Presiding: Mayor Cronce, Commissioner Olsen and Commissioner Pannell  
Staff Present: Dave O’Leary, Vicki Look, Greg Clark, Steve Goins, Cathy Beierle, Mike Michael 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:
- United Way Day of Caring  
- Mason Transit Authority Board Meeting  
- KMAS Radio

Public Comment
Mayor Cronce recognized Mr. Tom Davis who attended a Mason County briefing where a 3.7 million dollar block grant to build eight apartments for the homeless was approved. He said that is a lot of money for eight apartments and if there had been a community task force they could have discussed on how best to use that money, getting more than eight apartments. Mr. Davis again requested the Commission consider a community task force.

Mayor Cronce recognized Ms. Tracy Moore who agreed with Mr. Davis in forming a community task force. Ms. Moore reminded everyone that tomorrow is United Way’s Day of Caring.

Consent Agenda
1. Vouchers numbered 81119 through 81223 in the amount of $1,412,679.39  
2. Payroll Warrants numbered 69354 through 69544 in the amount of $639,651.09  
3. Commission Meeting Minutes from:
   - Study Session of May 13, 2013  
   - Business Meeting of May 20, 2013  
   - Study Session of May 28, 2013  
   - Business Meeting of June 3, 2013  
4. Target Zero Task Force Project & Manager Duties – Authorize Chief Eklund and the Mayor to sign the agreement  

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

Old Business
1. Ordinance No. 1833-0713- An Ordinance of the City of Shelton, Washington, Amending Shelton Municipal Code Section 20.38.100, Pertaining to Temporary Signs – Community and Economic Development Director Goins said this is one of five recommendations presented by the Shelton Alliance for Viable Economic Revitalization (SAVER) Committee to revitalize and encourage new business in the downtown area. This new ordinance will apply to the entire City, not just the downtown area.
He said the proposal today is to expand on what is already allowed for temporary signs from 15 days to 90 days without a building permit, but will require a review, no off premises signs and signs not in the right of way. The SAVER group has proposed 180 days. DH Goins requested Commission direction on this item.

Commissioner Pannell responded that 90 days is a nice compromise. She believes that a sign is a vital part of a business plan and she continues to think signage and B&O Taxes are part of opening a business and if a 90 day period will encourage new business she is willing to agree with this.

Commissioner Olsen asked if sandwich signs are allowed. DH Goins said the sandwich board signs are already covered in the sign code.

Ms. Heidi McCutcheon, Executive Director Shelton Mason County Chamber of Commerce, read and presented a letter in support of the 180 day time period for the sign ordinance. Ms. McCutcheon said that studies show that six months is typically the deciding point as to whether or not an entrepreneur will move forward or cut their losses and fold. She said the belief remains that by extending the timeline of temporary signage we can continue to encourage entrepreneurs and create an atmosphere of cooperation, support and encouragement between the business community and the City of Shelton. Ms. McCutcheon thanked the City for their cooperation in this effort.

Mayor Cronce said he is in favor of things that will encourage new business in our City.

Mayor Cronce recognized Mr. Forrest Cooper who spoke in opposition of changing from the 15 days for temporary signs. Mr. Cooper said this is an insult to the volunteers who have worked to get good quality appropriate signage in the downtown area.

Commissioner Pannell said she agreed with Mr. Cooper but the 90 days is a good compromise and we owe it to the SAVER committee to give it a try.

Commissioner Olsen said he is comfortable with the 90 days and revisit this if needed.

The Commission concurred to place Resolution No. 1833-0713 under Old Business for June 24, 2013 for a First Reading.

New Business
1. Resolution No. 1049-0613 – A Resolution of the City of Shelton Amending Resolution #1040-0712, The City Fee Schedule, Revising Fees and Adopting New Fees – Director of Financial Services Beierle said that the City updates the Fee Schedule annually to recover cost with little administrative burden. DH Beierle presented the proposed changes to the fee schedule that included the Civic Center rental fees to a per hour fee of $15.00 and in Public Works the Basic Access Right-of-Way Permit and the rental of equipment to include operator fees and changes to the International Building Code. DH Beierle requested this resolution be placed on the consent agenda for June 24, 2013.

The Commission concurred to place Resolution No. 1049-0613 on the consent agenda for June 24, 2013.

2. Resolution #1050-0613 – A Resolution of the City of Shelton, Authorizing a Loan Agreement Between the City of Shelton and the State of Washington Department of Ecology (DOE) from the Washington State Water Pollution Control Fund, Loan No. L1300028 for the Canyon Creek Design Project – City Engineer Michael said this is a loan for $350,000 awarded through DOE that the City applied for a year ago for design funds for the Canyon Creek Improvements. DOE needs to close out loans for the end of the biennium. The City has some options, accept the loan and not draw any money, rescind the loan, choose not to take the loan now or take the loan and use it for design coming out of the Canyon Creek Study. CE Michael requested to bring this back under Old Business next week for a formal recommendation with staff leaning towards not accepting the loan. He said this will come as a follow up on to the previously discussed Canyon Creek Planning Project final
draft report which he will also be bringing back for Commission approval. He said he spoke with the finance
department and the funding should be able to come from the Stormwater Fund.

The Commission concurred to place Resolution #1050-0613 under Old Business for the meeting of June 24,
2013.

Administration Reports
City Administrator O’Leary said an issue has come up with the Dayton Airport Water Project. The agreement
was the City would set up a Latecomers agreement with the Washington State Patrol (WSP) allowing the WSP to
put up the money to build the waterline out to their facility and when other people come along and paid to connect
it would allow the State to recoup some portion of the dollars spent on the waterline. The challenge is we cannot
form a Latecomers Agreement until we know the costs which will not be until mid July. The end of the biennium
is June 30th so the State Finance Department said this project will end because there is no money in the budget.
The WSP has come to the City asking if we would front the dollars for the project, $13,000-$20,000, and we
would be paid back plus interest when people hook up to the waterline. There is no need for a decision tonight;
staff will be requesting legal advice on this matter. CA O’Leary said this would be a good faith act with our
partner. CE Michael said staff and WSP have been working together to try to come up with a solution with this
proposal being the best available.

Public Comment
Mayor Cronce recognized Ms. Tracy Moore who complimented City Engineer Michael on his presentation on
Canyon Creek at the Library.

Administrative Final Touches - None

Announcement of Next Meeting
Mayor Cronce announced the next regular Commission meeting of Monday, June 24, 2013 at 2:00 p.m.

Adjournment
As there was no further business the Commission business meeting was adjourned at 6:48 p.m.

Mayor Cronce

City Clerk Look