

CITY OF SHELTON, WASHINGTON - CITY COMMISSION

Study Session Meeting Minutes – January 11, 2010

Shelton Civic Center – 2:00 P.M.

Presiding: Mayor Tarrant, Commissioner Byrne and Commissioner Pannell

Staff Present: Vicki Look, Steve Goins, Dennis McDonald, Erik Birk, Michael Michael, Mark Ziegler and Wendy Thompson

Commission Reports

- Civic Center Brochures – Parks and Recreation Supervisor Mark Ziegler gave an overview of the new Civic Center brochures. These brochures advertise community use space in the Civic Center. Mr. Ziegler is placing these brochures in many places throughout the community.

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

- Mason Transit Authority Board Meeting
- Artists reception at Civic Center

Mayor Tarrant presented a certificate of appreciation plaque that was received by the City from the Department of USDA to Public Works and Community and Economic Development Director Steve Goins.

Public Comment - None

Consent Agenda

1. Payroll warrants numbered 60887 through 60948, 60951 through 60954, 60956 through 61038, 61040 through 61068, 61072 through 61077, 61079 through 61094, 61096, and 61098 through 61102 in the amount of \$693,555.10
2. Manual Warrant numbered:
 - 71809 in the amount of \$6,035.63 to Key Bank and Rodarte Construction, Inc.
3. Resolution #988-1009 – A Resolution of the City of Shelton, Washington Establishing a Policy for Real Estate Sales

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

Old Business -

1. Ordinance No. 1760-0110 - An Ordinance of the City of Shelton, Washington for the Establishment of a Local Historic District (LHD) in the City of Shelton along with the Adoption of Chapter 20.65 of the Shelton Municipal Code Entitled "North Sheltonville Historic Neighborhood Local Historic District." - Associate Planner Birk gave an overview of the ordinance and expressed that there has been a lot of property owners who are in favor of the creation of the LHD. The commission requested that the ordinance be changed to add that new construction be included. There was discussion around the time frame anticipated to review permits received by the Historic review committee. It was stated that the expected review time for the Historic review committee would be no longer than a month. The Historic review committee stated that they try to work closely with individuals located within the historic district to expedite the permitting process. Mr. Birk requested a first reading of the ordinance with a second reading to be done on Monday, January 19, 2010.

The Commission requested a First Reading of Ordinance No. 1760-0110 – An Ordinance of the City of Shelton, Washington for the Establishment of a Local Historic District (LHD) in the City of Shelton along with the Adoption of Chapter 20.65 of the Shelton Municipal Code Entitled "North Sheltonville Historic Neighborhood Local Historic District."

The Commission concurred to place Ordinance No. 1760-0110 under Old Business for the meeting of January 19, 2010.

2. Resolution #989-1009 – A Resolution of the City of Shelton, Washington Adopting a Policy and Procedure for Disposal of Surplus City Assets – Management Assistant Look presented this resolution in detail at the meeting of January 4, 2010. MA Look stated that the resolution now includes a limit of \$1000.00 dollars per the request of the commission. She provided examples of possible surplus items. MA Look said that the next step in this process would be that the City Administrator would develop a policy for surplus. MA Look requested that Resolution #989-1009 be put on the consent agenda for the meeting of January 19, 2010.

The Commission concurred to place Resolution #989-1009 on the consent agenda for the week of January 19, 2010.

New Business

1. FY 2010 Community Development Block Grant - General Purpose Grants Program – Regional Projects Manager McDonald gave an overview of the Community Development Block Grant. To date there have been no applications received from anyone in the community. Therefore, they are moving forward with application for projects within the City. Some potential projects include sidewalk improvements in front of the old armory, a corridor to connect Evergreen School, Choice High School and the Senior Center, and concrete covers to Shelton creek; which are currently deteriorating. Mr. McDonald requested to bring Resolution #992-0110 that certifies compliance with all requirements for applying for the CDBG back under Old Business for approval at the meeting of January 19, 2010.

The Commission concurred to place Resolution #992-0110 under Old Business for the meeting of January 19, 2010.

Administration Reports – None

Public Comment -

Mayor Tarrant recognized Ms. Laura Sladek who voiced her concerns about the North Sheltonville Historic Neighborhood. Ms. Sladek stated that she feels that both she and her husband have been treated unfairly by the City of Shelton while trying to build a new professional building in downtown Shelton. She also stated that she never received a copy of the new proposed ordinance. Mr. Birk informed Ms. Sladek that a copy of ordinance was sent out with the ballots to all affected property owners as well as being posted on the City's website.

Management Assistant Look read into the record an email received from Michael Wittenberg. Mr. Wittenberg voiced his support for the local historic district.

Mayor Tarrant recognized Mr. Mike Olsen who stated that he felt the public hearing was for the proposed district was very positive and he doesn't want anyone's decisions to be swayed by any malcontent homeowners. He feels that the needed "homework" was done.


Administrative Final Touches - None

Announcement of Next Meeting

Mayor Tarrant announced the next regular Commission meeting of Tuesday, January 19, 2010 at 6:00 p.m.

Adjournment

As there was no further business the meeting was adjourned at 2:58 p.m.


Mayor Tarrant


City Clerk Look