CITY OF SHELTON, WASHINGTON - CITY COMMISSION
Business Meeting Minutes - January 7, 2013, 6:00 p.m.
Shelton Civic Center

Presiding: Mayor Cronce, Commissioner Olsen and Commissioner Pannell
Staff Present: Dave O’Leary, Vicki Look, and Lesleann Kangas

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

Commission Reports

- **Support of County Kids (SOCK) Annual Report** – Ms. Andrea Love reported on the SOCK sponsored 27th Fiddle Fest events for 2012. Friday and Saturday musical performances were held at the Shelton High School Auditorium. On Saturday, a spaghetti dinner was served. Attendance was down some in 2012, due to it being held on Easter weekend. Ms. Love presented the receipts for lodging and tax funds, as per the SOCK contract with the City of Shelton for 2012.

- **RAPSody Annual Report** – Mr. Robert Bottman – Ms. Andrea Love reported that the Ride Around Puget Sound (RAPSody) is a 165-mile weekend ride passing through several towns, ending Saturday afternoon at Shelton High School. SOCK provides luggage handling, ice cream floats, a spaghetti dinner and a hot breakfast, before they leave on their return home. Ms. Love presented the receipts for lodging and tax funds as per the RAPSody contract with the City of Shelton for 2012.

- **Mason County Forest Festival Annual Report** – Ms. Lynne Freeman reported on the 68th Annual Forest Festival events for 2012. Ms. Freeman said that the float is one of the best advertising tools of Forest Festival. It appeared in 10 out-of-county parades and earned several prestigious design awards. This increases participation in the Forest Festival from other communities. She presented the receipts for lodging and tax funds as per the Forest Festival contract with the City of Shelton for 2012.

- **Shelton-Mason County Chamber of Commerce Fourth Quarter Report** - Shelton-Mason County Chamber of Commerce Executive Director Ms. Heidi McCutcheon presented a report on the number of visitors served in the fourth quarter of 2012. The report highlighted the tourism efforts made on behalf of the City of Shelton by the Shelton-Mason County Chamber of Commerce; such as new commercials showcasing our area. The first commercial was shown during the University of Washington vs Boise State Las Vegas Bowl. Ms. McCutcheon thanked the City of Shelton for the opportunity to partner with them in promoting tourism. She presented the fourth quarter receipts for lodging and tax funds as per the Shelton-Mason County Chamber of Commerce contract with the City of Shelton for 2012.

Commissioner Pannell asked Ms. McCutcheon about some concerns of shopping local, having to do with utilizing local businesses to do different things that the Chamber takes part in. Commissioner Pannell also asked about the Chamber’s policy on going “out to bid” on Chamber projects. Ms. McCutcheon said the Chamber tries to shop locally as much as possible. The one project that went out of County, the County commercials, was offered locally first and they denied due to being to busy with other projects. Neighboring Chambers were contacted to find out who they recommended and for the rest of the things the Chamber does they do shop local and uses local vendors. Ms. McCutcheon said as to bidding process she is not aware where there has been an actual bidding process.

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

- Economic Development Council Board Meeting
- Historic Preservation Board Meeting
- Untied Way Luncheon – Early Learning of Mason County
Public Comment
Mayor Cronce recognized Mr. Tom Davis who wanted to say his praises for volunteers like Mr. Robert Bottman and his wife Ms. Sue Sheldon. Mr. Davis said the RAPSody event is a perfect family happening.

Consent Agenda
1. Vouchers numbered 80039 through 80092 in the amount of $633,745.07
2. Vouchers numbered 80202 through 80218 in the amount of $17,011.96
3. Commission Meeting Minutes from:
   • Business Meeting of December 3, 2012
   • Study Session of December 10, 2012
   • Business Meeting of December 17, 2012
   • Study Session of December 27, 2012

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 - None

New Business
1. Civil Service Commission Appointment – Management Assistant Look reported that the Civil Service Commission consists of three members, two of which have been appointed for the term of 2014-2016. Mr. John Wiechert finished a vacated term which expired December 31, 2012. He has submitted a letter of interest to be considered for re-appointment to the Civil Service Commission for a six-year term expiring December 31, 2018. MA Look requested the Commission place the re-appointment of Mr. John Wiechert to the Civil Service Commission for a term expiring December 31, 2018 on the consent agenda for January 14, 2013.

The Commission concurred to place the re-appointment of Mr. John Wiechert to the Civil Service Commission for a term expiring December 31, 2018 on the consent agenda for January 14, 2013.

2. Hotel-Motel Advisory Committee Appointments - DH Look said that the Shelton Hotel/Motel Advisory Committee has four members to be reviewed and considered for re-appointment. Two current members are involved in activities authorized to be funded by revenue received and two members represent businesses required to collect the tax. Mr. Duane Wilson and Ms. Annette McGee are two members involved in activities authorized to be funded both who have submitted letters of interest to be considered for re-appointment to the Committee. Ms. Sky Kim of the Shelton Inn and Ms. Maria Kim of the Super 8 Motel are the business members for re-appointment. DH Look requested the Commission approve the re-appointment of the four members to the Hotel/Motel Tax Advisory Committee for terms expiring December 31, 2013 by placing on the consent agenda for January 14, 2013.

The Commission concurred to place the re-appointments of Mr. Duane Wilson, Ms. Annette McGee, and Ms. Sky Kim and Ms. Maria Kim for terms expiring December 31, 2013 on the consent agenda for January 14, 2013.

Administration Reports
Commissioner Olsen wanted to recognize the passing of Mr. David Hastings who was a founding member of the Historic Preservation Board. Mr. Hastings was very instrumental in the establishing of both historic districts in the City of Shelton. Mr. Hastings worked for the Washington State Archives.

Public Comment - None
Administrative Final Touches - None

Announcement of Next Meeting
Mayor Cronce announced the next regular Commission meeting of Monday, January 14, 2013, at 2:00 p.m.

Adjournment
As there was no further business the Commission business meeting was adjourned at 6:43 p.m.

Mayor Cronce

City Clerk Look