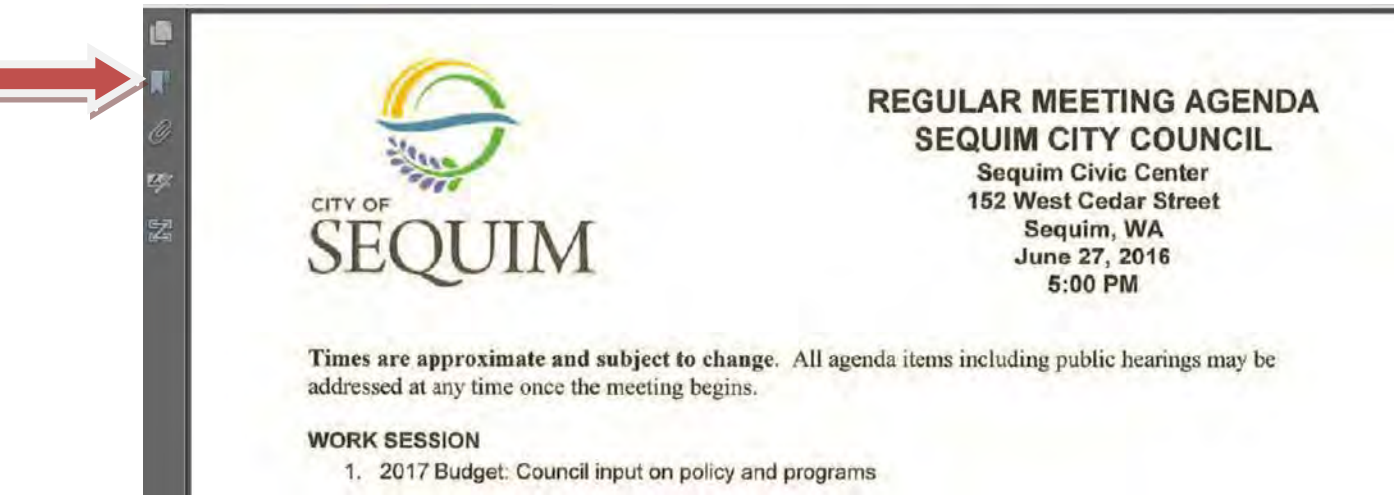
CITY OF SEQUIM

152 West Cedar Street Sequim, WA 98382
City Hall (360) 683-4139 FAX (360) 681-3448
Public Works (360) 683-4908 FAX (360) 681-0552

AGENDA - NEW LOOK

The agenda is now set up as one document with "Bookmarks."

When you open the document, you will see one of the screens below:



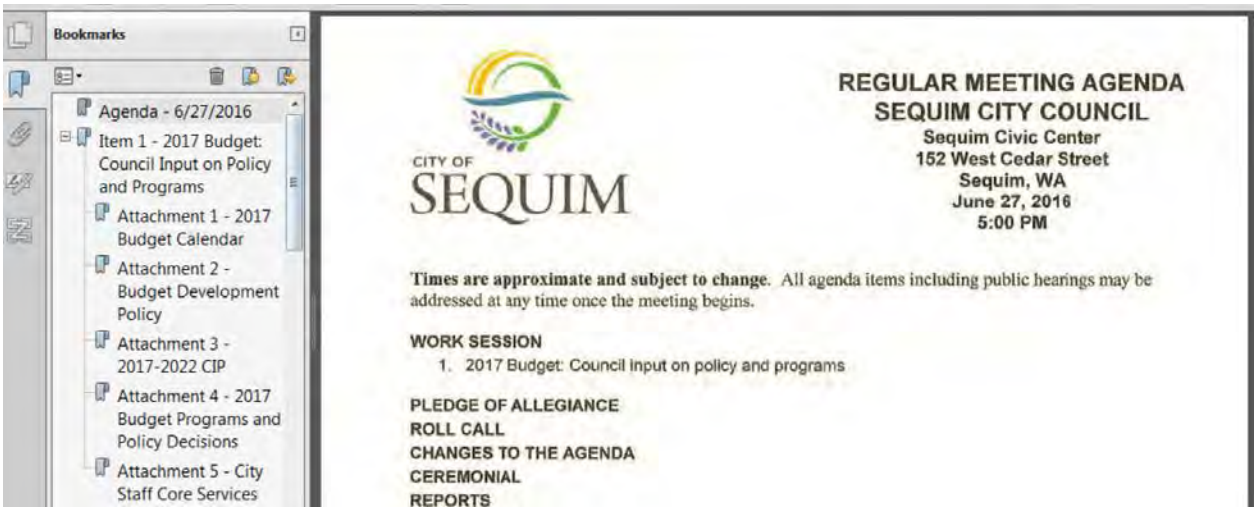
CITY OF SEQUIM

REGULAR MEETING AGENDA
SEQUIM CITY COUNCIL
Sequim Civic Center
152 West Cedar Street
Sequim, WA
June 27, 2016
5:00 PM

Times are approximate and subject to change. All agenda items including public hearings may be addressed at any time once the meeting begins.

WORK SESSION
1. 2017 Budget: Council input on policy and programs

If you see the screen above - Click on ribbon identified by red arrow above. Now your screen will look like the screen below showing "Bookmarks". Click on any item to view it



REGULAR MEETING AGENDA
SEQUIM CITY COUNCIL

Sequim Civic Center
152 West Cedar Street
Sequim, WA
July 25, 2016
5:00 PM

Times are approximate and subject to change. All agenda items including public hearings may be addressed at any time once the meeting begins.

WORK SESSION

1. Mid-Year Financials
2. Mid-Year Budget Amendments

PLEDGE OF ALLEGIANCE

ROLL CALL

CHANGES TO THE AGENDA

CEREMONIAL

REPORTS

Committee, Board and Liaison

Presiding Officer

City Manager

- Update on Council Chambers Art

PUBLIC COMMENTS *Please limit comments to 3 minutes. Please see "Public Comments" rules attached.*

INFORMATION/COUNCIL QUESTIONS INVITED

3. First and Second Quarter Funding Reports
   a. Peninsula Behavioral Health 1Q
   b. Peninsula Behavioral Health 2Q
   c. Boys & Girls Club 2Q
   d. Dungeness Valley Health and Wellness Clinic 2Q
   e. Shipley Center 2Q

PUBLIC HEARINGS (Legislative)

4. Ordinance No. 2016-07 Zoning Revisions (continued from 7/11/16)
5. Review and Approve Ordinance 2016-06 Amending Security Standards for Utility Sites
6. Review and Approve Resolution R2016-20 adopting the 2017-2022 Six-Year Capital Improvement Program
7. Review and Approve Resolution R2016-15 Adopting the City of Sequim 2017-2022 Six-Year Transportation Improvement Program
8. Review and Approve Ordinance 2016-08 Amending the Creation of the Sequim Transportation Benefit District

TBD BUSINESS – PUBLIC HEARING

9. Review and Approve Resolution TBD2016-01 adopting the City of Sequim 2016-2021 Transportation Improvement Program

CONSENT AGENDA

10. Approve/Acknowledge
    a. City Council Meeting Minutes – July 11, 2016
    b. Claim Voucher Recap Dated 7/25/16 Total Payments $413,929.91
    c. TBD 2nd Quarter Invoice for Safety and Maintenance

UNFINISHED BUSINESS

11. Adopt Resolution R2016-21 Authorizing an Advisory Vote on Banning Fireworks within the City Limits
12. Adopt Resolution R2016-16 on Sustainability and Resiliency

NEW BUSINESS

13. Interlocal Agreement with Clallam County for Building Services Reciprocity

GOOD OF THE ORDER

PUBLIC COMMENTS *(Please limit comments to 3 minutes each)*

EXECUTIVE SESSION - Personnel Matter

NEXT MEETING DATE August 8, 2016 (5:00 p.m.), August 22, 2016 (Cancelled), September 12, 2016 (6:00 p.m.) *These times are subject to change. Please check our website for any updates. You may also sign up for email notifications at http://sequimwa.gov/list.aspx.*

ADJOURNMENT

PUBLIC HEARING PROCEDURES

1) Members of the public wishing to comment at the public hearing are to sign in with the Clerk giving their names, address, and the agenda item.
2) The Mayor may limit the speaker time for each speaker subject to council concurrence and may also change the order of testimony to maintain a logical sequence.
3) All comments by speakers shall be made from the speaker's rostrum and any individual making comments shall first give their name and address for the official record.
4) No comments shall be made from any other location and anyone making "out of order" comments shall be subject to removal from the meeting.
5) There will be no demonstrations during or at the conclusion of anyone's presentation.
6) These rules are intended to promote an orderly system of holding a public hearing, to give every person an opportunity to be heard and to ensure that no individuals are embarrassed by exercising their right of free speech.

NOTE: Items presented by members of the public during the Council meeting become a public document. Please submit them to the Clerk or her representative. Copies of public documents from Council meetings are available at the City Clerk's Office.

PUBLIC COMMENTS

Although *no* public comment is *required* to be provided for at City Council meetings, City Council members have provided for two public comment periods.

Not all agenda items are appropriate for public comment. Matters which are or were the subject of a public hearing for which required notice was given are topics where public comment outside of the public announced hearing are not allowed by law. Matters that may affect liability for the City are not appropriate for comments from the public even though it may be an agenda item. Frequently questions from the audience to the council or to staff or to consultants are not appropriate to answer at a council meeting. The chairperson will explain when public comment is not appropriate as the need may arise. If you wish to comment on a Public Hearing item, please sign up on the specific Public Hearing sign up sheet.

Public Comment Rules:

1. Come to the lectern; state your name, address, and topic for the record.
2. Please limit your comments to 3 minutes.
3. Please refer to the sign-in sheet for additional rules.

AGENDA ITEM #__1__

SEQUIM CITY COUNCIL
AGENDA COVER SHEET

MEETING DATE: **July 25, 2016**

FROM: Sue Hagener, Administrative Services Director SH
Initials

SUBJECT/ISSUE: 2nd Quarter 2016 Financial Reports

Discussion dates				
CATEGORY	☐ City Manager Report	☒ Work Session		Time Needed for Presentation
	☐ Public Hearing	☐ Consent Agenda		15
	☐ Unfinished Business	☐ New Business		
Reviewed by			Initials	Date
Charlie Bush, City Manager			CPB	7/20/16

PROBLEM/ISSUE STATEMENT:

The 2nd quarter 2016 Financial Report provides the financial results for the first six months of 2016. It includes an explanation of significant variances from budget. Financial Reports are provided quarterly to inform the City Council and Community as to the progress for the year including budget amendments that may be required. It should be noted that any reference to beginning fund balances will be subjected to an audit of 2016.

LIST OF ATTACHMENTS:

1. Summary by Funds
2. Narrative all Funds
3. Supportive Graphs
4. Schedule 9 (Liabilities at June 30, 2016)
5. 2016 Capital Projects

DISCUSSION/ANALYSIS:
The attached information is presented to give the City Council and Community a pre-audit look at the results of operations and financial position for the first six months of 2016. The Budget is adopted at the fund level and thus is presented accordingly. Highlights include:

General Fund Beginning fund balance was strong at $1.8ml and $126k higher than budgeted. General fund revenues were $134k (3%) more than budgeted. Sales tax is strong at $86k (7%) over budget. Permitting activities remain active but related revenues are $13k (9%) under budget. Utility taxes exceed budget by $16k (2%). Property taxes are at 100% of budget, just as expected. Interfund/overhead revenues exceed budget by $162k (13%), down from 27% over budget in 1st quarter, as expected. These revenues are expected to level somewhat by year-end. Staff continued to control supply and service expenditures resulting in a positive impact to the fund with total expenditures under budget by $83k (2%). The net gain to the fund of $200k was better than budget by $218. The ending fund balance of $2ml is slightly below policy maximum.

Street Operations (Unrestricted) Beginning fund balance was $158k and $3k over budget. Revenues were $8k (2%) less than budget which is relatively on target. Actual expenditures were also under budget by $7k (2%) due to savings in supplies, small tools, repairs and maintenance. The ending fund balance of $130k (2 months of operations) is slightly above policy minimum, but this fund still awaits reimbursement from the Transportation Benefit District for safety and maintenance services.

Water Operations (Unrestricted) Beginning fund balance for 2016 was $1ml and $61k over budget. Actual Revenues are $41k (5%) over budgeted and actual expenditures were $17k (2%) more than budget (we anticipate this level out by year end). Ending fund balance of $976k represents 5.5 months of operations and is slightly below maximum.

Sewer Operations (Unrestricted) Beginning Fund Balance for 2016 was $1.9ml and $233k over budget. Actual Revenues for the year are $61k (3%) over budget and actual expenditures are $80k (4%) under budget. Ending fund balance of $1.8ml represents 5.3 months operations and slightly below maximum.

All **Other Funds** were either on track or above *general* budget projections or did not present any significant concerns.

FINANCIAL IMPLICATIONS: Discussion above.

RECOMMENDATION: Presented to the City Council and Community. No action needed.

City of Sequim
Summary By Fund
June 2016

	BUDGET Beg Fund Balance	YTD BUDGET Net Gain (Loss)	YTD BUDGET End Balance	YTD BUDGET Revenues	YTD ACTUAL Revenues	YTD ACTUAL Rev - BUDGET Rev	% from Budget	YTD BUDGET Expenditures	YTD ACTUAL Expenditures	YTD ACTUAL Exp - BUDGET Exp	% from Budget	YTD ACTUAL Beg Fund Balance	YTD ACTUAL Net Gain (Loss)	YTD ACTUAL End Balance
General Fund														
001 General Fund	1,685,370	(18,070)	1,667,300	4,571,195	4,705,638	134,443	3%	4,589,265	4,505,934	(83,331)	-2%	1,811,635	199,704	2,011,339
Special Revenue Funds														
101 Street Unrestricted	154,925	(27,532)	127,393	407,668	400,120	(7,548)	-2%	435,203	428,159	(7,044)	-2%	158,248	(28,039)	130,209
111 Street Restricted	889,110	222,047	1,111,157	593,932	142,550	(451,382)	-76%	371,888	64,208	(307,680)	-83%	750,291	78,342	828,633
107-U Stormwater Unrestricted	11,586	6,258	17,844	60,240	60,588	348	1%	53,977	65,541	11,564	21%	28,917	(4,953)	23,964
115 Lodging Tax Hotel / Motel	213,710	(47,590)	166,120	75,201	85,616	10,415	14%	122,791	139,593	16,802	14%	329,001	(53,977)	275,024
117-R Stormwater Restricted	9,777	22,732	32,509	78,286	95,199	16,913	22%	55,554	41,298	(14,256)	-26%	(4,347)	53,901	49,553
120 Criminal Justice	79,566	(16,426)	63,140	196,350	171,022	(25,328)	-13%	212,776	184,035	(28,741)	-14%	61,632	(13,013)	48,619
121 Police Asset Seizure	28,264	(14,862)	13,402	138	219	81	59%	15,000	-	(15,000)	-100%	29,664	219	29,883
140 Parks Restricted	134,205	(8,647)	125,558	193,946	405,604	211,658	109%	202,594	461,975	259,381	128%	173,112	(56,371)	116,741
150 Real Estate Excise Tax	154,884	26,998	181,882	109,498	147,772	38,274	35%	82,500	82,500	0	0%	315,464	65,272	380,736
160 Gifting & Donations	1,830	280	2,110	8,550	2,694	(5,856)	-68%	8,270	1,072	(7,198)	-87%	1,017	1,622	2,639
164 Equip Reserve	311,676	(128,910)	182,766	251,588	214,091	(37,497)	-15%	380,503	70,872	(309,631)	-81%	342,807	143,219	486,026
Debt Service Fund														
206 Debt Service Fund - City Hall	7,531	84,456	91,987	300,326	301,004	678		215,870	215,870	0		890	85,134	86,024
Capital Funds														
306 Capital Facilities & City Hall	86,035	143,983	230,018	170,102	18,952	(151,150)	-89%	26,119	77,654	51,535	197%	271,064	(58,702)	212,362
Enterprise Funds														
401 Water Unrestricted	1,028,307	(137,108)	891,199	896,318	937,767	41,449	5%	1,033,424	1,050,811	17,387	2%	1,088,908	(113,044)	975,865
411 Water Restricted	2,384,657	(163,114)	2,221,543	1,386,366	480,301	(906,065)	-65%	1,549,480	274,376	(1,275,104)	-82%	2,815,729	205,925	3,021,654
402 Sewer Unrestricted	1,650,979	(257,383)	1,393,596	1,907,295	1,968,362	61,067	3%	2,164,681	2,085,029	(79,652)	-4%	1,884,033	(116,668)	1,767,366
422 Sewer Restricted	4,870,092	167,441	5,037,533	1,552,134	2,176,039	623,905	40%	1,384,693	2,166,801	782,108	56%	5,450,167	9,238	5,459,405
Internal Service Funds														
500 Unemployment Compensation	27,954	(5,000)	22,954	0	0	0		5,000	3,285	(1,715)	-34%	32,520	(3,285)	29,235
Trust, Agency & Permanent Funds														
611 Flexible Spending Account	0	0	0	22,500	7,078	(15,422)	-69%	22,500	5,137	(17,363)	-77%	455	1,941	2,396
621 Police Expendable Trust	0	0	0	0	-	0		0	-	0		0	-	0
631 Construction Deposits	38,300		38,300	195,000	13,909	(181,091)	-93%	195,000	-	(195,000)	-100%	0	13,909	13,909
635 Intergovernmental Agency Fund	2,638	2,797	5,435	88,968	20,778	(68,190)	-77%	86,170	17,601	(68,569)	-80%	5	3,177	3,181
645 Utility Deposits	122,652	1,698	124,350	19,998	32,867	12,869	64%	18,300	29,937	11,637	64%	136,478	2,930	139,408
690 TBD	319,531	(18,844)	300,687	283,602	299,500	15,898	6%	302,446	36,948	(265,498)	-88%	437,444	262,552	699,996
701 Haller Park Fund Permanent	37,964	223	38,187	223	280	57	25%			-		37,904	280	38,184
Totals	14,251,543	(164,573)	14,086,970	13,369,424	12,687,951	(681,473)	-5%	13,534,004	12,008,635	(1,525,369)	-11%	16,153,037	679,316	16,832,353

ATTACHMENT 1

CITY OF SEQUIM

2016 Q2 (Unaudited) Financials

Narrative Summary of Results Q2 2016
General Fund

*****	****	***	**	*
Excellent **Revenues/Fund Balance exceeded Budget** **Expenditures below Budget 3-5%**	**On Target** **Revenues/Fund Balance met Budget** **Expenditures at/near Budget**	**Need to Monitor** **Revenues/Fund Balance 1-2% under Budget** **Expenditures 1-2% over Budget**	**Caution** **Revenues/Fund Balance 3-5% under Budget** **Expenditures 3-5% over Budget**	**Extreme Caution** **Revenues/Fund Balance under 5% or more under Budget** **Expenditures 5% or more over Budget**

Item	Description	Results
Beginning Fund Balance	2016 began positively at $1.8ml or $126k higher than anticipated. This cushion represents savings for Civic Center debt service or other opportunities.	*****
Revenues Summary	103% of budget or $134k over.	*****
Sales Tax	107% of budget or $86k over budget.	*****
Property Tax	100% of budget or $1k under. This revenue rebounded from 1st quarter's 42% under as expected (timing of the tax due date in April).	****
Licenses, Permits, Fines, Forfeits	82% of budget or $32k under budget. The 2016 budget reflects revenues from fines and penalties we expected to collect before contracting with the County on Criminal Justice services in late 2015. The contract eliminated those revenues. Licensing and permitting/development activities are performing well at 91% of budget.	**
Utility Taxes	102% of budget or $16k over budget.	****
Charges for Goods/Services	105% of budget or $67k over. (Interfund revenues to the General Fund were expected to rebound over prior year performance due to completion of the Civic Center.)	***
Expense Summary	98% of budget or $83k under. Controlled expenditures across expense types, except intergovernmental expenses, which are expected	*****

Item	Description	Results
	to come in on budget by year end.	
Salaries/Benefits	99% of budget or $34k under due to some unfilled positions.	*****
Supplies and Services	88% and 92% of budget, respectively. Expenses well controlled by staff and low fuel prices.	*****
Intergovernmental	118% of budget or $37k over but we expect overall savings in the criminal justice expenses compared with prior years.	***
Ending Fund Balance	At $2ml is slightly below policy maximum due to the cyclical nature of revenues.	*****

Streets, Parks, Capital Facilities and Utility funds

*****	****	***	**	*
Excellent **Revenues/Fund Balance exceeded Budget** **Expenditures below Budget 3-5%**	**On Target** **Revenues/Fund Balance met Budget** **Expenditures at/near Budget**	**Need to Monitor** **Revenues/Fund Balance 1-2% under Budget** **Expenditures 1-2% over Budget**	**Caution** **Revenues/Fund Balance 3-5% under Budget** **Expenditures 3-5% over Budget**	**Extreme Caution** **Revenues/Fund Balance under 5% or more under Budget** **Expenditures 5% or more over Budget**

Fund	Description	Results
Streets Operations	Beginning Fund Balance for 2016 at $158k is over budget by $3k. Actual Revenues were $8k (2%) less than budget and expenditures were $7k (2%) less than budget. Ending fund balance of $130k is slightly above policy minimum (but awaiting reimbursements from the TBD for safety and maintenance).	***
Street Restricted Projects	Beginning Fund Balance for 2016 at $750k is $139k under budget. Actual Revenues were $451k less than budget and actual expenditures were $307k less than budget due to timing of capital projects and the related grants and/or other funding sources.	****
Stormwater Operations	Beginning Fund Balance for 2016 at $29k is $17 over budget. Revenues are on target with budget, expenses $12k over budget due to repairs of the sweeper and interfund charges (that should level out by year end).	**
Project Stormwater	Beginning Fund Balance for 2016 at ($4k) is $14k under budget. Revenues $17k over budget (timing of grant proceeds) and expenses $14k lower than budgeted (professional services).	***
Parks Restricted	Beginning Fund Balance for 2016 at $173k is $39k over budget. Actual Revenues for the year were $212k more than projected (impact fees and donations) and actual expenditures were $259k over budget due to the Carrie Blake Park parking solution project (which will require a mid-year budget amendment).	***

Fund	Description	Results
Capital Facilities (including Civic Center)	Beginning Fund Balance at $271k is $185k over budget. Revenues are $151k under budget and expenditures are $41k over budget due to the timing of the project expenditures (Guy Cole and EOC improvements). A mid-year budget amendment will be required.	***
Water Operations	Beginning Fund Balance for 2016 at $1.1ml or $61k over budget. Actual Revenues for the year were $41k (5%) over budget and actual expenditures were $17k over budget (interfund charges). Very healthy ending fund balance of $976k.	*****
Water Restricted	Beginning Fund Balance for 2016 at $2.8ml or $431k over budget. Actual Revenues were $906k under budget and actual expenditures were $1.3ml less than projected due to the timing of water projects.	*****
Sewer Operations	Beginning Fund Balance for 2016 at $1.9ml is $233k over budget. Actual Revenues for the year are $61k over budget (grant proceeds) and actual expenditures were $80k under budget. Very healthy ending fund balance of $1.8ml.	*****
Sewer Restricted	Beginning Fund Balance for 2016 was $5.45ml or $580k over budget. Actual Revenues for the year were $624k over budget (timing of grant/loan proceeds) and actual expenditures were $782k over budget due to the timing of sewer projects (Aerobic Digester and Headworks –carryforward from 2015).	*****

Other Key Funds

*****	****	***	**	*
Excellent **Revenues/Fund Balance exceeded Budget** **Expenditures below Budget 3-5%**	**On Target** **Revenues/Fund Balance met Budget** **Expenditures at/near Budget**	**Need to Monitor** **Revenues/Fund Balance 1-2% under Budget** **Expenditures 1-2% over Budget**	**Caution** **Revenues/Fund Balance 3-5% under Budget** **Expenditures 3-5% over Budget**	**Extreme Caution** **Revenues/Fund Balance under 5% or more under Budget** **Expenditures 5% or more over Budget**

Item	Description	Results
Lodging Tax Hotel/Motel	Beginning Fund Balance for 2016 at $329k is $115k over budgeted. Actual Revenues for the year were $10k over budget (lodging tax) and actual expenditures were $17k over budget (timing of Guy Cole transfers out). Solid ending fund balance.	*****
REET	Funds restricted for capital project expenditures only. Beginning Fund Balance for 2016 at $315k is $161k over budget. Actual Revenues for the year were $38k above budget and expenditures were on target with budget. Ending fund balance of $380k is strong. Mid-year budget amendments are expected for parks projects.	*****

Item	Description	Results
Equipment Reserve	Funds set aside for capital equipment acquisitions. Beginning Fund Balance for 2016 was $343k and $31k over budget. Actual Revenues under budget by $37k (15%) and expenditures under budget by $309k due to the timing of equipment purchases. The ending fund balance is below policy thresholds but we began more aggressive funding in 2016. A budget amendment is expected to further that funding if the General Fund continues to perform well.	***
Debt Service Fund - LTGO	Beginning fund balance of $1k or $6.6k under budget. Revenues and expenses on target. Activity in fund will be adequate to meet debt service requirements. A budget amendment is expected to increase funding if the General Fund continues to perform well.	***

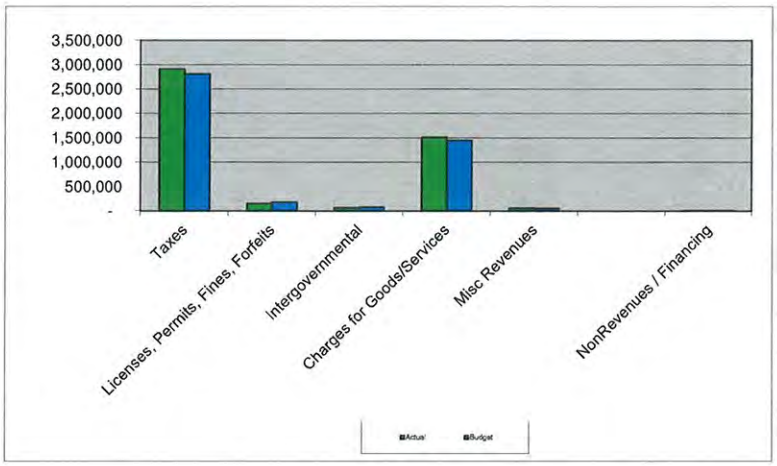
Total General Fund Activity
(Operating & NonOperating)

As of 6/30/16

	Actual	Budget	Actual / Budget
Taxes	2,914,859	2,811,900	104%
icenses, Permits, Fines, Forfeits	148,157	179,755	82%
Intergovernmental	63,752	78,159	82%
Charges for Goods/Services	1,512,716	1,445,232	105%
Misc Revenues	63,356	54,781	116%
NonRevenues / Financing	2,798	1,368	205%
Total Revenues	**4,705,638**	**4,571,195**	**103%**

Intergovernmental is PUD priviledge tax
Charges for Good and Services includes
Interfund Charges

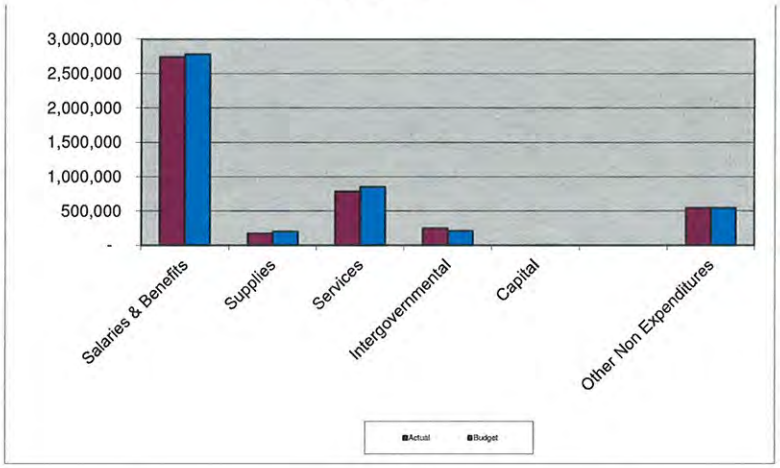
Total General Fund Revenues
Budget to Actual



As of 6/30/16

	Actual	Budget	Actual / Budget
Salaries & Benefits	2,746,538	2,780,474	99%
Supplies	176,572	200,071	88%
Services	786,333	850,515	92%
Intergovernmental	248,865	211,372	118%
Capital	-	1	
Other Non Expenditures	547,626	546,835	100%
Total Expenses	**4,505,934**	**4,589,268**	**98%**

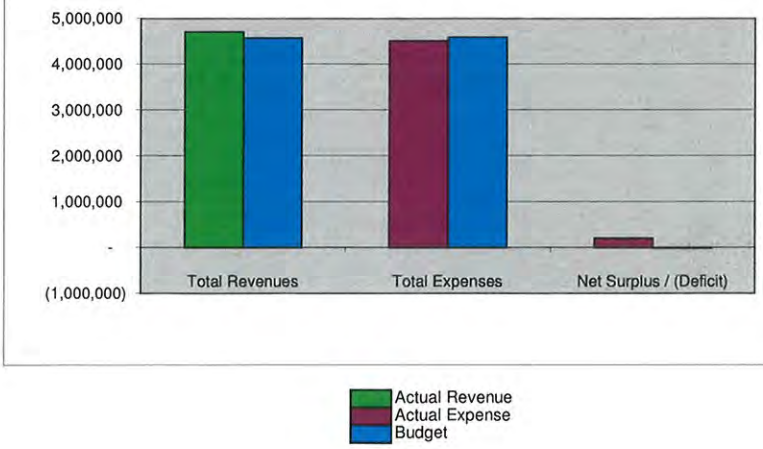
Total General Fund Expenses
Budget to Actual



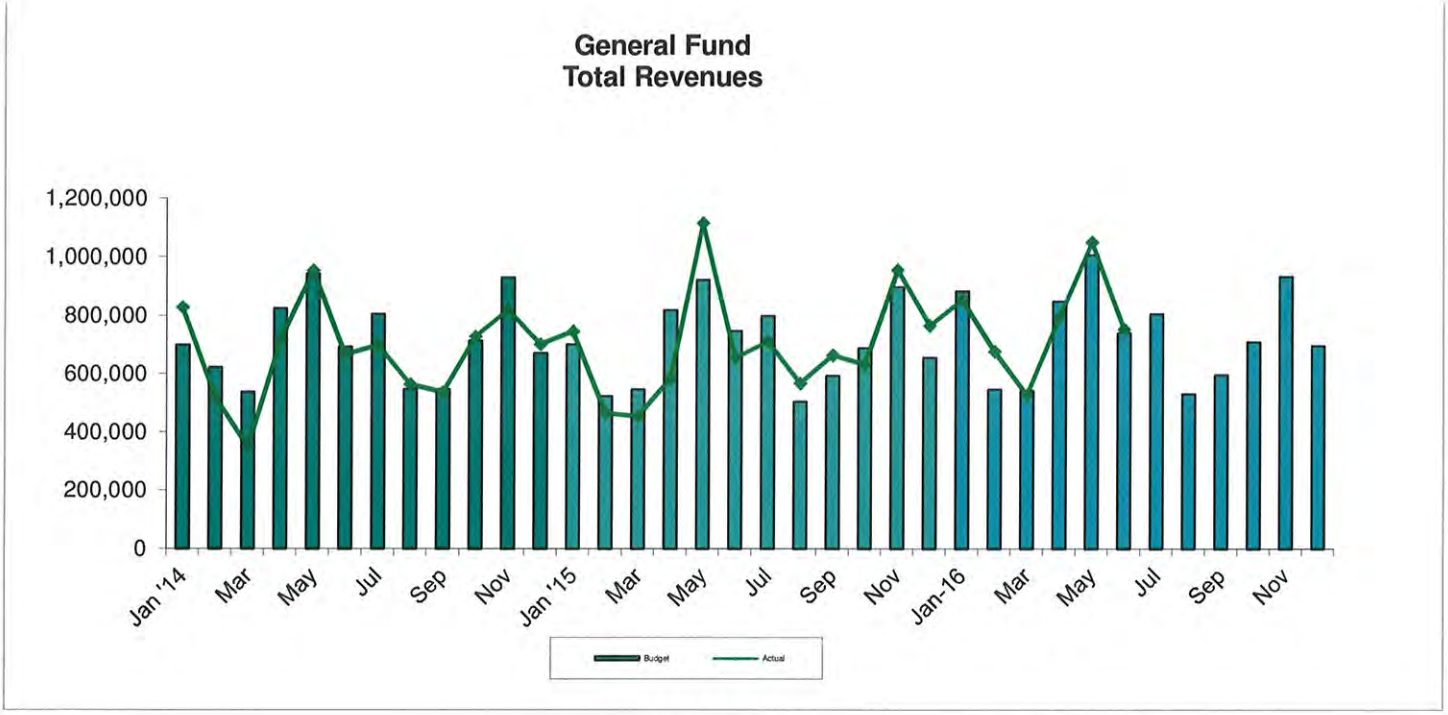
As of 6/30/16

	Actual	Budget	Net Over / (Under)
Total Revenues	4,705,638	4,571,195	134,443
Total Expenses	4,505,934	4,589,268	(83,334)
Net Surplus / (Deficit)	199,704	(18,073)	217,777

Total General Fund
Net Surplus / (Deficit)



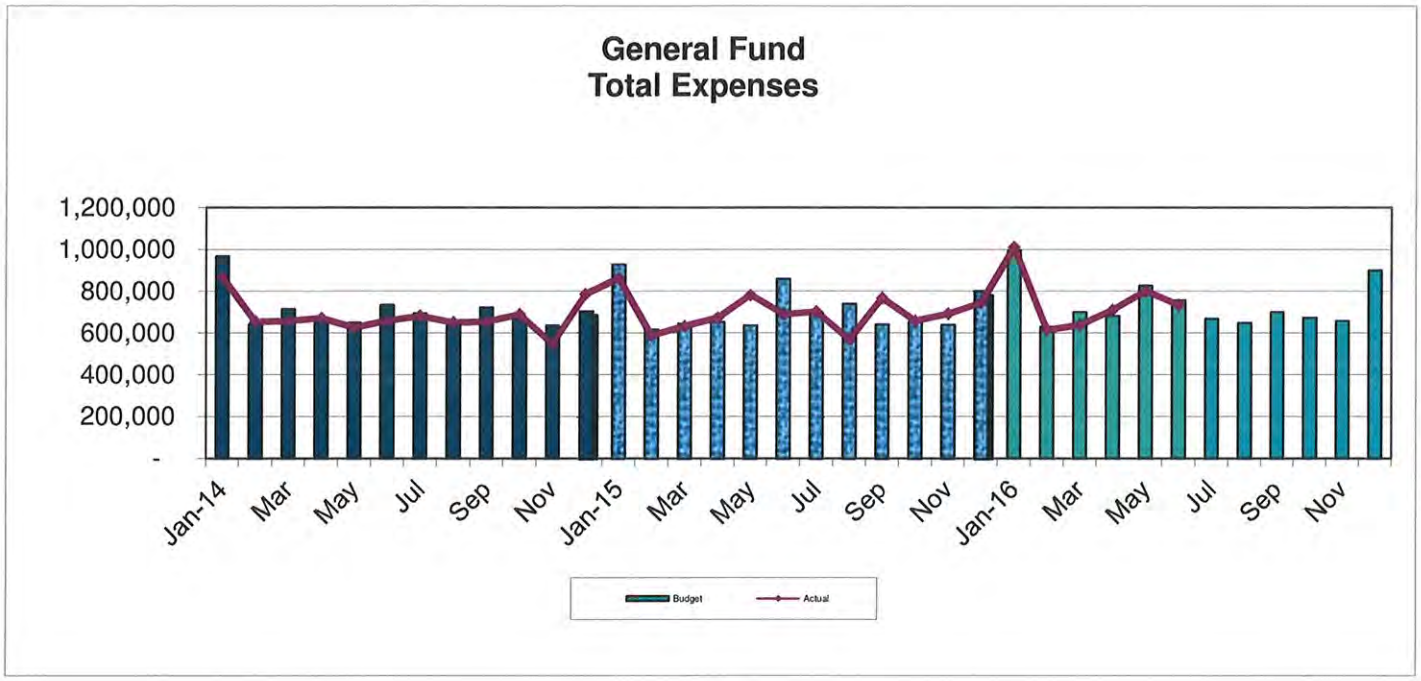
ATTACHMENT 3



As of 6/30/16

Operating	2013	2014	2015	YTD 2016	YTD Budget	Actual / Budget	2016 Budget
Taxes	5,066,320	5,207,139	5,457,944	2,914,859	2,811,900	104%	5,410,967
Licenses & Permits	187,519	224,274	263,301	143,697	147,793	97%	253,318
Intergovernmental	200,327	216,366	214,021	63,752	78,159	82%	255,752
Charges for Services	2,567,982	2,273,708	2,212,579	1,512,716	1,445,232	105%	2,737,449
Fines Forfeits	68,249	60,799	68,424	4,461	31,962	14%	63,431
Misc Revenues	132,960	108,592	109,492	63,356	54,781	116%	110,824
Op Rev Total	**8,223,357**	**8,090,879**	**8,325,762**	**4,702,840**	**4,569,827**	**103%**	**8,831,741**
NonOperating							
NonRevenues	4,136	2,628	5,146	2,798	1,368	205%	17,578
Financing Sources	1,008						0
Total Revenues	**8,228,501**	**8,093,507**	**8,330,908**	**4,705,638**	**4,571,195**	**103%**	**8,849,319**
Total Expenses	8,140,509	8,141,536	8,072,354	4,505,934	4,589,268	98%	8,833,148
Net Over / (Under)	87,992	(48,029)	258,554	199,705	(18,073)	-1105%	16,171

