CITY OF SHELTON, WASHINGTON - CITY COMMISSION
Business Meeting Minutes – April 15, 2013
Shelton Civic Center - 6:00 p.m.

Presiding: Mayor Cronce, Commissioner Olsen and Commissioner Pannell
Staff Present: Dave O’Leary, Vicki Look, Steve Goins, Greg Clark, and Lesleann Kangas

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:
- Peninsula Art Show – Awards Ceremony
- Mason County Commission Meeting
- Mason Transit Committee Meeting
- Criminal Justice Committee Meeting
- MACECOM Meeting

Public Comment

Mayor Cronce recognized Ms. Gail Strauss who was in favor of the proposal that would amend Shelton Municipal Code (SMC) to require owners of rental properties to secure a business license and would establish an annual inspection of rental properties making sure that minimum fire and safety standards are met. Ms. Strauss said that substandard rentals do exist in our community and that Shelton residences and their children would benefit greatly from improved living conditions and amending the SMC to address substandard housing would strengthen our community.

Mayor Cronce recognized Ms. Marilyn Vogler who spoke on the proposal to encourage homeowners to clean up properties. Ms. Vogler asked staff to think about how to implement this proposal. She said to think about an approach that encourages people to participate in keeping the City clean rather than one that simply penalizes them for not doing so. Some people do not have the resources to rid the trash so she suggested the City help with the resources and using community service workers to work with property owners. Her three suggestions are: 1) work with volunteers, 2) run trucks in neighborhoods and dump without charging and 3) have grace period for those on the list and if they do not comply then ticket and enforce.

Mayor Cronce recognized Mr. Forrest Cooper who addressed the top ten abatement list presented at the previous meeting. Mr. Cooper suggested that the Old Bowling Alley at 128 North First Street be removed from this list. He said this building has historic value to our community and could be renovated and an example of a building renovation is the renovation of the old hotel building on Front Street across from the truck entrance, even empty it serves our historic downtown.

Management Assistant Look read into the record an email from Ms. Debra Nielson, Executive Director of Mason County Shelter, who is in support of landlords having to secure a business license. She said they collect an enormous amount of money and should be held to some fiscal accountability. Ms. Nielson said also, establishing annual inspections of rental properties would be good, but perhaps only for landlords with four or more properties. Ms. Nielson said they are landlords and do their best to keep rental properties in healthy and safe conditions and expect others to do the same.

Mayor Cronce said the Commission is 100 percent agreement on what needs to be done, it is how you do it. He would like to see a strong and quick process to tear down the vacant derelict houses. He said he does have concerns on the rental business licenses but we are developing a conversation and hearing from people all working towards the same goal.
Consent Agenda
1. Vouchers numbered 80714 through 80829 in the amount of $551,567.14
2. Payroll Warrants numbered 68974 through 69156 in the amount of $601,922.17
3. Transfer and Direct Banking Fees in the amount of $222,756.33
4. Manual Warrant numbered 80713 in the amount of $150.00 to Department of Fish and Wildlife/Hydraulic Project Approval
5. Commission Meeting Minutes from:
   • Study Session of March 25, 2013
   • Business Meeting of April 1, 2013
6. IGA#19 Amendment #1 - Dayton Airport Water - Design – Authorize the Mayor to sign when Washington State Patrol has completed their signing process and returned
7. IGA#20 Amendment #1 - Dayton Airport Water – Construction - Authorize the Mayor to sign when Washington State Patrol has completed their signing process and returned

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

Old Business - None

New Business
1. Resolution # 1047-0413 – A Resolution of the City of Shelton, Washington Establishing a List of Comprehensive Plan Amendments that will be Considered During the 2013 Comprehensive Plan Amendment Cycle – Community and Economic Development Director Goins said this item is an annual process to approve a docket for our Comprehensive Plan Amendments for an annual review of the document. This is done with State requirements that limit the amount of reviews you can do one time annually. This resolution will set the docket for this year’s amendment. The three items for consideration are:
   1) Map amendment to expand lands zoned Commercial-Industrial within the Shelton Urban Growth Area (UGA) Boundary
   2) Map and text amendment changing the boundary and permitted uses within the Downtown Zoning District (DT)
   3) Amendments referring City of Shelton comprehensive planning and program updates.

DH Goins presented maps showing the area included in the proposal for the UGA expansion and the Downtown Zoning District Boundary.

DH Goins requested the Commission place Resolution No. 1047-0413 on the consent agenda for April 22, 2013. He also said he wanted to accompany this with a Memorandum of Understanding with the property owners that would be engaged in the UGA boundary expansion, as well as the County, but we are not ready to move that forward yet.

Commissioner Olsen said he has concerns of the critical aquifer areas.

Commissioner Pannell said the important thing about setting this docket is not what it limits us to, it is what it limits us from annually.

City Administrator O’Leary said, in clarification, what we are talking about is a map amendment to the Comprehensive Plan it is not a development application. He said he knows there is concern about potential uses and we are not deciding that at this point, it is setting the appropriate zoning in the area.

The Commission concurred to place Resolution #1047-0413 on the consent agenda for April 22, 2013.
**Administration Reports**
City Administrator O’Leary said that due to the importance of items being discussed at the meeting of April 22, 2013, the meeting time will be changed to 6:00 p.m.

**Public Comment**
Mayor Cronce recognized Mr. Forrest Cooper who requested the crosswalks at Park Street, going to Kneeland Park, and First Street in front of Domino’s Pizza, be painted.

**Administrative Final Touches**
- DH Clark – Dayton Airport Road Pavement Restoration

**Announcement of Next Meeting**
Mayor Cronce announced that due to the content of the next regular Commission meeting the meeting time will be changed to 6:00 p.m., Monday, April 22, 2013.

**Adjournment**
As there was no further business the Commission business meeting was adjourned at 6:43 p.m.

Mayor Cronce

City Clerk Look