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

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

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

Commission Reports
Kathy Geist, from the Mason Transit Authority (MTA), formally invited the Commission to attend the groundbreaking ceremony on 8/1/13 for the new Transit Community Center. Ms. Geist also gave a brief overview of what the new space will look like and opportunities that the center will offer to the community.

One or more Commissioners will attend the following activities this week:
• Chamber event at the Green Diamond Recreational Center
• MTA Meeting

Commissioner Olsen reported that he will be on vacation and will not be present at the July 22nd Study Session.

Public Comment
Mayor Cronce recognized Bernice Lawson who reported on the voluntary cleanup underway at 303 S 2nd Street. The building is on the City’s list for demolition and she is asking if the City would consider saving the building for restoration.

Mayor Cronce recognized Nathan Reneker who also spoke about saving the building at 303 S 2nd Street.

Mayor Cronce recognized Tom Davis who thanked the board for addressing community concerns.

Consent Agenda
1. D Manner Lease Agreement
2. Resolution No. 1052-0713, A Resolution of the City of Shelton Superseding Resolution #902-1006 relating to the Policy and Allocation of Lodging Tax Revenues
3. Payroll Warrants numbered 69546 through 69732 in the amount of $618,677.88
4. Transfers and direct banking fees/charges approval in the amount of $10,155.08
5. Vouchers numbered 81304 though 81446 in the amount of $387,633.33

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 –
Sewer Comprehensive Plan Update – Community and Economic Development Director Steve Goins gave presentation detailing the Draft Sewer Comprehensive Plan. The Draft Plan was released for review on July 1, 2013 and the comment period ends August 3, 2013. A few of the items listed in the Plan proposal are:
• Development of Existing and Future Service Area
• Estimate future wastewater flows based on population and household trends within the Service Area
• Document the existing sewer system
• Assess the capability of the existing collection and treatment system to meet existing and future demands
• Identify existing sewer system deficiencies and develop the Capital Improvement Plan, including priorities for construction
• Prepare financial analysis for recommended facility improvements
A complete copy of the Plan can be found at the City of Shelton website or City Hall.
Abatement Strategies – Condemnation of Properties – CED Director Goins outlined the process of using a Hearings Examiner Review in determining if a building qualifies for abatement. He pointed out that this element of the City’s Abatement Strategy is quicker, less expensive, and allows the City to recover the cost of abatement in far less time than the old strategy of securing a Warrant of Abatement. This process would utilize condemnation policies that the State already allows the City to enact to deal with blight in the community. This process entails notifying the owner of the City’s intent to condemn the property. The City would then enact an ordinance, while also negotiating with the property owner on abatement vs. redevelopment. The Commission thanked CED Director Goins and concurred on moving forward with making this tool part of the Abatement Strategy.

Administration Reports
City Administrator O’Leary reported that the Poverty Task Force is on schedule for formation next week.

CA O’Leary will be out of the office tomorrow for a session on Performance Measures at the University of Washington.

General Public Comment - None

Administrative Final Touches
CA O’Leary reported that future agenda items are listed on the Looking Ahead provided in the meeting packets.

Announcement of Next Meeting
Mayor Cronce announced the next regular Commission meeting of Monday, July 22, 2013 at 2:00 p.m.

Adjournment
As there was no further business the Commission business meeting was adjourned at 7:01 p.m.

Mayor Cronce

City Clerk Look