	2013	2014	2015	YTD 2016
Operating Revenue	8,223,357	8,090,879	8,325,762	4,702,840
Operating Expenses	7,840,509	8,141,436	7,899,404	4,332,684
Net Over / (Under)	382,848	(50,557)	426,358	370,157

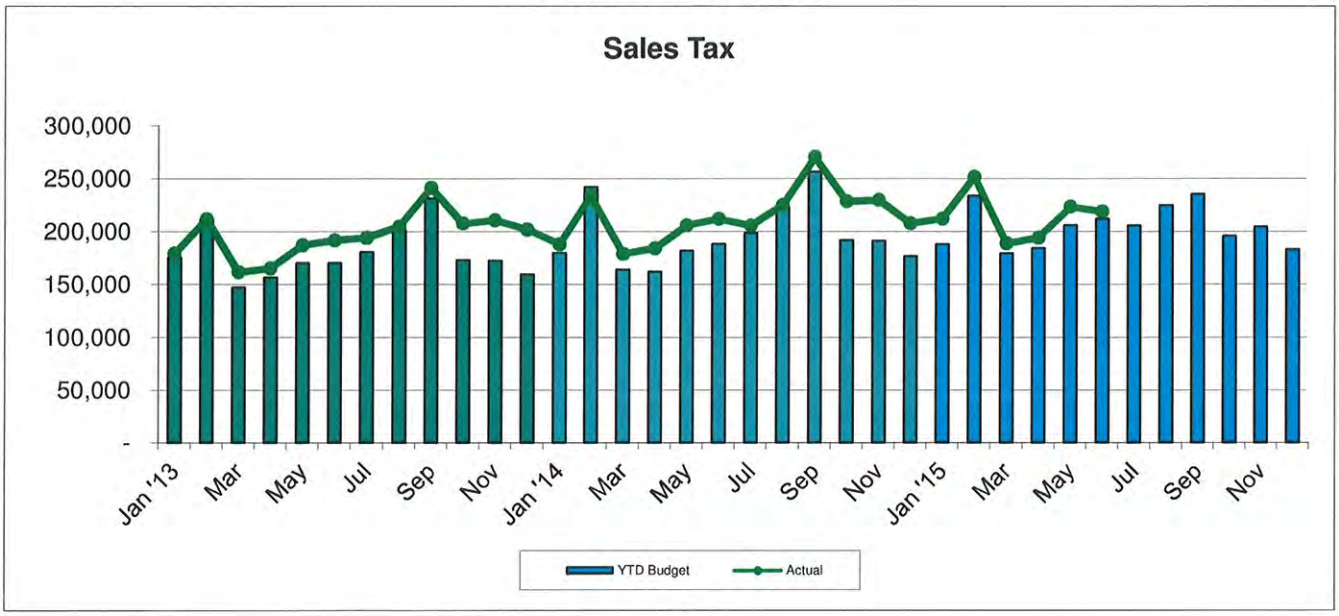


As of 6/30/2016

Operating	**2013**	**2014**	**2015**	**YTD Actual**	**YTD Budget**	**Actual / Budget**	**2016 Budget**
Wages & Benefits	5,173,914	5,388,068	5,299,729	2,746,538	2,780,474	99%	5,588,137
Supplies	393,798	299,993	332,414	176,572	200,071	88%	394,956
Service Charges	1,343,608	1,336,842	1,430,835	786,333	850,515	92%	1,341,187
Intergovernmental	467,590	451,425	432,549	248,865	211,372	118%	420,192
Capital Equipment	-	25,999	29,536	-	1		1
Transfers for Operations	461,599	639,109	374,341	374,376	374,335	100%	43,333
Op Exp Total	**7,840,509**	**8,141,436**	**7,899,404**	**4,332,684**	**4,416,768**	**98%**	**7,787,806**
NonOperating							
Other NonOperating Expenses		100	450	750			
Transfers for Capital Projects/Debt	300,000	-	172,500	172,500	172,500	-	-
Total Expense	**$ 8,140,509**	**$ 8,141,536**	**$ 8,072,354**	**$ 4,505,934**	**$ 4,589,268**	**98%**	**$ 7,787,806**
Total Revenue	**8,228,501**	**8,093,507**	**8,330,908**	**4,705,638**	**4,571,195**	**103%**	**8,849,318**
Net Over / (Under)	87,993	(48,029)	258,554	199,705	(18,073)	-1105%	1,061,512

	2013	**2014**	**2015**	**YTD Actual**
Operating Revenues	8,223,357	8,090,879	8,325,762	4,702,840
Operating Expenses	7,840,509	8,141,436	7,899,404	4,332,684
Net Over / (Under)	382,848	(50,557)	426,358	370,157

GENERAL FUND 001



As of 6/30/16

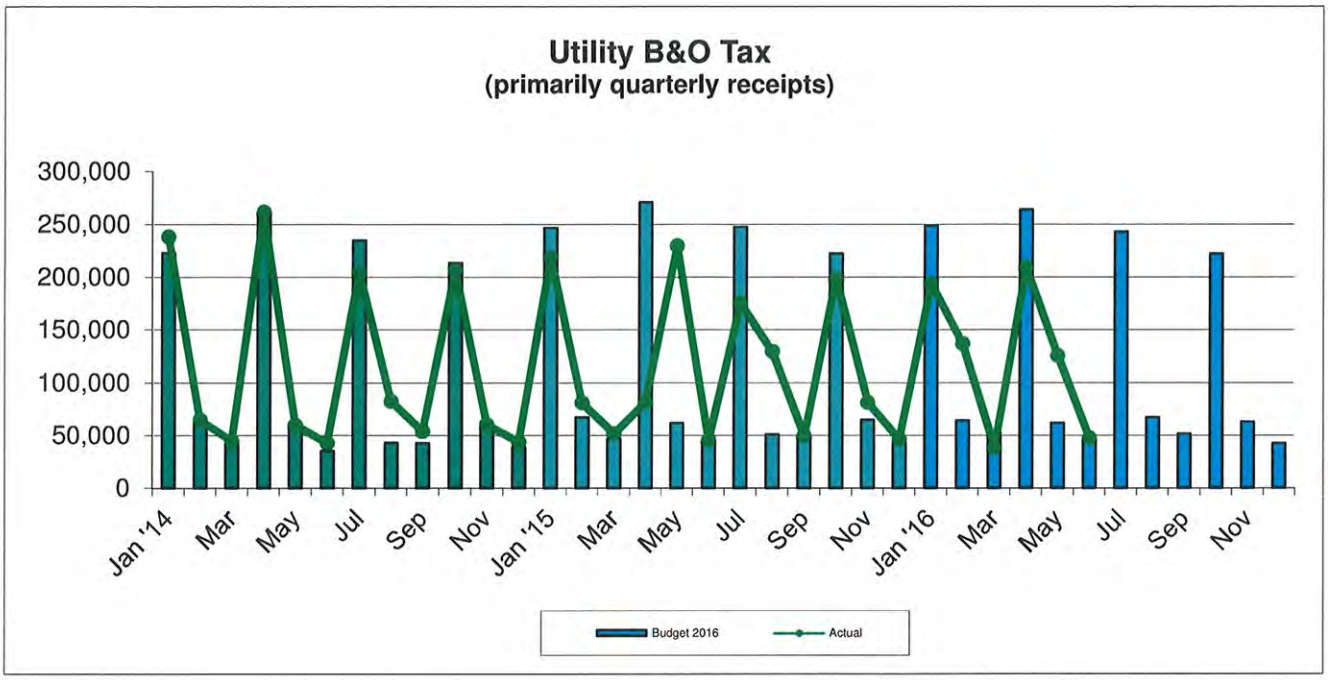
	2013	2014	2015	YTD 2016	YTD Budget	Actual / Budget	2016 Budget
Sales Tax	2,278,743	2,360,642	2,572,497	1,290,020	1,204,274	107%	2,454,385

TBD SALES TAX (not included above)

	2013	2014	2015	YTD 2016	YTD Budget	Actual / Budget	2016 Budget
TBD Sales Tax	532,577	554,864	596,621	294,920	283,602	104%	578,000

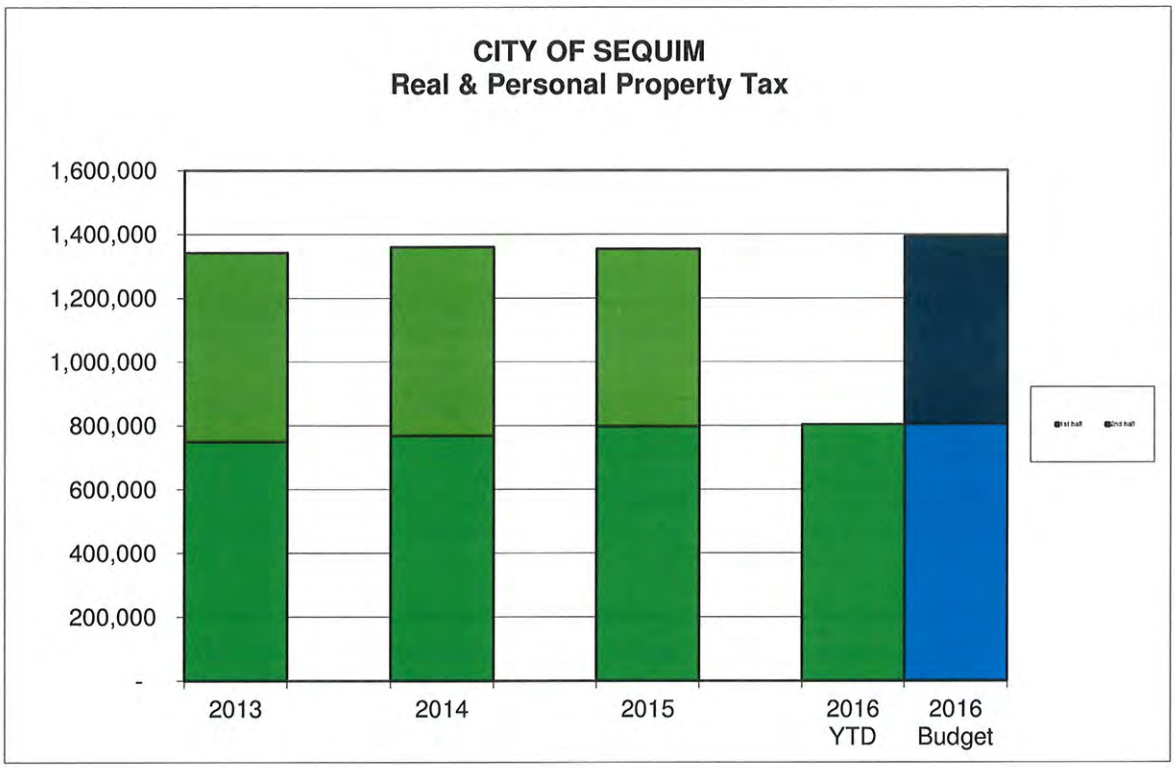
PUBLIC SAFETY SALES TAX (not included above)

	2014	2015	YTD 2016	YTD Budget	Actual / Budget	2016 Budget
Public Safety Tax Started March 2013	233,232	251,129	124,201	118,987	104%	246,924



As of 6/30/16

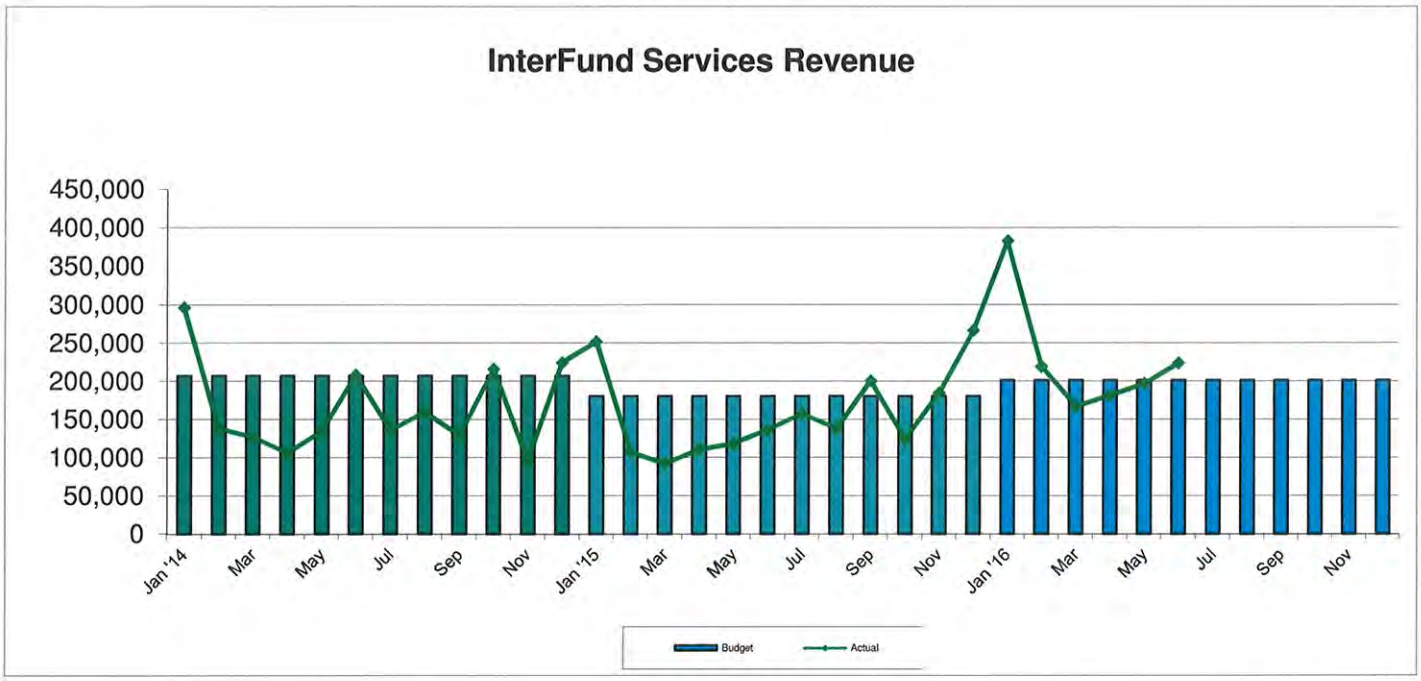
	2013	2014	2015	YTD 2016	YTD Budget	Actual / Budget	Budget 2016
Electric	497,542	514,785	511,018	306,928	306,199	100%	542,768
Garbage	148,472	159,005	172,766	89,671	85,923	104%	172,488
Cable	61,745	67,182	70,289	36,443	35,407	103%	71,177
Telephone	187,749	183,703	177,369	88,681	92,651	96%	185,315
Water	146,182	153,749	160,719	74,329	70,471	105%	157,586
Sewer	273,821	286,766	300,084	156,339	145,891	107%	296,186
	1,315,511	**1,365,190**	**1,392,245**	**752,391**	**736,542**	**102%**	**1,425,520**



As of 6/30/2016

	2013	2014	2015	2016 YTD	2016 Budget	Actual / Budget
1st half	749,314	768,654	796,862	804,340	805,104	100%
2nd half	593,533	590,666	557,169	-	588,497	0%
	1,342,846	**1,359,320**	**1,354,031**	**804,340**	**1,393,601**	58%

General Fund 001

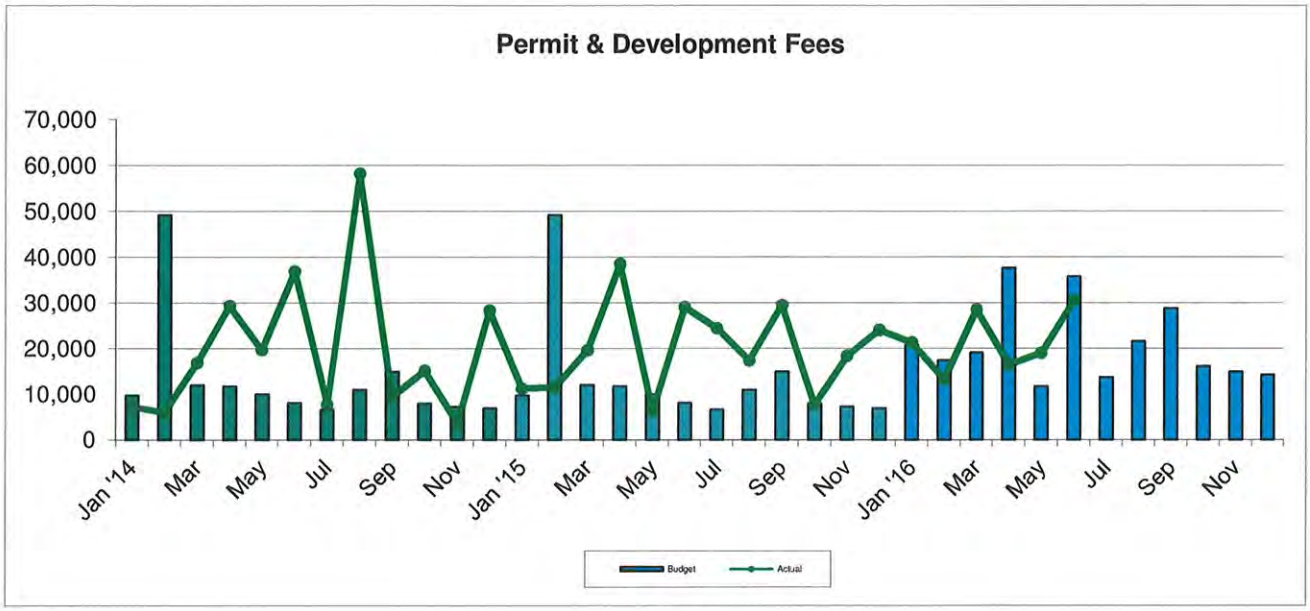


As of 6/30/16

	2013	2014	2015	2016	YTD 2016 Budget	Actual/ Budget	2016 Budget
Streets UnRestricted	222,383	188,307	175,920	139,014	106,061	131%	212,122
Streets Restricted	312,979	151,510	178,608	37,245	71,388	52%	142,775
Stormwater Unrestricte	29,597	26,567	24,206	22,432	14,223	158%	28,445
Stormwater Restricted	10,246	26,725	56,160	19,325	11,906	162%	23,811
Parks Restricted			18,708	71,369	19,408	368%	52,236
Water UnRestricted	422,598	375,616	397,733	222,403	215,793	103%	431,586
Water Restricted	60,936	172,605	35,493	12,017	112,356	11%	224,711
Sewer UnRestricted	999,113	915,393	914,882	582,829	507,759	115%	1,015,517
Sewer Restricted	146,115	115,666	65,401	244,943	124,565	197%	249,129
Capital Facilities	176,448	-	22,528	20,378	26,118	78%	52,236
TOTAL	**2,380,415**	**1,972,389**	**1,889,639**	**1,371,954**	**1,209,574**	**113%**	**2,432,568**
GF allocation	**33%**	**48%**	**51%**	**66%**			
NonGeneral allocation	**67%**	**52%**	**49%**	**34%**			

Interfund Services are departments that provide Central Services:
City Council, City Manager, City Clerk, City Attorney, Finance, HR, IT, GIS Engineer, PW Admin, Facilities Maint, & NonDpt.
Central Services Costs are passed through to Operating Departments which include:
General Fund - Criminal Prosecution (Muni Court), Police, Building / Code Compliance, Park Operations, Planning
NonGeneral Fund - Streets*, Parks Restricted, Capital Facilities, Water*, Sewer*, and Solid Waste
* Includes UnRestricted and Restricted

All Years January: $330,000 insurance premium distorts allocations early in the year when fund activity is generally low.
2013 Separated Stormwater allocations from Streets as now funded soley by Water & Sewer Funds
2014 Discontinued allocating to Civic Center project in Capital Facilities through 2015 completion
2015 Started allocating to Parks Restricted - Master Plan is complete and moving toward MPD



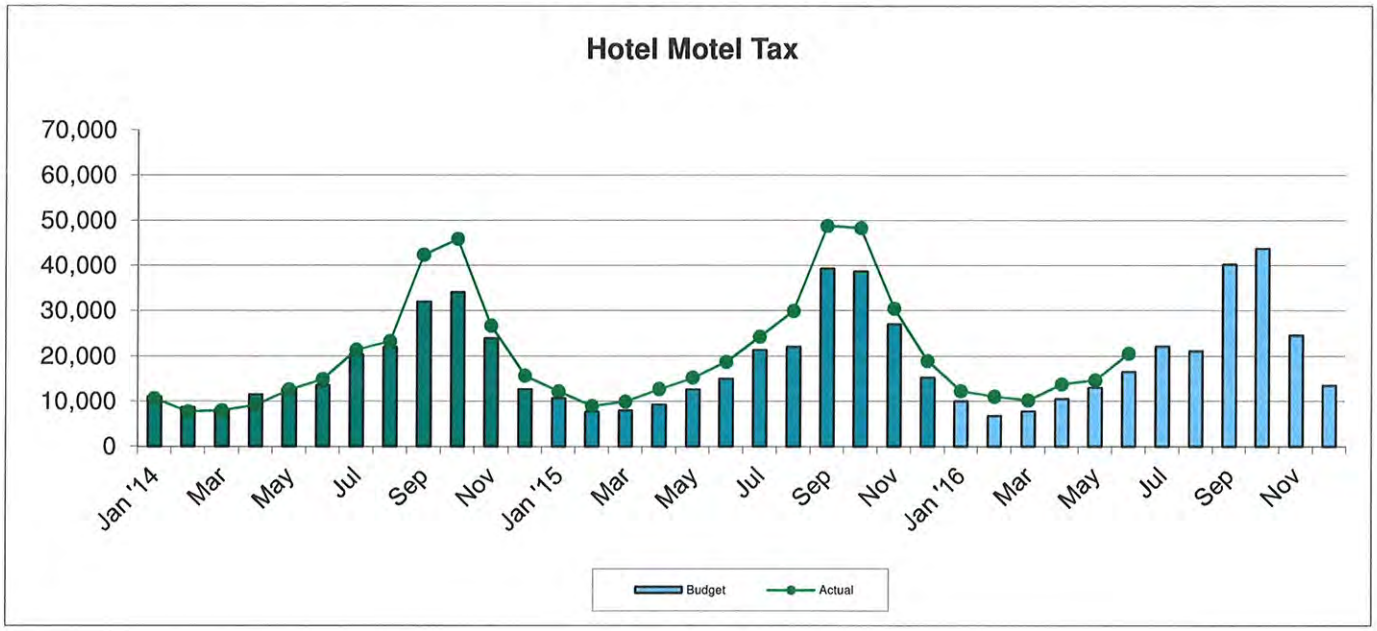
6/30/2016

	2013	2014	2015	YTD 2016	YTD Budget	Actual / Budget	2016 Budget
Building Permits	114,205	144,071	161,641	86,099	98,639	87%	164,000
Plan Check Fees	35,702	79,905	71,572	32,528	33,000	99%	66,000
Inspection Fees	3,300	5,034	5,326	3,938	2,652	148%	5,300
Other Planning Dvlp	3,961	10,166	577	6,906	8,502	81%	17,000
	157,168	**239,176**	**238,539**	**129,471**	**142,793**	**91%**	**252,300**
Construction Sales Tax	142,777	196,793	209,030	85,647	75,508	1	153,890
Total Development Related	**299,945**	**435,969**	**447,569**	**215,118**	**218,301**	**99%**	**406,190**

PERMIT DATA

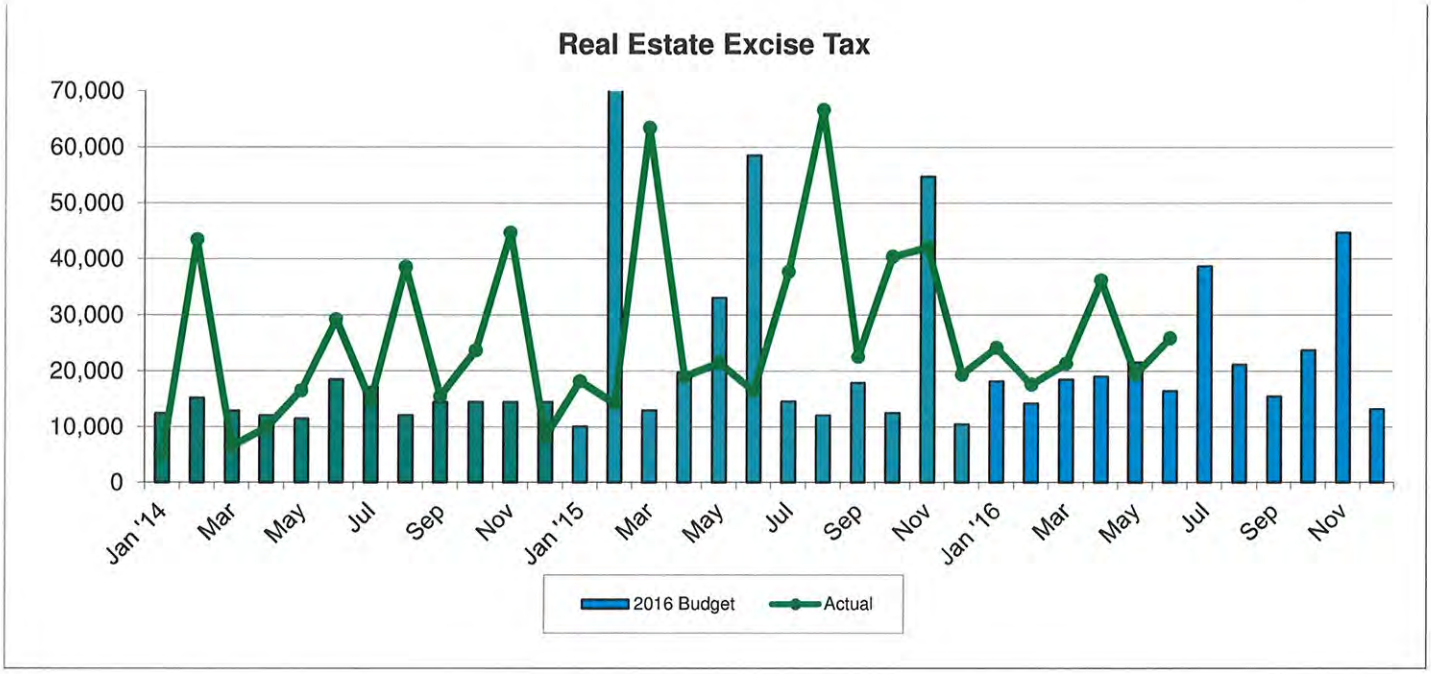
Number of Permits		2013	2014	2015	YTD 2016
New	Residential	33	33	60	31
	Commercial	0	1	2	2
		33	34	62	33
Remodel	Residential	126	89	108	71
	Commercial	102	107	100	53
		228	196	208	124
	Totals	261	230	270	157

HOTEL MOTEL FUND 115



As of 6/30/2016

	2013	2014	2015	YTD Actual	YTD Budget	Actual / Budget	2016 Budget
Hotel Motel Tax	238,854	278,935	278,935	82,725	64,730	128%	230,000



As of 6/30/16

	2013	2014	2015	2016 YTD Actual	YTD Budget	Actual / Budget	2016 Budget
REET 1st 1/4%	125,113	128,370	236,731	72,513	54,054	134%	134,640
REET 2nd 1/4%	103,965	127,903	145,499	72,395	54,054	134%	130,667
	229,078	**256,274**	**382,230**	**144,909**	**108,108**	**134%**	**265,307**

09/2013 - Transfer of controlling interest in Assisted Living Concepts, Inc
2014 - Two large Commercial sales in February and one in September
2015 - Merger of Albertsons and Safeway 3/15 and Transfer of Controlling interest - Adult care facility.

MCAG NO. 0235

City of Sequim

Schedule 09

Schedule of Liabilities
As of June 30, 2016

Debt Type	ID. No.	Description	Maturity/Payment Due Date	Beginning Balance January 1, 2016	Additions	Reductions	Ending Balance June 30, 2016
General Obligations							
	263.61	Keeler Park Loan	12/1/2016	55,169	0	40,088	15,081
	251.11	City Hall/Police Station LTGO - taxable	12/1/2017	455,000	0	0	455,000
	251.11	City Hall/Police Station LTGO - non-taxable	12/1/2043	10,000,000	0	Interest only until 2018	10,000,000
			Total General Obligations:	**10,510,169**	**0**	**40,088**	**10,470,081**
Revenue Obligations							
	259.12	Compensated Absences		741,056	45,864	0	786,920
	263.82	PWTF Aerobic Digester Loan	6/1/2027	84,510	435,490	0	520,000
Note 1	263.82	Reclaimed Water Facility SFR Fund	3/1/2018	682,564	0	136,513	546,051
Note 2	263.82	Reclaimed Water Facility 2009	6/17/2030	4,438,201	0	131,629	4,306,572
Note 3	252.11	Water Revenue Bond 2014	12/1/2034	1,512,500	0	0	1,512,500
Note 3	252.11	Sewer Revenue Bond 2014	12/1/2034	1,512,500	0	0	1,512,500
	66.458	Headworks SFR Loan			272,340		272,340
			Total Revenue Obligations:	**8,971,331**	**753,694**	**268,142**	**9,456,883**
			Total Liabilities:	**19,481,500**	**753,694**	**308,230**	**19,926,964**

Note 1: Annual Payments total $273,026, at 0% interest. Reserve requirement = -0-
Note 2: Annual Payments total $356,869 (Principal and Interest), at 2.1% interest. Reserve Requirement = Max Annual Debt Pmnt of $356,869
Note 3: Annual Payments total approximately $230,000 at 3% and 4% over the life of the debt, split by both water and sewer evenly

ATTACHMENT 4

CAPITAL PROJECT UPDATE 2nd QTR 2016

Parks

Parking Lot at ReUse Demonstration Site

- Project Complete- Ribbon Cutting today July 25th

Guy Cole Remodel

- Council adopted Scope of Work
- RFP being prepared

Pickleball Courts

- Recreation and Conservation Office (RCO) grant submitted

Stormwater

Stormwater Master Plan

- Studying SMC for amendment/update pertinent to adopted Plan
- MOA with Sequim Prairie irrigators

Streets

Pavement Rehabilitation 2016

- Advertised July 25

Fir Street Rehabilitation *(carry forward from 2015, not in 2016 budget)*

- NEPA Document submitted to FHWA for approval
- Coordinating with School District
- Preparing grant application: Transportation Improvement Board

Washington Street Signal Interconnect *(carry forward from 2015, not in 2016 budget)*

- Held public workshop in June to solicit public input regarding signal operations
- Preparing grant application: WSDOT 2016 Innovative Safety Program

Water

Connection across 3rd @ Sycamore *(carry forward from 2015, not in 2016 budget)*

- Completed in June

Sunnyside Water Main – Bell to Fir

- Preliminary Design
- SEPA submission scheduled for May
- SRF loan agreement signed

Attachment 5

5th and McCurdy Booster Station

- Engineering in progress
- SRF loan agreement signed

Sewer

Aerobic Digester/Headworks Improvement *(carry forward from 2015, not in 2016 budget)*

- Nearing substantial completion for Headworks and Digester portion
- Grit Chamber component completed July 22

Sunnyside Sewer

- Corresponds with Sunnyside Water project-Engineering in progress
- SRF funding offer being executed

Doe Run Lift Station

- Engineering in progress
- SRF funding offer being executed

AGENDA ITEM #__2__

SEQUIM CITY COUNCIL
AGENDA COVER SHEET

MEETING DATE: **July 25, 2016**

FROM: Sue Hagener, Administrative Services Director — SH (Initials)

SUBJECT/ISSUE: **2016 Proposed Budget Amendments and Ordinance 2016-09 Authorizing Unforeseen Expenditures for 2016**

Discussion dates	Various Council actions through July 2016			
CATEGORY	☐ City Manager Report	☒ Work Session		Time Needed for Presentation
	☐ Public Hearing	☐ Consent Agenda		10 minutes
	☐ Unfinished Business	☐ New Business		

Reviewed by	Initials	Date
Charlie Bush, City Manager	CPB	7/20/16
Kristina Nelson-Gross, City Attorney		

PROBLEM/ISSUE STATEMENT:
During the year, additional needs arise and unanticipated expenditures are necessary for operations and capital. These items are difficult to predict at the time the budget is prepared (usually mid-year in the prior year) and new items may evolve based on additional information that was not previously known or available. Although these items are brought forward to City Council as they occur, the budget amendment is only formalized periodically. City Council must hold a public hearing before adopting an ordinance to amend the budget which is scheduled for August 6, 2016.

LIST OF ATTACHMENTS:
1. Proposed Budget Amendments – Mid Year 2016 – Net Impact by Fund - Summary
2. Proposed Budget Amendments – Mid-Year 2016 – Net Impact by Fund – Detail
3. Proposed Budget Amendments – Mid-Year 2016 – Type of Expense - Detail
4. Ordinance 2016-09 Authorizing Unforeseen Expenditures with Exhibit A

DISCUSSION/ANALYSIS:
This is the "first-touch" presentation of the proposed 2016 budget amendments.

The unanticipated additional expenditures included in a budget amendment can be grouped into the following areas:

Type of Budget Amendment	Included
Reclassifications, Closing of Funds and Transfers to Other Projects – These items are primarily procedural, to allow for better tracking of specific revenues and costs and to allow for the closing of completed projects and transferring excess funds to other projects. Council authority is needed to transfer monies between funds.	Yes
Grants/Contribution Revenues and Expenses – These items have a zero net impact, in that revenues received are typically expended in the same budget year. When new grant funding is awarded, however, the City Council must authorize increased spending so that the grant money can be expended.	Yes
Other Unforeseen Expenses – These items are difficult to predict or cannot be estimated or reasonably foreseen during the budget development process.	Yes
"Nondebatable" Emergencies – These items require immediate expenditures to preserve order or public health, restore public property or meet mandatory expenditures required by new laws.	No

Specific Amendments
The following is a discussion of amendments also shown in the attached documents:

- General Fund/Street Operations: In the event sales tax and other revenues exceed expectations by the end of the year, staff suggests adding the following resources and expenditures:
    - Increase revenues by possible unanticipated sales tax and Interfund charges ($193k).
    - Increase transfers out to our Long Term General Obligation Debt Reserve ($40k), Equipment Reserve ($20k), Street Operations ($30k) and Reuse Park Parking Lot Solution project ($70k)
- Streets Restricted: Increase transfers out of Transportation Impact Fees to the W. Fir Street Project ($52k). This is a carryforward of unused budget from 2015.
- Hotel/Motel: Increase transfers out to the Guy Cole project for Phase 1 improvements ($35k). This is a carryforward of unused budget from prior years.
- Parks Restricted: Increase transfers in from the General Fund ($70k), REET 2 ($40k), and remaining Civic Center Contingency ($30k) for the Reuse Park Parking Lot Solution project. Also increase revenues for grants and donations ($175k) for this project. Finally, increase expenditures ($318k) for the project as well as adding a contribution to the YMCA ($30k) for restoring the former Sequim Aquatic Recreation Center (SARC) operations.

- Real Estate Excise Tax (REET2): Increase transfers out for the Reuse Park Parking Lot solution ($40k).
- Arts & Culture: The Gifts and Donations fund (160) was renamed the Arts and Culture fund. This fund will be used to support the Arts Commission programs related to the Civic Center. There was approximately $50k earmarked in the Civic Center budget in prior years that went unused for these purposes. Staff recommends increasing transfers from the Civic Center contingency to the Arts Fund to increase accountability for these funds. Staff also recommends increasing expenses in this fund for art in the Council Chamber ($10k).
- Equipment Reserve: Staff recommends increasing potential transfers in (from the General Fund) to assist in building up the deficient Equipment Reserve Ending Fund Balance ($20k).
- Debt Service – Civic Center Debt: Staff recommends increasing potential transfers in (from the General Fund) to build up debt reserves for "cushion" ($40k).
- Capital Facilities: As Council is aware, when developing the 2016 budget, staff assumed completion of the entire Civic Center project and use of all available funds. Staff proposes carrying forward unspent monies from 2015 as follows:
    - Increase resources by the difference between the actual 2016 beginning fund balance and the budgeted beginning fund balance ($185k) – or unspent budget from prior years.
    - Increase transfers out from the Civic Center contingency to Arts and Culture ($50k) and to the Reuse Park Parking Lot solution ($30k).
    - Increase expense for final payment to Lydig Construction for the Civic Center ($92k).
    - Increase transfers in from possible excess Public Safety Tax ($15k) and increase expense for the Emergency Operations Center ($70k)

  Other Capital Facility Amendments - Increase grant revenues ($450k), transfers in from Hotel/Motel ($35k) and expenses for the Guy Cole Phase 1 remodel as well as possible overhead related to the project ($510k).

FINANCIAL IMPLICATIONS: The net impact by fund is summarized in the attached schedules.

RECOMMENDATION: Information only. The second touch and public hearing of the proposed 2016 budget amendments is scheduled for August 8, 2016 where council will take public testimony, consider the issues, make any necessary adjustments, and adopt the budget amendments.

