CITY OF SHELTON, WASHINGTON - CITY COMMISSION
Business Meeting Minutes – October 15, 2012 6:00 p.m.
Shelton Civic Center

Presiding: Mayor Cronce, Commissioner Olsen and Commissioner Pannell
Staff Present: Dave O’Leary, Vicki Look, Cathy Beierle, Steve Goins, Dave Eklund, Shelby Conklin, Mark Ziegler, Mike Michael and Lesleann Kangas

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

Commission Reports
• Center for Performance Measurement (CPM) 101 – City Administrator O’Leary said this report is the City’s performance for 2011 compared to other Cities. The eleven programs compared are: Code Enforcement, Facilities Management, Fleet and Street Maintenance, Human Resources, Information Technology, Parks and Recreation, Permit Services, Police Services, Risk Management and Solid Waste. He said this report will allow us to set our own performance goals, efficiencies and work load. CA O’Leary thanked staff who worked on the data and said the complete report is available on the City of Shelton Website.

One or more Commissioners will attend the following activities this week:
• Shelton Mason County Chamber of Commerce Event
• Mason County Transit Meeting
• MACECOM Board Meeting
• Criminal Justice Meeting
• City Retreat

Public Comment - None

Consent Agenda
1. Vouchers numbered 79462 through 79571 in the amount of $677,688.28
2. Payroll Warrant numbered 67841 through 68026 in the amount of $576,053.12
3. Commission Meeting Minutes from:
   • Business Meeting of October 1, 2012
4. Resolution #1044-1012 – A Resolution of the City of Shelton, Washington Declaring City Vehicles Surplus to the Needs of the City, and Disposing of Such Vehicles for the Common Benefit
5. Police Purchase of two Vehicles – Authorize the City Administrator to make necessary budget modifications
6. Tourism Fund Grant Applications totaling $40,950 from:
   • Shelton-Mason County Chamber of Commerce – Visitor Center - $15,500
   • Kristmas Town Kiwanis – Bluegrass from the Forest - $7,000
   • Mason County Forest Festival - $5,000
   • Mason County Historical Society – Car Show - $850
   • Mason County Historical Society – Museum Visitor Center - $8,500
   • Support Our County Kids (SOCK) – Old Time Fiddlers Fest - $3,700
   • Support Our County Kids (SOCK) – RAPsody Ride - $400
7. Carollo Contract Amendment #4 – Authorize the Mayor to sign and City Administrator to make necessary budget modifications

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

1. Ordinance No. 1811-1012 – Second Reading – An Ordinance of the City of Shelton, Washington, Amending Sections 17.12.015 and 17.12.040 of the Shelton Municipal Code, Relating to Traffic Impact Fees – Public Works and Community and Economic Development Director Goins presented three ordinance options for Commission review relating to descriptions of areas in downtown concerning traffic impact fees. The three ordinance options are: #1 Downtown Core, #2 Zoned Downtown Commercial and #3 both Downtown Core and Commercial Valley Residential Zoned. Staff’s recommendation is option #1.

Mayor Cronce said he supports option #3 because it includes the largest area.

Commissioner Pannell said she agreed with the Mayor but she is not positive this will accomplish a lot, but if the goal is to encourage business the larger the area the more business you can attract.

Commissioner Olsen said he prefers option #1, staying off Alder Street because you are getting more into residential areas that could be converted over to commercial uses that could have a negative effect on residential traffic in that area.

DH Goins clarified that the zoning would not change with any of the ordinance options; the ordinance options address the traffic impact fees.

Public Comment on Action Item

Mayor Cronce recognized Ms. Tracy Moore who said she is a SAVER committee member. She said she is in favor of Option #1 which is the goal of the SAVER committee to promote business in the downtown area. Ms. Moore said that she is in favor of business being promoted where the infrastructure is already in place in the vacant buildings located in the downtown core.

Mayor Cronce said he still supports the larger area.

Commissioner Pannell said she agrees with the statement of the goal to encourage business in downtown that the boundary should be the downtown core, being option #1.

Mayor Cronce said that it appears that there is concurrence for Option #1.

Mayor Cronce requested a Second Reading of Ordinance No. 1811-1012 as follows:


Commissioner Olsen moved to approve Ordinance No. 1811-1012 as read, Commissioner Pannell seconded the motion. A vote was taken and the motion passed.

