Presiding: Mayor Cronce, Commissioner Olsen and Commissioner Pannell
Staff Present: Dave O’Leary, Vicki Look, Greg Clark, Steve Goins, Dennis McDonald, Dave Eklund, Mark Ziegler, and Tracy Wilson

Mayor Cronce called the meeting to order at 2:00 p.m.

Commission Reports
Heidi McCutcheon – Chamber of Commerce – Second Quarter Report – Ms. McCutcheon presented the Second Quarter Tourism Report. The Shelton Mason County Chamber of Commerce is requesting reimbursement in the amount of $3,850.00. Tourism efforts for this quarter included ongoing administration and operation of visitor information services, maintenance of the online event calendar, management of the website (www.explorehoodcanal.com), and visitor information services provided via phone and in person. Ms. McCutcheon stated that there were 5,675 visitors, of which 4,059 were new visitors.

Duane Wilson – Kristmas Town Kiwanis – Special Event Report – Mr. Wilson gave a report on the 8th Bluegrass from the Forest event.

MA Look thanked Mr. Wilson and the Kristmas Town Kiwanis for their diligent efforts on promoting tourism in the City of Shelton and tracking visitors to our community

One or more Commissioners will attend the following activities this week:
• Monthly MACECOM Board Meeting

Public Comment
Charles Orthmann spoke about homelessness in the City and presented some issues that he has observed around the City, such as long lines at the soup kitchen and degraded sidewalks. Mr. Orthmann handed out a packet with pictures of his observations.

Consent Agenda
1. Asphalt purchase - Two contracts (Granite Construction Co. and Pyramid Materials Inc.)
2. Historic Preservation Board appointment (Tristan Star)
3. Transportation Improvement Board (TIB) Grant – Lake Boulevard

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

Old Business
Grant Submittal for Wastewater Treatment Intertie – Public Works (PW) Director Clark briefed the Commission on an proposed wastewater treatment intertie project. The City was selected by the Legislature for this project which will allow both treatment plants to intertie the flow from the satellite plant to the main plant by existing piping in the area of the Shelton Hills Development. A state grant has been awarded in the amount of $1,500,000.00. The project is scheduled to start next year and be finished by the end of 2015. The project will be coordinated with the Shelton Hills Development.

Staff requested the Mayor to sign on behalf of the Commission to start the process with the Department of Commerce to receive the grant funds.

Commissioner Pannell moved to have the Commission authorize the Mayor to sign the necessary documents for the State Capital Budget Process; Commissioner Olsen seconded the motion. A vote was taken and the motion passed.
New Business
Basin 5 Sewer Rehabilitation Project – Amendment to Construction Loan – PW Director Clark discussed an amendment to the Public Works Trust Fund (PWTF) loan that would extend the end date for the Basin 5 Sewer Rehabilitation project from July 14, 2013 to April 30, 2014. The process to extend the loan was started in April, 2013, but due to delays with the PWTF Board, it took longer than expected. There is no fiscal impact, just an extension of the project timeline. **The Commission concurred to place the PWTF Amendment to Construction Loan for the Basin 5 Sewer Rehabilitation Project on the Consent Agenda for August 19, 2013, authorizing the Mayor to sign.**

Resolution No. 1053-0813 with Exhibit “A” – Shelton Police Department – Surplus Vehicles – Police Chief (PC) Eklund requested the Commission surplus two police vehicles. PC Eklund stated that one of the vehicles requires extensive repair and that the budget for repairs is almost exhausted. The other vehicle has very high miles. He requested that Resolution No. 1053-0813 with Exhibit “A” be placed on the Consent Agenda for August 19, 2013. **The Commission concurred to place Resolution No. 1053-0813 with Exhibit “A” on the Consent Agenda for August 19, 2013.**

Civic Center Rotating Art Gallery – Parks and Recreation Director Ziegler presented the Art Commission’s recommendation for next quarter’s art display for the Rotating Art Gallery. Out of the four artists who submitted, The Shelton Arts Commission chose artists Tim Ransom and Carol Creed. With approval from the Commission, their art will be displayed in the Civic Center Rotating Art Gallery from August 26 to the end of November. He is requesting that the Commission approve the art for display at the Civic Center Rotating Art Gallery. **The Commission concurred to place the art of Tim Ransom and Carol Creed for display at the Civic Center Rotating Art Gallery on the Consent Agenda for August 19, 2013.**

Administration Reports – City Administrator O’Leary will be attending a conference from Wednesday through Friday.

General Public Comment
Forest Cooper commended Charles Orthmann on his efforts to clean up the City, and his love for the community. Mr. Cooper hopes the City will use him as a resource in the future.

Heidi McCutcheon invited the Commission to attend the Empty Buildings Tour next week that will be hosted by the Chamber of Commerce. This tour will highlight buildings in the downtown area that are available for sale or lease as business opportunities. The tour will be on August 22, from Noon – 4:30 p.m.

Administrative Final Touches – CA O’Leary directed staff to the Looking Ahead portion of their packet.

Announcement of Next Meeting
Mayor Cronce announced the next regular Commission meeting of Monday, August 19, 2013 at 6:00 p.m.

Adjournment
Mayor Cronce adjourned the meeting at 3:15 pm