MOTION:
None at this time. Information only.

City of Sequim
Proposed Budget Amendments - Mid-Year 2016
Net Impact by Fund - Summary

	Revenue & Resources			Expense			
Fund Name	2016 Budget	Mid-Year Amendment	Proposed Budget	2016 Budget	Mid-Year Amendment	Proposed Budget	Net Impact (Expense)
General Fund							
001 General Fund	8,849,318	193,000	9,042,318	8,833,148	160,000	8,993,148	33,000
Special Revenue Funds							
101-U Street UnRestricted	849,248	30,000	879,248	859,546	0	859,546	30,000
111-R Street Restricted	1,060,866	52,000	1,112,866	941,775	52,000	993,775	0
107-U Stormwater Operations	120,475	0	120,475	108,072	0	108,072	0
117-R Project Stormwater	111,567	0	111,567	111,104	0	111,104	0
115 Lodging Tax Hotel/Motel	249,538	0	249,538	284,485	35,000	319,485	(35,000)
120 Police Restricted	411,600	0	411,600	406,898	15,000	421,898	(15,000)
121 Police Asset Seizure	20,274	0	20,274	30,000	0	30,000	0
140 Parks Restricted	360,857	315,000	675,857	384,365	348,000	732,365	(33,000)
150 Real Estate Excise Tax	268,087	0	268,087	300,000	40,000	340,000	(40,000)
160 Gifting & Donations	12,600	50,000	62,600	12,570	10,000	22,570	40,000
164 Equipment Reserve	385,673	20,000	405,673	440,001	0	440,001	20,000
Debt							
206 Debt Service Fund	665,000	40,000	705,000	656,740	0	656,740	40,000
Capital Funds							
306 Capital Facilities(Building) Fund	313,205	685,000	998,205	315,237	752,000	1,067,237	(67,000)
Enterprise Funds							
401-U Water UnRestricted	1,978,151	0	1,978,151	2,127,205	0	2,127,205	0
411-R Water Restricted	2,490,730	0	2,490,730	3,484,662	0	3,484,662	0
402-U Sewer UnRestricted	3,815,730	0	3,815,730	4,127,239	0	4,127,239	0
422-R Sewer Restricted	2,612,962	0	2,612,962	4,055,079	0	4,055,079	0
Internal Service Funds							
500 Unemployment Compensation	16,250	0	16,250	24,750	0	24,750	0
Trust, Agency & Permanent Funds							
611 Flexible Spending	45,000	0	45,000	45,000	0	45,000	0
621 Police Expendable Trust	20,000	0	20,000	20,000	0	20,000	0
631 Construction Deposits	325,000	0	325,000	325,000	0	325,000	0
635 Intergovernmental Agency Fund	178,627	0	178,627	168,328	0	168,328	0
645 Utility Security Deposits	40,000	0	40,000	39,000	0	39,000	0
701 Haller Park Fund	440	0	440	0	0	0	0
Total Net Impact	**$ 25,201,198**	**$ 1,385,000**	**$ 26,586,198**	**$ 28,100,204**	**$ 1,412,000**	**$ 29,512,204**	**$ (27,000)**

City of Sequim
Proposed Budget Amendments - Mid-Year 2016
Net Impact by Fund

#	Fund	Fund Name	Revenue & Resources	(Expense)	Net Impact
General Fund & Street Operations					
1	001-000	General Fund: Possible Unexpected Sales Tax	90,000	-	
18	001-000	General Fund: Increase possible revenue from interfund charges - Guy Cole	65,000	-	
18	001-000	General Fund: Increase possible revenue from interfund charges - Reuse Parking	38,000	-	
1	001-019	General Fund: Increase transfer out of possible Ending Fund balance to Debt	-	(40,000)	
1	001-020	General Fund: Increase transfer out of possible Ending Fund balance to Equipment	-	(20,000)	
1	001-040	General Fund: Increase transfer out of possible Ending Fund balance to Street Ops	-	(30,000)	
2	001-040	General Fund: Increase transfers out for Reuse Parking and Allocations	-	(70,000)	
		General Fund	**193,000**	**(160,000)**	**33,000**
3	101-000	Street Operations: Increase transfer in for operatons	30,000		
		Street Operations	**30,000**	**-**	**30,000**
Special Revenue Funds					
4	111-104	Street Restricted - Impact Fees: Roll Forward 2015 Transfer out for W Fir Street	$ -	$ (52,000)	
4	111-117	Street Restricted - W Fir Street: Roll Forward 2015 Transfer in for W Fir Street	52,000	-	
		Streets Restricted	**52,000**	**(52,000)**	**-**
5	115-000	Hotel/Motel: Increase transfer out to Guy Cole for Phase 1	-	(35,000)	
		Hotel/Motel	**-**	**(35,000)**	**(35,000)**
6	120-125	Police Restricted: Increase transfers out of possible excess Public Safety Tax to EOC	-	(15,000)	
		Police Restricted	**-**	**(15,000)**	**(15,000)**
7	140-144	Parks Restricted: Increase transfer in from GF for Reuse Parking and Allocations	70,000	-	
7	140-144	Parks Restricted: Increase transfer in from REET 2 for Reuse Parking	40,000	-	
7	140-144	Parks Restricted: Increase transfer in from Civic Center Contingency for Reuse Parking	30,000	-	
14	140-144	Parks Restricted: Increase for private donations and grants for Reuse Parking	175,000	-	
17	140-000	Parks Restricted: Increase for SARC/YMCA Contribution	-	(30,000)	
17	140-144	Parks Restricted: Increase for Reuse Parking Solution project	-	(280,000)	
17	140-000	Parks Restricted: Increase for Allocations related to Reuse Parking Solution	-	(38,000)	
		Parks Restricted	**315,000**	**(348,000)**	**(33,000)**
8	150-152	REET 2: Increase transfer out for Reuse Parking	-	(40,000)	
			-	**(40,000)**	**(40,000)**
9	160-000	Arts & Culture: Increase transfers in for Arts & Culture	50,000	-	
16	160-000	Arts & Culture: Increase for Chamber Art	-	(10,000)	
			50,000	**(10,000)**	**40,000**
10	164-162	Equipment Reserve - SPD: Increase transfer in for Equipment	20,000	-	
			20,000	**-**	**20,000**
Debt					
11	206-000	Debt Service Fund: Transfer in possible Ending Fund Balance of General Fund	40,000	-	
		Debt Service	**40,000**	**-**	**40,000**
Capital Facilities					
12	306-002	Guy Cole: Increase transfer in from Hotel/Motel for Guy Cole	35,000	-	
12	306-001	Civic Center: Increase transfers out from Civic Center to Arts & Culture Fund	-	(50,000)	
12	306-001	Civic Center: Increase transfers in from possible excess Public Safety Tax	15,000	-	
12	306-001	Civic Center: Increase transfers out from Civic Center contingency for Reuse Parking	-	(30,000)	
13	306-002	Guy Cole: Increase for Grant from Department of Commerce	450,000	-	
13	306-002	Guy Cole: Increase for Phase 1 Improvements		(450,000)	
15	306-000	Capital Facilities: Increase for actual Beginning Fund Balance	185,000	-	
15	306-001	EOC: Increase for improvements to EOC	-	(70,000)	
15	306-001	Civic Center: Increase for final payment to Lydig Construction	-	(92,000)	
15	306-002	Guy Cole: Increase for Allocations related to Phase 1 improvements		(60,000)	
		Capital Facilities	**685,000**	**(752,000)**	**(67,000)**
		Totals	**1,385,000**	**(1,412,000)**	**(27,000)**

City of Sequim
Proposed Budget Amendments - Mid-Year 2016
Type of Expense

#	Fund	Fund Name	Revenue & Resources	(Expense)	Net Impact
Reclassifications, Opening/Closing of Funds & Transfer to Other Projects					
General Fund and Street Operations					
1	001-000	General Fund: Possible Unexpected Sales Tax	90,000	-	
1	001-019	General Fund: Increase transfer out of possible Ending Fund balance to Debt		(40,000)	
1	001-020	General Fund: Increase transfer out of possible Ending Fund balance to Equipment		(20,000)	
1	001-040	General Fund: Increase transfer out of possible Ending Fund balance to Street Ops		(30,000)	-
2	001-040	General Fund: Increase transfers out for Reuse Parking and Allocations		(70,000)	(70,000)
3	101-000	Street Operations: Increase transfer in for operatons	30,000		30,000
Special Revenue Funds					
4	111-104	Street Restricted - Impact Fees: Roll Forward 2015 Transfer out for W Fir Street		(52,000)	
4	111-117	Street Restricted - W Fir Street: Roll Forward 2015 Transfer in for W Fir Street	52,000		-
5	115-000	Hotel/Motel: Increase transfer out to Guy Cole for Phase 1		(35,000)	(35,000)
6	120-125	Police Restricted: Increase transfers out of possible excess Public Safety Tax to EOC		(15,000)	(15,000)
7	140-144	Parks Restricted: Increase transfer in from GF for Reuse Parking and Allocations	70,000		
7	140-144	Parks Restricted: Increase transfer in from REET 2 for Reuse Parking	40,000		
7	140-144	Parks Restricted: Increase transfer in from Civic Center Contingency for Reuse Parkin	30,000		140,000
8	150-152	REET 2: Increase transfer out for Reuse Parking		(40,000)	(40,000)
9	160-000	Arts & Culture: Increase transfers in for Arts & Culture	50,000		50,000
10	164-162	Equipment Reserve - SPD: Increase transfer in for Equipment	20,000		20,000
Debt					
11	206-000	Debt Service Fund: Transfer in possible Ending Fund Balance of General Fund	40,000		40,000
Capital Facilities					
12	306-002	Guy Cole: Increase transfer in from Hotel/Motel for Guy Cole	35,000		
12	306-001	Civic Center: Increase transfers out from Civic Center to Arts & Culture Fund		(50,000)	
12	306-001	Civic Center: Increase transfers in from possible excess Public Safety Tax	15,000		
12	306-001	Civic Center: Increase transfers out from Civic Center contingency for Reuse Parking		(30,000)	(30,000)
Grants/Contributions Revenues and Expenses					
Capital Facilities					
13	306-002	Guy Cole: Increase for Grant from Department of Commerce	450,000		
13	306-002	Guy Cole: Increase for Phase 1 Improvements		(450,000)	-
Special Revenue Funds					
14	140-144	Parks Restricted: Increase for private donations and grants for Reuse Parking	175,000		175,000
Other Unforeseen Expenses					
Capital Facilities/Arts & Culture					
15	306-000	Capital Facilities: Increase for actual Beginning Fund Balance	185,000		
15	306-001	EOC: Increase for improvements to EOC	-	(70,000)	
15	306-001	Civic Center: Increase for final payment to Lydig Construction		(92,000)	
15	306-002	Guy Cole: Increase for Allocations related to Phase 1 improvements		(60,000)	(37,000)
Special Revenue Funds					
16	160-000	Arts & Culture: Increase for Chamber Art		(10,000)	(10,000)
17	140-000	Parks Restricted: Increase for SARC/YMCA Contribution		(30,000)	
17	140-144	Parks Restricted: Increase for Reuse Parking Solution project		(280,000)	
17	140-000	Parks Restricted: Increase for Allocations related to Reuse Parking Solution		(38,000)	(348,000)
General Fund					
18	001-000	General Fund: Increase possible revenue from interfund charges - Guy Cole	65,000		
18	001-000	General Fund: Increase possible revenue from interfund charges - Reuse Parking	38,000		103,000
		Totals	**1,385,000**	**(1,412,000)**	**(27,000)**

ORDINANCE NO. 2016-09

AN ORDINANCE AUTHORIZING EXPENDITURES OF FUNDS FOR MATTERS NOT FORESEEN AT THE TIME OF FILING THE PRELIMINARY BUDGET FOR 2016 AND NOT PROVIDED FOR IN THE ANNUAL BUDGET FOR THAT YEAR.

THE CITY COUNCIL OF THE CITY OF SEQUIM DO ORDAIN AS FOLLOWS:

SECTION 1: Certain necessary obligations have been incurred by the City of Sequim which were not and could not reasonably have been foreseen at the time of filing the preliminary budget and which require the expenditure of money not provided for in the annual budget, which obligations are set forth in the attached Exhibit "A". The City has received or transferred revenues within the funds and departments set forth in Exhibit "A" or has fund balance in excess of the amounts budgeted for the years which are sufficient to pay these expenditures.

SECTION 2: These expenditures are not one of the emergencies specifically enumerated in RCW 35A.33.080 but qualify for budget amendments or transfers pursuant to RCW 35A.33.090 or 35A.33.120. These expenditures are considered emergency in nature or unexpended appropriated balances of a preceding budget and they could not reasonably have been foreseen at the time of filing the preliminary 2016 budget. They are needed to continue operations and other council authorized activities.

SECTION 3: The City has conducted a public hearing on the date below.

SECTION 4: Now be it hereby Ordained that the budget amendments set forth in Exhibit "A", attached hereto constitute an emergency and are APPROVED.

SECTION 5: This Ordinance shall go into effect five days after its publication and for its passage has the vote of one more than the majority of all members of the City Council.

PASSED by the City Council of the City of Sequim at its regular meeting held the _____ day of August, 2016.

_____
Dennis Smith, Mayor

ATTEST:

_____
Karen Kuznek-Reese, MMC, City Clerk

Approved as to form:

_____
Kristina Nelson-Gross, City Attorney

First Reading: _____
Public Hearing: _____
Notice of Publication: _____

City of Sequim
2016 Budget
Proforma w Mid-Year Budget Amendments

	A Budgeted Beginning Fund Balance	B Revenues/Resources	C Expenses	D=B-C Surplus / (Deficit)	E=A+D Ending Fund Balance
General Fund					
001 General Fund	1,685,370	9,042,318	8,993,148	49,170	1,734,540
Special Revenue Funds					
101-U Street UnRestricted	154,925	879,248	859,546	19,702	174,627
111-R Street Restricted	889,110	1,112,866	993,775	119,091	1,008,201
107-U Stormwater Operations	11,586	120,475	108,072	12,403	23,989
117-R Project Stormwater	9,777	111,567	111,104	463	10,240
115 Lodging Tax Hotel/Motel	213,710	249,538	319,485	(69,947)	143,762
120 Police Restricted	79,566	411,600	421,898	(10,298)	69,268
121 Police Asset Seizure	28,264	20,274	30,000	(9,726)	18,538
140 Parks Restricted	134,205	675,857	732,365	(56,508)	77,698
150 Real Estate Excise Tax	154,884	268,087	340,000	(71,913)	82,971
160 Gifting & Donations	1,830	62,600	22,570	40,030	41,860
164 Equipment Reserve	311,676	405,673	440,001	(34,328)	277,348
Debt Service Fund					
206 Debt Service Fund - City Hall	7,531	705,000	656,740	48,260	55,791
Capital Funds					
306 Capital Facilities(Building) Fund	86,035	998,205	1,067,237	(69,032)	17,003
Enterprise Funds					
401-U Water UnRestricted	1,028,307	1,978,151	2,127,205	(149,054)	879,253
411-R Water Restricted	2,384,657	2,490,730	3,484,662	(993,932)	1,390,725
402-U Sewer UnRestricted	1,650,979	3,815,730	4,127,239	(311,509)	1,339,470
422-R Sewer Restricted	4,870,092	2,612,962	4,055,079	(1,442,117)	3,427,975
Internal Service Funds					
500 Unemployment Compensation	27,954	16,250	24,750	(8,500)	19,454
Trust, Agency & Permanent Funds					
611 Flexible Spending	0	45,000	45,000	-	-
621 Police Expendable Trust	0	20,000	20,000	-	-
631 Construction Deposits	38,300	325,000	325,000	-	38,300
635 Intergovernmental Agency Fund	2,638	178,627	168,328	10,299	12,937
645 Utility Security Deposits	122,652	40,000	39,000	1,000	123,652
701 Haller Park Fund	37,964	440	-	440	38,404
	13,932,012	**26,586,198**	**29,512,204**	**(2,926,006)**	**11,006,006**
Budget Amendments	0	0	0	-	0
Operating Funds		15,835,922	16,215,210		
Restricted/Project Funds		10,750,276	13,296,994		
		26,586,198	**29,512,204**		

AGENDA ITEM #_CM Rpt_

SEQUIM CITY COUNCIL
AGENDA COVER SHEET

MEETING DATE: **July 25, 2016**

FROM: Karen Kuznek-Reese, City Clerk kkr___
Initials

SUBJECT/ISSUE: **Council Chambers Art Update**

Discussion dates	7/13/15	7/11/16	7/25/16	
CATEGORY	☐ City Manager Report	☐ Information Only		Time Needed for Presentation
	☐ Public Hearing	☐ Consent Agenda		
	☐ Unfinished Business	☐ New Business		

Reviewed by	Initials	Date
Charles P. Bush, City Manager	CPB	7/20/16
Sue Hagener, Admin. Services Director		

PROBLEM/ISSUE STATEMENT:
The City Arts Advisory Commission (CAAC) had been tasked with recommending art for the area behind the dais in the Council chambers. Council input is requested on the proposed concept.

ATTACHMENTS:
1. Proposed Concept

DISCUSSION/ANALYSIS:

On July 11, 2016 two options were presented to the City Council concerning the wall behind the dais. Two options were presented.

Option 1: Sequim Logo
In an effort to provide consistency, contact was made with the vendor that provided the large metal logo located outside the main entrance doors. A bid was obtained from this same vendor to replicate the 17 piece circle/leaf logo produced from 3/8" aluminum, stud mounted flush to the wall, height is 46", width at 49.19" at an estimated total of $3,400. There would be approximately a 4.5" clearance from the wall to the screen behind the dais. Estimated completion is 4 to 6 weeks.

Option 2: Sequim Logo with Enhanced Side Artwork
The same concept in Option 1 would be utilized and include supplemental artwork incorporating elements from the glass sculpture located in the Civic Center lobby. A general concept sketch is attached to this cover sheet.

Supplemental artwork could include many mediums such as glass, metal, ceramic, wood or painted surfaces. The actual artwork would be selected from concepts provided through a Request for Proposals (RFP). CAAC would develop the general requirements, cost range and identify a time frame for the RFP. Proposals would be reviewed by the CAAC for appropriateness, artistic merit and relative cost. A recommendation would then be made to the City Council for final approval.

At the July 11 meeting, City Councilors had requested additional information. The vendor indicated that the logo could be painted using Pantone numbered colors. It would be painted with 2-part acrylic polyurethane. He indicated that to powder coat the logo would be cost prohibitive. The cost to create a colored logo with 4 colors is an additional approximately $1200.

There was also discussion about whether the logo vendor could create extensions off of the logo. They would charge $100 per hour to design any additional artwork.

Additional information for consideration:

- Having a new vendor develop the template for the logo could be more costly than utilizing the services of the previous vendor;
- Having the logo vendor develop additional design work is not advised. They are primarily a fabricator, not a design shop. An artist proposing a design for supplemental artwork for the logo, would, by RFP requirement, be able to design and fabricate or arrange for the fabrication of, that art.
- Utilizing a flat (i.e. painted) logo vs a 3D version would impact the selection of any additional art on the wall. A flat logo paired with 3D additional artwork would not be advised for aesthetic reasons.

The CAAC would like the Council to determine:

- Whether to go with the plain aluminum logo or the colorized logo
- Whether to go with Option 1 or Option 2 as outlined above. Note: If an RFP is issued, there is no requirement to accept and/or install additional artwork if none is deemed responsive to the RFP or not felt to be an appropriate addition to the wall.

BUDGET IMPLICATIONS:
Depending on the option selected:

- Cost for basic logo duplication and installation $3,053.88 plus tax or
- Logo with 4 colors (using Pantone numbered colors) $4,111.96, plus tax.

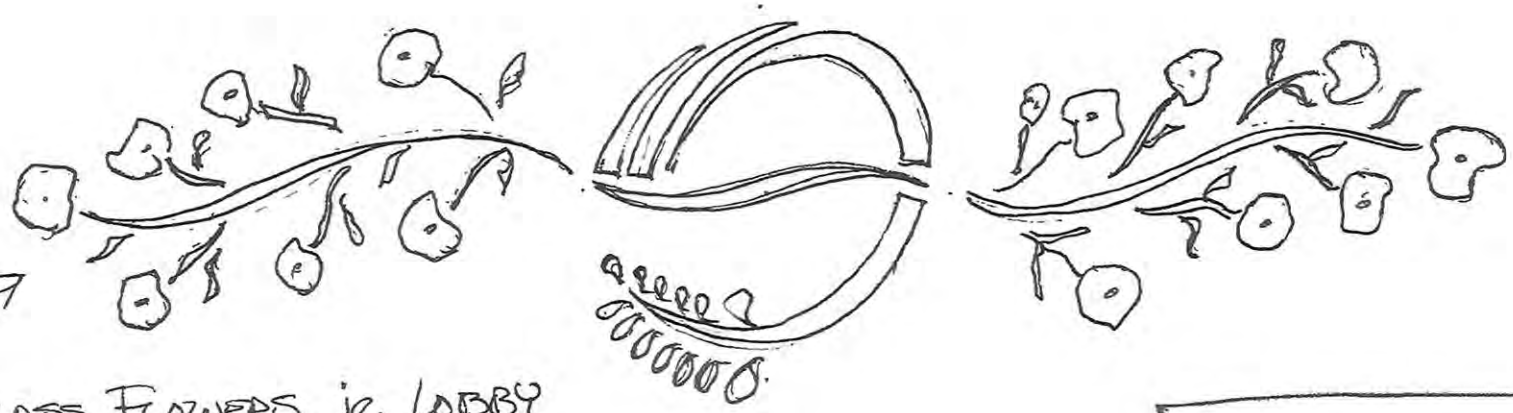
If Council approves the enhanced side artwork concept as outlined in Option 2, additional costs would be determined once the RFPs are returned.

Either of these options will be funded through the funds remaining in the Civic Center public art allocation.

RECOMMENDATION:

MOTION:
To approve Option 1 with the **aluminum** (**or** the **colored**) logo and initiate the process

Approve Option 2 with the **aluminum** (**or** the **colored**) logo and proceed with issuance of the RFP for the enhanced side artwork.



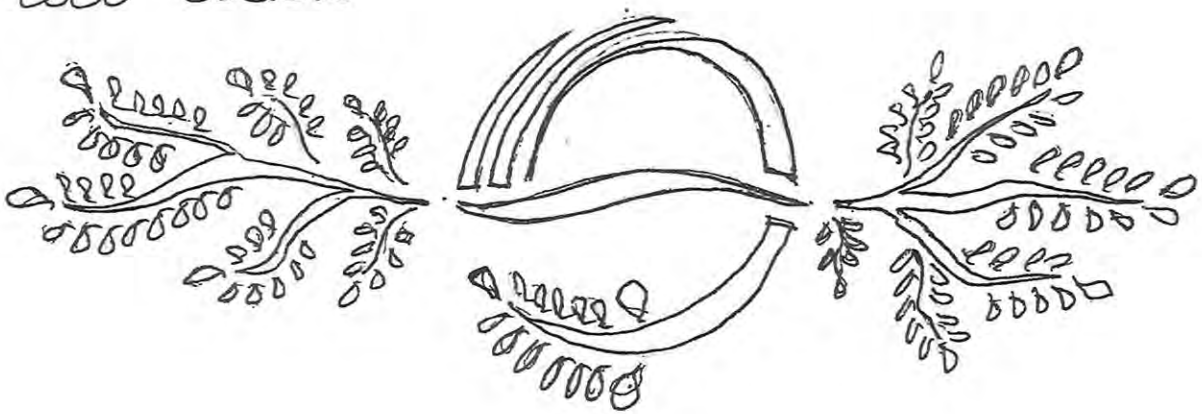
GLASS FLOWERS IE LOBBY SCULPTURE

METAL BRANCHES = BOTH

METAL, CERAMIC OR GLASS LAVENDER FLOWERS IE LOGO DESIGN

SEQUIM LOGO ALUMINUM

CONCEPTS ONLY FOR ILLUSTRATION



OTHER CONCEPTS MIGHT INCLUDE PANELS IE:
SILHUERS OF LOCAL SCENES

3a

Human Services Funding 2016

Reporting Period (Circle One)

Jan-Mar Apr-June July-Sept Oct-Dec

Peninsula Behavioral Health Provide mental health services to the low income and infirm who might otherwise not be able to afford such services			
Quarterly Payment Amount $937.50		Annual Payment Amount $3,750	
Resolution #R-2014-21 established that human services funding would focus on the below-listed areas. Please mark an X to indicate your area of focus:			
Vulnerable (early childhood development (0-4YOA), Youth, Seniors	Essential medical/ dental access for uninsured	Mental health services for school-age children and adults	Youth and senior development activities which include education, life skills, intellectually stimulating activities, physical exercise/ recreational activities and social connections
		X	

Describe how income levels are verified.

Eligibility for financial assistance for treatment at Peninsula Behavioral Health (PBH) is determined by the Federal Poverty Level Guidelines, which are based on income and family size.

All clients are scheduled for a financial screening appointment at the time they apply for services and, again, if they are active clients, when a change occurs in their financial situation. Clients are required to provide documentation of income (pay stubs, income tax statements, bank statements, social security letters, etc.) during their financial screening in order to determine eligibility for subsidized services.

Residents are considered infirm and eligible for Mental Health and Co-occurring Mental Health and Chemical Dependency services at PBH if they present with psychiatric and psychological symptoms that meet the criteria for a psychiatric diagnosis based on the Diagnostic and Statistical Manual of Mental Disorders.

Describe how residency in the City of Sequim is determined.

PBH utilizes an Electronic Medical Record (ProFiler) for service billing as well as for generating service data reports. However, it doesn't allow us to produce an address report that is limited to specific city boundaries. A couple of years ago, we determined through a randomized manual review that the majority of Sequim residents we treat reside within the city limits. That number appears to be increasing with the development of affordable housing in the city and the moving of older adults as they age to the down town area. Consequently, we have assessed that an 80/20 split provides PBH a fairly accurate formula for capturing the in city resident percentage.

Indicate number of patients living in the Sequim city limits who received mental health services from your agency		
Adults	School-age children	
396	99	495

Describe what you were able to provide with funding from the City of Sequim that you would otherwise not have been able to provide.

As a licensed Mental Health and certified Chemical Dependency treatment organization, PBH provides critical Behavioral Health services to children, families, individual adults and seniors throughout east Clallam County. Funding for Mentally Ill residents is stipulated by the legislature and criteria for admission to services are based on eligibility standards set by the state. However, in order to provide Behavioral Healthcare to other persons who do not qualify for state resources, there must be local funding.

To promote a safe and healthy community, it is essential that PBH provides ongoing psychiatric and psychological treatment to residents who need care and cannot afford it. Without local funding support, PBH would not be able to serve many residents needing mental health services, which certainly would have impact on the OMC ER, PA and Sequim Police Depts. and the Clallam County Jail.

GOALS: **Improve client functioning, reduce the risk of ongoing psychiatric crisis and psychiatric hospitalization and utilizing of the hospital emergency room and Sequim Police Department for Behavioral Health problems.**

Planned Activities:

- Conduct intake evaluations and psychiatric assessments for children and adults.
- Prescribe psychiatric medication and monitor it, as needed.
- Provide individual and group therapies.

Planned Outcomes:

- Clients report symptom relief.
- Positive changes reflected in child Global Assessment Scale and in adult Global Assessment Functioning Score.
- Parents and schools report improvement in children's academic school performance.
- Adults report improvement in social functioning and work performance.
- Decrease in utilization of OMC ER and Sequim Police Dept.

Dated this 20th day of July, 2016

Peter O. Casey, LICSW, Executive Director
Phone number: (360) 565-3919 Email: peterc@peninsulabehavioral.org

3b

Human Services Funding 2016

Reporting Period (Circle One)

Jan-Mar **Apr-June** July-Sept Oct-Dec

Peninsula Behavioral Health Provide mental health services to the low income and infirm who might otherwise not be able to afford such services			
Quarterly Payment Amount $937.50		Annual Payment Amount $3,750	
Resolution #R-2014-21 established that human services funding would focus on the below-listed areas. Please mark an X to indicate your area of focus:			
Vulnerable (early childhood development (0-4YOA), Youth, Seniors	Essential medical/ dental access for uninsured	Mental health services for school-age children and adults	Youth and senior development activities which include education, life skills, intellectually stimulating activities, physical exercise/ recreational activities and social connections
		X	

Describe how income levels are verified.

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All clients are scheduled for a financial screening appointment at the time they apply for services and, again, if they are active clients, when a change occurs in their financial situation. Clients are required to provide documentation of income (pay stubs, income tax statements, bank statements, social security letters, etc.) during their financial screening in order to determine eligibility for subsidized services.

Residents are considered infirm and eligible for Mental Health and Co-occurring Mental Health and Chemical Dependency services at PBH if they present with psychiatric and psychological symptoms that meet the criteria for a psychiatric diagnosis based on the Diagnostic and Statistical Manual of Mental Disorders.

Describe how residency in the City of Sequim is determined.

PBH utilizes an Electronic Medical Record (ProFiler) for service billing as well as for generating service data reports. However, it doesn't allow us to produce an address report that is limited to specific city boundaries. A couple of years ago, we determined through a randomized manual review that the majority of Sequim residents we treat reside within the city limits. That number appears to be increasing with the development of affordable housing in the city and the moving of older adults as they age to the down town area. Consequently, we have assessed that an 80/20 split provides PBH a fairly accurate formula for capturing the in city resident percentage.

Indicate number of patients living in the Sequim city limits who received mental health services from your agency		
Adults	School-age children	
384	97	481

Describe what you were able to provide with funding from the City of Sequim that you would otherwise not have been able to provide.

As a licensed Mental Health and certified Chemical Dependency treatment organization, PBH provides critical Behavioral Health services to children, families, individual adults and seniors throughout east Clallam County. Funding for Mentally Ill residents is stipulated by the legislature and criteria for admission to services are based on eligibility standards set by the state. However, in order to provide Behavioral Healthcare to other persons who do not qualify for state resources, there must be local funding.

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- Parents and schools report improvement in children's academic school performance.
- Adults report improvement in social functioning and work performance.
- Decrease in utilization of OMC ER and Sequim Police Dept.

Dated this 20th day of July, 2016

Peter O. Casey, LICSW, Executive Director
Phone number: (360) 565-3919 Email: peterc@peninsulabehavioral.org

3c

CITY OF SEQUIM

Human Services Funding 2016

Reporting Period (underline one)

Jan-Mar Apr-June July-Sept Oct-Dec

Boys & Girls Clubs of the Olympic Peninsula – Carroll C. Kendall Unit

Provide youth activity programs and services of a full service center within the city limits and to assist in providing youth development and recreational programming for youth in order to increase the public health, safety, and quality of life for the residents of the City of Sequim

Quarterly Payment Amount $5,062.50	Annual Payment Amount $20,250

Resolution #R-2013-014 established that human services funding would focus on the below-listed areas. Please mark an X to indicate your area of focus:

Vulnerable (early childhood development (0-4YOA), Youth, Seniors	Essential medical/ dental access for uninsured	Mental health services for school-age children and adults	Youth and senior development activities which include education, life skills, intellectually stimulating activities, physical exercise/ recreational activities and social connections
			X

Indicate number of hours and number of youth served in the following programs this quarter:

	Character & leadership		Arts		Sports, fitness & recreation		Health & life skills		Education & career preparedness		Special events on school-year weekends	
	Hours	# served	Hours	# served	Hours	# served	Hours	# served	Hours	# served	Hours	# served
Ages 6-12	62	191	123	321	123	470	143	421	127	505	24	93
Ages 13-18	35	61	42	67	106	71	96	78	114	108	54	123

How do you determine City of Sequim residency? The residency address on the membership form is verified by staff to determine if the address is within or outside the City of Sequim. This is done by using the tax rate tool function at dor.wa.gov .

Total # of youth served in facility this quarter	Total # of youth living in city limits served in facility this quarter	Total cost of operation for teen program funded by the City and provide detailed copy of expenses
Ages 6-12: 504 Ages 13-18: 179	Ages 6-12: 206 (41%) Ages 13-18: 58 (32%)	$ 14,160.21

What affordable after-school solutions did you provide to assist the adult city workforce in sustainable employability?

Our low $30 annual membership fee ($2.50/month) provides access to Teen Club services, activities and programs 6 days per week, 289 days per year. We provide healthy snacks and home cooked meals, sports, recreation and educational programming, homework assistance, computer/internet, and mentoring programs. Scholarships are available to youth unable to afford the membership fee and we also provide clothing, hygiene products and food to take home. We also now offer two $1500 scholarships to graduating seniors thanks to the Maytag Dependable Leader Award. This scholarship will happen annually until we reach $20,000. The Teen Club is open extended hours on weeknights and Saturdays in order to accommodate families with working parents.

Describe what you were able to provide with funding from the City of Sequim that you would otherwise not have been able to provide.

The City of Sequim funding affords us the opportunity to extend our services to our teens past the regular Club hours. We provide a hot cooked meal to all of our teens who choose to stay and participate in after club activities. We run several programs for our teens which include the three components we focus on, Character and Leadership, Healthy Lifestyles and Academic Success. These programs include our mentoring programs, Boys 2 Men and L5, Money Matters (which focuses on money management) and Career Launch which gives the teens an overview of the work place.

This past quarter our teens participated in the annual Sequim Irrigation Festival by setting up our Kids Fest booth and volunteering their time to run it. They also participated in the annual Irrigation Grand Parade.

The teens were a vital part of our Carroll C. Kendall Week and ran several play stations during our Kendall Week field day. The teens also participated in our annual National Boys & Girls Club week. They took over the club over for a day, doing all the staff jobs, including the job of unit director.

Our teens also participate in Homework Club and after school they spend the first hour completing their homework. We provide tutors for those who need help in certain areas. The teens also help with our Science Club and Robotics Club by giving directions to our younger kids. Our mentoring group, Boys 2 Men, assembled a shed for our Garden Club with money raised by our Keystone and Torch Clubs.

Describe the goals and outcome of these programs.

Goal: Youth have access to tutoring and homework assistance to help them be successful in school.
Outcome: Youth who are struggling in school have a safe place to go and get support with their studies. Staff members identify teens at risk of not graduating, and intervene to help them stay on track. Tutoring and academic coaching is provided.

Goal: The teen center provides youth with opportunities for community involvement and career exploration.
Outcome: Research shows that youth who volunteer, do better in school are more likely to avoid risky behaviors. They tend to feel more positive about themselves. Teens are required to give back to the club and community.

Goal: Youth gain knowledge of how to avoid risky behaviors and make healthy lifestyle choices.
Outcome: Teens are participating in regular physical activity. They learn the basics of planning and preparing healthy meals. Staff mentors build trusting relationships with youth so they can learn about and discuss sensitive issues in a safe, confidential setting. Self-worth and physical/emotional safety is taught through evidence based programs.

Attach accounting and detailed copy of the operation cost for the services provided to teen program this quarter.

Following the fourth quarter, please provide written report which includes the results of a survey given to a sample of those participating in the program. This will outline participants' perception of the program and services provided with funds from the City.

Dated this 11th day of July 2016.

Name of person completing this report David M. Miller

Phone number 360-683-8095 Email dmiller@bgc-op.org

The Club Teen Program Expenses
City of Sequim Quarterly Report

Expenses	2016 2nd QTR
Employee Compensation	12,050.15
Program Expenses	
Equipment	29.27
Supplies, Activities, Food	792.13
Training	421.37
Utilities	
Alarm Monitoring	30.00
Electricity	300.00
Internet/Cable	358.29
Telephone	60.00
Water/Sewer	75.00
Vehicles & Transportation	
Fuel	14.00
Insurance	30.00
Total	14,160.21

3d

Human Services Funding 2016

Reporting Period (Circle One)
Jan-Mar Apr-June July-Sept Oct-Dec

Dungeness Valley Health & Wellness Clinic Provide health care services to infirm and low-income individuals within the city limits and to increase the number of low-income persons who have access to the Clinic's services			
Quarterly Payment Amount $5,625		Annual Payment Amount $22,500	
Resolution #R-2014-021 established that human services funding would focus on the below-listed areas. Please mark an X to indicate your area of focus:			
Vulnerable (early childhood development (0-4YOA), Youth, Seniors	Essential medical/ dental access for uninsured	Mental health services for school-age children and adults	Youth and senior development activities which include education, life skills, intellectually stimulating activities, physical exercise/ recreational activities and social connections
	X		

Describe how these services increased the quality of life, health and safety for low-income residents of the City of Sequim.
The Clinic's services provide a critical health care safety net to low-income adults who lack access to medical care. The ability of low-income Sequim residents to obtain medical and dental care results in their being less likely to defer preventive health care until a serious health issue, such as diabetes, surfaces. Early diagnosis and treatment increases the likelihood of successful treatment. Also, through access to care and through forums and education, clients experience a greater sense of wellbeing and are more reliable and dependable in their work and home lives.

Explain how infirmity requirements were determined.
The volunteer doctors and nurses in the DVHWC determine the need of each client based upon established medical screening procedures and protocol.

Describe how City of Sequim residency was determined.
Clients complete an intake form, which asks if they are residents of Sequim and includes their addresses. Clients are also interviewed during patient assessment. During data entry, residency is confirmed and coded. Unfamiliar addresses are checked against a map to ensure that the clients reported on this document live within the city limits.