New Business

1. Sixth Street Park Closure and Renovation – Parks and Recreation Director Ziegler reported that the Parks and Recreation Department has received complaints for over a year regarding the activities at the Sixth Street Park. The park has become a popular spot for many youth in the community to congregate. At times, as many as 30 youth are in the park at one time, often leading to behavior affecting the quality of life for nearby neighbors and the physical state of park amenities and landscape. Over the last year the parks and recreation department has had to remove the wood picnic tables due to vandalism, the grass has been trampled to bare dirt, other vegetation has been trampled, broken or removed. Graffiti, drinking, and loud behavior often accompany the large crowds. The Parks and Recreation Citizens Advisory Committee held a neighborhood meeting on September 27, 2012, to discuss potential solutions to the park issues. Notices were sent to the surrounding residents and a flyer was posted in the park. The advisory committee reached a consensus to recommend the City Commission close the park until work to rehabilitate the facility occurs. The committee and parks department will facilitate the neighbors and community to assist in rehabilitation, creating
Mayor Cronce said he lives one block of this park and attended the neighborhood meeting. He said he does not see anything in this presentation that will guarantee or encourage a change in this park. He said he is in favor of a fence and no trespassing signs up until that area can be reclaimed as a park, he can not see rehabbing, it is not a safe place. Let the neighbors have some sanity. Spending good money after bad is not the answer.

Commissioner Pannell said that part of the solution is making it a better place to be. The terrible things that go on down there is not the fault of the park. The people in the community who enjoy parks need to have the opportunity to save this park.

Commissioner Olsen said he lives near two downtown parks and if all it takes is complaints to close a park down then why is Brewer Park not closed down. Parks are for the people not just the neighborhood. Community support and education is a way to save the park. He said he is in favor of a temporary closure to rehab the park. There is no solution to closing the park.

**Public Comment**
Mayor Cronce recognized the following people who spoke in favor of rehabilitating the Sixth Street Park: Ms. Tracy Moore, Ms. Tristen Star, and Ms. Marilyn Vogler. Mr. Glen and Mrs. Jackie Lautt, neighbors of the park, spoke on the positive possibilities and negative probabilities in rehabilitating the park.

*The Commission concurred to place the Sixth Street Closure and Rehabilitation on the consent agenda for October 22, 2012.*

2. **Angleside Booster Pump Design** – City Engineer Michael reported that about 64 percent of the volume within the Angleside Reservoir has been designated as “dead volume” (not actively available for beneficial uses). The addition of a booster pump station (BPS) within this pressure zone will increase the active storage volume to about 266,000 gallons, and will off-set about 200,000 gallons of identified deficiencies. The City initially selected Brown and Caldwell (B&C) to provide design services for the Angleside Booster Pump Station project. However, after the completion of Phase 1 of the Design Contract, the City was unable to successfully negotiate design fees for Phase 2 with B&C. The consult team from Murray, Smith and Associates (MSA) was next in-line for consideration for this design project, the Scope of Work and Fee Schedule submitted by MSA for the 2nd Phase Design for the Angleside BPS was consistent and the City staff expectations. The City initially negotiated a Professional Services Contract with Brown and Caldwell for the entire proposed Booster Pump Station, in an amount not to exceed $291,808. Of this sum, $93,429.23 was expended during the Phase 1 of the design effort. The proposed contract, with MSA for the remaining works is $139,891.00 which is $58,487.00 below the initially approved budget. Funding for this project was approved in the 2011 water utility budget. CE Michael requests the Commission approve the contract with Murray, Smith and Associates for the Phase 2 Design Effort of the Angleside Booster Pump Station and authorize the Mayor to sign the contract when executed by the contractor.

*The Commission concurred to place the Angleside Booster Pump Design contract with Murray, Smith and Associates on the consent agenda for October 22, 2012.*

**Administration Reports** - None

**Public Comment** - None

**Administrative Final Touches**
- CE Michael – Dayton Airport Road Construction Award
- CE Michael – InterGovernmental Agreement #20
- CE Michael - InterGovernmental Agreement #17
DRAFT

- CE Michael – State Revolving Fund Loan Application Basin 3 Construction
- CE Michael – Vacation Ordinance Toziers typo amendment

**Announcement of Next Meeting**
Mayor Cronce announced the next regular meeting of October 22, 2012, 2:00 p.m.

**Adjournment**
As there was no further business the meeting was adjourned at 7:29 p.m.

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Mayor Cronce                                City Clerk Look