Presiding: Mayor Cronce, Commissioner Olsen and Commissioner Pannell
Staff Present: Dave O'Leary, Vicki Look, Cathy Beierle, Dave Eklund, Greg Clark, Steve Goins, and Tracy Wilson

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

Commission Reports
One or more Commissioners will attend the following activities this week:
- Oysterfest
- County Commission Meeting
- LEOFF Board Meeting
- MACECOM Board Meeting

Commissioner Olsen thanked Facilities Manager Curt Johnson, the Shelton Historic Preservation Board, and Fraser Metal Works for the nice job that was done on the fire station signage.

Public Comment
Mr. Tom Davis commented on the Urban Growth Area Memorandum of Understanding (MOU). He commented in favor of also looking at John’s Prairie property.

Ms. Pat Vandehey commented on the Urban Growth Area MOU and her concerns on what type of impact industrial zoning will have on the community. She stated that there had been rumors of heavy industrial businesses going in that could be very polluting. Mayor Cronce asked Ms. Vandehey to please leave her questions for the Commission to review.

Commissioner Olsen raised his concern that there might be misinformation in the public about the Urban Growth Area MOU and that perhaps it should be taken off the consent agenda for further review.

City Administrator (CA) O’Leary stated that it would be appropriate to move it under “old business” if the Commission would like to discuss it further.

Commissioner Pannell agreed with Commissioner Olsen in that there may some misinformation out there.

The commission concurred to place Item 1 from the consent agenda, Urban Growth Area Memorandum of Understanding, under old business.

Mason County Commissioner Terri Jeffreys spoke about the Urban Growth Area MOU and stated how pleased she was with the City and County for promoting growth in the area.

Public Works Director (PWD) Clark requested that the Commission move Item 5 of the consent agenda, Approval of 2013 Budget Modification – Turner Street Storm Improvements to old business in order for him to present a slide show on the proposed storm improvements.

Consent Agenda
1. Approval of 2013 Budget Modification – Community Development Block Grant – Authorize the City Administrator to make the necessary budget modifications
2. Approval of 2013 Budget Modification – City of Shelton Design and Construction Standards – Authorize the City Administrator to make the necessary budget modifications
4. Transfer and Direct Banking Fees/Charges in the amount of $10,860.67
5. Commission Meeting Minutes of:
Commissioner Olsen moved to approve the amended consent agenda as read, and Commissioner Pannell seconded the motion. A vote was taken and the motion carried.

Old Business
Approval of 2013 Budget Modification – Turner Street Storm Improvements – Authorize the City Administrator to make the necessary budget modifications - PWD Clark presented a slide show of the Turner Street Storm Improvement Project Site and explained what was going to happen in that area.

Commissioner Pannell moved to approve the 2013 Budget Modification – Turner Street Storm Improvements, authorizing the City Administrator to make the necessary modifications; Commissioner Olsen seconded. A vote was taken and the motion passed.

Urban Growth Area Memorandum of Understanding – CA O’Leary stated that public concerns can be addressed at this meeting and then the Commission can choose to proceed with the Urban Growth Area Memorandum of Understanding, or defer the item to a future meeting.

Commissioner Pannell requested the definition of a Programmatic Environmental Impact Study (EIS). Community and Economic Development (CED) Director Goins stated that an EIS makes assumptions about the intensity of a project. Having the study completed can streamline the permit process.

Commissioner Olsen stated his concern is that he would like to work with facts, rather than rumors and wants the public to know that the Commission is taking public concern very seriously.

Commissioner Olsen moved to approve the Urban Growth Area Memorandum of Understanding; Commissioner Pannell seconded the motion. A vote was taken and the motion passed.

New Business
Police Vehicle Purchase – Shelton City Police Chief (PC) Eklund brought a request to purchase three slightly used police vehicles from Chicago through the federal surplus program for a total cost of $35,600.00. There will be approximately $1,000.00 in additional upgrades needed on the vehicles. The Chief requested that the Commission approve the purchase of the used vehicles and authorize the City Administrator to modify the budget to accommodate the purchase.