Indicate number of patients living in the Sequim city limits who used the following services and the value of such services.					
Medical – basic urgent care, chronic healthcare, clinical lab and diagnostic imaging testing, pharmaceutical samples, pharmaceutical vouchers, prescription assistance, program support, diabetes education (one on one counseling and group classes), specialty referrals, mental health referrals, vision testing referrals		Dental – Urgent dental care (provided locally), complex or out-of-area referrals		Wellness – Stanford Chronic Disease Self-Management program, "It's Time for Health Eating" classes, education videos and written materials in waiting area, two computers for clients' use in research online, free monthly health forums, compilation of educational materials on prevention and disease management (library/reference materials for clients and community)	
# city residents served	Value of such service	# city residents served	Value of such service	# city residents served	Value of such service
39 patients made 60 visits	$11,230.24	3 residents made 3 visits	$961	44	unknown

Please provide an accounting of how the funds provided by the City were used.
City of Sequim funding of $5625 for the 2nd Quarter of 2016 provided 46% of the value of the visit for each Sequim client who was served in the DVHWC as determined using billing codes for labs, imaging, prescriptions, and examinations for each patient's visit.

Dental vouchers in the amount of $200 - $300 each are provided to clients who then use them through one of the ten dentists in Sequim who have agreed to provide dental service at a reduced rate.

WOW monthly health forum topics were April – "Applied Kinesiology: The Triad of Health"; May – "Healthy living with Parkinson's Disease, Tips for the entire family"; and June–"Palliative Care: Volunteer Hospice". 68% of the people who completed a session follow-up survey reported that they believed they would make changes as a result of attending a forum.

Dated this 5th day of July 2016.

Name of person completing this report Sara Nicholls

Phone number 360-582-2976 Email admindir@dvhwc.org

3e

CITY OF SEQUIM

Human Services Funding 2016

Reporting Period (Circle One)
Jan-Mar **Apr-June** July-Sept Oct-Dec

Shipley Center

Provide the services of a Senior Activity Center to low-income seniors within the city limits and to increase the number of low-income seniors who have access to membership and services. This will increase the quality of life, health and safety for the older adult residents of Sequim.

Quarterly Payment Amount $1,687.50	Annual Payment Amount $6,750

Resolution #R-2014-021 established that human services funding would focus on the below-listed areas. Please mark an X to indicate your area of focus:

Vulnerable (early childhood development (0-4YOA), Youth, Seniors	Essential medical/ dental access for uninsured	Mental health services for school-age children and adults	Youth and senior development activities which include education, life skills, intellectually stimulating activities, physical exercise/ recreational activities and social connections
X			X

Describe how Shipley Center conducted outreach to city residents to educate them as to the activities available at Shipley Center. We continue to mention the program to reporters in connection with stories about events at the Center. Our front desk staff lets people know of the City's HAFA funding if they are eligible and express a desire to join the Center and participate in activities. We remain in contact with Sequim's low income senior housing sites also, (The Vintage, Suncrest I and II, etc.) to get them to refer residents to us. Our Open House is May 10th.

# of recipients of the Healthy Aging for All memberships awarded this quarter and the value	22 @ $100 each. = $2,200.00

Indicate how many used the "Activity Bucks" for:

Activities	Classes	Trips
22	22	22

List those activities/classes which generated the most interest from participants:

April—Mail/Phone Fraud Prevention Info in newsletter, Center membership reaches 1872, 2nd Tai Chi class for beginners is added, Veteran's benefits presentation, Tulip Festival Trip.
May—Open House Natl. Older Americans Month, Holocaust Center and Nordic Heritage Museum Trip, 45th anniversary of founding of Shipley Center, Accordion Social, Crafters make fiddle muffs for Alzheimer's patients.
June—Free Volunteer Luncheon to recognize over 80 volunteers, Ice Cream Social, The Café at Shipley Center opens to members and to the public, featuring affordable meals, Photography Classes offered, Prison Pet Partnership Trip—saw how inmates train, handle and groom dogs.

YTD, City of Sequim Human Services funding has provided the benefits of Shipley Center membership to 41 city residents who qualify based on low income.
Thank you so much for your continued partnership with us to serve our fellow citizens!

Following the fourth quarter, please provide a written report which includes the results of a survey given to those participating in the City-funded program. This will outline participants' perception of the program and services provided with funds from the City.

Dated this _15th_ day of __July_ 2016.

Name of person completing this report: Michael M. Smith, Executive Director

Phone number: 360-683-6806, ext. 11 Email: sequimsr@olypen.com

AGENDA ITEM #__4__

SEQUIM CITY COUNCIL
AGENDA COVER SHEET

MEETING DATE: **July 25, 2016**

FROM: Chris Hugo, Director – DCD CRH_ Initials

SUBJECT/ISSUE: **Proposed Zoning Text and Zoning Map Amendments to Implement the Comprehensive Plan (Consistency Update)**

Discussion dates				
CATEGORY	☐ City Manager Report	☐ Information Only		Time Needed for Presentation
	☒ Public Hearing	☐ Consent Agenda		30 Minutes
	☐ Unfinished Business	☐ New Business		
Reviewed by			Initials	Date
Charles P. Bush, City Manager			CPB	7/6/16
Kristina Nelson-Gross			KNG	7/6/2016

PROBLEM/ISSUE STATEMENT: With the adoption of the Sequim 2015-2035 Comprehensive Plan in late 2015, the city's development regulations need updating to implement the new Plan's directions on growth and character of development. The update process starts with proposed amendments to the most geographically-prevalent zone classification, R-II Single Family Residences. The Official Zoning Map is also revised to reflect the land use designations of the Future Land Use Map. This item is the continuation of the public hearing that Council opened on 7/11/16.

ATTACHMENTS:

1) EXHIBIT I: Proposed text amendments to R-II zone classification standards.
2) EXHIBIT II: Proposed revisions Official Zoning Map including new zone designations.

DISCUSSION/ANALYSIS: The Comprehensive Plan commits considerable text to policy directions that respond to the Plan's Vision and highest-level community values about the physical, social and environmental future of the city that are most experienced in the context of the city's residential districts. The residential land use districts presented on the *2015-2035 Future Land Use Map* cover approximately 80% of the

city's geography. These are the land areas most essential to meeting the community's objectives for accommodating growth.

The new Plan is very explicit about promoting Single Family neighborhoods and the density, physical form, and characteristics of development that define them. Much of the Plan's directions are already part of the R-II Single Family Residential district in the zoning code but the *consistency* update provides an opportunity to refine the lists of permitted and conditional uses, the set of basic development standards, and remove some internally inconsistent or obsolete requirements.

The proposed amendments to the R-II zone classification begin with a more informative designation, *R4-8*, that communicates the basic range of lots per net acre that frames the detached, single-family home density limits. The purpose statement that explains the intent of the classification is similarly modified to add clarity. Seven land uses are proposed for deletion as inconsistent with the character and needs of a single-family residential neighborhood.

The biggest change to the table of Bulk, Dimensional, and General Requirements [SMC Table 18.44.020(C)] is the deletion of the R-IV zone classification that accommodates a market demand that is directed to the Downtown Districts in the new Plan. New lot size standards for the R4-8 zone reflects those stated in the Plan, and setbacks are proposed for minor adjustments to increase variety of site development. Front yard setback standards are disconnected from road and arterial classifications – a requirement that has not been applied consistently due to conflicts in arterial classification – and the section on arterial classifications is consequently proposed for deletion.

Although the R-III designation is removed from much of the city's geography, the classification itself is retained to apply to the Lifestyle District until a new zone classification is drafted.

There is also an additional minor addition to the rules for accessory structures to insure that their profile from the street is secondary to that of the primary home.

Concurrent changes to the Official Zoning Map are also needed to reflect the land use designations on the *Sequim 2015-2035 Comprehensive Plan Future Land Use Map,* as a response to the Growth Management Act *consistency* mandate. The zoning map changes are the same as the changes to the land use designations when the *Future Land Use Map* was adopted as part of the new *Comprehensive Plan*. The map showing these changes was reviewed by the Planning Commission on July 19. The Commission will continue its review of map revisions on August 2 and prepare its recommendation for the Council's Aug. 8 meeting as part of the continued public hearing on the proposed text amendments.

These proposed changes are the product of Focus Group discussions among two Planning Commissioners and three members of the residential real estate development

and sales sectors active in the Sequim marketplace as well as extensive discussion by the Planning Commission in deliberating its recommendation for Council adoption.

BUDGET IMPLICATIONS: None.

RECOMMENDATION: The Planning Commission recommends adoption of proposed amendments to SMC 18.16.050, 18.20.010, 18.20.020, Table 18.44.060 (C), and 18.59.020 and deletion of section 18.44.060 to implement policy directions of the Comprehensive Plan for Single Family Residential uses as well continuation of public hearing to August 8 to also consider revisions to the Official Zoning Map for consistency with the *Comprehensive Plan's Future Land Use Map*.

MOTION: I move to continue the public hearing to August 8, 2016, on proposed amendments to sections of Title 18 SMC relating to single-family use and developments recommended by the Planning Commission for adoption, including revisions to the Official Zoning Map, for regulatory consistency with the *Comprehensive Plan.*

EXHIBIT I

18.16.050 Boundary interpretation.

Where uncertainty exists as to the boundaries of any zone shown upon the zoning map, the following rules shall apply:

A. Where boundaries are indicated as approximately following the centerline of streets or alleys or lot lines, such lines shall be construed to be such boundaries.

B. Where one or more boundaries intersect a lot, the location of such boundary shall be determined by use of the scale appearing on said zoning map and the respective portions of the parcel shall be subject to the respective zones except as provided in subsection (D) of this section.

C. Where a public street is officially vacated or abandoned, the area comprising such vacated street or alley shall acquire the classification of the property to which it reverts.

D. Whenever a zone boundary line passes through a lot of record which existed prior to the passage of this title the entire lot of record may be used in accordance with the provisions of the least restrictive of the two zones; provided, that more than 50 percent of the lot of record is located within the least restrictive of the two zones. For the purposes of boundary interpretation the zones shall be classified in terms of restriction as follows (least restrictive to most restrictive): M-II, M-I, MU, C-III, C-II, C-I, R-IV, R-III, R4-~~II~~8, R-I(S), R-I(LS), PF, B.

18.20.010 Establishment of districts.

For the purposes of this title, the city is divided into zones as provided hereafter.

District Type	District Name	Symbol
Residential	Single-Family Residential	R4-~~II~~8
	Multifamily Residential (Medium)	R-III
	~~Multifamily Residential (High)~~	~~R-IV~~
Commercial	Neighborhood Commercial	C-I(NC)
	General Retail District	C-II(G)
	Medical and Professional Offices	C-II(M)
	Shoreline Commercial	C-II(S)

District Type	District Name	Symbol
	General Commercial	C-III
	Regional Commercial (Overlay)	C-IV
Mixed Use	Mixed Use	MU
Other Districts	Public Facilities	PF
	Research and Development Park	RDP

18.20.020 Residential districts and uses.

The following residential districts shall be designated consistent with the city of Sequim comprehensive plan optimum land use map:

A. R-~~II~~4-8, Single-Family Residences. The intent of the R4-8 zoning district is to provide land for districts of detached, single-family homes ~~lower residential densities~~ within the city. The R-~~II~~4-8 zone provides for consistency and predictability in ~~established~~ single-family neighborhoods. New subdivisions shall provide a minimum of four ~~three and a maximum of five~~ dwelling units per net acre. The minimum number of units may be reduced based on ~~access constraints or~~ the presence of critical areas.

1. Permitted uses in the R-~~II~~4-8 zone include the following: ~~Agriculture~~; bed and breakfast inns (home business) (up to and including two guest rooms); churches or religious places of worship; day care, family day care homes (up to 12 charges); group homes (other), 12 or fewer persons; group homes for the functionally disabled (12 or fewer persons); residences, single-family; electric vehicle charging station – private.

2. Conditional uses in the R-~~II~~4-8 zone include the following:

a. Major. Day care centers (more than 12 charges); group homes for the functionally disabled (13 or more persons); mobile home and manufactured home parks consistent with Chapter 18.62 SMC; special needs housing; towers, antennas (including amateur radio), and supporting structures 65 feet or less.

b. Minor. ~~Agricultural processing, light~~; bed and breakfast inns (three to six guest rooms); ~~equestrian facilities~~; nursing homes and congregate care facilities (up to 10 residents); ~~residences, multifamily, in conformance with R4-8 densities~~.

3. Special uses in the ~~R-II~~4-8 zone include the following: ~~Cemeteries~~; communication relay or transmission facilities; ~~hospitals and sanitariums (except animal clinics, hospitals)~~; parks, playgrounds~~, golf courses~~, recreation or community centers, swimming pools, public and private; schools, public; towers, antennas, and supporting structures, including amateur radio towers, 65 feet or more; electric vehicle charging station – public.

B. R-III. The intent of the R-III zoning district is to allow moderate density residential development within the city. New subdivisions shall provide a minimum of six and a maximum of 10 dwelling units per acre. Medium density single-family homes and multifamily residential developments are allowed in the R-III zoning designation.

1. Permitted uses within the R-III zone include the following: Bed and breakfast inns (home business) (up to and including two guest rooms); churches or religious places of worship; day care, family day care homes (up to 12 charges); group homes (other), 12 or fewer persons; group homes for the functionally disabled (12 or fewer persons); nursing homes and congregate care facilities (up to 10 residents); residences, single-family; electric vehicle charging station – private; residences, multifamily in conformance with R-III densities; residences, manufactured homes, consistent with Chapter 18.62 SMC.

2. Conditional uses within the R-III zone include the following:

a. Major. ~~Agricultural process, light~~; clinics; convenience stores, neighborhood; day care center (more than 12 charges); nursing home and congregate care facilities (over 10 residents); towers, antennas (including amateur radio), and supporting structures less than 65 feet; electric vehicle charging station – public.

b. Minor. Bed and breakfast inns (three to six guest rooms); bakeries, retail.

3. Special uses within the R-III zone include the following: ~~Cemeteries~~; communication relay or transmission facilities; group homes for the functionally disabled (13 or more persons); hospitals and sanitariums (except animal clinics, hospitals); parks, playgrounds~~, golf courses~~, recreation or community centers, swimming pools, public and private; schools, public; special needs housing; towers, antennas, and supporting structures, including amateur radio, more than 65 feet; electric vehicle charging station – public.

~~C. R-IV. The intent of the R-IV zoning district is to provide for high density multifamily development (including duplexes, triplexes, and apartments) and small lot, single-family cluster/cottage-style residential development. New subdivisions shall provide a minimum of 11 and a maximum of 16 dwelling units per acre.~~

~~1. Permitted uses within the R-IV zone include the following: Bed and breakfast inns (home business) (up to and including two guest rooms); churches or religious places of worship; day care, family day care homes (up to 12 charges); group homes (other), 12 or fewer persons; group homes for the functionally disabled (12 or fewer persons); small lot, single-family cluster/cottage-style residential development in conformance with R-IV~~

~~densities; electric vehicle charging station – private; residences, multifamily; residences, manufactured homes, consistent with Chapter 18.62 SMC.~~

~~2. Conditional uses within the R-IV zone include the following:~~

~~a. Major. Agricultural processing, light; clinics; convenience store, neighborhood; nursing homes and congregate care facilities (over 10 residents); towers, antennas (including amateur radio), and supporting structures less than 65 feet; electric vehicle charging station – public.~~

~~b. Minor: Bakeries, retail; barber and beauty shops; bed and breakfast inns (three to six guest rooms); day care centers (more than 12 charges).~~

~~3. Special uses in the R-IV zone include the following: Communication relay or transmission facilities; group homes for the functionally disabled (13 or more persons); hospitals and sanitariums (except animal clinics, hospitals); parks, playgrounds, golf courses, recreation or community centers, swimming pools, public and private; schools, public; special needs housing; towers, antennas, and supporting structures, including amateur radio, more than 65 feet. (Ord. 2012-002 § 2 (Exh. B); Ord. 2011-012 § 1 (Exh. A); Ord. 2011-003 § 1 (Att. 3); Ord. 2010-012 § 1 (Exh. 1); Ord. 2006-016 § 3; Ord. 97-019 § 4, Exh. B)~~

Table 18.44.020(C) – Bulk, Dimensional and General Requirements: Residential[b]

~~Front~~ Zone	~~Minimums~~								Maximums	
	Lot Size Range	Lot Width, Min.	~~Required~~ Minimum Setbacks (Required Yards)						Lot Coverage (All Structures)	Building Height
			Front				Side Each[a]	Rear		
			~~Access Road~~	~~Collector Road~~	~~Minor Arterial~~	~~Major Arterial~~				
R-~~II~~4-8	~~6,250~~ Minimum: 5,400 square feet. Maximum: 14,500 square feet.	~~50'~~ 40'	~~20'~~ 15'	~~25'~~ 15'	~~30'~~ 15'	~~35'~~ 15'	~~10'~~ 6'	15'	40% lots 10,000 sf and larger; increases by 0.4% for each 100 sf lot area less than 10,000 sf	~~35'~~ 25'

Table 18.44.020(C) – Bulk, Dimensional and General Requirements: Residential[b]

~~Front~~ Zone	~~Minimums~~								Maximums	
	Lot Size Range	Lot Width, Min.	~~Required~~ Minimum Setbacks (Required Yards)						Lot Coverage (All Structures)	Building Height
			Front				Side Each[a]	Rear		
			~~Access Road~~	~~Collector Road~~	~~Minor Arterial~~	~~Major Arterial~~				
R-III	3,000 square feet minimum.	50'	20'	25'	30'	35'	10'	15'	65%	35'
~~R-IV~~	~~2,000 square feet~~	~~50'~~	~~20'~~	~~25'~~	~~30'~~	~~30'~~	~~10'~~	~~15'~~	~~65%~~	~~35'~~

[a]Zero lot line construction may be allowed; however, the minimum distance between buildings must be 10 feet and 10 feet from any side street. Distance is measured from the furthest protuberance of any structure (eaves, etc.).

[b]See SMC 18.59.020 for dimensional standards for residential accessory structures.

~~18.44.060 Road classifications.~~

~~The purpose of establishing road classifications is, to clarify the setbacks for development activities consistent with the requirements of this section. The following road designations shall apply:~~

~~A. Arterials.~~

~~SR 101 By-Pass;~~

~~Existing Highway 101 (Washington Street);~~

~~Old Olympic Highway;~~

~~Sequim-Dungeness Way, North and South Sequim Avenues.~~

~~B. Collectors.~~

~~5th Avenue (north of Prairie);~~

~~7th Avenue (south of Hwy. 101);~~

~~9th Avenue (north of Hwy. 101);~~

~~Blake Avenue;~~

~~Brown Road;~~

~~Fir Street;~~

~~Hammond Street;~~

~~Hendrickson Road;~~

~~Keeler Road;~~

~~Maple Street;~~

~~Miller Road;~~

~~Port Williams Road;~~

~~Prairie Street;~~

~~Priest Road;~~

~~River Road;~~

~~Simdars Road;~~

~~SR 101 By-Pass South Frontage Road;~~

~~Still Avenue;~~

~~West Sequim Bay Road;~~

~~White Feather Way~~

18.59.020 Residential garage, carport, shop, covered areas, and similar accessory structures.

A. The dimensional standards below rather than the standards in SMC 18.44.020 shall apply to structures such as garages, storage sheds or tool sheds that are accessory to detached single-family residential uses in R zones, exclusive of accessory dwelling units as provided in Chapter 18.66 SMC:

1. Setbacks. Detached accessory structures shall be a minimum of five feet from side and rear property lines, ~~and~~ 10 feet from any street right-of-way or alley, ~~and~~ 10 feet from any building on the same or adjacent properties, and no closer to the front property line than the distance to the primary residence façade element furthest from the street, provided~~,~~ that the minimum setback from any alley 16 feet or greater in width is five feet; attached accessory structures are subject to the same setbacks as the primary residence;

EXHIBIT - II

LEGEND TO MAP CHANGES _ R4-8 ZONE IMPLEMENTATION

Dark Blue:

1) Public Facilities (PF) Zone> R4-8 (uses by Conditional Use Permit) [most of this color]
2) Change to R4-8 has little effect on existing use (2-3 properties)

Bright Blue:

R-III / R-IV (outside of Lifestyle District)> R4-8 (4-8 du/acre; 9-12+ as cottage housing.
* R-III allows 6-10 du/acre
* R-IV allows 11-16 du/acre

Green Hatch:

C-I / MU
*C-I ----- Location better for HC
*MU ---- Uses allowed in EOA/HTLI

CITY OF SEQUIM

NOT TO SCALE

ZONING MAP
City of Sequim, Clallam County WA

- DC
- DMU-II
- DMU-I
- C-III
- C-II(G)
- C-II(M)
- MU
- R-III(6-10) R-IV(11-16)
- R4-8
- R4-8
- CITY LIMITS
- UGA

Date: 7/20/2016

AGRICULTURAL CONSERVANCY

GIERIN CREEK

BELL CREEK

JOHNSON CREEK

SEQUIM BAY

Field verification of the accuracy of any information contained in this map is the sole responsibility of the user. Parcel information was obtained from Clallam County. Parcel lines are based on available public records and existing map sources, not from field surveys. Parcel lines have been adjusted to better fit planimetric data. The parcel mapping may contain inaccuracies and should not be relied upon for site-specific analysis, property acquisition, determination of rights-of-way, property dimensions, or land area. no representation of warranty regarding the positional accuracy of any map feature is either expressed or implied by publication of this map. By accepting this map, the user releases the City of Sequim from any and all direct liability for actions of decisions made based on information contained in this map.

AGENDA ITEM #__5__

CITY COUNCIL
AGENDA COVER SHEET

MEETING DATE: **July 25, 2016**

FROM: David Garlington, P.E.
Public Works Director

dmg
Initials

SUBJECT/ISSUE: **Ordinance 2016-006 Revising SMC 18.24.140 "Fencing"**

Discussion dates	7/5/16 Planning Commission			
CATEGORY	☐ City Manager Report ☒ Public Hearing ☐ Work Session	☐ Information Only ☐ Consent Agenda ☐ Unfinished Business		Time Needed for Presentation 5 mins.

Reviewed by	Initials	Date
Charles P. Bush, City Manager	CPB	7/20/16
Chris Hugo, Community Development Director	CRH	07202016
Bill Dickinson, Police Chief		
Kristina Nelson-Gross, City Attorney		

PROBLEM/ISSUE STATEMENT:
Security is a consideration at many city-owned facilities and is best accomplished with proper fencing. In order to utilize the best-performing fencing option – one that combines strength, reasonable cost, and allow visibility into the area being secured – requires a text amendment to SMC 18.24.140.

ATTACHMENT:
1) Ordinance No. 2016-006

DISCUSSION/ANALYSIS:
Many of the City's facilities are considered critical infrastructure. This includes well heads, reservoirs, pumping stations, collections ponds and others. It is the City's intent to better protect these areas by the construction of fencing, cameras, and remote sensors. Current Code does not allow for the best type of fencing – chain link – to achieve the security goal. Chain link provides strength and, importantly, visibility into the protected facility, acting as a deterrent to unauthorized entry. Proposed additions to SMC 18.24.140 allows the use of the same mesh fencing that is currently allowed in park facilities such as tennis courts. This style of fencing, combined with other appropriate security measures, provides the best protection of important City facilities.

FINANCIAL IMPLICATIONS:
There are no financial implications.

STAFF RECOMMENDATION:
Staff recommends adoption of the proposed amendment to SMC 18.24.140 as recommended by the Planning Commission and staff, following public hearing.

MOTION:
I move to adopt Ordinance 2016-006 amending SMC 18.24.140 relating to fences at City-owned critical infrastructure locations, as proposed by City staff and recommended by the Planning Commission.

ORDINANCE NO. 2016-006

AN ORDINANCE OF THE CITY OF SEQUIM, WASHINGTON, AMENDING SMC 18.24.140 "FENCES"; REPEALING ORDINANCES IN CONFLICT; AND PROVIDING FOR SEVERABILITY AND EFFECTIVE DATE.

WHEREAS, the City Zoning Code includes design standards and design review procedures intended to maintain a high visual quality of development to contribute to a positive community identity; and

WHEREAS, the design standards in SMC 18.24.140 apply to the installation of new fences within the community; and

WHEREAS, the design standards for fences as originally adopted prohibited chain link type fences in specified zones and settings due to their characteristic visual elements at that time; and

WHEREAS, public infrastructure sites including well heads, reservoirs, ponds, pumping stations and others are among the settings in which chain link fences are prohibited; and

WHEREAS, the functional characteristics of chain link fencing at public infrastructure sites include security, visibility, and low maintenance; and

WHEREAS, the chain link fence industry has developed new technologies in coating materials to increase the visual attraction of chain link fences; and

WHEREAS, the Planning Commission and City Council have each determined that allowing chain link fencing manufactured with dark earth-tone powder-coated or vinyl-coated fabric and support parts is not detrimental to the high visual quality the City desires to maintain in parks, playgrounds, and outdoor sports facilities;

NOW, THEREFORE, the City Council of the City of Sequim, Washington, ordains as follows:

Section 1. Sequim Municipal Code section 18.24.140(A) is amended as set forth in the attached Exhibit "A".

Section 2. Corrections. The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 3. Savings Clause. Those portions of Ordinance 2016-003 § 1 (Exh. A); Ordinance 2009-011 § 2 (Exh. B); Ordinance 2008-007 § 2, formerly 18.24.150, which are repealed or amended by this ordinance shall remain in force and effect until the effective date of this ordinance.

Such repeals and amendments shall not be construed as affecting any existing right acquired under the ordinances repealed or amended, nor as affecting any proceeding instituted thereunder, nor any rule, regulation, or order promulgated thereunder, nor the administrative action taken thereunder. Notwithstanding the foregoing actions, obligations under such ordinances or permits issued thereunder and in effect on the effective date of this ordinance shall continue in full force and effect, and no liability thereunder, civil or criminal, shall be in any way modified. Further, it is not the intention of these actions to reenact any ordinances or parts of ordinances previously repealed or amended, unless this ordinance specifically states such intent to reenact such repealed or amended ordinances.

Section 4. Severability. If any section, sentence, clause or phrase of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

Section 5. Effective Date. This Ordinance shall become effective five days after publication of the ordinance, or a summary thereof, in the official newspaper of the City.

_____
Dennis Smith, Mayor

Attest:

_____
Karen Kuznek-Reese, MMC
City Clerk

Approved as to form:

_____
Craig A. Ritchie, City Attorney

_____
Approved Date

_____
Publication Date

_____
Effective Date

EXHIBIT A

18.24.140 Fences.

A. Standards.

1. Fences shall be constructed of wood, wrought iron, brick, stone or concrete masonry unit (CMU). Smooth-faced CMU shall have a veneer finish visible to the public.

2. Mesh fencing shall be allowed only when coated with vinyl or a powder paint coating in a dark, earth-based tone, and attached to posts made of wood, stone, or other masonry materials as allowed herein, and be restricted to industrial and storage-type properties; provided, that in the PF zone only, fences that define playfields, ball diamonds, sport courts and similar play and athletic facilities or are installed to insure security of city infrastructure sites and facilities may be constructed with chain link/mesh and steel posts/rails that are covered in vinyl or powder-coated paint in black, dark brown or dark green color.

3. In areas not visible from any city right-of-way or community space, standard, galvanized chain link fencing including steel posts and rails is permitted, and shall be landscaped. (Ord. 2016-006 § 1 (Exh. A); Ord. 2016-003 § 1 (Exh. A); Ord. 2009-011 § 2 (Exh. B); Ord. 2008-007 § 2. Formerly 18.24.150)

AGENDA ITEM #_6__

SEQUIM CITY COUNCIL
AGENDA COVER SHEET

MEETING DATE: **July 25, 2016**

FROM: Matt Klontz, P.E.
City Engineer

MDK
Initials

SUBJECT/ISSUE: Review and Approve Resolution R2016-20 Adopting the 6-year Capital Improvement Program (CIP)

Discussion dates				
CATEGORY	☐ City Manager Report ☒ Public Hearing ☐ Unfinished Business	☐ Work Session ☐ Consent Agenda ☐ New Business		Time Needed for Presentation 10 min.
Reviewed by			Initials	Date
Charles P. Bush, City Manager			CPB	7/20/16
David Garlington, PE, Public Works Director			dmg	7/20/16
Kristina Nelson-Gross, City Attorney			KNG	7/20/2016
Sue Hagener, Administrative Services Director			SH	7/19/16

PROBLEM/ISSUE STATEMENT:
The City's Public Works and Finance Departments have prepared the (2017-2022) 6-year Capital Improvement Program (CIP). The CIP is both a scheduling and anticipated funding document that programs realistic improvements the City intends to make during a 6-year time period. The CIP does not appropriate funds or replace the Capital Facilities Element of the Comprehensive Plan; instead, it functions as a financial planning tool, guiding the actual appropriations that are made by the City Council through adoption of the annual budget. The CIP is to be updated annually as part of the City's budget process to reflect City Council goals and changes in the availability of funds and the anticipated schedule for planned improvements.

ATTACHMENTS:
1) Resolution R2016-20
2) 2017 -2022 Capital Improvement Program - Project Summary
3) 2017 -2022 Capital Improvement Program – Detailed
   - Can be found at http://www.sequimwa.gov/DocumentCenter/View/8364 - type this link into browser.

DISCUSSION/ANALYSIS:
The CIP is one of the vital implementation tools that work in concert with the Comprehensive Plan's Capital Facilities/Utilities and Transportation Elements, and the City's Long Range Financial Plan to fulfill the goals and visions the Land Use Element of the Comprehensive Plan. The document is also used to validate the need for grant funds, state subsidized loans and other financial borrowing instruments needed to fund improvements. All of these policy actions must be coordinated and consistent with each other. While the Comprehensive Plan articulates the vision and goals for how Sequim will develop over the next 20 years, it is the CIP that makes the critical link between the City's physical planning policy and the financial resources needed to maintain or improve public services.

Sequim has five Capital Facilities Plans (CFP) which provide long-range policy guidance for the development of capital improvements over a 20-year horizon. They are: The Parks and Recreation Master Plan (2015), Transportation Master Plan (2013), General Sewer Master Plan (2013), Water System Comprehensive Plan (2013), and the Stormwater Master Plan (2016). Each CFP contains an inventory of existing publicly-owned capital facilities describing their locations and capacities; a forecast of schedule and costs for new or refurbished capital facilities; and the proposed locations and capacities of new or expanded capital facilities. Each CFP also recommends a strategy to finance those facilities with either public funds or through developer exactions.

FINANCIAL IMPLICATIONS:
The forecasted cost to deliver the 2017-2022 CIP is $59 million. The CIP does not appropriate funds; instead, it functions as a financial planning tool, guiding the actual appropriations that are made by the City Council through adoption of the annual budget.

RECOMMENDATION:
The Planning Commission reviewed the document at its meeting June 21, 2016, and recommended City Council hold a public hearing, take testimony and approve a motion adopting Resolution No. R-2016-20 and the (2017 to 2022) 6-year Capital Improvement Program.

MOTION:
I move to adopt Resolution No. R2016-20, the 2017 to 2022 6-year Capital Improvement Program.

City of Sequim, Washington
Resolution No. R2016-20

A Resolution Established by the City Council of the City of Sequim, Washington Approving the 2017-2022 6-year Capital Improvement Program

WHEREAS, the City Council held a public hearing regarding the 2017-2022 6-year Capital Improvement Program on July 11, 2016; and

WHEREAS, those projects which directly support the achievement of the City's Comprehensive and Master Plans are considered for funding support; and

WHEREAS, the City Council is committed to continuously improving the efficiency and effectiveness of City government and expects the City Manager and City staff to focus on achieving service outcomes and providing reliable and affordable infrastructure that benefits the community and its residents; and

WHEREAS, the City Council is committed to continue providing core services expected of a municipal government including the provision and maintenance of the City's capital infrastructure; and

WHEREAS, it is in the City's interest to avoid capital budgetary changes that may threaten the City's 'AA-' General Obligation bond ratings; and

WHEREAS, a combination with various funding sources have been identified to fund capital projects;

NOW, THEREFORE, be it resolved by the City Council of the City of Sequim, Washington does resolve as follows:

> **Section 1.** The attached 2017-2022 Capital Improvement Program (CIP) is hereby adopted as the Capital Improvement Program for the City of Sequim

Adopted by the City Council this ____ day of _____, 2016.

