. Toby Kevin, who stated the name change that was decided was the Shelton Poverty Advisory Team. He stated that the charter does not designate the group as an action team and therefore the name change would be a good thing. He also stated that he believes that this had been suggested in the early stages of the group formation and that a majority had been in favor of it. He said that the group would greatly appreciate the Commission voting in favor of the name change.
DH Goins stated that he stood corrected on the name change, and it should be The Shelton Poverty Advisory Team.

Mayor Cronce recognized Mr. Tom Davis, who stated that he didn’t like the term “poverty” and that advertising poverty isn’t going to help Shelton attract more people.

Mayor Cronce recognized Ms. Marilyn Vogler; we spoke to the fact that poverty should be part of the name. She said that we should be made uncomfortable by poverty so that it is on everyone’s mind and that it is an issue. She would not like to see the word poverty removed from the name.

Commissioner Moore said she can see both sides of the statements, but is inclined to see the group change their name and believes that they should have the option to do so.

Commissioner Olsen stated that he appreciates everyone who has volunteered for the group and believes that they should have the option to change their name.

Mayor Cronce stated he is in agreement and that the group should be able to change their name.

2. **Arbaugh and Associates Lobbying Contract** – City Administrator Dave O’Leary presented the Commission with two contracts for legislative services from Arbaugh and Associates – one contract for the Sewer Funding Coalition and one for the Basin 3 project. He explained that staff is seeking legislative help with the Basin 3 project and that Representative Drew MacEwan requested the City submit a capital budget request, which staff did in the amount of $1.5 million. CA O’Leary stated this was the same process used in 2013, when the City received $1.5 million for a project associated with the Shelton Hills Project. He said that success was due in large part to the legislative services from Arbaugh and Associates. The normal fee for a contract with Arbaugh and Associates would be $3500, but if both contracts are approved, the City would be charged $2500 per contract, rather than $3500 for just one contract. There is currently an approved contract with Arbaugh and Associates for the Sewer Funding Coalition for $3500 – the new contract would be for $2500. CA O’Leary also stated that although Representative Drew MacEwan has moved from the Capital Appropriations Committee, there is still ample local support for this request. The cost of the Sewer Coalition lobbying contract would be covered by Coalition funds and the Basin 3 contract would be covered by the Sewer Utility. Staff anticipates that the cost for the Sewer Coalition services will not be more $16,000 and the costs for Basin 3 services should not exceed $12,500. CA O’Leary also stated that he was looking to ask for staff support in the form of an intern at a later date, but that this was not a conversation to be had at this time. Staff is recommending that the Commission approve each contract separately, and authorize the City Administrator to make the necessary budget amendments.

Commissioner Olsen inquired if the staff support would be for the Sewer Funding Coalition or City projects, and where the money would come from. CA O’Leary replied it would be for the Coalition and would be paid for with Coalition surplus unless or in the event that didn’t happen, it would be paid with City funds. He is concerned that the City may not get the Basin 3 funding and that we are doing too much dipping into the Sewer budget. He said that, while skeptical, he will support it this year, but will be hesitant in the future if this doesn’t work.

Commissioner Moore stated her concern about the amount of time the CA O’Leary is spending on the project and that the time was not included in overall costs. She is also concerned about the fact that the Sewer Funding Coalition contract start date is January 1, 2015.

CA O’Leary stated that he overlooked that and could change it to February 1, 2015 with no issues. He also said the he didn’t really consider his time commitment and they planned on turning it over to the lobbyist in the future. He said he would have kept the intern longer had he known.

Mayor Cronce stated that he has volunteered thousands of hours and miles on his car, including $2000 out of his own pocket. He said we have a real coalition now, but it is a battle. He believes that hiring a lobbyist is a good move for the City considering the return, but there are no guarantees.

The conversation continued with all three Commissioners in support of the lobbying contract.
The Commission concurred to place the Arbaugh and Associates Lobbying Contracts for the Sewer Funding Coalition and Basin 3 on the consent agenda for February 9, 2015.

Administration Reports

- Sidewalk Standard Policy/Neighborhood Residential Zone – This item was presented in detail at the meeting of January 26, 2015. Staff and Commission discussed many of the same points as the last meeting. Changes that were made to the proposal since last time are as follows:
  1. A Commissioner requested that there be more conversation on the pedestrian mitigation fee. DH Clark referred the Commission to the table in their packet which outlines the fee matrix for this fee. He stated that if the homeowner builds a sidewalk, no money goes to the sidewalk fee, but if the homeowner is just grading and graveling, then they would pay into the fee. It all depends on right of way width. Regarding tight locations where parking won’t be allowed – building code dictates that each residence have two off-street parking stalls. If this is not doable, the homeowner may have to park down the street a bit. Grading work would be subject to a Right of Way Permit and inspected by the City.
  2. The question was raised, do want to make a decision or make a committee? DH Clark believes we are very close to being in a place to make a decision, but if the Commission would like further input, it would be fine. It would just delay the process.