Commissioner Olsen moved to approve the purchase of three vehicles from the federal surplus for use by the Shelton City Police Department, authorize additional funding for services necessary to prepare the vehicles for service, and authorize the City Administrator to make the necessary budget modifications in an amount not to exceed $36,000.00; Commissioner Pannell seconded the motion. A vote was taken and the motion passed.

2014 Budget Overview – CA O’Leary and Finance Director (FD) Beierle presented a 2014 overview, and CA O’Leary stated that assumptions made for the 2014 budget is that there will be a modest growth in revenue and that costs must be controlled to a maximum 1.5% per year. Although that will be difficult as some costs cannot be controlled (or are very difficult to control). He reported that general fund requests were $10,896,892 and that the projected revenue is $9,853,289 leaving a $1,043,603 shortfall. The general fund requests were presented in detail for both on-going and one-time funding. FD Beierle also presented the enterprise fund requests. The budget committee will take comments at the Commission Retreat in October and present their budget recommendations at the 2014 preliminary budget presentation which is scheduled for October 28th. Following is a public hearing on November 4 for the Preliminary Budget and the Revenue Sources. The final budget hearing is scheduled for December 2nd.

Mayor Cronce stated that this is the first step of the budget process and that there was much more consideration needed before the 2014 budget is adopted.
Dump Truck – Surplus Request – The agenda was amended to consider this issue before the abatement brief later in the meeting. PWD Clark discussed the surplus of a 1987 International 6 yard dump truck. Market value of the truck is somewhere between $7,000 and $9,000. The money from the truck would go back into the Equipment, Maintenance, and Replacement (E M & R) Fund. Clark requested the Commission authorize the surplus of this piece of equipment and place the item on the consent agenda for October 7th.

The Commission concurred to place the Dump Truck – Surplus Request on the consent agenda for October 7, 2013.

Abatement Strategy – CED Director Goins updated the Commission on abatement status of ten buildings that the Hearings Examiner had deemed dangerous. Owners of these buildings have been given an Order from the Hearings Examiner directing the owners to find a resolution to the issue. The time has passed for the Orders to be accomplished and CED Director Goins presented the current status of the buildings. Goins stated he could return with more specific information regarding costs for demolition to include some of the projects in the budget for 2014. The Commission concurred.

Mayor Cronce stated that is has been a very successful program so far and thinks it is one of the best things the City has ever done.

Goose Lake Integrated Planning Grant with Ecology – CED Director Goins discussed the City’s agreement with the Department of Ecology (DOE) for a remediation action grant which helps the community plan for future uses of the Goose Lake site. A concept plan has been created, but further planning has stalled. The City received two extensions already, and there will be complications in receiving further extensions. The State has now offered a new agreement for the grant which would be good through June of 2015 with no matching requirements. Goins requested that the Commission place the new agreement on the consent agenda for October 7, 2013 and authorize the Mayor to sign on behalf of the City Commission.

The Commission concurred to place Goose Lake Integrated Planning Grant with Ecology on the consent agenda for October 7, 2010, authorizing the Mayor to sign on behalf of the City Commission.

Administration Reports - None

General Public Comment
Ms. Marilyn Vogler commented on the abatement process and encouraged the City to consider salvage options for materials from the demolished buildings.

CA O’Leary stated that the City had considered giving usable material away, but that is considered a gift of public funds. The City has invited Habitat to salvage windows. It involves a lot of documentation and everything must be accounted for.

Administrative Final Touches
CA O’Leary referred staff to the “Looking Ahead” for future agenda items.

Announcement of Next Meeting
Mayor Cronce announced the next regular Commission meeting of Monday, October 7, 2013 at 6:00 p.m.

Adjournment
Mayor Cronce adjourned the meeting to at 3:43pm

Mayor Cronce

City Clerk Lock