_____
Dennis Smith, Mayor

ATTEST:

_____
Karen Kuznek-Reese, MMC, City Clerk

APPROVED AS TO FORM:

_____
Kristina Nelson-Gross, City Attorney

SEQUIM

2017-2022 - All Funds

Funding Summary and Estimated Cost

		2017 Estimate	2018 Estimate	2019 Estimate	2020 Estimate	2021 Estimate	2022 Estimate	6-Year Plan Total
Capital Facilities Fund								
Facility Improvement Improvements								
CFL-003FI	Guy Cole Remodel	336		150	150			636
CFL-007FI	Public Works Facilities Property Development	68	55	57				180
	Capital Facilities Fund Total	**404**	**55**	**207**	**150**			**816**
Parks Restricted Fund								
Facility Improvement Improvements								
PRK-011FI	Carrie Blake Park Access Road Relocation	274						274
PRK-015FI	Carrie Blake Park Pickleball Courts	154						154
PRK-017FI	Carrie Blake Park Tennis Courts	60	230					290
PRK-045FI	City Wide Park Land Acquisition						200	200
PRK-044FI	Gerhart Park Building Removal and Restoration			75	75	75	75	300
PRK-047FI	Gerhart Park Child Play Equipment				60			60
PRK-013FI	Guy Cole Parking Lot Overlay and Drainage Improvements			312				312
PRK-018FI	Keeler Park Access and Parking				599			599
PRK-019FI	Keeler Park Pedestrian Boardwalk					187		187
PRK-020FI	Pioneer Park Sewer Connection	55						55
PRK-046FI	Reuse Demo Site Band Shell Tiered Seating						196	196
	Parks Restricted Fund Total	**543**	**230**	**387**	**734**	**262**	**471**	**2,627**
Sewer Restricted Fund								
Collection System Improvements								
SRR-001CS	Cedar Street Sewer Improvement			308	1,289			1,597
SRR-003CS	Doe Run Lift Station	261						261
SRR-014CS	East Fir Street Sewer Replacement			262	1,323	713		2,298
SRR-002CS	Etta Street Sewer Improvements		195					195
SRR-013CS	North Blake Avenue Sewer Improvements				213			213
SRR-009CS	Sunnyside Sewer Improvement	517						517
SRR-040CS	Upgrade sewer system in 4th Avenue from Washington Street to Cedar Street	164						164
SRR-008CS	West Fir Street Sewer Improvement	204	426	223				853
SRR-007CS	WRF Influent Trunk Line Pipeline Repair/Replacement			201	166	1,572		1,939
Miscellaneous Improvements								
SRR-041MI	General Sewer Plan Update		75					75
Reclaim Water System Improvements								

Amounts in Thousands Inflated $

CITY OF SEQUIM

2017-2022 - All Funds

Funding Summary and Estimated Cost

		2017 Estimate	2018 Estimate	2019 Estimate	2020 Estimate	2021 Estimate	2022 Estimate	6-Year Plan Total
Sewer Restricted Fund								
Reclaim Water System Improvements								
SRR-024RW	Reclaimed Water Network Expansion						373	373
SRR-042RW	Reclaimed Water Storage Feasibility Study		109					109
SRR-025RW	WRF Reclaimed Water Pumping Facility Improvements				733			733
Waste Treatment Improvements								
SRR-035W	Aerobics Digester Capacity Upgrades	157		1,977				2,134
SRR-034W	Class A Biosolids Handling & Distribution Center				273	999	1,044	2,316
SRR-004W	Outfall Pipeline Repair/Replc						1,551	1,551
SRR-036W	WRF Headworks Modifications No 2			372				372
SRR-038W	WRF Odor Control	137						137
	Sewer Restricted Fund Total	**1,440**	**805**	**3,343**	**3,997**	**3,284**	**2,968**	**15,837**
Stormwater Restricted Fund								
Collection System Improvements								
SMR-003CS	7th Ave and Washington Upgrade		206					206
SMR-010CS	Bell Creek Basin Hydrologic/Hydraulic Assessment		25	75	75	25		200
SMR-009CS	Bell Creek Culvert Under Blake Ave						478	478
SMR-004CS	Emerald Highlands Pond/Clara Crest Abatement			125				125
SMR-005CS	North 5th Ave and Cedar Street Structure Upgrade					156		156
SMR-011CS	Retrofit Discharge to Bell Creek on North Brown			42	81			123
SMR-008CS	Seal Street Drainage Improvements			137				137
SMR-002CS	South 3rd Ave Drainage Improvements			84				84
	Stormwater Restricted Fund Total		**231**	**463**	**156**	**181**	**478**	**1,509**
Streets Restricted Fund								
City Wide Pavement Rehab Improvements								
STR-041PR	City-wide Pavement Rehabilitation	384		562	587	614	642	2,789
STR-064PR	North Sequim Ave Pavement Rehabilitation						268	268
STR-065PR	Washington St Pavement Rehabilitation					499	6,892	7,391
City Wide Safety Projects Improvements								
STR-039SP	City-wide Safety Projects	60	62	65	68	71	75	401
Facility Improvement Improvements								
STR-061FI	East Fir St Rehabilitation from Sequim Ave to Blake Ave			86	717	749		1,552

SEQUIM

2017-2022 - All Funds

Funding Summary and Estimated Cost

Streets Restricted Fund

		2017 Estimate	2018 Estimate	2019 Estimate	2020 Estimate	2021 Estimate	2022 Estimate	6-Year Plan Total
Facility Improvement Improvements								
STR-034FI	East Washington St. Bus Turn-Outs from Sequim Ave to Rhodefer Rd			26	123			149
STR-027FI	North Kendall Rd and West Hendrickson Rd Intersection Improvements				48			48
STR-052FI	Washington Street Signal Timing & Coordination	150						150
STR-030FI	West Fir Street Rehabilitation from Sequim Ave and 5th Ave	793	1,596	2,079				4,468
STR-031FI	West Prairie Complete Street Revitalization from Sequim Ave to 5th Ave		77	480	502	525	503	2,087
STR-063FI	West Sequim Bay Rd Shoreline Revetment Repair		546					546
STR-032FI	West Washington Eastbound Auxillary Lane from River Rd Modification				16	77		93
STR-029FI	Whitefeather Way and US 101 Intersection Improvements			261	205			466
Miscellaneous Improvements								
STR-060MI	Transportation Master Plan Update				50			50
Pedestrian Improvement Improvements								
STR-003PI	3rd Ave Bicycle Accommodation from Hwy 101 to Fir St	71						71
STR-014PI	Etta Street Active Alleyway	90	718					808
STR-062PI	ODT East Hendrickson Extension from Sequim Ave to Brown Rd	52	164	171				387
STR-016PI	Seal Street Active Alleyway			23	85			108
STR-015PI	Sunnyside Avenue Sidewalk				68	564		632
STR-020PI	Upper Bell Creek Trail				20	86		106
STR-012PI	Whitefeather Way Multi-user Trail			110	377			487
Road Connectivity Improvements								
STR-066RC	North Blake Ave to North Rhodefer Rd Extension					85	321	406
STR-037RC	West Brownfield Rd Realignment from Sequim Ave 3rd Ave					171	1,298	1,469
STR-038RC	West Maple St Extension from 5th Ave to 4th Ave					561	291	852
	Streets Restricted Fund Total	**1,600**	**3,163**	**3,863**	**2,866**	**4,002**	**10,290**	**25,784**

Water Restricted Fund

Booster Station Improvements								
WTR-003BS	5th & McCurdy Booster Station Improvement	745						745
WTR-004BS	Simdars Road Booster Station		62	411	68			541
Distribution System Improvements								
WTR-059DS	4th Ave Water Line	140						140
WTR-007DS	5th Avenue Water Main					255		255
WTR-006DS	Brown Road Water Main - Pt Williams to Hendrickson				233	976		1,209
WTR-017DS	Brown Road Water Main from East Fir Street to East Washington Street			692				692

Amounts in Thousands Inflated $

SEQUIM

2017-2022 - All Funds

Funding Summary and Estimated Cost

Water Restricted Fund

		2017 Estimate	2018 Estimate	2019 Estimate	2020 Estimate	2021 Estimate	2022 Estimate	6-Year Plan Total
Distribution System Improvements								
WTR-024DS	Craftsman Court PRV Station						75	75
WTR-019DS	East Etta Street Water Main		156					156
WTR-016DS	East Fir Street Water Main			208	560	228		996
WTR-061DS	New Water Line at New CB Park Entrance	209						209
WTR-056DS	North and South Sunnyside - Bell to Fir	481						481
WTR-023DS	Pressure Relief Valve	107						107
WTR-015DS	West Fir Street Transmission Main Replacement	200	373	194				767
WTR-032DS	West Prairie from S Sequim to S 5th		22	309	323	337	326	1,317
WTR-031DS	West Washington Street Isolation Valves			20	175			195
Miscellaneous Improvements								
WTR-036MI	Fixed Base Automatic Meter Reading System		574					574
WTR-060MI	General Water System Plan Update		75					75
WTR-034MI	SCADA Upgrade Report		57					57
WTR-062MI	Utility Rate Study - Water AND Sewer			50				50
Source Improvements								
WTR-044SC	Infiltration Gallery Improvements					903		903
WTR-045SC	New Water Rights Analysis	50						50
WTR-040SC	New Well - Silberhorn Deep Well	52	164		1,015			1,231
WTR-039SC	Port Williams Well No.4						1,089	1,089
Storage Improvements								
WTR-050ST	Repurpose the 500,000 Gallon Reservoir			239				239
	Water Restricted Fund Total	**1,984**	**1,483**	**2,123**	**2,374**	**2,699**	**1,490**	**12,153**
	Project Total By Year	**5,971**	**5,967**	**10,386**	**10,277**	**10,428**	**15,697**	**58,726**

Amounts in Thousands Inflated $

2017 – 2022

Capital Improvement Program

City of Sequim, Washington

To access the 2017-2022 Capital Improvement Program - Detailed, TYPE this link into your browser:

http://www.sequimwa.gov/DocumentCenter/View/8364

AGENDA ITEM # 7

SEQUIM CITY COUNCIL AND TRANSPORTATION BENEFIT DISTRICT AGENDA COVER SHEET

MEETING DATE: **July 25, 2016**

FROM: **Matt Klontz, City Engineer** **MDK** Initials

SUBJECT/ISSUE: **Resolution No. R2016-15, Adopting the 2017-2022 Transportation Improvement Program**

Discussion dates				
CATEGORY	☐ City Manager Report ☒ Public Hearing ☐ Unfinished Business	☐ Information Only ☐ Consent Agenda ☐ New Business		Time Needed for Presentation 10 minutes
Reviewed by			Initials	Date
Charles P. Bush, City Manager			CPB	7/20/16
David Garlington, PE, Public Works Director			dmg	7/20/16
Kristina Nelson-Gross, City Attorney			KNG	7/20/2016
Sue Hagener, Administrative Services Director			SH	07/19/16
Chris Hugo, Director – Community Development			CRH	07252016

PROBLEM/ISSUE STATEMENT:
Annually the City of Sequim is required to adopt a Resolution approving a 6-Year Transportation Improvement Program (TIP). This year's program addresses potential projects to be built and/or designed during the years of 2017 to 2022.

LIST OF ATTACHMENTS:

1. City Council Resolution No. R2016-15
2. Exhibit A: 2017-2022 Transportation Improvement Program

DISCUSSION/ANALYSIS:
The City of Sequim is required to annually update, and adopt, a Transportation Improvement Program (TIP) which lists projects that may be constructed in the next six years. Projects of regional significance in the Sequim TIP are then included in the Peninsula Regional Transportation Organization TIP (RTIP) and the State TIP (STIP).

State and Federal funding requires projects be listed in these local and regional transportation programs. With that being the case, developing a 6-year TIP is an important procedural process in transportation planning and budgeting.

The TIP project list differs from the Capital Improvement Program (CIP) project list as it is completely inclusive of the many projects that may occur over the next six years while the CIP contains projects that have a better defined funding source that integrates budget needs with long range financial planning.

The current six year TIP was developed as a part of the Transportation Master Plan adopted in 2013. The TIP has been updated by removing completed projects and adding new projects for planning/grant funding purposes. The projects that are actually designed and constructed will be determined through the yearly budget process.

The TIP was presented to the Planning Commission (PC) at a public meeting on July 19, 2016. The PC made a recommendation to Council to adopt Resolution No. R2016-15, the 2017-2022 TIP.

FINANCIAL IMPLICATIONS:
The TIP will be used to apply for appropriate grants.

RECOMMENDATION:
Approve the resolution and project list as recommended by the Planning Commission.

MOTION:
I move to adopt Resolution No. R2016-15, the 2017-2022 Transportation Improvement Program.

CITY OF SEQUIM

Resolution No. R2016-15

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEQUIM, WASHINGTON ADOPTING A SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM AND DIRECTING THE SAME TO BE FILED WITH THE STATE SECRETARY OF TRANSPORTATION AND THE TRANSPORTATION IMPROVEMENT BOARD

WHEREAS, pursuant to the requirements of R.C.W., Chapters 35.77 and 36.81, the City Council of the City of Sequim has previously adopted a Transportation Plan as an element of the City's Comprehensive Plan, including recommended transportation improvements and Six Year Transportation Improvement Program, and thereafter periodically modified said Six Year Transportation Improvement Program by resolution; and

WHEREAS, the City Council has reviewed the work accomplished under the said Program, determined current and future City street, arterial, pedestrian, mobility scooter, and bicycle needs, and based upon these findings has prepared a Six Year Transportation Improvement Program for the ensuing six (6) calendar years; and

WHEREAS, the City of Sequim Planning Commission has unanimously recommended approval of said Six Year Transportation Improvement Program; and

WHEREAS, a public hearing before the City Council was held on July 25, 2016, on the said Six Year Transportation Improvement Program;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SEQUIM, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Program Adopted. The Six Year Transportation Improvement Program for the City of Sequim, as revised and extended for the ensuing six (6) calendar years (2017-2022, inclusive), a copy of which is attached hereto as Exhibit A and incorporated herein by this reference, which Program sets forth the project location, type of improvement and the estimated cost thereof, is hereby adopted and approved.

Section 2. Filing of Program. Pursuant to Chapter 35.77 RCW, the City Clerk is directed to file a copy of this ordinance forthwith, together with the Exhibit attached hereto, with the

Secretary of Transportation and a copy with the Transportation Improvement Board for the State of Washington.

PASSED by the Council and approved by the Mayor of the City of Sequim this ____ day of _____, 2016.

_____
Dennis Smith, Mayor

ATTEST:

_____
Karen Kuznek-Reese, MMC, City Clerk

APPROVED AS TO FORM:

_____
Kristina Nelson-Gross, City Attorney

Exhibit A: 2017-2022 Transportation Improvement Program

#	Project Type	Location	Cost Estimate (thousands)	2017	2018	2019	2020	2021	2022
1	Bicycle Facilities	Sunnyside Avenue b/w E Fir Street & E Prairie Street	$48	$48					
2	Bicycle Facilities	3rd Avenue b/w US-101 & W Fir Street	$71	$71					
3	Bicycle Facilities	E Washington Street b/w Sequim Avenue & Simdars Road	$170						$170
4	Bicycle Facilities	Fir Street b/w N 5th Avenue & Sunnyside Avenue	$100			$100			
5	Bicycle Facilities	N Sequim Avenue b/w Washington Street & Fir Street	$30						$30
6	Bicycle Facilities	ODT Realignment in Carrie Blake Park	$80						$80
7	Bicycle Facilities	W Washington Street b/w Priest Road & 5th Avenue	$70						$70
8	Shared Use Path	ODT East Hendrickson Extension from Sequim Ave to Brown Rd	$387	$52	$164	$171			
9	Shared Use Path	W Sequim Bay Road b/w E Washington Street & Whitefeather Way	$715						$715
10	Shared Use Path	Whitefeather Way Multi-use Trail between W Sequim Bay Rd & ODT	$487			$110	$377		
11	Pedestrian Improvement	Pedestrian/Sidewalk-Pathways-3rd Ave	$300						$300
12	Pedestrian Improvement	Active Alleyway on Etta Street b/w S 5th Avenue and Pioneer Park	$808	$90	$718				
13	Pedestrian Improvement	Sunnyside Avenue b/w E Fir Street & E Prairie Street	$632				$68	$564	
14	Pedestrian Improvement	Active Alleyway on Seal Street b/w Washington Street and Cedar	$108			$23	$85		
15	Pedestrian Improvement	Brackett Road b/w N 9th Avenue & Priest Road	$650						$650
16	Pedestrian Improvement	Prairie Street b/w S 5th Avenue & S Sunnyside Avenue	$1,000						$1,000
17	Pedestrian Improvement	Sidewalk Infill on Blake Avenue	$50	$50					

#	Project Type	Location	Cost Estimate (thousands)	2017	2018	2019	2020	2021	2022
18	Pedestrian Improvement	Upper Bell Creek Trail, Happy Valley to Carrie Blake Park	$106				$20	$86	
19	Pedestrian Improvement	Port Williams Road b/w Sequim Avenue & Brown Road	$500						$500
20	New Signal	Prairie Street & S Sequim Avenue	$375						$375
21	New Signal Study	Washington Street Connections: Brown Road to Rhodefer Road	$50						$50
22	New Signal	US-101 Ramps & S Sequim Avenue	$610						$610
23	New Signal	Traffic Signal @ Fir & N Sequim Avenue	$360						$360
24	Signal Interconnect	Washington Street Signal Timing & Coordination	$150	$150					
25	New Signal	W Fir Street & N 5th Avenue	$372			$372			
26	Intersection Improvement	W Washington Street & 2nd Avenue	$275						$275
27	Intersection Improvement	N Kendall Rd & W Hendrickson Rd Intersection Improvements	$48				$48		
28	Intersection Improvement	Whitefeather Way & US 101 Intersection Improvements	$466			$261	$205		
29	Intersection Improvement	Happy Valley Road & US 101	$450						$450
30	Intersection Improvement	Palo Alto Road & US 101	$450						$450
31	Facility Improvement	W Fir St Rehabilitation from Sequim Ave to 5th Ave	$3,996	$793	$1,596	$1,607			
32	Facility Improvement	W Prairie St Complete Street Revitalization from Sequim Ave to 5th Ave	$2,087		$77	$480	$502	$525	$503
33	Facility Improvement	W Washington St Eastbound Auxiliary Lane from River Rd Modification	$93				$16	$77	
34	Facility Improvement	Brackett Road Realignment b/w N Priest Road & N 7th Avenue	$300						$300
35	Facility Improvement	E Washington St Bus Turn-outs from Sequim to Rhodefer	$149			$26	$123		
36	Facility Improvement	W Sequim Bay Road b/w Whitefeather Way & City Limits	$500						$500
37	Facility Improvement	N Sequim Ave Pavement Rehabilitation	$268						$268
38	Facility Improvement	Washington St Pavement Rehabilitation	$7,391					$499	$6,892

#	Project Type	Location	Cost Estimate (thousands)	2017	2018	2019	2020	2021	2022
39	Facility Improvement	East Fir St Rehabilitation from Sequim to Blake	$1,552			$86	$717	$749	
40	Facility Improvement	West Sequim Bay Rd Shoreline Revetment Repair	$546		$546				
41	Road Connectivity	S 7th Avenue b/w McCurdy Road & Reservoir Road	$3,700						$3,700
42	Road Connectivity	W Norman Street b/w S 7th Avenue & S 3rd Avenue	$1,000						$1,000
43	Road Connectivity	North Blake Ave to North Rhodefer Rd Extension	$406					$85	$321
44	Road Connectivity	W Brownfield Road Realignment from Sequim Ave to 3rd Ave	$1,469					$171	$1,298
45	Road Connectivity	W Maple Street Extension from S 5th Ave & S 4th Ave	$852					$561	$291
46	Road Connectivity	Simdars Road/US 101 Interchange	$3,400						$3,400
47	Road Connectivity	N 9th Avenue b/w Brackett Road & Hendrickson	$750						$750
48	City Wide Projects	City Wide Safety Projects	$401	$60	$62	$65	$68	$71	$75
49	City Wide Projects	City Wide Minor Construction (small works)	$150	$25	$25	$25	$25	$25	$25
50	City Wide Projects	City Wide Pavement Rehab	$2,789	$384		$562	$587	$614	$642
51	City Wide Projects	City Wide Misc Right of Way	$30	$5	$5	$5	$5	$5	$5
		Subtotal	**$41,747**	**$1,728**	**$3,193**	**$3,893**	**$2,846**	**$4,032**	**$26,055**

AGENDA ITEM # 8

SEQUIM CITY COUNCIL
AGENDA COVER SHEET

MEETING DATE: 7/25/16

FROM: Kristina Nelson-Gross **KNG** Initials

SUBJECT/ISSUE: Ordinance No. 2016-08, Amending the Transportation Benefit District

Discussion dates				
CATEGORY	☐ City Manager Report	☐ Information Only		Time Needed for Presentation
	☒ Public Hearing	☐ Consent Agenda		10 Minutes
	☐ Unfinished Business	☐ New Business		
Reviewed by			Initials	Date
Charles P. Bush, City Manager			CPB	7/20/16
David Garlington, PE, Public Works Director			dmg	7/20/16
Matt Klontz, PE, City Engineer			MDK	07/19/16
Sue Hagener, Administrative Services Director			SH	07/19/16

PROBLEM/ISSUE STATEMENT:
The City of Sequim established the Sequim Transportation Benefit District (TBD) by ordinance. The voters approved funding for TBD projects for a period of ten years by way of an increase in sales tax. The TBD sales tax was effective starting April 2010 and revenue receipts began June 2010. The Transportation Benefit District is a separate entity from the City and an organizational structure was established, policies adopted, and projects identified. The TBD Board meets concurrently with the City Council. The City Council needs to update the project list for the TBD by adding the current Transportation Improvement Program (TIP) projects 2017-2022.

LIST OF ATTACHMENTS:
1. Ordinance No. 2016-08, amending the TBD
2. Exhibit A 2017-2022 TIP
3. Resolution No R2016-15, adopting the TIP

DISCUSSION/ANALYSIS:
The **City Council** needs to update the ordinance creating the TBD by incorporating the newest adopted TIP, 2017-2022. The **TBD Board** should adopt the same TIP.

RECOMMENDATION:
The **City Council** should adopt Ordinance No. 2016-008 incorporating the new 2017-2022 TIP into the original TBD project list.

MOTION:
I move that the City Council adopt Ordinance 2016-008 incorporating the new 2017-2022 TIP into the original TBD project list.

ORDINANCE NO. 2016-08

AN ORDINANCE OF THE CITY OF SEQUIM, WASHINGTON AMENDING AND RESTATING ORDINANCE NO. 2008-012 AND 2008-08 CREATING A TRANSPORTATION BENEFIT DISTRICT, AMENDING ORDINANCE 2010-004, AMENDING ORDINANCE 2010-017; SPECIFYING THE BOUNDARIES FOR THE TRANSPORTATION BENEFIT DISTRICT; AND SPECIFYING THE PROJECTS TO BE FUNDED BY THE TRANSPORTATION BENEFIT DISTRICT

WHEREAS, Peninsula Regional Transportation Planning Organization (PRTPO) is the state-designated Regional Transportation Planning Organization (RTPO) for the four-county area of Clallam, Jefferson, Kitsap and Mason counties; and

WHEREAS, the City of Sequim (the "City") has many large traffic improvement projects included in its 2009-2014 Year Transportation Improvement Program (TIP) (RCW 35.77.010); and

WHEREAS, the City of Sequim has updated the TIP to a 2017-2022 TIP which should be incorporated as projects within the scope of TBD funding; and

WHEREAS, these are projects that the City has not been able to fund for a number of years and as a result the City has relied on its General Fund, which is stretched to pay for costs of City operation and maintenance expenses; and

WHEREAS, the TIP has a total of $42 million dollars of projects that are in the public's interest for improved traffic flow and safety; and

WHEREAS, the City does not currently have sufficient funds with which to pay for these and other transportation capital improvements that are necessary to address existing or reasonably foreseeable congestion levels due to anticipated population increases; and

WHEREAS, the City identified a TBD as a potential funding source to support the improvements identified in the TIP, as now or hereafter amended, and other transportation improvements; and

WHEREAS, the City has the legislative authority and meets the requirements for formation of a TBD as defined in chapter 36.73 RCW; and

WHEREAS, the projects identified in the TIP meet the criteria defined within chapter 36.73 RCW for formation of a TBD; and

WHEREAS, the City executed a contract with Gray & Osborne to analyze the feasibility of creating a TBD; and

WHEREAS, for the purpose of financing a portion of the costs of the transportation capital improvements identified in the TIP and other transportation projects within the TBD, the City desires to form a TBD which will encompass an area located within the current corporate limits of the City as defined within Exhibit "A"; and

WHEREAS, the governing board of the TBD may propose the formation of a local improvement district within an area defined in the TBD and as allowed under RCW 36.73.080. The funds generated by a local improvement district will be used entirely to fund the shortfall in funding; and

WHEREAS, the governing board of the TBD may enact other assessments or levies within the TBD as allowed under RCW 36.73.060 and RCW 36.73.080 and approved by the voters in the TBD and as needed to generate additional funding; and

WHEREAS, the governing board of the TBD may propose a per trip charge that will be paid at time of permit within designated areas in the TBD and as allowed under RCW 36.73.120; and

WHEREAS, the governing board of the TBD did propose a proposition at the November 2009 general election for imposition of a 2/10 of 1% or 0.2% increase in the sales and use tax as set forth in RCW 82.14.0455 which proposal passed with a 58.15% affirmative vote. This increase is estimated to generate, based on the anticipated growth of retail over the next ten years, averaging $600,000 of additional revenue per year, which will be used entirely to fund the shortfall in funding for the transportation capital improvements identified in the TIP; and

WHEREAS, the payment of the increase in sales and use tax will apply to persons who shop and thereby use the roads in the City and not just to City residents; and

WHEREAS, pursuant to RCW 36.73.050, the City held a public hearing on July 14, 2008 regarding the creation of the TBD; and

WHEREAS, the City Council adopted Ordinance No. 2008-08 on July 14, 2008 and now wishes to restate and amend Ordinance No. 2008-008 as provided herein;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF SEQUIM, WASHINGTON HEREBY ORDAINS AS FOLLOWS:

Section 1. Purpose. The purpose of this Ordinance is to AMEND previous Ordinances, as shown in the below strike-outs and underlining, which established a Transportation Benefit District (TBD) pursuant to RCW 35.21.225 and chapter 36.73 RCW, as the City Council finds it is in the public interest to provide a means to fund the shortfall in funding for the projects identified in the City's ~~2009-2014 and 2010-2015~~ ~~2012-2017~~ ~~2014-2019~~ ~~2015-2020~~ ~~2016-2021~~ 2017-2022 Transportation Improvement Program, "TIP" (attached as Exhibit A), adopted by the City Council as per chapter

35.77 RCW, as may be updated to the extent that amendments to the program are lawful under chapter 36.73 RCW, and other transportation projects as deemed necessary, including, but not limited to, those listed below that are necessary to address existing or reasonably foreseeable congestion levels due to anticipated population increases including, but not limited to, items which meet the following criteria:

(a) Reduced risk of transportation facility failure and improved safety;
(b) Improved travel time;
(c) Improved air quality;
(d) Increases in daily and peak period trip capacity;
(e) Improved modal connectivity;
(f) Improved freight mobility;
(g) Cost-effectiveness of the investment;
(h) Optimal performance of the system through time; and,

The following items are identified as proposed transportation improvements:

~~(a) Sunnyside Avenue b/w E. Fir and E. Prairie-Bicycle Fac.-$48,000~~
~~(b) 3rd Avenue b/w US-101 and W. Fir-Bicycle Fac.-$66,000~~
~~(c) E. Washington Street b/w Sequim and Simdars-Bicycle Fac.-$161,000~~
~~(d) Fir Street b/w N. 9th and Sunnyside-Bicycle Fac.-$110,000~~
~~(e) N. Sequim Avenue b/w Washington and Fir-Bicycle Fac.-$25,000~~
~~(f) ODT Realignment in Carrie Blake-Bicycle Fac.-$80,000~~
~~(g) Prairie Street b/w S. 7th and Brown-Bicycle Fac.-$133,000~~
~~(h) W. Sequim Bay Road b/w E. Washington and Whitefeather-Shared Path-$714,000~~
~~(i) W. Washington Street b/w Priest and 5th-Bicycle Fac.-$69,000~~
~~(j) Whitefeather Way b/w W. Sequim Bay and ODT-Shared Used Path-$425,000~~
~~(k) Pedestrian/Sidewalk 3rd Avenue-Pedestrian Imp.-$300,000~~
~~(l) Active Alley Way on Etta b/w S. 5th and Pioneer Park-Pedestrian-$734,000~~
~~(m) Sunnyside Avenue b/w E. Fir and E. Prairie-Pedestrian-$500,000~~
~~(n) Active Alley Way on Seal Street b/w Washington and Cedar-Pedestrian-$73,000~~
~~(o) Brackett Road b/w N. 9th and Priest-Pedestrian-$652,000~~
~~(p) Prairie Street b/w S. 5th and S. Sunnyside-Pedestrian-$964,000~~
~~(q) Sidewalk Infill on Blake Avenue-Pedestrian-$461,000~~
~~(r) Upper Bell Creek Trail, Happy Valley to Carrie Blake-Pedestrian-$1,300,000~~
~~(s) Port Williams Road b/w Sequim and Brown-Pedestrian-$500,000~~
~~(t) Prairie Street and S. Sequim Ave.-New Signal-$375,000~~
~~(u) Washington St. Connection: Brown to Rhodefer-Connectivity-$50,000~~
~~(v) US 101Ramps and S. Sequim Ave.-New Signal-$608,000~~
~~(w) Traffic Signal: Fir and N. Sequim-New Signal-$353,000~~
~~(x) Washington St. and N. 7th to N. Sequim-Signal Interconnect-$52,000~~
~~(y) W. Fir St. and N. 5th-New Signal-$372,000~~
~~(z) W. Washington and 2nd Ave.-Intersection Imp.-$266,000~~
~~(aa) Kendall and Hendrickson-Intersection Imp.-$40,000~~
~~(ab) Whitefeather Way and US 101-Intersection Imp.-$410,000~~
~~(ac) Happy Valley and US 101-Intersection Imp.-$450,000~~
~~(ad) Palo Alto and US 101-Intersection Imp.-$450,000~~
~~(ae) Fir St. b/w Sequim and 5th-Facility Imp.-$2,989,000~~
~~(af) W. Prairie St. b/w River and Priest-Facility Imp.-$1,500,000~~
~~(ag) W. Washington b/w River and Priest-Facility Imp.-$77,000~~

~~(ah) Brackett Road Realignment b/w Priest and N. 7th-Facility Imp.-$150,000~~
~~(ai) Bus Turn-Outs on E. Washington-Facility Imp.-$124,000~~
~~(aj) W. Sequim Bay Rd. b/w Whitefeather and City Limits-Facility Imp.-$500,000~~
~~(ak) S. 7th Ave. b/w McCurdy and Reservoir-Road Connect-$3,647,000~~
~~(al) W. Norman St. b/w S. 7th and 3rd-Road Connect-$953,000~~
~~(am) W. Brownfield Road Realignment-Road Connect-$1,170,000~~
~~(an) W. Maple St. b/w S. 5th and 4th-Road Connect-$688,000~~
~~(ao) Simdars Rd./US 101 Interchange-Road Connect-$3,316,000~~
~~(ap) N. 9th Ave. b/w Brackett and Hendrickson-Road Connect-$750,000~~
~~(aq) City Wide Safety Projects-City Wide-$300,000~~
~~(ar) City Wide Minor Construction (small works)-City Wide-$150,000~~
~~(as) City Wide Pavement Rehab-City Wide-$2,700,000~~
~~(at) City Wide Street Light LED Change out-City Wide-$300,000~~
~~(au) City Wide Misc. Right-of-Way-City Wide-$30,000~~

a) Sunnyside Avenue b/w E Fir Street & E Prairie Street - $48,000
b) 3rd Avenue b/w US-101 & W Fir Street - $71,000
c) E Washington Street b/w Sequim Avenue & Simdars Road - $170,000
d) Fir Street b/w N 5th Avenue & Sunnyside Avenue - $100,000
e) N Sequim Avenue b/w Washington Street & Fir Street - $30,000
f) ODT Realignment in Carrie Blake Park - $80,000
g) W Washington Street b/w Priest Road & 5th Avenue - $70,000
h) ODT East Hendrickson Extension from Sequim Ave to Brown Rd - $387,000
i) W Sequim Bay Road b/w E Washington Street & Whitefeather Way - $715,000
j) Whitefeather Way Multi-use Trail between W Sequim Bay Rd & ODT - $487,000
k) Pedestrian/Sidewalk-Pathways-3rd Ave - $300,000
l) Active Alleyway on Etta Street b/w S 5th Avenue and Pioneer Park - $808,000
m) Sunnyside Avenue b/w E Fir Street & E Prairie Street - $632,000
n) Active Alleyway on Seal Street b/w Washington Street and Cedar - $108,000
o) Brackett Road b/w N 9th Avenue & Priest Road - $650,000
p) Prairie Street b/w S 5th Avenue & S Sunnyside Avenue - $1,000,000
q) Sidewalk Infill on Blake Avenue - $50,000
r) Upper Bell Creek Trail, Happy Valley to Carrie Blake Park -$106,000
s) Port Williams Road b/w Sequim Avenue & Brown Road - $500,000
t) Prairie Street & S Sequim Avenue - $375,000
u) Washington Street Connections: Brown Road to Rhodefer Road - $50,000
v) US-101 Ramps & S Sequim Avenue - $610,000
w) Traffic Signal @ Fir & N Sequim Avenue - $360,000
x) Washington Street Signal Timing & Coordination - $150,000
y) W Fir Street & N 5th Avenue - $372,000
z) W Washington Street & 2nd Avenue - $275,000
aa) N Kendall Rd & W Hendrickson Rd Intersection Improvements - $48,000
ab) Whitefeather Way & US 101 Intersection Improvements - $466,000
ac) Happy Valley Road & US 101 - $450,000
ad) Palo Alto Road & US 101 - $450,000
ae) W Fir St Rehabilitation from Sequim Ave to 5th Ave - $3,996,000

af) W Prairie St Complete Street Revitalization from Sequim Ave to 5th Ave - $2,087,000
ag) W Washington St Eastbound Auxiliary Lane from River Rd Modification - $93,000
ah) Brackett Road Realignment b/w N Priest Road & N 7th Avenue - $300,000
ai) E Washington St Bus Turn-outs from Sequim to Rhodefer - $149,000
aj) W Sequim Bay Road b/w Whitefeather Way & City Limits - $500,000
ak) N Sequim Ave Pavement Rehabilitation - $268,000
al) Washington St Pavement Rehabilitation - $7,391,000
am) East Fir St Rehabilitation from Sequim to Blake - $1,552,000
an) West Sequim Bay Rd Shoreline Revetment Repair - $546,000
ao) S 7th Avenue b/w McCurdy Road & Reservoir Road - $3,700,000
ap) W Norman Street b/w S 7th Avenue & S 3rd Avenue - $1,000,000
aq) North Blake Ave to North Rhodefer Rd Extension - $406,000
ar) W Brownfield Road Realignment from Sequim Ave to 3rd Ave -$1,469,000
as) W Maple Street Extension from S 5th Ave & S 4th Ave - $852,000
at) Simdars Road/US 101 Interchange - $3,400,000
au) N 9th Avenue b/w Brackett Road & Hendrickson - $750,000
av) City Wide Safety Projects - $401,000
aw) City Wide Minor Construction (small works) - $150,000
ax) City Wide Pavement Rehab - $2,789,000
ay) City Wide Misc. Right of Way - $30,000

Section 2. Creation of a New Municipal Code Chapter Providing for the Formation of a Transportation Benefit District. The City adopted a new chapter to the Sequim Municipal Code, 2.70, restating and amending Ordinance Nos. 2008-012 and 2008-008, entitled "Transportation Benefit District", which is set forth as follows:

2.70.010 Establishing Transportation Benefit District. There is created, to carry out all functions allowed by statute, a transportation benefit district within the geographical boundaries of the corporate limits of the City existing on date of adoption of this ordinance. The name of the transportation benefit district shall be the "Transportation Benefit District of the City of Sequim, Washington."

2.70.020 Governing Board.

A. The governing board of the transportation benefit district shall be the City Council acting in an ex officio and independent capacity, which shall have the authority to exercise the statutory powers set forth in chapter 36.73 RCW.

B. The treasurer of the transportation benefit district shall be the City Finance Administrative Services Director.

C. The chair of the governing board of the transportation benefit district shall be the City Mayor.

D. The secretary of the governing board of the transportation benefit district shall be the City Clerk.

E. The governing board shall develop a material change policy to address major plan changes that affect project delivery or the ability to finance the plan, pursuant to the requirements set forth in RCW 36.73.160(1).

F. The governing board shall issue an annual report, pursuant to the requirements of RCW 36.73.160(2).

2.70.030 Transportation Improvement Funded.

A. One-hundred percent of the funds generated by the transportation benefit district shall be used towards the payment of the estimated shortfall in excess of $24 million of funding needed for the improvements identified in the ~~2009-2014 and 2010-2015~~ ~~2012-2017~~ ~~2014-2019~~ ~~2015-2020~~ ~~2016-2021~~ 2017-2022 Transportation Improvement Program and other transportation projects as deemed necessary, as identified above.

2.70.040 Establishment of Revenue Sources.

A. Through majority vote of the registered voters residing within the district, an up to a 2/10th of 1% increase in the sales and use tax on taxable goods will be requested (e.g., from 8.4% to 8.6%). The sales and use tax shall be collected by the businesses located within the transportation benefit district and remitted to the State of Washington Department of Revenue for remittance back to the district as set forth in RCW 82.14.0455.

B. Through petition of a majority of the property owners that reside within the district or by majority vote of the registered voters that reside within the district, whichever applies, the formation of a local improvement district or special assessment or other approved an authorized assessments may be enacted, as provided under RCW 36.73.070 and RCW 36.73.080, for the purpose of providing capital improvements in the applicable area.

C. The transportation benefit district is not intended to subsidize development; therefore, imposition of a fee may be charged on building construction or land development, such as a per trip charge, as authorized under RCW 36.73.120 and subject to the provisions of RCW 36.73.065, RCW 39.92, RCW 43.21C, and RCW 82.02.

D. The transportation benefit district is also authorized to perform all functions of a transportation benefit district allowed by law.

Section 3. Corrections. The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not

limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 4. Severability. If any section, sentence, clause or phrase of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

Section 5. Effective Date. This Ordinance shall become effective five days after publication of the ordinance, or a summary thereof, in the official newspaper of the City.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF SEQUIM, WASHINGTON THIS ___ DAY OF _____ 2016.