DH Clark stated that City Engineer Michael had prepared a flow chart for the City to hand out that would explain the City’s infill lot application review process. He said that the hopes tonight to wrap up discussion with the Commission about the pedestrian mitigation fee. He said that staff came up with the fee by calculating a percentage of how much it would cost to actually install a sidewalk in front of a typical lot. They based this on an average 60’ lot and came up with an amount of $3000. This does not include factors like grading or retaining walls.

CA O’Leary stated that if it is the Commission’s choice to have a committee, we can do that, but other projects are going to slip.

Commissioner Olsen stated that he would like to see low fees for properties that are being remodeled, but the footprint isn’t changing. EH would like to stimulate homeowners to pick up these properties and renovate them.

DH Clark referred the Commission to the fee chart and asked them to clarify what percentage they would like to see applied to homeowners.

Commissioner Olsen stated that perhaps we could charge $1500 up front and reward them with $500 if they finish on time. He said he would be willing to make this a temporary stimulus to see how it worked. He also stated that he would like to see builders be allowed to build a sidewalk if they so choose, without having a fee, since a builder can install a sidewalk for much cheaper.

Commissioner Moore stated that she wants to make sure that the fees are not going to cause undue burden on the homeowner to an extent that is discourages remodeling.

DH Clark requested a recommendation for the fee. He would like to have some direction in order to bring this back under New Business and have the Commission see the changes that have been made.

Commissioner Olsen stated that as long as they aren’t changing the footprint, the fee should 50% of $1500. If the footprint is changing, then that would bump them into a higher category.

Mayor Cronce stated that if someone wants to rehab an existing house, there shouldn’t be a mitigation fee and they should be allowed to just grade the right of way. If it’s new construction, then the mitigation fee would apply.

Commissioner Olsen said that this is a community wide issue and that everyone should bear some burden to avoid inequity and animosity among homeowners.

DH Goins brought up the point that there is substantial case law regarding mitigation fees. There has to be proportional weighting regarding fee structures.
Commissioner Moore believes the City should be fair in imposing fees and the main goal is to make these houses that need work affordable to rehab. She would like to see the costs low and dispersed among homeowners.

After further discussion of mitigation fees, the Commission concurred on a $750 fee for substantial remodel without increasing the footprint and 15% of $1500 to remodels in which there is an existing sidewalk and the footprint is being increased. For new construction, the fee would be $50 per lineal foot. In addition, builders would be allowed to install a sidewalk in lieu of a fee if they so choose.

**General Public Comment**
Mayor Cronce recognized Mr. Gary Yando who stated that he didn’t appreciate the Commission and staff negotiating before allowing the public to speak. He did thank staff for all their hard work, but said that he takes offense to them treating the idea of a public committee as a plague. He would like to get a group together to meet with staff to make sure they are on the right track. He also stated that he didn’t like the idea of using crushed rock – saying that unless it is put down right, it doesn’t work. He reiterated that he would like to see some community involvement in this process. He went to voice his support for supplying sewer to industrial areas.

Mayor Cronce stated he is in favor of community involvement.

Commissioner Olsen said he is willing to meet with community members and bring it back to staff.

Mayor Cronce recognized Ms. Marilyn Vogler who voiced her opposition to allowing gravel to be used in place of sidewalks. She stated how important on street parking is to the community and doesn’t want to see it be diminished. She gave her support for the sidewalk proposal, but asked that the Commission not overregulate the parking.

Mayor Cronce recognized Mr. Tom Davis who wants to see clarity to citizens on this matter to avoid miscommunications. What about partial remodels? Do they add up, or does the remodel have to be made all at the same time in order to be subject to mitigation fees.

**Administrative Final Touches**
DH Clark said they have a date for the Open House for the Lake Boulevard Project. This will take place on February 24, 2015 at 6:00pm to share scope of project with the public.

CE Michael will be bringing forth an Amendment to the MSA Contract for the Upper Mountain View project as well as a supplement to the Local Agency Agreement for the SR 3 Project

**Announcement of Next Meeting**
Mayor Cronce announced the next regular meeting Monday, February 9, 2015 at 2:00 p.m.

**Adjournment**
Mayor Cronce adjourned the meeting at 7:42 p.m.

[Signatures]
Mayor Cronce
City Clerk Look