City of Sequim

_____
Dennis Smith, Mayor

ATTEST/AUTHENTICATED:

_____
Karen Kuznek-Reese, MMC
City Clerk

APPROVED AS TO FORM:

_____
Kristina Nelson-Gross
City Attorney

First Reading: _____
Public Hearing: _____
Second Reading/Passage: _____
Date of Publication: _____
Effective Date: _____

Exhibit A: 2017-2022 Transportation Improvement Program

#	Project Type	Location	Cost Estimate (thousands)	2017	2018	2019	2020	2021	2022
1	Bicycle Facilities	Sunnyside Avenue b/w E Fir Street & E Prairie Street	$48	$48					
2	Bicycle Facilities	3rd Avenue b/w US-101 & W Fir Street	$71	$71					
3	Bicycle Facilities	E Washington Street b/w Sequim Avenue & Simdars Road	$170						$170
4	Bicycle Facilities	Fir Street b/w N 5th Avenue & Sunnyside Avenue	$100			$100			
5	Bicycle Facilities	N Sequim Avenue b/w Washington Street & Fir Street	$30						$30
6	Bicycle Facilities	ODT Realignment in Carrie Blake Park	$80						$80
7	Bicycle Facilities	W Washington Street b/w Priest Road & 5th Avenue	$70						$70
8	Shared Use Path	ODT East Hendrickson Extension from Sequim Ave to Brown Rd	$387	$52	$164	$171			
9	Shared Use Path	W Sequim Bay Road b/w E Washington Street & Whitefeather Way	$715						$715
10	Shared Use Path	Whitefeather Way Multi-use Trail between W Sequim Bay Rd & ODT	$487			$110	$377		
11	Pedestrian Improvement	Pedestrian/Sidewalk-Pathways-3rd Ave	$300						$300
12	Pedestrian Improvement	Active Alleyway on Etta Street b/w S 5th Avenue and Pioneer Park	$808	$90	$718				
13	Pedestrian Improvement	Sunnyside Avenue b/w E Fir Street & E Prairie Street	$632				$68	$564	
14	Pedestrian Improvement	Active Alleyway on Seal Street b/w Washington Street and Cedar	$108			$23	$85		
15	Pedestrian Improvement	Brackett Road b/w N 9th Avenue & Priest Road	$650						$650
16	Pedestrian Improvement	Prairie Street b/w S 5th Avenue & S Sunnyside Avenue	$1,000						$1,000
17	Pedestrian Improvement	Sidewalk Infill on Blake Avenue	$50	$50					

#	Project Type	Location	Cost Estimate (thousands)	2017	2018	2019	2020	2021	2022
18	Pedestrian Improvement	Upper Bell Creek Trail, Happy Valley to Carrie Blake Park	$106				$20	$86	
19	Pedestrian Improvement	Port Williams Road b/w Sequim Avenue & Brown Road	$500						$500
20	New Signal	Prairie Street & S Sequim Avenue	$375						$375
21	New Signal Study	Washington Street Connections: Brown Road to Rhodefer Road	$50						$50
22	New Signal	US-101 Ramps & S Sequim Avenue	$610						$610
23	New Signal	Traffic Signal @ Fir & N Sequim Avenue	$360						$360
24	Signal Interconnect	Washington Street Signal Timing & Coordination	$150	$150					
25	New Signal	W Fir Street & N 5th Avenue	$372			$372			
26	Intersection Improvement	W Washington Street & 2nd Avenue	$275						$275
27	Intersection Improvement	N Kendall Rd & W Hendrickson Rd Intersection Improvements	$48				$48		
28	Intersection Improvement	Whitefeather Way & US 101 Intersection Improvements	$466			$261	$205		
29	Intersection Improvement	Happy Valley Road & US 101	$450						$450
30	Intersection Improvement	Palo Alto Road & US 101	$450						$450
31	Facility Improvement	W Fir St Rehabilitation from Sequim Ave to 5th Ave	$3,996	$793	$1,596	$1,607			
32	Facility Improvement	W Prairie St Complete Street Revitalization from Sequim Ave to 5th Ave	$2,087		$77	$480	$502	$525	$503
33	Facility Improvement	W Washington St Eastbound Auxiliary Lane from River Rd Modification	$93				$16	$77	
34	Facility Improvement	Brackett Road Realignment b/w N Priest Road & N 7th Avenue	$300						$300
35	Facility Improvement	E Washington St Bus Turn-outs from Sequim to Rhodefer	$149			$26	$123		
36	Facility Improvement	W Sequim Bay Road b/w Whitefeather Way & City Limits	$500						$500
37	Facility Improvement	N Sequim Ave Pavement Rehabilitation	$268						$268
38	Facility Improvement	Washington St Pavement Rehabilitation	$7,391					$499	$6,892

#	Project Type	Location	Cost Estimate (thousands)	2017	2018	2019	2020	2021	2022
39	Facility Improvement	East Fir St Rehabilitation from Sequim to Blake	$1,552			$86	$717	$749	
40	Facility Improvement	West Sequim Bay Rd Shoreline Revetment Repair	$546		$546				
41	Road Connectivity	S 7th Avenue b/w McCurdy Road & Reservoir Road	$3,700						$3,700
42	Road Connectivity	W Norman Street b/w S 7th Avenue & S 3rd Avenue	$1,000						$1,000
43	Road Connectivity	North Blake Ave to North Rhodefer Rd Extension	$406					$85	$321
44	Road Connectivity	W Brownfield Road Realignment from Sequim Ave to 3rd Ave	$1,469					$171	$1,298
45	Road Connectivity	W Maple Street Extension from S 5th Ave & S 4th Ave	$852					$561	$291
46	Road Connectivity	Simdars Road/US 101 Interchange	$3,400						$3,400
47	Road Connectivity	N 9th Avenue b/w Brackett Road & Hendrickson	$750						$750
48	City Wide Projects	City Wide Safety Projects	$401	$60	$62	$65	$68	$71	$75
49	City Wide Projects	City Wide Minor Construction (small works)	$150	$25	$25	$25	$25	$25	$25
50	City Wide Projects	City Wide Pavement Rehab	$2,789	$384		$562	$587	$614	$642
51	City Wide Projects	City Wide Misc Right of Way	$30	$5	$5	$5	$5	$5	$5
		Subtotal	**$41,747**	**$1,728**	**$3,193**	**$3,893**	**$2,846**	**$4,032**	**$26,055**

CITY OF SEQUIM

Resolution No. R2016-15

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEQUIM, WASHINGTON ADOPTING A SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM AND DIRECTING THE SAME TO BE FILED WITH THE STATE SECRETARY OF TRANSPORTATION AND THE TRANSPORTATION IMPROVEMENT BOARD

WHEREAS, pursuant to the requirements of R.C.W., Chapters 35.77 and 36.81, the City Council of the City of Sequim has previously adopted a Transportation Plan as an element of the City's Comprehensive Plan, including recommended transportation improvements and Six Year Transportation Improvement Program, and thereafter periodically modified said Six Year Transportation Improvement Program by resolution; and

WHEREAS, the City Council has reviewed the work accomplished under the said Program, determined current and future City street, arterial, pedestrian, mobility scooter, and bicycle needs, and based upon these findings has prepared a Six Year Transportation Improvement Program for the ensuing six (6) calendar years; and

WHEREAS, the City of Sequim Planning Commission has unanimously recommended approval of said Six Year Transportation Improvement Program; and

WHEREAS, a public hearing before the City Council was held on July 25, 2016, on the said Six Year Transportation Improvement Program;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SEQUIM, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Program Adopted. The Six Year Transportation Improvement Program for the City of Sequim, as revised and extended for the ensuing six (6) calendar years (2017-2022, inclusive), a copy of which is attached hereto as Exhibit A and incorporated herein by this reference, which Program sets forth the project location, type of improvement and the estimated cost thereof, is hereby adopted and approved.

Section 2. Filing of Program. Pursuant to Chapter 35.77 RCW, the City Clerk is directed to file a copy of this ordinance forthwith, together with the Exhibit attached hereto, with the

Secretary of Transportation and a copy with the Transportation Improvement Board for the State of Washington.

PASSED by the Council and approved by the Mayor of the City of Sequim this ____ day of _____, 2016.

_____
Dennis Smith, Mayor

ATTEST:

_____
Karen Kuznek-Reese, MMC, City Clerk

APPROVED AS TO FORM:

_____
Kristina Nelson-Gross, City Attorney

Exhibit A: 2017-2022 Transportation Improvement Program

#	Project Type	Location	Cost Estimate (thousands)	2017	2018	2019	2020	2021	2022
1	Bicycle Facilities	Sunnyside Avenue b/w E Fir Street & E Prairie Street	$48	$48					
2	Bicycle Facilities	3rd Avenue b/w US-101 & W Fir Street	$71	$71					
3	Bicycle Facilities	E Washington Street b/w Sequim Avenue & Simdars Road	$170						$170
4	Bicycle Facilities	Fir Street b/w N 5th Avenue & Sunnyside Avenue	$100			$100			
5	Bicycle Facilities	N Sequim Avenue b/w Washington Street & Fir Street	$30						$30
6	Bicycle Facilities	ODT Realignment in Carrie Blake Park	$80						$80
7	Bicycle Facilities	W Washington Street b/w Priest Road & 5th Avenue	$70						$70
8	Shared Use Path	ODT East Hendrickson Extension from Sequim Ave to Brown Rd	$387	$52	$164	$171			
9	Shared Use Path	W Sequim Bay Road b/w E Washington Street & Whitefeather Way	$715						$715
10	Shared Use Path	Whitefeather Way Multi-use Trail between W Sequim Bay Rd & ODT	$487			$110	$377		
11	Pedestrian Improvement	Pedestrian/Sidewalk-Pathways-3rd Ave	$300						$300
12	Pedestrian Improvement	Active Alleyway on Etta Street b/w S 5th Avenue and Pioneer Park	$808	$90	$718				
13	Pedestrian Improvement	Sunnyside Avenue b/w E Fir Street & E Prairie Street	$632				$68	$564	
14	Pedestrian Improvement	Active Alleyway on Seal Street b/w Washington Street and Cedar	$108			$23	$85		
15	Pedestrian Improvement	Brackett Road b/w N 9th Avenue & Priest Road	$650						$650
16	Pedestrian Improvement	Prairie Street b/w S 5th Avenue & S Sunnyside Avenue	$1,000						$1,000
17	Pedestrian Improvement	Sidewalk Infill on Blake Avenue	$50	$50					

#	Project Type	Location	Cost Estimate (thousands)	2017	2018	2019	2020	2021	2022
18	Pedestrian Improvement	Upper Bell Creek Trail, Happy Valley to Carrie Blake Park	$106				$20	$86	
19	Pedestrian Improvement	Port Williams Road b/w Sequim Avenue & Brown Road	$500						$500
20	New Signal	Prairie Street & S Sequim Avenue	$375						$375
21	New Signal Study	Washington Street Connections: Brown Road to Rhodefer Road	$50						$50
22	New Signal	US-101 Ramps & S Sequim Avenue	$610						$610
23	New Signal	Traffic Signal @ Fir & N Sequim Avenue	$360						$360
24	Signal Interconnect	Washington Street Signal Timing & Coordination	$150	$150					
25	New Signal	W Fir Street & N 5th Avenue	$372			$372			
26	Intersection Improvement	W Washington Street & 2nd Avenue	$275						$275
27	Intersection Improvement	N Kendall Rd & W Hendrickson Rd Intersection Improvements	$48				$48		
28	Intersection Improvement	Whitefeather Way & US 101 Intersection Improvements	$466			$261	$205		
29	Intersection Improvement	Happy Valley Road & US 101	$450						$450
30	Intersection Improvement	Palo Alto Road & US 101	$450						$450
31	Facility Improvement	W Fir St Rehabilitation from Sequim Ave to 5th Ave	$3,996	$793	$1,596	$1,607			
32	Facility Improvement	W Prairie St Complete Street Revitalization from Sequim Ave to 5th Ave	$2,087		$77	$480	$502	$525	$503
33	Facility Improvement	W Washington St Eastbound Auxiliary Lane from River Rd Modification	$93				$16	$77	
34	Facility Improvement	Brackett Road Realignment b/w N Priest Road & N 7th Avenue	$300						$300
35	Facility Improvement	E Washington St Bus Turn-outs from Sequim to Rhodefer	$149			$26	$123		
36	Facility Improvement	W Sequim Bay Road b/w Whitefeather Way & City Limits	$500						$500
37	Facility Improvement	N Sequim Ave Pavement Rehabilitation	$268						$268
38	Facility Improvement	Washington St Pavement Rehabilitation	$7,391					$499	$6,892

#	Project Type	Location	Cost Estimate (thousands)	2017	2018	2019	2020	2021	2022
39	Facility Improvement	East Fir St Rehabilitation from Sequim to Blake	$1,552			$86	$717	$749	
40	Facility Improvement	West Sequim Bay Rd Shoreline Revetment Repair	$546		$546				
41	Road Connectivity	S 7th Avenue b/w McCurdy Road & Reservoir Road	$3,700						$3,700
42	Road Connectivity	W Norman Street b/w S 7th Avenue & S 3rd Avenue	$1,000						$1,000
43	Road Connectivity	North Blake Ave to North Rhodefer Rd Extension	$406					$85	$321
44	Road Connectivity	W Brownfield Road Realignment from Sequim Ave to 3rd Ave	$1,469					$171	$1,298
45	Road Connectivity	W Maple Street Extension from S 5th Ave & S 4th Ave	$852					$561	$291
46	Road Connectivity	Simdars Road/US 101 Interchange	$3,400						$3,400
47	Road Connectivity	N 9th Avenue b/w Brackett Road & Hendrickson	$750						$750
48	City Wide Projects	City Wide Safety Projects	$401	$60	$62	$65	$68	$71	$75
49	City Wide Projects	City Wide Minor Construction (small works)	$150	$25	$25	$25	$25	$25	$25
50	City Wide Projects	City Wide Pavement Rehab	$2,789	$384		$562	$587	$614	$642
51	City Wide Projects	City Wide Misc Right of Way	$30	$5	$5	$5	$5	$5	$5
		Subtotal	**$41,747**	**$1,728**	**$3,193**	**$3,893**	**$2,846**	**$4,032**	**$26,055**

AGENDA ITEM # 9

TRANSPORTATION BENEFIT DISTRICT
AGENDA COVER SHEET

MEETING DATE: 7/25/16

FROM: Kristina Nelson-Gross **KNG** Initials

SUBJECT/ISSUE: Resolution TBD-R2016-01, Adopting the City of Sequim TIP for 2017-2022

Discussion dates				
CATEGORY	☐ City Manager Report	☐ Information Only		Time Needed for Presentation
	☒ Public Hearing	☐ Consent Agenda		10 Minutes
	☐ Unfinished Business	☐ New Business		
Reviewed by			Initials	Date
Charles P. Bush, City Manager			CPB	7/20/16
David Garlington, PE, Public Works Director			dmg	7/20/16
Matt Klontz, PE, City Engineer			MDK	07/19/16
Sue Hagener, Administrative Services Director			SH	07/19/16

PROBLEM/ISSUE STATEMENT:
The City of Sequim established the Sequim Transportation Benefit District (TBD) by ordinance. The voters approved funding for TBD projects for a period of ten years by way of an increase in sales tax. The TBD sales tax was effective starting April 2010 and revenue receipts began June 2010. The Transportation Benefit District is a separate entity from the City and an organizational structure was established, policies adopted, and projects identified. By Resolution No. R2016-15, the City Council recently adopted a Transportation Improvement Program (TIP) for the years 2017 through 2022. The TBD Board now needs to incorporate the new projects listed in the amended City Council TBD creation ordinance (No. 2016-08).

LIST OF ATTACHMENTS:
1. Resolution TBD-R2016-01
2. Resolution No. R2016-15, adopting the TIP
3. Ordinance No. 2016-008, amending the TBD

DISCUSSION/ANALYSIS:
A TBD for cities of our size is a relatively new creation of the Legislature. In the past, a TBD was used for a specific project like a major bridge, large highway project

or something similar. The allowed uses of TBD money was greatly expanded for cities in recent legislation.

The projects for which TBD monies may be used are listed in the City ordinance creating the TBD. That creation ordinance provided for annual updates with newly adopted Transportation Improvement Programs (TIPs). This year's TIP was adopted by the City Council in R2016-15. The amended creation ordinance (No. 2016-008) was adopted at the City Council meeting July 25, 2016. The TBD Board now needs to adopt resolution TBD-R2016-01, recognizing the new creation ordinance which adds the Sequim City 2017-2022 TIP projects.

FINANCIAL IMPLICATIONS:
The TBD contracts through an Interlocal Agreement with the City to have the City manage the actual construction of road improvements. The City has authority to extend financing to the TBD to accomplish projects. If financing is extended the likely interest rate charged would be between 2% and 5%. The 2017-2022 TIP projects have an estimated project value of $42 million. Some of those identified projects will be constructed in 2017 and the TBD will be involved in some of the funding. The Interlocal Agreement provides for the City to charge the TBD for staff and necessary support costs for these projects. Most likely, these will not exceed 20%, but do fluctuate slightly each year. The TBD will make payments to the City when the City invoices the TBD, which is typically at the end of a project.

RECOMMENDATION:
Adopt Resolution TBD-R2016-01.

MOTION:
I move that the TBD Board adopt Resolution TBD-R2016-01 recognizing the amended project list (TIP 2017-2022) adopted by City Council Resolution No. R2016-15.

RESOLUTION TBD-R2016-01

A RESOLUTION OF THE GOVERNING BOARD OF THE TRANSPORTATION BENEFIT DISTRICT OF THE CITY OF SEQUIM, WASHINGTON, APPROVING FINANCING ALL OR A PORTION OF THE COSTS ASSOCIATED WITH THE PROJECTS IDENTIFIED IN THE CITY'S 2017-2022 TRANSPORTATION IMPROVEMENT PROGRAM

WHEREAS, the Transportation Benefit District of the City of Sequim, Washington (the "District"), created pursuant to Chapter 36.73 RCW has selected certain projects for use of TBD funds; and,

WHEREAS, the City does not currently have sufficient funds with which to pay for transportation capital improvements, including but not limited to improvements that are identified as necessary in the City's Transportation Improvement Programs, including the 2016-2021 TIP, and that are necessary to address existing or reasonably foreseeable congestion levels due to anticipated population increases; and

WHEREAS, the District has been authorized by the voters, pursuant to RCW 36.73.040(3)(a) to impose a sales and use tax in accordance with RCW 82.14.0455 in the amount of two-tenths of one percent (0.2%) for a period of ten years upon a favorable vote of the qualified electors within the District for the purpose of financing certain transportation improvements; and

WHEREAS, in addition to those projects already identified as appropriate for expenditure of TBD funds and in the earlier City of Sequim TIP, the City may identify certain additional transportation improvements and has approved the 2017-2022 TIP; and

WHEREAS, the District finds that such improvements should be made and wholly or partially funded by the District;

NOW THEREFORE, THE GOVERNING BOARD OF THE TRANSPORTATION BENEFIT DISTRICT OF THE CITY OF SEQUIM, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. The proposed improvements in the 2017-2022 TIP of the City of Sequim are proper projects for the expenditure of TBD funds.

Section 2. This work shall be performed by the City or its contractors under the terms of the City/TBD Interlocal Agreement.

Section 3. Corrections. The Secretary of the District and the codifiers of this resolution are authorized to make necessary clerical corrections to this resolution including, but not limited to, the correction of scrivener's/clerical errors, references, resolution numbering, section/subsection numbers and any references thereto.

Section 4. Severability. If any section, sentence, clause or phrase of this resolution should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this resolution.

ADOPTED BY THE GOVERNING BOARD OF THE TRANSPORTATION BENEFIT DISTRICT OF THE CITY OF SEQUIM, WASHINGTON THIS _____ DAY OF _____ 2016.

TRANSPORTATION BENEFIT DISTRICT
OF THE CITY OF SEQUIM,
WASHINGTON

_____
Dennis Smith, Chair

ATTEST/AUTHENTICATED:

_____
Karen Kuznek-Reese, Secretary

Approved as to form:

_____
Kristina Nelson-Gross, Ex Officio Attorney

CITY OF SEQUIM

Resolution No. R2016-15

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEQUIM, WASHINGTON ADOPTING A SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM AND DIRECTING THE SAME TO BE FILED WITH THE STATE SECRETARY OF TRANSPORTATION AND THE TRANSPORTATION IMPROVEMENT BOARD

WHEREAS, pursuant to the requirements of R.C.W., Chapters 35.77 and 36.81, the City Council of the City of Sequim has previously adopted a Transportation Plan as an element of the City's Comprehensive Plan, including recommended transportation improvements and Six Year Transportation Improvement Program, and thereafter periodically modified said Six Year Transportation Improvement Program by resolution; and

WHEREAS, the City Council has reviewed the work accomplished under the said Program, determined current and future City street, arterial, pedestrian, mobility scooter, and bicycle needs, and based upon these findings has prepared a Six Year Transportation Improvement Program for the ensuing six (6) calendar years; and

WHEREAS, the City of Sequim Planning Commission has unanimously recommended approval of said Six Year Transportation Improvement Program; and

WHEREAS, a public hearing before the City Council was held on July 25, 2016, on the said Six Year Transportation Improvement Program;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SEQUIM, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Program Adopted. The Six Year Transportation Improvement Program for the City of Sequim, as revised and extended for the ensuing six (6) calendar years (2017-2022, inclusive), a copy of which is attached hereto as Exhibit A and incorporated herein by this reference, which Program sets forth the project location, type of improvement and the estimated cost thereof, is hereby adopted and approved.

Section 2. Filing of Program. Pursuant to Chapter 35.77 RCW, the City Clerk is directed to file a copy of this ordinance forthwith, together with the Exhibit attached hereto, with the

Secretary of Transportation and a copy with the Transportation Improvement Board for the State of Washington.

PASSED by the Council and approved by the Mayor of the City of Sequim this ____ day of _____, 2016.

_____
Dennis Smith, Mayor

ATTEST:

_____
Karen Kuznek-Reese, MMC, City Clerk

APPROVED AS TO FORM:

_____
Kristina Nelson-Gross, City Attorney

Exhibit A: 2017-2022 Transportation Improvement Program

#	Project Type	Location	Cost Estimate (thousands)	2017	2018	2019	2020	2021	2022
1	Bicycle Facilities	Sunnyside Avenue b/w E Fir Street & E Prairie Street	$48	$48					
2	Bicycle Facilities	3rd Avenue b/w US-101 & W Fir Street	$71	$71					
3	Bicycle Facilities	E Washington Street b/w Sequim Avenue & Simdars Road	$170						$170
4	Bicycle Facilities	Fir Street b/w N 5th Avenue & Sunnyside Avenue	$100			$100			
5	Bicycle Facilities	N Sequim Avenue b/w Washington Street & Fir Street	$30						$30
6	Bicycle Facilities	ODT Realignment in Carrie Blake Park	$80						$80
7	Bicycle Facilities	W Washington Street b/w Priest Road & 5th Avenue	$70						$70
8	Shared Use Path	ODT East Hendrickson Extension from Sequim Ave to Brown Rd	$387	$52	$164	$171			
9	Shared Use Path	W Sequim Bay Road b/w E Washington Street & Whitefeather Way	$715						$715
10	Shared Use Path	Whitefeather Way Multi-use Trail between W Sequim Bay Rd & ODT	$487			$110	$377		
11	Pedestrian Improvement	Pedestrian/Sidewalk-Pathways-3rd Ave	$300						$300
12	Pedestrian Improvement	Active Alleyway on Etta Street b/w S 5th Avenue and Pioneer Park	$808	$90	$718				
13	Pedestrian Improvement	Sunnyside Avenue b/w E Fir Street & E Prairie Street	$632				$68	$564	
14	Pedestrian Improvement	Active Alleyway on Seal Street b/w Washington Street and Cedar	$108			$23	$85		
15	Pedestrian Improvement	Brackett Road b/w N 9th Avenue & Priest Road	$650						$650
16	Pedestrian Improvement	Prairie Street b/w S 5th Avenue & S Sunnyside Avenue	$1,000						$1,000
17	Pedestrian Improvement	Sidewalk Infill on Blake Avenue	$50	$50					

#	Project Type	Location	Cost Estimate (thousands)	2017	2018	2019	2020	2021	2022
18	Pedestrian Improvement	Upper Bell Creek Trail, Happy Valley to Carrie Blake Park	$106				$20	$86	
19	Pedestrian Improvement	Port Williams Road b/w Sequim Avenue & Brown Road	$500						$500
20	New Signal	Prairie Street & S Sequim Avenue	$375						$375
21	New Signal Study	Washington Street Connections: Brown Road to Rhodefer Road	$50						$50
22	New Signal	US-101 Ramps & S Sequim Avenue	$610						$610
23	New Signal	Traffic Signal @ Fir & N Sequim Avenue	$360						$360
24	Signal Interconnect	Washington Street Signal Timing & Coordination	$150	$150					
25	New Signal	W Fir Street & N 5th Avenue	$372			$372			
26	Intersection Improvement	W Washington Street & 2nd Avenue	$275						$275
27	Intersection Improvement	N Kendall Rd & W Hendrickson Rd Intersection Improvements	$48				$48		
28	Intersection Improvement	Whitefeather Way & US 101 Intersection Improvements	$466			$261	$205		
29	Intersection Improvement	Happy Valley Road & US 101	$450						$450
30	Intersection Improvement	Palo Alto Road & US 101	$450						$450
31	Facility Improvement	W Fir St Rehabilitation from Sequim Ave to 5th Ave	$3,996	$793	$1,596	$1,607			
32	Facility Improvement	W Prairie St Complete Street Revitalization from Sequim Ave to 5th Ave	$2,087		$77	$480	$502	$525	$503
33	Facility Improvement	W Washington St Eastbound Auxiliary Lane from River Rd Modification	$93				$16	$77	
34	Facility Improvement	Brackett Road Realignment b/w N Priest Road & N 7th Avenue	$300						$300
35	Facility Improvement	E Washington St Bus Turn-outs from Sequim to Rhodefer	$149			$26	$123		
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37	Facility Improvement	N Sequim Ave Pavement Rehabilitation	$268						$268
38	Facility Improvement	Washington St Pavement Rehabilitation	$7,391					$499	$6,892

#	Project Type	Location	Cost Estimate (thousands)	2017	2018	2019	2020	2021	2022
39	Facility Improvement	East Fir St Rehabilitation from Sequim to Blake	$1,552			$86	$717	$749	
40	Facility Improvement	West Sequim Bay Rd Shoreline Revetment Repair	$546		$546				
41	Road Connectivity	S 7th Avenue b/w McCurdy Road & Reservoir Road	$3,700						$3,700
42	Road Connectivity	W Norman Street b/w S 7th Avenue & S 3rd Avenue	$1,000						$1,000
43	Road Connectivity	North Blake Ave to North Rhodefer Rd Extension	$406					$85	$321
44	Road Connectivity	W Brownfield Road Realignment from Sequim Ave to 3rd Ave	$1,469					$171	$1,298
45	Road Connectivity	W Maple Street Extension from S 5th Ave & S 4th Ave	$852					$561	$291
46	Road Connectivity	Simdars Road/US 101 Interchange	$3,400						$3,400
47	Road Connectivity	N 9th Avenue b/w Brackett Road & Hendrickson	$750						$750
48	City Wide Projects	City Wide Safety Projects	$401	$60	$62	$65	$68	$71	$75
49	City Wide Projects	City Wide Minor Construction (small works)	$150	$25	$25	$25	$25	$25	$25
50	City Wide Projects	City Wide Pavement Rehab	$2,789	$384		$562	$587	$614	$642
51	City Wide Projects	City Wide Misc Right of Way	$30	$5	$5	$5	$5	$5	$5
		Subtotal	**$41,747**	**$1,728**	**$3,193**	**$3,893**	**$2,846**	**$4,032**	**$26,055**

ORDINANCE NO. 2016-08

AN ORDINANCE OF THE CITY OF SEQUIM, WASHINGTON AMENDING AND RESTATING ORDINANCE NO. 2008-012 AND 2008-08 CREATING A TRANSPORTATION BENEFIT DISTRICT, AMENDING ORDINANCE 2010-004, AMENDING ORDINANCE 2010-017; SPECIFYING THE BOUNDARIES FOR THE TRANSPORTATION BENEFIT DISTRICT; AND SPECIFYING THE PROJECTS TO BE FUNDED BY THE TRANSPORTATION BENEFIT DISTRICT

WHEREAS, Peninsula Regional Transportation Planning Organization (PRTPO) is the state-designated Regional Transportation Planning Organization (RTPO) for the four-county area of Clallam, Jefferson, Kitsap and Mason counties; and

WHEREAS, the City of Sequim (the "City") has many large traffic improvement projects included in its 2009-2014 Year Transportation Improvement Program (TIP) (RCW 35.77.010); and

WHEREAS, the City of Sequim has updated the TIP to a 2017-2022 TIP which should be incorporated as projects within the scope of TBD funding; and

WHEREAS, these are projects that the City has not been able to fund for a number of years and as a result the City has relied on its General Fund, which is stretched to pay for costs of City operation and maintenance expenses; and

WHEREAS, the TIP has a total of $42 million dollars of projects that are in the public's interest for improved traffic flow and safety; and

WHEREAS, the City does not currently have sufficient funds with which to pay for these and other transportation capital improvements that are necessary to address existing or reasonably foreseeable congestion levels due to anticipated population increases; and

WHEREAS, the City identified a TBD as a potential funding source to support the improvements identified in the TIP, as now or hereafter amended, and other transportation improvements; and

WHEREAS, the City has the legislative authority and meets the requirements for formation of a TBD as defined in chapter 36.73 RCW; and

WHEREAS, the projects identified in the TIP meet the criteria defined within chapter 36.73 RCW for formation of a TBD; and

WHEREAS, the City executed a contract with Gray & Osborne to analyze the feasibility of creating a TBD; and

WHEREAS, for the purpose of financing a portion of the costs of the transportation capital improvements identified in the TIP and other transportation projects within the TBD, the City desires to form a TBD which will encompass an area located within the current corporate limits of the City as defined within Exhibit "A"; and

WHEREAS, the governing board of the TBD may propose the formation of a local improvement district within an area defined in the TBD and as allowed under RCW 36.73.080. The funds generated by a local improvement district will be used entirely to fund the shortfall in funding; and

WHEREAS, the governing board of the TBD may enact other assessments or levies within the TBD as allowed under RCW 36.73.060 and RCW 36.73.080 and approved by the voters in the TBD and as needed to generate additional funding; and

WHEREAS, the governing board of the TBD may propose a per trip charge that will be paid at time of permit within designated areas in the TBD and as allowed under RCW 36.73.120; and

WHEREAS, the governing board of the TBD did propose a proposition at the November 2009 general election for imposition of a 2/10 of 1% or 0.2% increase in the sales and use tax as set forth in RCW 82.14.0455 which proposal passed with a 58.15% affirmative vote. This increase is estimated to generate, based on the anticipated growth of retail over the next ten years, averaging $600,000 of additional revenue per year, which will be used entirely to fund the shortfall in funding for the transportation capital improvements identified in the TIP; and

WHEREAS, the payment of the increase in sales and use tax will apply to persons who shop and thereby use the roads in the City and not just to City residents; and

WHEREAS, pursuant to RCW 36.73.050, the City held a public hearing on July 14, 2008 regarding the creation of the TBD; and

WHEREAS, the City Council adopted Ordinance No. 2008-08 on July 14, 2008 and now wishes to restate and amend Ordinance No. 2008-008 as provided herein;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF SEQUIM, WASHINGTON HEREBY ORDAINS AS FOLLOWS:

Section 1. Purpose. The purpose of this Ordinance is to AMEND previous Ordinances, as shown in the below strike-outs and underlining, which established a Transportation Benefit District (TBD) pursuant to RCW 35.21.225 and chapter 36.73 RCW, as the City Council finds it is in the public interest to provide a means to fund the shortfall in funding for the projects identified in the City's ~~2009-2014 and 2010-2015~~ ~~2012-2017~~ ~~2014-2019~~ ~~2015-2020~~ ~~2016-2021~~ 2017-2022 Transportation Improvement Program, "TIP" (attached as Exhibit A), adopted by the City Council as per chapter

35.77 RCW, as may be updated to the extent that amendments to the program are lawful under chapter 36.73 RCW, and other transportation projects as deemed necessary, including, but not limited to, those listed below that are necessary to address existing or reasonably foreseeable congestion levels due to anticipated population increases including, but not limited to, items which meet the following criteria:

(a) Reduced risk of transportation facility failure and improved safety;
(b) Improved travel time;
(c) Improved air quality;
(d) Increases in daily and peak period trip capacity;
(e) Improved modal connectivity;
(f) Improved freight mobility;
(g) Cost-effectiveness of the investment;
(h) Optimal performance of the system through time; and,

The following items are identified as proposed transportation improvements:

~~(a) Sunnyside Avenue b/w E. Fir and E. Prairie-Bicycle Fac.-$48,000~~
~~(b) 3rd Avenue b/w US-101 and W. Fir-Bicycle Fac.-$66,000~~
~~(c) E. Washington Street b/w Sequim and Simdars-Bicycle Fac.-$161,000~~
~~(d) Fir Street b/w N. 9th and Sunnyside-Bicycle Fac.-$110,000~~
~~(e) N. Sequim Avenue b/w Washington and Fir-Bicycle Fac.-$25,000~~
~~(f) ODT Realignment in Carrie Blake-Bicycle Fac.-$80,000~~
~~(g) Prairie Street b/w S. 7th and Brown-Bicycle Fac.-$133,000~~
~~(h) W. Sequim Bay Road b/w E. Washington and Whitefeather-Shared Path-$714,000~~
~~(i) W. Washington Street b/w Priest and 5th-Bicycle Fac.-$69,000~~
~~(j) Whitefeather Way b/w W. Sequim Bay and ODT-Shared Used Path-$425,000~~
~~(k) Pedestrian/Sidewalk 3rd Avenue-Pedestrian Imp.-$300,000~~
~~(l) Active Alley Way on Etta b/w S. 5th and Pioneer Park-Pedestrian-$734,000~~
~~(m) Sunnyside Avenue b/w E. Fir and E. Prairie-Pedestrian-$500,000~~
~~(n) Active Alley Way on Seal Street b/w Washington and Cedar-Pedestrian-$73,000~~
~~(o) Brackett Road b/w N. 9th and Priest-Pedestrian-$652,000~~
~~(p) Prairie Street b/w S. 5th and S. Sunnyside-Pedestrian-$964,000~~
~~(q) Sidewalk Infill on Blake Avenue-Pedestrian-$461,000~~
~~(r) Upper Bell Creek Trail, Happy Valley to Carrie Blake-Pedestrian-$1,300,000~~
~~(s) Port Williams Road b/w Sequim and Brown-Pedestrian-$500,000~~
~~(t) Prairie Street and S. Sequim Ave.-New Signal-$375,000~~
~~(u) Washington St. Connection: Brown to Rhodefer-Connectivity-$50,000~~
~~(v) US 101Ramps and S. Sequim Ave.-New Signal-$608,000~~
~~(w) Traffic Signal: Fir and N. Sequim-New Signal-$353,000~~
~~(x) Washington St. and N. 7th to N. Sequim-Signal Interconnect-$52,000~~
~~(y) W. Fir St. and N. 5th-New Signal-$372,000~~
~~(z) W. Washington and 2nd Ave.-Intersection Imp.-$266,000~~
~~(aa) Kendall and Hendrickson-Intersection Imp.-$40,000~~
~~(ab) Whitefeather Way and US 101-Intersection Imp.-$410,000~~
~~(ac) Happy Valley and US 101-Intersection Imp.-$450,000~~
~~(ad) Palo Alto and US 101-Intersection Imp.-$450,000~~
~~(ae) Fir St. b/w Sequim and 5th-Facility Imp.-$2,989,000~~
~~(af) W. Prairie St. b/w River and Priest-Facility Imp.-$1,500,000~~
~~(ag) W. Washington b/w River and Priest-Facility Imp.-$77,000~~

~~(ah) Brackett Road Realignment b/w Priest and N. 7th-Facility Imp.-$150,000~~
~~(ai) Bus Turn-Outs on E. Washington-Facility Imp.-$124,000~~
~~(aj) W. Sequim Bay Rd. b/w Whitefeather and City Limits-Facility Imp.-$500,000~~
~~(ak) S. 7th Ave. b/w McCurdy and Reservoir-Road Connect-$3,647,000~~
~~(al) W. Norman St. b/w S. 7th and 3rd-Road Connect-$953,000~~
~~(am) W. Brownfield Road Realignment-Road Connect-$1,170,000~~
~~(an) W. Maple St. b/w S. 5th and 4th-Road Connect-$688,000~~
~~(ao) Simdars Rd./US 101 Interchange-Road Connect-$3,316,000~~
~~(ap) N. 9th Ave. b/w Brackett and Hendrickson-Road Connect-$750,000~~
~~(aq) City Wide Safety Projects-City Wide-$300,000~~
~~(ar) City Wide Minor Construction (small works)-City Wide-$150,000~~
~~(as) City Wide Pavement Rehab-City Wide-$2,700,000~~
~~(at) City Wide Street Light LED Change out-City Wide-$300,000~~
~~(au) City Wide Misc. Right-of-Way-City Wide-$30,000~~

a) Sunnyside Avenue b/w E Fir Street & E Prairie Street - $48,000
b) 3rd Avenue b/w US-101 & W Fir Street - $71,000
c) E Washington Street b/w Sequim Avenue & Simdars Road - $170,000
d) Fir Street b/w N 5th Avenue & Sunnyside Avenue - $100,000
e) N Sequim Avenue b/w Washington Street & Fir Street - $30,000
f) ODT Realignment in Carrie Blake Park - $80,000
g) W Washington Street b/w Priest Road & 5th Avenue - $70,000
h) ODT East Hendrickson Extension from Sequim Ave to Brown Rd - $387,000
i) W Sequim Bay Road b/w E Washington Street & Whitefeather Way - $715,000
j) Whitefeather Way Multi-use Trail between W Sequim Bay Rd & ODT - $487,000
k) Pedestrian/Sidewalk-Pathways-3rd Ave - $300,000
l) Active Alleyway on Etta Street b/w S 5th Avenue and Pioneer Park - $808,000
m) Sunnyside Avenue b/w E Fir Street & E Prairie Street - $632,000
n) Active Alleyway on Seal Street b/w Washington Street and Cedar - $108,000
o) Brackett Road b/w N 9th Avenue & Priest Road - $650,000
p) Prairie Street b/w S 5th Avenue & S Sunnyside Avenue - $1,000,000
q) Sidewalk Infill on Blake Avenue - $50,000
r) Upper Bell Creek Trail, Happy Valley to Carrie Blake Park -$106,000
s) Port Williams Road b/w Sequim Avenue & Brown Road - $500,000
t) Prairie Street & S Sequim Avenue - $375,000
u) Washington Street Connections: Brown Road to Rhodefer Road - $50,000
v) US-101 Ramps & S Sequim Avenue - $610,000
w) Traffic Signal @ Fir & N Sequim Avenue - $360,000
x) Washington Street Signal Timing & Coordination - $150,000
y) W Fir Street & N 5th Avenue - $372,000
z) W Washington Street & 2nd Avenue - $275,000
aa) N Kendall Rd & W Hendrickson Rd Intersection Improvements - $48,000
ab) Whitefeather Way & US 101 Intersection Improvements - $466,000
ac) Happy Valley Road & US 101 - $450,000
ad) Palo Alto Road & US 101 - $450,000
ae) W Fir St Rehabilitation from Sequim Ave to 5th Ave - $3,996,000

af) W Prairie St Complete Street Revitalization from Sequim Ave to 5th Ave - $2,087,000
ag) W Washington St Eastbound Auxiliary Lane from River Rd Modification - $93,000
ah) Brackett Road Realignment b/w N Priest Road & N 7th Avenue - $300,000
ai) E Washington St Bus Turn-outs from Sequim to Rhodefer - $149,000
aj) W Sequim Bay Road b/w Whitefeather Way & City Limits - $500,000
ak) N Sequim Ave Pavement Rehabilitation - $268,000
al) Washington St Pavement Rehabilitation - $7,391,000
am) East Fir St Rehabilitation from Sequim to Blake - $1,552,000
an) West Sequim Bay Rd Shoreline Revetment Repair - $546,000
ao) S 7th Avenue b/w McCurdy Road & Reservoir Road - $3,700,000
ap) W Norman Street b/w S 7th Avenue & S 3rd Avenue - $1,000,000
aq) North Blake Ave to North Rhodefer Rd Extension - $406,000
ar) W Brownfield Road Realignment from Sequim Ave to 3rd Ave -$1,469,000
as) W Maple Street Extension from S 5th Ave & S 4th Ave - $852,000
at) Simdars Road/US 101 Interchange - $3,400,000
au) N 9th Avenue b/w Brackett Road & Hendrickson - $750,000
av) City Wide Safety Projects - $401,000
aw) City Wide Minor Construction (small works) - $150,000
ax) City Wide Pavement Rehab - $2,789,000
ay) City Wide Misc. Right of Way - $30,000

Section 2. Creation of a New Municipal Code Chapter Providing for the Formation of a Transportation Benefit District. The City adopted a new chapter to the Sequim Municipal Code, 2.70, restating and amending Ordinance Nos. 2008-012 and 2008-008, entitled "Transportation Benefit District", which is set forth as follows:

2.70.010 Establishing Transportation Benefit District. There is created, to carry out all functions allowed by statute, a transportation benefit district within the geographical boundaries of the corporate limits of the City existing on date of adoption of this ordinance. The name of the transportation benefit district shall be the "Transportation Benefit District of the City of Sequim, Washington."

2.70.020 Governing Board.

A. The governing board of the transportation benefit district shall be the City Council acting in an ex officio and independent capacity, which shall have the authority to exercise the statutory powers set forth in chapter 36.73 RCW.

B. The treasurer of the transportation benefit district shall be the City Finance Administrative Services Director.

C. The chair of the governing board of the transportation benefit district shall be the City Mayor.

D. The secretary of the governing board of the transportation benefit district shall be the City Clerk.

E. The governing board shall develop a material change policy to address major plan changes that affect project delivery or the ability to finance the plan, pursuant to the requirements set forth in RCW 36.73.160(1).

F. The governing board shall issue an annual report, pursuant to the requirements of RCW 36.73.160(2).

2.70.030 Transportation Improvement Funded.

A. One-hundred percent of the funds generated by the transportation benefit district shall be used towards the payment of the estimated shortfall in excess of $24 million of funding needed for the improvements identified in the ~~2009-2014 and 2010-2015~~ ~~2012-2017~~ ~~2014-2019~~ ~~2015-2020~~ ~~2016-2021~~ 2017-2022 Transportation Improvement Program and other transportation projects as deemed necessary, as identified above.

2.70.040 Establishment of Revenue Sources.

A. Through majority vote of the registered voters residing within the district, an up to a 2/10th of 1% increase in the sales and use tax on taxable goods will be requested (e.g., from 8.4% to 8.6%). The sales and use tax shall be collected by the businesses located within the transportation benefit district and remitted to the State of Washington Department of Revenue for remittance back to the district as set forth in RCW 82.14.0455.

B. Through petition of a majority of the property owners that reside within the district or by majority vote of the registered voters that reside within the district, whichever applies, the formation of a local improvement district or special assessment or other approved an authorized assessments may be enacted, as provided under RCW 36.73.070 and RCW 36.73.080, for the purpose of providing capital improvements in the applicable area.

C. The transportation benefit district is not intended to subsidize development; therefore, imposition of a fee may be charged on building construction or land development, such as a per trip charge, as authorized under RCW 36.73.120 and subject to the provisions of RCW 36.73.065, RCW 39.92, RCW 43.21C, and RCW 82.02.

D. The transportation benefit district is also authorized to perform all functions of a transportation benefit district allowed by law.

Section 3. Corrections. The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not

limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 4. Severability. If any section, sentence, clause or phrase of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

Section 5. Effective Date. This Ordinance shall become effective five days after publication of the ordinance, or a summary thereof, in the official newspaper of the City.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF SEQUIM, WASHINGTON THIS ___ DAY OF _____ 2016.

City of Sequim

_____
Dennis Smith, Mayor

ATTEST/AUTHENTICATED:

_____
Karen Kuznek-Reese, MMC
City Clerk

APPROVED AS TO FORM:

_____
Kristina Nelson-Gross
City Attorney

First Reading: _____
Public Hearing: _____
Second Reading/Passage: _____
Date of Publication: _____
Effective Date: _____

Exhibit A: 2017-2022 Transportation Improvement Program

#	Project Type	Location	Cost Estimate (thousands)	2017	2018	2019	2020	2021	2022
1	Bicycle Facilities	Sunnyside Avenue b/w E Fir Street & E Prairie Street	$48	$48					
2	Bicycle Facilities	3rd Avenue b/w US-101 & W Fir Street	$71	$71					
3	Bicycle Facilities	E Washington Street b/w Sequim Avenue & Simdars Road	$170						$170
4	Bicycle Facilities	Fir Street b/w N 5th Avenue & Sunnyside Avenue	$100			$100			
5	Bicycle Facilities	N Sequim Avenue b/w Washington Street & Fir Street	$30						$30
6	Bicycle Facilities	ODT Realignment in Carrie Blake Park	$80						$80
7	Bicycle Facilities	W Washington Street b/w Priest Road & 5th Avenue	$70						$70
8	Shared Use Path	ODT East Hendrickson Extension from Sequim Ave to Brown Rd	$387	$52	$164	$171			
9	Shared Use Path	W Sequim Bay Road b/w E Washington Street & Whitefeather Way	$715						$715
10	Shared Use Path	Whitefeather Way Multi-use Trail between W Sequim Bay Rd & ODT	$487			$110	$377		
11	Pedestrian Improvement	Pedestrian/Sidewalk-Pathways-3rd Ave	$300						$300
12	Pedestrian Improvement	Active Alleyway on Etta Street b/w S 5th Avenue and Pioneer Park	$808	$90	$718				
13	Pedestrian Improvement	Sunnyside Avenue b/w E Fir Street & E Prairie Street	$632				$68	$564	
14	Pedestrian Improvement	Active Alleyway on Seal Street b/w Washington Street and Cedar	$108			$23	$85		
15	Pedestrian Improvement	Brackett Road b/w N 9th Avenue & Priest Road	$650						$650
16	Pedestrian Improvement	Prairie Street b/w S 5th Avenue & S Sunnyside Avenue	$1,000						$1,000
17	Pedestrian Improvement	Sidewalk Infill on Blake Avenue	$50	$50					

#	Project Type	Location	Cost Estimate (thousands)	2017	2018	2019	2020	2021	2022
18	Pedestrian Improvement	Upper Bell Creek Trail, Happy Valley to Carrie Blake Park	$106				$20	$86	
19	Pedestrian Improvement	Port Williams Road b/w Sequim Avenue & Brown Road	$500						$500
20	New Signal	Prairie Street & S Sequim Avenue	$375						$375
21	New Signal Study	Washington Street Connections: Brown Road to Rhodefer Road	$50						$50
22	New Signal	US-101 Ramps & S Sequim Avenue	$610						$610
23	New Signal	Traffic Signal @ Fir & N Sequim Avenue	$360						$360
24	Signal Interconnect	Washington Street Signal Timing & Coordination	$150	$150					
25	New Signal	W Fir Street & N 5th Avenue	$372			$372			
26	Intersection Improvement	W Washington Street & 2nd Avenue	$275						$275
27	Intersection Improvement	N Kendall Rd & W Hendrickson Rd Intersection Improvements	$48				$48		
28	Intersection Improvement	Whitefeather Way & US 101 Intersection Improvements	$466			$261	$205		
29	Intersection Improvement	Happy Valley Road & US 101	$450						$450
30	Intersection Improvement	Palo Alto Road & US 101	$450						$450
31	Facility Improvement	W Fir St Rehabilitation from Sequim Ave to 5th Ave	$3,996	$793	$1,596	$1,607			
32	Facility Improvement	W Prairie St Complete Street Revitalization from Sequim Ave to 5th Ave	$2,087		$77	$480	$502	$525	$503
33	Facility Improvement	W Washington St Eastbound Auxiliary Lane from River Rd Modification	$93				$16	$77	
34	Facility Improvement	Brackett Road Realignment b/w N Priest Road & N 7th Avenue	$300						$300
35	Facility Improvement	E Washington St Bus Turn-outs from Sequim to Rhodefer	$149			$26	$123		
36	Facility Improvement	W Sequim Bay Road b/w Whitefeather Way & City Limits	$500						$500
37	Facility Improvement	N Sequim Ave Pavement Rehabilitation	$268						$268
38	Facility Improvement	Washington St Pavement Rehabilitation	$7,391					$499	$6,892

#	Project Type	Location	Cost Estimate (thousands)	2017	2018	2019	2020	2021	2022
39	Facility Improvement	East Fir St Rehabilitation from Sequim to Blake	$1,552			$86	$717	$749	
40	Facility Improvement	West Sequim Bay Rd Shoreline Revetment Repair	$546		$546				
41	Road Connectivity	S 7th Avenue b/w McCurdy Road & Reservoir Road	$3,700						$3,700
42	Road Connectivity	W Norman Street b/w S 7th Avenue & S 3rd Avenue	$1,000						$1,000
43	Road Connectivity	North Blake Ave to North Rhodefer Rd Extension	$406					$85	$321
44	Road Connectivity	W Brownfield Road Realignment from Sequim Ave to 3rd Ave	$1,469					$171	$1,298
45	Road Connectivity	W Maple Street Extension from S 5th Ave & S 4th Ave	$852					$561	$291
46	Road Connectivity	Simdars Road/US 101 Interchange	$3,400						$3,400
47	Road Connectivity	N 9th Avenue b/w Brackett Road & Hendrickson	$750						$750
48	City Wide Projects	City Wide Safety Projects	$401	$60	$62	$65	$68	$71	$75
49	City Wide Projects	City Wide Minor Construction (small works)	$150	$25	$25	$25	$25	$25	$25
50	City Wide Projects	City Wide Pavement Rehab	$2,789	$384		$562	$587	$614	$642
51	City Wide Projects	City Wide Misc Right of Way	$30	$5	$5	$5	$5	$5	$5
		Subtotal	**$41,747**	**$1,728**	**$3,193**	**$3,893**	**$2,846**	**$4,032**	**$26,055**

10a

CITY OF SEQUIM
CITY COUNCIL MINUTES
SEQUIM CIVIC CENTER
152 WEST CEDAR STREET
SEQUIM, WA
JULY 11, 2016

1. Resolution R2016-16 on Sustainability and Resiliency

Ann Soule indicated that Olympic Climate Action has requested a resolution from the City Council that would address the RC&D Plan findings. A resolution or policy is required for some grants and loans. The Council did adopt a greenhouse gas emission reduction policy in 2012. Areas of greatest sensitivity to climate change in Sequim are the water supply and increased winter storm intensity which creates periodic flooding and erosion problems. It was agreed to include the budget in the resolution when addressing the various plans. Garlington indicated that updates would be brought to council more often than every two years.

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: Bob Lake, Pam Leonard-Ray, Dennis Smith, Ted Miller, John Miller, Candace Pratt, Genaveve Starr

CHANGES TO THE AGENDA

Mayor Smith indicated he was moving the TIP up to the first item under new business.

CEREMONIAL

REPORTS

Committee, Board and Liaison

Presiding Officer

Mayor Smith reported that he attended the Planning Commission meeting where they discussed code changes.

City Manager

Bush reported monthly meetings with emergency management partners is beginning. Chief Dickinson added that the recent incident exercise was valuable and we learned a

lot. Steps have been taken to address several issues. Texas A&M is coming to Sequim to provide additional training in September.

Bush commented on the Dallas tragedy. There was a blue rally in Sequim on Saturday in support of our police officers. The community meeting room has a display of items that have come into the police department. Chief Dickinson added that he is very grateful to the community for their support.

PUBLIC COMMENTS Please limit comments to 3 minutes. Please see "Public Comments" rules attached.

Brian Grad would like the Council to support sustainability. Infrastructure resilience is accomplished through energy independence. He asked them to adopt a clean energy policy. There are grants for studying how to do this. Other communities have adopted clean energy policies across the country.

Bob Sextro congratulated Council on drafting the resilience and sustainability resolution. This is a very proactive approach.

Mary Bell provided comments for Norm Cleveland on various sections of the proposed Transportation Improvement Program.

Victoria Jons, Race Director of North Olympic Discovery Marathon, thanked Council for their sponsorship and presented the Council with a plaque. She commented on the uniqueness of this race.

Kristina Nelson-Gross commented that Ms. Bell provided the Clerk with documentation and comments. This will be a part of the record for today's meeting. However, it would not be considered as part of the public hearing. It will need to be resubmitted.

INFORMATION/COUNCIL QUESTIONS INVITED

2. 2015-2016 City Arts Advisory Commission Annual Report

Pratt feels it is a great report. The Commission is to be commended. She likes their ideas. They are open to ideas from the public.

Mayor Smith provided kudos to the Arts Commission. Starr feels it makes Sequim a happier place.

PUBLIC HEARINGS (Legislative)

3. Ordinance 2016-07 Zoning Revisions for Consistency

Mayor Smith read the rules and opened the public hearing at 6:07 pm.

Chris Hugo explained the changes to be made in the various sections of the code. These changes will provide consistency with the City's Comprehensive Plan. The Multifamily Residential (Medium) R-III zone will remain as a placeholder. This will be addressed in the Lifestyle District that will be brought forward soon. There was discussion as to why swimming pools are designated public or private yet schools are identified as public. Hugo will correct the 20' front minimum setbacks for 18.44.020(C) Bulk Residential. There was discussion of special height issues and 18' versus 25'.

MOTION to approve continuing the public hearing to July 25, 2016 on proposed amendments to Sections of Title 18 SMC relating to single-family use and development to as recommended by the Planning Commission for adoption, and including revisions to the Official Zoning Map, for regulatory consistence with the Comprehensive Plan by Candace Pratt; seconded by Genaveve Starr. Carried Unanimously.

CONSENT AGENDA

4. Approve/Acknowledge

a. City Council Meeting Minutes - June 27, 2016
b. Claim Voucher Recap Dated 7/11/16 Total Payments $836,071.42

MOTION to approve the Consent Agenda made by Candace Pratt; seconded by Bob Lake. Carried Unanimously.

UNFINISHED BUSINESS

NEW BUSINESS

5. Acceptance of State Revolving Fund Loans

Garlington explained there were 3 water quality grants totaling $250K that were funded. However, the program that funded these was de-funded. There's a chance this program will be re-funded and we may receive money. These low interest loans are from the State Revolving Fund and the Drinking Water State Revolving Fund. Five projects qualified for funding. Garlington explained the benefits of an upgrade to the aerobic digester.

MOTION to approve accepting the State Revolving Fund loans for the following projects:
1. Aerobic digester capacity upgrades
2. Sunnyside sanitary sewer improvement
3. Doe Run lift station improvements
4. 5th and McCurdy booster station improvements
5. Sunnyside water main replacement
and to authorize the City manager to sign the loan agreements for all projects as they become available; made by Genaveve Starr seconded by Candace Pratt. Aye

by Lake, Leonard-Ray, Smith, T. Miller, Pratt, Starr. Nay by J. Miller. The vote Passed.

6. Approve Placement of Historic Bell in Civic Center Plaza

Kuznek-Reese explained that the Arts Commission would like to add a piece of public art to the Civic Center Plaza. Sharon Delabarre, Chair, provided additional information concerning the proposed placement for the old bell to be placed in the concrete planting area in front of the plaza.

MOTION to approve placement of the historical bell in the Civic Center Plaza by Bob Lake; seconded by Candace Pratt. Carried Unanimously.

7. Review Proposal for Council Chambers Art

Kuznek-Reese stated that the Arts Commission has looked at various options for making the blank wall behind the dais a bit more attractive. The Arts Commission is asking for approval on 1 of 2 options.

Sharon Delabarre presented two options for the wall behind the Council dais. Pratt would like to see the logo powder coated or painted to match the colors of the logo.

Following discussion, a motion and withdrawal of the motion, Delabarre agreed to contact the vendor to determine the cost associated with providing a colored logo. She will also find out if the vendor is capable of creating an extension of lavender. This will be brought back on July 25.

8. Review Proposal for Public Art in Guy Cole

Kuznek-Reese stated that the Arts Commission is requesting Council authorization to begin a fundraising campaign to purchase a three-part leaded glass window which would be incorporated into the remodel of the Guy Cole Center.

Sharon Delabarre provided information on an elk window that could be incorporated into the Guy Cole remodel. A fundraising campaign will take place. If we do not receive the funds to purchase and install the window, the elk window will not be used.

Joe Irvin added that the Council approved the scope which includes replacement of the windows on each side of the building. This window could go on either side and would probably fit best in an existing window location

MOTION to approve basic concept and implementation of a fund raising campaign for the acquisition of this public art project for the Guy Cole building by Ted Miller; seconded by Pam Leonard-Ray. Carried Unanimously.

Delabarre added that a tile installer has been found to install the Centennial tiles. Additional tiles have been ordered. We hope to have it ready for First Friday in September.

9. Review Resolutions R2016-15 and TBD2016-01 Adopting Six-Year Transportation Improvement Program

Matt Klontz, City Engineer, provided information on the six-year Transportation Improvement Program. He explained the importance of this list.

10. Approve Interlocal Agreement with City of Forks for Prisoner Confinement Services

Chief Dickinson stated this agreement is prudent. We don't know if things will change at the County. He likes to have options for other jail services. Forks' fees are less expensive.

Mayor Smith questioned the dates in the cover sheet. Dickinson explained.

MOTION to approve Interlocal Agreement with City of Forks for Prisoner Confinement Services by Ted Miller; seconded by Genaveve Starr. Carried Unanimously.

GOOD OF THE ORDER

Pratt enjoyed Keying Around. There was a good response to the flash mob.

Smith reminded everyone of Lavender Weekend.

Leonard-Ray has talked with several people about fireworks. She hopes the Council will revisit this issue sometime this year. Lake supports that as well. Mayor Smith indicated that Ted Miller had suggested the possibility of having this put to the voters.

Pratt would like staff to research the cost for a public fireworks display.

Bush added that November election costs would be approximately $2,000 and the deadline is August 2. There was Council consensus to proceed. We will have a resolution for the next meeting.

PUBLIC COMMENTS (Please limit comments to 3 minutes each)

NEXT MEETING DATE July 25, 2016 (6:00 p.m.) and August 8, 2016 (5:00 p.m.)

ADJOURNMENT Meeting adjourned at 8:20 pm

Respectfully submitted,

Karen Kuznek-Reese, MMC City Clerk	Dennis Smith Mayor

Minutes approved at a regular Council meeting held on July 25, 2016.

10b

SEQUIM CITY COUNCIL

CONSENT AGENDA RECAP - July 25, 2016

Voucher Number	Voucher Date		Payment Type	Payment Detail			Amount
1	7/7/2016	PY Liabilities	Check	Ck 69851 thru 69859		$	12,450.79
			Electronic	E-3804 thru E-3808		$	144,552.21
						$	-
	Comments: For Pay Period 6/16/16 - 6/30/16				Total	$	157,003.00
2	7/7/2016	Payroll	Check	Ck 69814 thru 69820		$	7,303.16
			Direct Debit	Count of 78		$	136,087.75
			Electronic	E-3801		$	57,109.71
	Comments: For Pay Period 6/16/16 - 6/30/16				Total	$	200,500.62
3	7/8/2016	AP Vendor	Check	Ck 69821 thru 69850		$	52,220.87
			Electronic	E-3800, and E-3802 & E-3803		$	1,584.63
			Treasury	TC 9163		$	400.00
	Comments: See Item 2 for E-3801				Total	$	54,205.50
4	7/8/2016	Utility Refunds	Check	UBR Ck 69810 thru UBR Ck 69813		$	626.81
						$	-
						$	-
	Comments: None				Total	$	626.81
5	7/15/2016	Utility Refunds	Check	UBR Ck 69860 thru UBR 69870		$	1,593.98
						$	-
						$	-
	Comments: None				Total	$	1,593.98

Finance Certification: Sue Nagener

Sue Nagener,
Admin. Svcs. Director

TOTAL PAYMENTS: $ 413,929.91

TBD AGENDA ITEM #_10c_

TRANSPORTATION BENEFIT DISTRICT
AGENDA COVER SHEET

MEETING DATE: July 25, 2016

FROM: Sue Hagener, City Director of Administrative Services as the ex officio Treasurer

SH
Initials

SUBJECT/ISSUE: City of Sequim Safety & Maintenance Services - 2016

Discussion dates				
CATEGORY	☐ Exec Director Report	☐ Information Only		Time Needed for Presentation
	☐ Public Hearing	☒ Consent Agenda		
	☐ Unfinished Business	☐ New Business		
Reviewed by			Initials	Date
Charlie Bush, City Manager and TBD Executive Director			CPB	7/20/16
Kristina Nelson-Gross, City Attorney as ex officio TBD Attorney			KNG	7/20/2016
David Garlington, Public Works Director				

PROBLEM/ISSUE STATEMENT:
The City of Sequim provides professional services to the TBD under the inter-local agreement dated March 8, 2010. The City is expected to bill the TBD for safety enhancements related to operations and maintenance services on a quarterly basis. In compliance with RCW 42.24.080 the audited and certified expenditures for the Safety & Maintenance services provided for the 2nd Quarter of 2016 are hereby being submitted for payment approval.

LIST OF ATTACHMENTS:
1. TBD Safety & Maintenance Invoice for 2nd Quarter 2016
2. TBD Safety & Maintenance Summary 2016

DISCUSSION/ANALYSIS:

The 2016 TBD budget for Safety & Maintenance is $80,000, a $20,000 reduction from prior years. The 1st Quarter of 2016 provided $35,726 in eligible services which have been invoiced and reimbursed to the City. The 2nd Quarter of 2016 provided $49,576 to continue these necessary Safety and Maintenance services. There is only an available balance of $44,274. Therefore, the City of Sequim covers the overage of $5,300 and

any and all on-going Safety & Maintenance services for the remainder of the year at its own expense.

This final invoice in the amount of $44,274 covers the period of April through June 2016. The services rendered and materials provided have been monitored, audited and certified as necessary for improving and refurbishing, repairing and/or maintaining transportation safety in Sequim for TBD criteria specified in the adopting ordinance.

FINANCIAL IMPLICATIONS:
The Safety & Maintenance Budget for 2016 is now fully expended. Necessary safety and maintenance services for the balance of 2016 will need to be continued at the expense of the City.

Description	2016 Budget	2016 YTD Request	Remaining Budget
Safety and Maintenance 2nd Quarter of 2016	$ 80,000.00	$80,000.00	$.00

RECOMMENDATION:
Staff recommends the approval and payment of the invoice from the City of Sequim for $44,273.87.

MOTION:
Approval of the Consent Agenda approves payment to the City of Sequim $44,273.87 for Safety & Maintenance services.

CITY OF
SEQUIM

152 West Cedar Street · Sequim, WA 98382
City Hall (360) 683-4139 · FAX (360) 681-3419
Public Works (360) 683-9408 · FAX (360) 681-0857

TBD Safety and Maintenance billing for 2nd Quarter 2016

Date: July 14, 2016

Bill To: Transportation Benefit District
152 W. Cedar
Sequim, WA 98382

Summary Description of Qualifying Charges	Amount
Thermal Tape, Roadway Markings and Bundy Adhesives	$10,925.09
Road-wise - Deicer	$6,091.38
Street Signage Supplies (Concrete Mix, etc)	$8,871.77
Asphalt & Road Maintenance Materials	$692.54
Street Light & Signal Repair and Maintenance	$1,717.05
Total Repair & Maintenance Materials	**$28,297.83**
Wages & Benefits (568 Hours)	$21,277.97
Third Quarter Total TBD Expenses	**$49,575.80**

Annual Balance Summary	Total
2016 TBD Budget for Safety & Maintenance	$80,000.00
1st Quarter 2016 - TBD Reimbursement	(35,726.13)
Remaining TBD Budget Balance	$44,273.87
2nd Quarter 2016 – TBD Reimbursement Request	$44,273.87
City of Sequim Contribution	$5,301.93

I, David Garlington, Public Works Director, do hereby certify that this document and all attachments are accurate and complete to the best of my knowledge.

David Garlington
Signature

7/14/57
Date

Sequim Transportation Benefit District
Safety & Maintenance Summary
Fiscal Year 2016

Summary Description of Expense	Thru Q2 2015	2016 Activity by Quarter				Total 2016	Over (Under) 2016
		Q1 2016	Q2 2016	Q3 2016	Q4 2016		
Roadway Markings Includes: Thermal tape on main arterial intersections, paint and reflective materials, roadway markings and bundy adhesives (reflective Turtles) for roundabouts and islands	15,718.48	106.37	11,135.34	-	-	11,241.71	(4,476.77)
Signs, Lights & Signals Street sign, street light and signal repair and maintenance including DOT maintenance of pedestrian and traffic signals. Directional and Safety Signage	13,691.57	6,801.08	10,588.82	-	-	17,389.90	3,698.33
Roadway Repairs Asphalt and sealer for patching main arterials	652.14	577.85	692.54	-	-	1,270.39	618.25
Miscellaneous	-	-	-	-	-	-	-
Road Sand and Ice Melt Supplies	5,430.74	-	6,091.38	-	-	6,091.38	660.64
City of Sequim Labor Wages and benefits	62,209.64	28,240.83	21,277.97	-	-	49,518.80	(12,690.84)
hours	*1,712.25*	*761.50*	*568.00*			*1,329.50*	*(382.75)*
City of Sequim - TBD Qualifying Expenses	97,702.57	**35,726.13**	**49,786.05**	-	-	**85,512.18**	**(12,190.39)**
TBD Payment for Services	**58,508.64**	**35,726.13**	**44,273.87**	-	-	**80,000.00**	**21,491.36**
			In Process				
City of Sequim Contribution	**39,193.93**	-	**5,512.18**	-	-	**5,512.18**	**(33,681.75)**

AGENDA ITEM # 11

SEQUIM CITY COUNCIL
AGENDA COVER SHEET

MEETING DATE: July 25, 2016

FROM: Kristina Nelson-Gross, City Attorney

_____
Initials

SUBJECT/ISSUE: Resolution R2016-21 Authorizing an Advisory Vote on Banning Fireworks within the City Limits

Discussion dates				
CATEGORY	☐ City Manager Report	☐ Information Only		Time Needed for Presentation
	☐ Public Hearing	☐ Consent Agenda		
	☐ Unfinished Business	X New Business		
Reviewed by			Initials	Date
Charles P. Bush, City Manager			CPB	7/20/16
Bill Dickinson, Chief of Police				
Sue Hagener, Admin. Services Director				
Joe Irvin, Assistant to the City Manager/Parks Manager			JDI	7/19/2016
Barbara Hanna, Communications & Marketing Director				
Chris Hugo, Director – Community Development			CRH	07252016

PROBLEM/ISSUE STATEMENT:

For several years, the Council has debated whether it should ban fireworks; however they could not reach a consensus to provide direction to staff. At the July 11, 2016 meeting, Council indicated they wanted to discuss hearing from the voters on the issue and directed staff to prepare a resolution sending the issue to the ballot for the November 2016 general election.

LIST OF ATTACHMENTS:

1. Resolution for an Advisory Vote
2. Washington State Patrol Fireworks Ban – Restricted Use
3. WAC 212-17-025

DISCUSSION/ANALYSIS:

At the June 13, 2016 City Council meeting, several Council members discussed fireworks. The discussion ranged from bans, to limiting hours of discharge, to allowing sales but prohibiting discharge. Ultimately, the Council decided to table the issue and talk to constituents.

On July 11, 2016, Council members revisited the discussion and recognized that, like the Council itself, City residents had very diverse views on fireworks. The Council directed staff to send the issue to the voters.

Because fireworks regulations are governed by RCW 70.77, changes made to our local fireworks ordinance cannot be effective until one year after passage. This means that any change to the ordinance would not be effective until 2018.

Staff researched the process required to send the fireworks issue to a vote of the people. The resolution presented to Council is an advisory vote, meaning it would be non-binding on the Council. An advisory vote is needed because the proposal came from the Council, meaning there was no citizens' petition, i.e., initiative, associated with the recommendation. Other cities that have sent this issue to the voters as an advisory vote include Kent, Snohomish, Tumwater, Maple Valley, Bothell, Marysville, Duvall, Brier, Tukwila, and Olympia. Although this would be an advisory vote, staff strongly recommends that the Council abide by the outcome.

In an effort to provide clarity on the issue, the resolution proposes that the vote be on an outright ban on all fireworks – sales and discharge. This is consistent with what other jurisdictions have done, including the City of Kirkland. A representative from the Kirkland Fire Department indicated that prohibiting sales was a key component of the ban's success; otherwise residents are set up for failure. Chief Dickinson concurs with this observation. In all cases across the state where bans have been implemented, properly permitted and licensed public displays continue to be allowed.

Staff also reviewed ordinances from the City of Port Angeles and the City of Port Townsend. Port Townsend follows Kirkland's model. This approach removes any challenges associated with determining which fireworks are allowed to be used and sold and which are not, making enforcement easier. Port Angeles prohibits "consumer" fireworks, but allows the sale and use of "small fireworks" as defined in WAC 212-17-025(10), "Trick and novelty devices." Note, however, that contrary to popular belief, sparklers would *not* be allowed under this definition because they are regulated as explosives. Consequently, sparklers are considered "consumer" fireworks. If, however, Council wants to allow only "trick and novelty devices" such as what Port Angeles has done, staff can quickly amend the proposed resolution to prohibit only "consumer" fireworks.

In recognition that the voters and the Council might be agreeable to modifications to the ordinance, staff made clear that the vote rejecting an all-out ban does not prohibit

the Council from seeking future amendments. Such amendments could involve reducing the number of days or hours currently allowed.

Finally, Council would need to appoint a pro and con committee to draft arguments for and against a prohibition. This would need to be done quickly due to rapidly approaching deadlines. If Council does not appoint committees, under law the County Auditor may attempt to do so, but that is unlikely given the time constraints.

Council also indicated that should a fireworks ban be enacted, it might be preferable to explore options for a public display sponsored in whole or in part by the City.

Within our region, public fireworks shows range in cost from $11,000 to $30,000. For example, the Port Angeles Chamber of Commerce over the years has secured sponsorship to fund a 20-minute (land based) show with 4-inch to 5-inch shells at an $11,000 value. This year (2016), the Port Angeles Chamber of Commerce secured a total of $14,500 to fund a 20-minute show with some 6-inch to 8-inch shells. In Port Townsend, a partnership between business owners and the Chamber of Commerce is formed annually to host a 20-minute land-based show with 4-inch to 5-inch shells at a $14,000 value. In Poulsbo, the public fireworks show is initiated from a barge on the water, is a 20-minute show and has a value of $22,000. Bainbridge Island has a public fireworks show organized by a non-profit organization, also initiated from a barge on the water; it is a 20-minute show and has a value of $30,000.

If the City of Sequim hosted a public fireworks show, it would most likely be land based at one of the City's park locations. Such an event would require public information signage and outreach, traffic and ground control and the potential for temporary lighting which would generate additional costs associated with materials and staffing needs. In addition, there would be costs associated with permitting and securing a licensed pyro-technician. For this reason, it would be prudent for the City to budget $25,000 to cover all of the costs associated with a 20-minute show with 4-inch to 8-inch shells.

FINANCIAL IMPLICATIONS:

Costs incurred include staff time and the costs associated with putting the issue on the ballot. Estimates from the Clallam County Auditor indicate a *not to exceed* cost range from $2,000-$4,000 to place on the ballot; an additional cost not to exceed $2,500 would be necessary for inclusion in the voter's pamphlet. Additional costs could include a budgeted amount to fund all or a portion of a public fireworks display.

RECOMMENDATION:

Staff recommends that the Council approve the advisory vote resolution as drafted, which prohibits the sale and discharge of all fireworks within the City limits.

MOTION:

I move that we approve Resolution R2016-21 authorizing staff to send an advisory vote to the people banning all sales and discharge of fireworks within the City limits.

Or

I move that we direct staff to amend Resolution R2016-21 and advisory vote to prohibit only consumer fireworks within the City limits.

NOT RECOMMENDED MOTION:

I move that we direct staff to amend Resolution R2016-21 and advisory vote to prohibit only the discharge of consumer fireworks within the City limits.

RESOLUTION NO. R2016-21

A RESOLUTION of the City Council of the City of Sequim, Washington providing for the submission to the qualified electors of the City of Sequim at the November 8, 2016, General Election, an advisory proposition asking whether qualified voters recommend the Sequim City Council pass an ordinance prohibiting the sale, possession, and discharge of all fireworks at all times within the Sequim city limits.

WHEREAS, pursuant to RCW 70.77.136, fireworks are those fireworks that may be purchased at permitted fireworks stands within the City limits of Sequim; and

WHEREAS, currently, pursuant to Chapter 8.20 of the Sequim Municipal Code, fireworks may be sold and purchased from noon to 11 p.m. on June 28th, 9:00 a.m. to 11:00 p.m. on June 29th through July 4th, and 9:00 a.m. to 9:00 p.m. on July 5th, and fireworks may be discharged between the hours of noon and 11:00 p.m. on June 28th, and 9:00 a.m. om June 29th through July 3rd, 9:00 a.m. to midnight on July 4th, and 9:00 a.m. to 11:00 p.m. on July 5th; and

WHEREAS, public displays of fireworks are subject to different regulations than other fireworks; and

WHEREAS, public displays of fireworks are subject to strict inspection and permitting regulations set forth in Chapter 70.77 of the Revised Code of Washington; and

WHEREAS, the Sequim City Council recognizes that fireworks are a traditional way of celebrating national independence on the Fourth of July, but the Council also recognizes risks and consequences of the discharge of fireworks that may be detrimental to public health, safety and welfare; and

WHEREAS, the Council further recognizes that many of the risks and consequences associated with the sale, possession and discharge of fireworks are not attendant to the public display of fireworks; and

WHEREAS, the Council has heard and considered many divergent opinions from City residents as to whether the sale and discharge of fireworks should be totally banned within the City at all times of the year, except for public displays; and

WHEREAS, the Council wishes to provide an opportunity for all voters within the City to express their choice in the matter with the result of such an election to be binding upon the City Council; and

WHEREAS, pursuant to RCW 70.77.250(4), cities may enact ordinances that are more restrictive than state law provided an effective date is no sooner than one year from the date of adoption;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SEQUIM AS FOLLOWS:

Section 1. **Findings**. The City Council finds that the interests of the City of Sequim would be best served by placing before the voters an advisory proposition as part of the November 8, 2016 general election, asking the voters whether the sale, possession and discharge of all fireworks should be prohibited within the City of Sequim.

Section 2. **Call for Election**. The City Council hereby requests that the Clallam County Auditor include in the local voters' pamphlet produced as part of the November 8, 2016 general election, in the manner provided by law, for the purpose of submitting to the qualified voters of the City of Sequim, Washington, an advisory proposition asking qualified electors of the City of Sequim whether the sale, possession and discharge of all fireworks should be prohibited within the City of Sequim.

Section 3. If a majority of the electors at such election vote yes for such a ban, the City Council, at its next regular meeting after the results of such election are certified, shall take action to amend its ordinances placing such ban in effect. The effective date of such ordinance will, in accordance with state law, be one year after its passage and publication.

Section 4. If a majority of the electors voting at such election vote no, the City Council shall maintain the current restrictions that are in place by virtue of the ordinances of the City of Sequim and provisions of state law. However, nothing in the vote would prohibit the City Council from exploring an ordinance reducing sales and/or discharge hours in the future.

Section 5. The Clallam County Auditor, as ex officio supervisor of elections, is hereby requested to assume jurisdiction of and to call and conduct said election to be held within the City and to submit to the qualified electors of the City the proposition hereinafter set forth.

Section 6. **Official Ballot Proposition**. The City Clerk is hereby directed, no later than 4:30 p.m. on August 2, to certify the following advisory proposition, together with the required Resolution Cover Sheet, to the Clallam County Auditor in substantially the following form:

CITY OF SEQUIM
ADVISORY PROPOSITION NO. 1

FIREWORKS BAN

> Shall the sale and discharge of fireworks be prohibited within the City of Sequim at all times of the year with the exception of properly licensed and permitted public displays?
>
> Should this ban be enacted?
>
> Yes..... ☐
>
> No..... ☐

Section 7. **Explanatory Statement**. The explanatory statement specified in RCW 29A.32.241 shall be prepared and/or approved by the City Attorney, who shall transmit the same to the Clallam County Auditor by August 2, 2016.

Section 8. **Request for Inclusion in Voters' Pamphlet and Pro/Con Committee Appointments**. The Sequim City Council requests Clallam County Elections include the proposition referenced herein as well as information related to the proposition in the voters' pamphlet distributed for the November 8, 2016 election. The City Council hereby authorizes the use of City funds to pay for publication of the voters' pamphlet and the costs of the election regarding this proposition.

In accordance with RCW 29A.32.280, arguments advocating approval and disapproval of the advisory ballot proposition shall be included in the voters' pamphlet and shall be prepared by committees appointed by the Sequim City Council. Each committee shall be composed of not more than three persons. If the City Council fails to appoint committees in accordance with RCW 29A.32.280, the County Auditor shall, whenever possible, make the appointments. The committee advocating approval of the advisory proposition shall be composed of persons known to favor the ballot proposition, and the committee advocating disapproval shall be composed of persons known to oppose the ballot proposition. Statements of the committee advocating approval and the committee advocating disapproval shall be

submitted to Clallam County Elections no later than 4:30 p.m. on August 16, 2016. The rebuttal statement of each committee shall be submitted to Clallam County Elections no later than 4:30 p.m. on August 19, 2016.

Section 9. Certified Copies of Resolution to be Filed. The Sequim City Clerk is directed to file a certified copy of this resolution with the Clallam County Auditor.

Section 10. Ratification. Any act consistent with the authority and prior to the effective date of this Resolution is hereby ratified and affirmed.

Section 11. Severability. The provisions of this Resolution are declared separate and severable. The invalidity of any clause, sentence, paragraph, subdivision, section, or portion of this Resolution or the invalidity of the application thereof to any person or circumstance, shall not affect the validity of the remainder of the Resolution, or the validity of its application to other persons or circumstances.

Section 12. Effective Date. This Resolution shall become effective immediately upon adoption and signature as provided by law.

RESOLVED this _____ day of July, 2016.

CITY OF SEQUIM

_____
Dennis Smith, Mayor

ATTEST:

_____
Karen Kuznek-Reese, MMC
City Clerk

APPROVED AS TO FORM:

_____
Kristina Nelson-Gross
City Attorney

FIRE PROTECTION BUREAU – PREVENTION DIVISION
PO Box 42642
Olympia WA 98504-2642
(360) 596-3913 FAX: (360) 596-3934
E-Mail: Fireworks@wsp.wa.gov

Fireworks Ban or Restricted Sales/Use

Fireworks Ban or Restricted Sales/Use by County and City

RCW 70.77.395 State Law –

- Fireworks sales and discharge laws.
- Dates and times common fireworks may be sold or discharged.

State Fireworks Law RCW 70.77.395		
Date	**Sales Period**	**Discharge Period**
June 28th	12 p.m. noon to 11 p.m.	12 p.m. noon to 11 p.m.
June 29th to July 3rd	9 a.m. to 11 p.m.	9 a.m. to 11 p.m.
July 4th	9 a.m. to 11 p.m.	9 a.m. to 12 a.m. midnight
July 5th	9 a.m. to 9 p.m.	9 a.m. to 11 p.m.
December 27th to 30th	12 p.m. noon to 11 p.m.	No Discharge
December 31st	12 p.m. noon to 11 p.m.	6 p.m. to 12 a.m. midnight
January 1st	No Sales	12 a.m. midnight to 1 a.m.

Cities and Counties With Bans and Restrictions

The following is a list of cities and counties with more restrictive fireworks laws or ordinances. The jurisdiction has either banned use and/or sale or has a more restrictive sales period. This information should be used as a starting point. Contact your local police or fire department to inquire about local rules, ordinances, and laws before purchasing or using fireworks.

Corrections

If you find information that is not correct, please e-mail the change to Fireworks@wsp.wa.gov.

How to Read the Chart

If the **Ban or Restricted** column has the word:

- **None** — The jurisdiction follows the state law (see above).
- **Restricted** — The jurisdiction has restricted either the **Sales Period** and/or **Discharge Period**. If only one column has dates and times, it only applies to that period. The other period follows the state law. If there are dates and times in both, then both are restricted.
- **Banned** — The jurisdiction has banned both the Sales and Discharge of fireworks.

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Fireworks Ban or Restricted Sales/Use

Examples:

County/City	Ban or Restricted	Sales Period	Discharge Period
County	**None**	**Follows State law**	**Follows State law**
City 1	**Restricted**	June 28th, 12 p.m. noon to 11 p.m. July 1st to July 4th, 9 a.m. to 11 p.m. **Follows the State law up to July 4th, then restricts with no sales July 5th.**	July 4th, 9 a.m. to 11 p.m. **Restricts discharge to July 4th only.**
City 2	**Restricted**	**Follows State law**	July 4th, 9 a.m. to 11 p.m. **Restricts discharge to July 4th only.**
City 3	**Banned**	**Sales Banned**	**Discharge Banned**

County/City	Ban or Restricted	Sales Period	Discharge Period
Adams	**None**		
Othello	**Restricted**	July 1st to July 3rd, 9 a.m. to 10 p.m. July 4th, 9 a.m. to 11 p.m.	July 1st to July 3rd, 9 a.m. to 10 p.m. July 4th, 9 a.m. to 12 a.m. midnight
Ritzville	**Restricted**	Follows state law except on July 5th, 9 a.m. to 12 p.m. noon	Follows state law except on July 5th, 9 a.m. to 12 p.m. noon
Asotin	**None**		
Asotin	**None**		
Clarkston	**None**		
Benton	**None**		
Benton City	**Restricted**	June 28th, 12 p.m. noon to 9 p.m. June 29th to July 4th, 9 a.m. to 9 p.m. July 5th, 9 a.m. to 9 p.m.	Follows state law except no discharge on July 5th
Kennewick	**Banned**		
Prosser	**Banned**		
Richland	**None**		
West Richland	**Restricted**		July 2nd to 3rd, 6 p.m. noon to 11 p.m. July 4th, 6 p.m. noon to 12 a.m. midnight
Chelan	**BANNED**	BANNED COUNTY WIDE – PLEASE REVIEW COUNTY WEB SITE FOR DETAILS	http://www.co.chelan.wa.us/
Cashmere	**BANNED**	CHECK CITY WEB SITE FOR VERIFICATION	
Chelan	**Banned**		
Entiat	**BANNED**		

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Fireworks Ban or Restricted Sales/Use

County/City	Ban or Restricted	Sales Period	Discharge Period
Chelan COUNTY	**continued**		
Leavenworth	**BANNED**	CHECK YOUR CITY WEB SITE FOR VERIFICATION – BANNED COUNTY-WIDE	
Wenatchee	**BANNED**	CHECK YOUR CITY WEB SITE FOR VERIFICATION – BANNED	
Clallam COUNTY	**Restricted**		June 29th to July 3rd, 9 a.m. to 11 p.m. July 4th, 9 a.m. to 12 a.m. midnight July 5th, 9 a.m. to 9 p.m.
Forks	**None**		
Port Angeles	**Restricted**	June 28th, 12 p.m. noon to 11 p.m. June 29th to July 4th, 9 a.m. to 9 p.m.	July 4th, 9 a.m. to 11 p.m.
Sequim	**None**		
Clark COUNTY	**Restricted**	Follows state law except no sales on July 5th	Follows state law except no discharge on July 5th
Battle Ground	**None**		
Camas	**None**	July 1st to July 3rd, 9 a.m. to 11 p.m. July 4th, 9 a.m. to 12 p.m. midnight July 5th, 9 a.m.	July 1st to July 3rd, 9 a.m. to 11 p.m. July 4th, 9 a.m. to 12 p.m. midnight
La Center	**Restricted**	June 28th, 12 p.m. noon to 10 p.m. June 29th to July 4th, 10 a.m. to 10 p.m. July 5th, 10 a.m. to 9 p.m.	June 29th to July 3rd, 10 a.m. to 10 p.m. July 4th, 10 a.m. to 11 p.m.
Ridgefield	**Restricted**		Follows state law except discharge on July 5th, 9 a.m. to 9 p.m.
Vancouver	**Restricted**	July 2nd to July 4th, 9 a.m. to 11 p.m.	July 4th, 9 a.m. to 12 a.m. midnight
Washougal	**Restricted**	July 2nd to July 4th, 9 a.m. to 11 p.m.	July 4th, 9 a.m. to 12 a.m. midnight
Yacolt	**None**		
Columbia	**None**		
Dayton	**Restricted**	June 28th, 12 p.m. noon to 11 p.m. June 29th to July 4th, 9 a.m. to 11 p.m.	Follows state law except no discharge on July 5th
Cowlitz	**None**		
Castle Rock	**None**		
Kalama	**Restricted**		June 28th, 12 p.m. to 11 p.m. June 29th to July 4th, 9 a.m. to 11 p.m. July 5th, 9 a.m. to 9 p.m.
Kelso	**None**		
Longview	**None**		
Woodland	**None**		

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Fireworks Ban or Restricted Sales/Use

County/City	Ban or Restricted	Sales Period	Discharge Period
Douglas	**Restricted**	July 1st to July 3rd, 10 a.m. to 10 p.m. July 4th, 10 a.m. to 9 p.m.	July 3rd to July 4th, 1 p.m. to 11:59 p.m.
Bridgeport	**Restricted**	July 1st to July 3rd, 10 a.m. to 10 p.m. July 4th, 10 a.m. to 9 p.m.	July 3rd to July 4th, 1 p.m. to 11:59 p.m.
Coulee Dam	**Banned**		
East Wenatchee	**Restricted**	July 1st to July 3rd, 10 a.m. to 10 p.m. July 4th, 10 a.m. to 9 p.m.	July 3rd to July 4th, 1 p.m. to 11:59 p.m.
Waterville	**Restricted**	June 28th, 12 p.m. noon to 10 p.m. July 1st to July 4th, 9 a.m. to 10 p.m. July 5th, 9 a.m. to 9 p.m.	June 28th, 12 p.m. noon to 10 p.m. July 1st to July 4th, 9 a.m. to 10 p.m. July 5th, 9 a.m. to 9 p.m.
Ferry	**None**		
Republic	**None**		
Franklin	**Banned**		
Connell	**Banned**		
Pasco	**Banned**		
Garfield	**None**		
Pomeroy	**None**		
Grant	**None**		
Ephrata	**Restricted**	June 28th, 12 p.m. noon to 10 p.m. June 29th to July 4th, 9 a.m. to 10 p.m.	June 28th, 12 p.m. noon to 11 p.m. June 29th to July 4th, 9 a.m. to 11 p.m.
George	**None**		
Mattawa	**Restricted**	June 28th, 12 p.m. noon to 11 p.m. July 1st to July 4th, 9 a.m. to 11 p.m.	Follows state law except on July 5th, 9 a.m. to 9 p.m.
Moses Lake	**Banned**		
Quincy	**Restricted**	June 28th, 12 p.m. noon to 9 p.m. June 29th to July 5th, 12 p.m. noon to 9 p.m. weekdays, 10 a.m. to 9 p.m. Saturday and Sunday	June 28th, 12 p.m. noon to 9 p.m. June 29th to July 5th, 12 p.m. noon to 9 p.m. weekdays, 10 a.m. to 9 p.m. Saturday and Sunday
Royal City	**None**		
Soap Lake	**None**		
Grays Harbor	**None**		
Aberdeen	**Restricted**	July 1st, 11 a.m. to July 4th, 11 p.m.	July 4th, 9 a.m. to 12 a.m. midnight
Cosmopolis	**Restricted**		July 4th, 9 a.m. to 12 a.m. midnight
Elma	**None**		
Grayland	**None**		
Hoquiam	**Restricted**		July 3rd to July 4th, 9 a.m. to 12 a.m. midnight
McCleary	**None**		

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Fireworks Ban or Restricted Sales/Use

County/City	Ban or Restricted	Sales Period	Discharge Period
Grays Harbor	**continued**		
Montesano	**None**		
Oakville	**None**		
Ocean Shores	**Restricted**		July 2nd to 3rd, 12 p.m. noon to 11 p.m. July 4th, 12 p.m. noon to 12 a.m. midnight
Westport	**Restricted**		Discharge only along the beach at Half Moon Bay, July 4th, 9 a.m. to 11 p.m.
Island	**None**		
Coupeville	**Restricted**	June 28th, 12 p.m. noon to 11 p.m. June 29th to July 4th, 9 a.m. to 11 p.m.	July 4th, 9 a.m. to 11 p.m.
Langley	**Restricted**		July 4th, 9 a.m. to 12 a.m. midnight
Oak Harbor	**None**		
Jefferson	**Restricted**		July 4th, 9 a.m. to 12 a.m. midnight
Port Townsend	**Banned**		
Port Ludlow	**Restricted**	June 28th, 12 p.m. noon to 11 p.m. July 1st to July 4th, 9 a.m. to 10 p.m.	
King	**Restricted**	June 28th, 12 p.m. noon to 11 p.m. July 1st to July 4th, 9 a.m. to 11 p.m.	July 4th, 9 a.m. to 12 a.m. midnight
Algona	**Restricted**	June 28th, 12 p.m. noon to 11 p.m. June 29th to July 3rd, 9 a.m. to 11 p.m. July 4th, 9 a.m. to 9 p.m.	July 3rd, 12 p.m. noon to 11 p.m. July 4th, 12 p.m. noon to 2 a.m. on July 5th
Auburn	**Restricted**	June 28th, 12 p.m. noon to 9 p.m. June 29th to July 4th, 9 a.m. to 9 p.m.	July 4th, 9 a.m. to 11 p.m.
Beaux Arts Village	**Banned**		
Bellevue	**Banned**		
Black Diamond	**Restricted**	Follows state law except no sales on July 5th	July 4th, 9 a.m. to 12 a.m. midnight
Bothell	**Restricted**	July 1st, 12 p.m. noon to 11 p.m. July 2nd to July 3rd, 9 a.m. to 11 p.m. July 4th, 9 a.m. to 9 p.m.	July 4th, 9 a.m. to 11 p.m.
Burien	**Banned**		
Carnation	**Banned**		
Clyde Hill	**Banned**		
Covington	**Restricted**	Follows state law except no sales on July 5th	July 4th, 9 a.m. to 12 a.m. midnight
Des Moines	**Banned**		
Duvall	**Restricted**		July 4th, 9 a.m. to 11 p.m.

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Fireworks Ban or Restricted Sales/Use

County/City	Ban or Restricted	Sales Period	Discharge Period
King	**continued**		
Enumclaw	**Restricted**	June 28th, 12 p.m. noon to 11 p.m. June 29th to July 3rd, 9 a.m. to 11 p.m. July 4th, 9 a.m. to 9 p.m.	July 4th, 9 a.m. to 11 p.m.
Federal Way	**Banned**		
Hunts Point	**Banned**		
Issaquah	**Banned**		
Kenmore	**Banned**		
Kent	**Restricted**	Follows state law except no sales on July 5th	July 4th, 9 a.m. to 11 p.m.
Kirkland	**Banned**		
Lake Forest Park	**Banned**		
Maple Valley	**Restricted**	Follows state law except no sales on July 5th	July 4th, 9 a.m. to 11 p.m.
Medina	**Banned**		
Mercer Island	**Restricted**		July 4th, 9 a.m. to 11 p.m.
Newcastle	**Banned**		
Normandy Park	**Restricted**	June 28th, 12 p.m. noon to 11 p.m. June 29th to July 4th, 9 a.m. to 11 p.m.	June 28th, 12 p.m. noon to 11 p.m. June 29th to July 4th, 9 a.m. to 11 p.m.
North Bend	**Restricted**	June 28th, 12 p.m. noon to 11 p.m. June 29th to July 4th, 9 a.m. to 11 p.m.	July 4th, 9 a.m. to 12 a.m. midnight
Pacific	**Restricted**	June 28th, 12 p.m. noon to 9 p.m. June 29th to July 4th, 9 a.m. to 9 p.m.	July 4th, 9 a.m. to 11 p.m.
Redmond	**Banned**		
Renton	**Banned**		
Sammamish	**Banned**		
SeaTac	**Banned**		
Seattle	**Banned**		
Shoreline	**Banned**		
Skykomish	**None**		
Snoqualmie	**Restricted**		July 4th, 9 a.m. to 12 a.m. midnight
Tukwila	**Banned**		
Woodinville	**Banned**		
Yarrow Point	**Banned**		
Kitsap	**Restricted**	Follows state law except on July 4th, 9 a.m. to 6 p.m. with no sales on July 5th	July 4th, 11 a.m. to 11 p.m.
Bainbridge Island	**Restricted**	July 1st to July 4th, 12 p.m. noon to 11 p.m.	July 4th, 5 p.m. to 11 p.m.

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Fireworks Ban or Restricted Sales/Use

County/City	Ban or Restricted	Sales Period	Discharge Period
Kitsap	**continued**		
Bremerton	**Restricted**	June 28th, 12 p.m. noon to 11 p.m. June 29th to July 4th, 9 a.m. to 11 p.m.	July 4th, 11 a.m. to 11 p.m.
Port Orchard	**Restricted**		July 4th,11 a.m. to 11 p.m.
Poulsbo	**Restricted**	June 28th, 12 p.m. noon to 11 p.m. June 29th to July 4th, 9 a.m. to 11 p.m. July 5th, 9 a.m. to 9 p.m.	June 28th, 12 p.m. noon to 11 p.m. June 29th to July 4th, 9 a.m. to 11 p.m. July 5th, 9 a.m. to 9 p.m.
Kittitas	**Restricted**	July 1st, 9 a.m. to July 4th, 11 p.m.	July 4th, 9 a.m. to 11:59 p.m.
Cle Elum	**Restricted**	July 1st to July 4th, 9 a.m. to 11 p.m.	July 4th, 9 a.m. to 11:59 p.m.
Ellensburg	**Restricted**	No 4th of July sales	No 4th of July discharge
Kittitas	**Restricted**	July 1st to July 4th, 9 a.m. to 11 p.m.	July 1st to 3rd, 9 a.m. to 11 p.m. July 4th, 9 a.m. to 11:59 p.m.
Roslyn	**Restricted**	July 1st to July 4th, 9 a.m. to 11 p.m.	No 4th of July discharge
Klickitat	**Restricted**		July 4th, 9 a.m. to 11 p.m.
Bingen	**None**		
Goldendale	**None**		
White Salmon	**Restricted**		July 4th, 9 a.m. to 11 p.m.
Lewis	**None**		
Centralia	**None**		
Chehalis	**None**		
Morton	**None**		
Mossy Rock	**None**		
Napavine	**None**		
Pe Ell	**None**		
Toledo	**None**		
Vader	**None**		
Winlock	**None**		
Lincoln	**None**		
Davenport	**None**		
Mason	**None**		
Shelton	**Banned**		
Okanogan	**Banned**		
Brewster	**Restricted**	Follows state law except on July 5th, 9 a.m. to 12 p.m. noon	Follows state law except on July 5th, 9 a.m. to 12 p.m. noon
Conconully	**None**		
Okanogan	**None**		
Omak	**None**		
Oroville	**None**		
Pateros	**None**		

FIRE PROTECTION BUREAU – PREVENTION DIVISION
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Fireworks Ban or Restricted Sales/Use

County/City	Ban or Restricted	Sales Period	Discharge Period
Okanogan	**continued**		
Tonasket	**None**		
Twisp	**None**		
Winthrop	**None**		
Pacific	**None**		
Illwaco	**None**		
Long Beach	**None**		
Raymond	**Restricted**	Follows state law except on July 5th, 9 a.m. to 12 p.m. noon	
South Bend	**None**		July 3rd, 10 a.m. to 10 p.m. July 4th, 10 a.m. to 12 a.m. midnight
Pend Oreille	**None**		
Newport	**None**		
Pierce	**None**		
Bonney Lake	**Restricted**	Follows state law except no sales on July 5th	July 3rd, 9 a.m. to 11 p.m. July 4th, 9 a.m. to 12 a.m. midnight July 5th, 9 a.m. to 11 p.m.
Buckley	**Restricted**	Follows state law except on July 4th, 9 a.m. to 9 p.m. with no sales July 5th	July 2nd to July 3rd, 9 a.m. to 11 p.m. July 4th, 9 a.m. to 12 a.m. midnight July 5th, 9 a.m. to 11 p.m.
Dupont	**Restricted**		July 3rd, 12 p.m. noon to 11 p.m. July 4th, 12 p.m. noon to 12 a.m. midnight
Eatonville	**Restricted**	Follows state law except on July 5th, 9 a.m. to 12 p.m. noon	July 3rd to July 4th, 12 p.m. noon to 11 p.m.
Edgewood	**Restricted**		July 1st to July 3rd, 12 p.m. noon to 11 p.m. July 4th, 12 p.m. noon to 12 a.m. midnight July 5th, 12 p.m. noon to 11 p.m.
Fife	**None**		
Fircrest	**Banned**		
Gig Harbor	**Restricted**	Follows state law except on July 5th, 9 a.m. to 12 p.m. noon	Follows state law except on July 5th, 9 a.m. to 12 p.m. noon
Lakewood	**Restricted**	Follows state law except no sales on July 5th	July 3rd to July 5th, 11 a.m. to 11 p.m.
Milton	**Restricted**	June 28th, 12 p.m. noon to 9 p.m. June 29th to July 4th, 9 a.m. to 9 p.m.	July 4th, 9 a.m. to 11 p.m.
Orting	**Restricted**		July 4th, 12:01 a.m. to 11:59 p.m.
Pacific	**Restricted**	June 28th, 12 p.m. to 9 p.m. June 29th to July 4th, 9 a.m. to 9 p.m.	July 4th, 9 a.m. to 11 p.m.

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Fireworks Ban or Restricted Sales/Use

County/City	Ban or Restricted	Sales Period	Discharge Period
Pierce	**continued**		
Puyallup	**Restricted**	Follows state law except on July 4th, 9 a.m. to 9 p.m. with no sales on July 5th	July 4th, 9 a.m. to 11 p.m.
Roy	**None**		
Ruston	**Banned**		
Steilacoom	**Banned**		
Sumner	**Restricted**	June 28th, 12 p.m. noon to 9 p.m. June 29th to July 4th, 9 a.m. to 9 p.m.	July 4th, 12 p.m. noon to 12 a.m. midnight
Tacoma	**Banned**		
University Place	**Restricted**	June 28th, 12 p.m. noon to 11 p.m. June 29th to July 3rd, 9 a.m. to 11 p.m. July 4th, 9 a.m. to 9 p.m.	July 4th, 9 a.m. to 12 a.m. midnight
San Juan	**Banned**		
Friday Harbor	**Banned**		
Skagit	**None**		
Anacortes	**Banned**		
Burlington	**Banned**		
Concrete	**None**		
La Conner	**Restricted**	Sale of Fireworks Banned	July 4th, 9 a.m. to 12 a.m. midnight
Mount Vernon	**Restricted**	June 28th, 12 p.m. noon to 11 p.m. June 29th to July 4th, 9 a.m. to 11 p.m.	July 4th, 12 p.m. noon to 12 a.m. midnight.
Sedro-Woolley	**Restricted**	June 29th to July 4th, 9 a.m. to 9 p.m.	July 4th, 9 a.m. to 11 p.m.
Skamania	**None**		
North Bonneville	**None**		
Stevenson	**None**		
Snohomish	**Restricted**	Follows state law except on July 5th, 9 a.m. to 12 p.m. noon	July 4th, 9 a.m. to 11:59 p.m.
Arlington	**Restricted**	June 28th, 12 p.m. noon to 9 p.m. June 29th to July 4th, 9 a.m. to 9 p.m.	July 4th, 9 a.m. to 12 a.m. midnight
Bothell	**Restricted**	July 1st, 12 p.m. noon to 11 p.m. July 2nd to July 3rd, 9 a.m. to 11 p.m. July 4th, 9 a.m. to 9 p.m.	July 4th, 9 a.m. to 11 p.m.
Brier	**Restricted**	Follows state law except no sales on July 5th	July 4th, 9 a.m. to 11:59 p.m.
Darrington	**Restricted**		July 4th, 9 a.m. to 11:59 p.m.
Edmonds	**Banned**		
Everett	**Banned**		
Gold Bar	**Banned**		

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Fireworks Ban or Restricted Sales/Use

County/City	Ban or Restricted	Sales Period	Discharge Period
Snohomish	**continued**		
Granite Falls	**Restricted**		July 4th, 9 a.m. to 11:59 p.m.
Index	**Restricted**		July 4th, 9 a.m. to 12 a.m. midnight
Lake Stevens	**Restricted**	June 28th, 12 p.m. noon to 11 p.m. June 29th to July 4th, 9 a.m. to 11 p.m.	July 4th, 9 a.m. to 12 a.m. midnight
Lynnwood	**Banned**		
Marysville	**Restricted**	June 28th, 12 p.m. noon to 11 p.m. June 29th to July 4th, 9 a.m. to 11 p.m.	July 4th, 9 a.m. to 11 p.m.
Mill Creek	**Banned**		
Monroe	**Restricted**	June 28th, 12 p.m. noon to 11 p.m. June 29th to July 4th, 9 a.m. to 11 p.m.	July 4th, 9 a.m. to 12 a.m. midnight
Mountlake Terrace	**Banned**		
Mukilteo	**Banned**		
Snohomish	**Restricted**	July 1st to July 4th, 9 a.m. to 10 p.m.	July 1st to July 4th, 9 a.m. to 11 p.m.
Stanwood	**Restricted**	Follows state law except on July 5th, 9 a.m. to 12 p.m. noon	June 28th to July 5th, 12 p.m. noon to 11 p.m.
Sultan	**None**		
Woodway	**Banned**		
Spokane	**Banned**		
Airway Heights	**Restricted**	July 2nd to July 4th, 8 a.m. to 8 p.m.	July 4th, 8 a.m. to 12 a.m. midnight
Cheney	**Banned**		
Deer Park	**Restricted**	June 28th, 12 p.m. noon to 10 p.m. June 29th to July 3rd, 9 a.m. to 10 p.m. July 4th, 9 a.m. to 9 p.m.	July 1st to July 4th, 9 a.m. to 10 p.m.
Liberty Lake	**Banned**		
Medical Lake	**Restricted**	July 1st to July 4th, 9 a.m. to 8 p.m.	July 4th, 9 a.m. to 11 p.m.
Millwood	**Banned**		
Spokane	**Banned**		
Spokane Valley	**Banned**		
Stevens	**None**		
Chewelah	**Restricted**	July 1st to July 4th, 9 a.m. to 9 p.m.	July 4th, 10 a.m. to 10 p.m.
Colville	**Restricted**	July 1st to July 3rd, 9 a.m. to 11 p.m. July 4th, 9 a.m. to 7 p.m.	July 4th, 9 a.m. to 11 p.m.
Kettle Falls	**None**		
Marcus	**None**		
Springdale	**Banned**		

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County/City	Ban or Restricted	Sales Period	Discharge Period
Thurston	**Restricted**		July 3rd to July 4th, 9 a.m. to 11 p.m.
Lacey	**Banned**		
Olympia	**Banned**		
Rainier	**None**		
Tenino	**None**		
Tumwater	**Restricted**	July 1st to July 4th, 9 a.m. to 11 p.m.	July 3rd to July 4th, 9 a.m. to 11 p.m.
Yelm	**None**		
Wahkiakum	**None**		
Cathlamet	**None**		
Walla Walla	**Restricted**	July 1st to July 3rd, 9 a.m. to 11 p.m. July 4th, 9 a.m. to 12 a.m. midnight	July 1st to July 3rd, 9 a.m. to 11 p.m. July 4th, 9 a.m. to 12 a.m. midnight
College Place	**Restricted**	July 1st to July 3rd, 9 a.m. to 11 p.m. July 4th, 9 a.m. to 12 a.m. midnight	July 1st to July 3rd, 9 a.m. to 11 p.m. July 4th, 9 a.m. to 12 a.m. midnight July 5th, 9 a.m. to 11 p.m.
Waitsburg	**None**		
Walla Walla	**Restricted**	July 1st to July 3rd, 9 a.m. to 11 p.m. July 4th, 9 a.m. to 12 a.m. midnight	July 4th, 9 a.m. to 12 a.m. midnight
Whatcom	**None**		
Bellingham	**Banned**		
Blaine	**Restricted**	July 1st to July 4th, 9 a.m. to 9 p.m.	July 1st to July 3rd, 9 a.m. to 11 p.m. July 4th, 9 a.m. to 12 a.m. midnight July 5th, 9 a.m. to 11 p.m.
Everson	**None**		
Ferndale	**None**		
Lynden	**None**		
Sumas	**None**		
Whitman	**Restricted**	June 28th,12 p.m. noon to 9 p.m. June 29th to July 3rd, 9 a.m. to 11 p.m. July 4th, 12 p.m. noon to 11 p.m. July 5th, 9 a.m. to 12 p.m. noon	June 28th, 12 p.m. noon to 9 p.m. June 29th to July 3rd, 9 a.m. to 11 p.m. July 4th, 12 p.m. noon to 11 p.m. July 5th, 9 a.m. to 12 p.m. noon
Colfax	**None**		
Colton	**None**		
Oaksdale	**Restricted**	July 3rd, 9 a.m. to 11 p.m. July 4th, 9 a.m. to 11 p.m. July 5th, 9 a.m. to 7 p.m.	July 3rd, 9 a.m. to 11 p.m. July 4th, 9 a.m. to 12 a.m. midnight July 5th, 9 a.m. to 7 p.m.

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Fireworks Ban or Restricted Sales/Use

County/City	Ban or Restricted	Sales Period	Discharge Period
Whitman	**continued**		
Palouse	**None**		
Pullman	**Restricted**	July 1st to July 4th, 9 a.m. to 11 p.m.	July 3rd, 9 a.m. to 11 p.m. July 4th, 9 a.m. to 12 a.m. midnight
Yakima	**Banned**		
Grandview	**Banned**		
Mabton	**Banned**		
Moxee	**Restricted**	Follows state law except no sales on July 5th	July 4th, 9 a.m. to 11 p.m.
Naches	**Banned**		
Selah	**Banned**		
Sunnyside	**Banned**		
Tieton	**Banned**		
Toppenish	**Banned**		
Union Gap	**Banned**		
Wapato	**None**		
Yakima	**Banned**		
Zillah	**Restricted**		July 3rd, 12 p.m. noon to 10:30 p.m. July 4th, 12 p.m. noon to 12 a.m. midnight.

WAC 212-17-025

Definition and classification—"Fireworks."

(1) **Consumer fireworks** as defined in RCW **70.77.136** includes the following devices manufactured in accordance with the American Pyrotechnics Association Standards outlined in WAC **212-17-021**:

(a) Ground and hand-held sparkling devices;

(i) Wire sparkler/dipped stick;

(ii) Cylindrical fountain;

(iii) Cone fountain;

(iv) Illuminating torch;

(v) Wheel;

(vi) Ground spinner;

(vii) Flitter sparkler;

(viii) Toy smoke device;

(b) Aerial device;

(i) Helicopter, aerial spinner;

(ii) Roman candles;

(iii) Mine and shell devices;

(iv) Aerial shell kit, reloadable tube.

(c) Multiple tube fireworks devices - Cake.

(d) New fireworks items as defined in RCW **70.77.236** may be added to the list of consumer fireworks if approved by the state fire marshal.

(2) **"Dangerous fireworks"** means:

(a) Any firework in its originally manufactured form that meets the standards for a consumer firework as established in this chapter, that has been altered, modified, enhanced, manipulated, tampered, or disassembled.

(b) Fireworks that are examined or tested for compliance with standards established for consumer fireworks and determined to possess characteristics of design or construction that make such item unsafe for use by any person not specially qualified or trained in the use of fireworks. The determination may be made by:

(i) The consumer product safety commission;

(ii) Bureau of Alcohol, Tobacco, Firearms and Explosives;

(iii) State fire marshal's office; or

(iv) Department of labor and industries.

(c) All fireworks designed and intended by the manufacturer to create the element of surprise upon the user.

(d) Fireworks that explode upon impact or by friction, unless otherwise classified by the state fire marshal pursuant to this chapter.

(3) **"Display fireworks"** means pyrotechnic devices for professional use similar to consumer fireworks in chemical composition and construction but not intended for consumer use. Types of display fireworks:

(a) Aerial shell that is:

(i) Cylindrical or spherical cartridge containing:

(A) Lift charge;

(B) Burst charge;

(C) Effect composition.

(ii) Commonly sized from two to ten inches in diameter; and

(iii) Fired from metal, high-density polyethylene (HDPE), fiberglass, or heavy cardboard tubes.

(b) Salute that is:

(i) Paper-wrapped, cardboard tube, or sphere containing explosive composition in excess of 130 mg (2 grains); and

(ii) Upon ignition, produces noise and a flash of light.

(c) Consumer fireworks.

(4) **"Explosive pest control devices (EPCDs)"** means pest control pyrotechnics or agricultural and wildlife fireworks devices used for pest control efforts within the agricultural, aquacultural (commercial fishing operations), horticultural, and aviation industries when wildlife damage agriculture, property, or threaten public safety or health.

Commonly known types of EPCDs are:

(a) **"Bird bombs, shell crackers or cracker shells"** means 12 gauge shotgun shells containing a sound and flash explosive charge that is designed to explode in air or on the surface of the water at a distance of seventy-five to one hundred yards from the point of discharge.

(b) **"Screamer rockets or banger rockets"** means units ignited using a hand-held launcher, similar to a .22 short caliber starter pistol, that fly through the air, emitting a loud whistling sound (screamers) similar to other whistling type fireworks, or end in an impulsive report similar to a firecracker.

(c) **"Seal bomb"** means underwater firecrackers available domestically, similar to "M-80" firecrackers and contain approximately 2.3 grams of "flash and sound" charge mixture in a sealed cardboard tube, fitted with an eight to nine second waterproof fuse. UN0471 Class 1.4E explosives or NA0412 Class 1.4E explosive.

(d) **"Rocket nets"** means a net that is propelled by regulated explosive materials to capture or scare away pest wildlife.

(e) **"Rope firecrackers"** or **"rope salutes"** means the fuses of large firecrackers are inserted through cotton rope. As the rope burns, the fuses are ignited.

(5) **"Flame effect"** means the combustion of solids, liquids, or gases to produce thermal, physical, visual, or audible phenomena before an audience in one of the three methods:

(a) "Automatic flame effect" means a flame effect that is supervised and fired by an automatic control system.

(b) "Manual flame effect" means a flame effect that is operated manually without the use of an automatic control system.

(c) "Portable flame effects" means flame effects that are designed and installed, either in a permanent or temporary installation, and that are designed to move or be moved in the course of operation or installation.

(6) **"Forbidden devices"** means any device for sale to the public that produces an audible effect (other than a whistle) by a charge of more than 130 mg (2 grains) of explosive composition per report.

(7) **"Igniter"** means device used for the electrical ignition of fireworks and pyrotechnic articles that contains a small amount of pyrotechnic material that ignites when a specified electric current flows through the leads.

(8) **"Prohibited components"** means no component of any consumer fireworks device or novelty may upon functioning, project or disperse any metal, glass, or brittle plastic fragments.

(9) **"Theatrical pyrotechnics"** means pyrotechnics that are approved as:

(a) UN0431, Articles, Pyrotechnic 1.4G;

(b) UN0432, Articles, Pyrotechnic 1.4S;

(c) UN0430, Articles, Pyrotechnic 1.3G; and

(d) Do not bear a warning label that resembles the required wording on a consumer fireworks device.

(10) **"Trick and novelty devices"** means any small fireworks devices that are not regulated as explosives and are not classified as consumer or display fireworks by the United States Department of Transportation.

(a) These devices must still comply with all labeling requirements of the Consumer Product Safety Commission applicable to consumer fireworks devices as required in WAC **212-17-055** and includes the following items as defined in APA 87-1:

(i) Snakes, glow worm.

(ii) Party popper.

(iii) Snapper.

(iv) Toy smoke devices.

(v) Toy caps.

(b) Trick and novelty devices does not include any kind of sparklers as outlined in subsection (1)(a) of this section.

(11) For the purpose of this chapter the following terms will have the same meaning as APA 87-1 adopted under WAC **212-17-021**:

(a) Chemical composition.

(b) Explosive composition.

(c) Pyrotechnic composition.

[Statutory Authority: RCW **70.77.250**. WSR 15-22-082, § 212-17-025, filed 11/3/15, effective 1/1/16. Statutory Authority: Chapters **43.43** and **70.77** RCW. WSR 05-12-033, § 212-17-025, filed 5/24/05, effective 6/24/05. Statutory Authority: RCW **70.77.250**. WSR 84-23-009 (Order FM 84-05), § 212-17-025, filed 11/9/84. Statutory Authority: RCW **70.77.250** and chapter **48.48** RCW. WSR 82-22-068 (Order FM 82-10), § 212-17-025, filed 11/2/82.]

AGENDA ITEM #__12__

CITY COUNCIL
AGENDA COVER SHEET

MEETING DATE: **July 25, 2016**

FROM: Ann Soule, LHG
Resource Manager

acs
Initials

SUBJECT/ISSUE: Resolution R2016-16 on Sustainability and Resiliency

Discussion dates	Study Session (NOP RC&D Plan): 11/9/15	Work Session on Draft: 7/11/16		
CATEGORY	☐ City Manager Report	☐ Information Only		Time Needed for Presentation
	☐ Public Hearing	☐ Consent Agenda		5 mins.
	☐ Work Session	X Unfinished Business		

Reviewed by	Initials	Date
Charles P. Bush, City Manager	CPB	7/20/16
David Garlington, Public Works Director	dmg	6/20/16
Chris Hugo, Community Development Director		
Sue Hagener, Administrative Services Director		
Bill Dickenson, Police Chief		
Kristina Nelson-Gross, City Attorney	KNG	7/20/2016

PROBLEM/ISSUE STATEMENT:

- After a presentation by North Olympic Peninsula Resource Conservation and Development Council in late 2015 on its climate change preparedness plan (RC&D plan), City Council requested staff to consider appropriate adaptation strategies.
- Earlier this year, the City Council was requested by Olympic Climate Action (OCA, a local nonprofit) to adopt their proposed resolution directing staff to consider climate adaptation strategies from the RC&D plan and integrate them into the City's 2017 budget. City Council directed staff to consider the OCA resolution and develop an alternative, as appropriate (see attached).
- Granting agencies are now benefiting applicants with climate action plans, and may start requiring them.

ATTACHMENT(S):

1) Proposed Resolution No. R2016-16 ***(modified as requested at work session)***

DISCUSSION/ANALYSIS:
The City of Sequim is a member of the RC&D, a non-profit council of governments that does regional community and economic development in Jefferson and Clallam Counties. The RC&D plan and presentation indicate that the North Olympic Peninsula is already feeling the effects of climate change and will experience more impacts over time. Water scarcity in late summer and increasing storm intensity in winter are likely the most noticeable. In particular, Sequim is well aware of the importance of securing water supplies for future municipal and regional needs.

While the RC&D plan provides several strategies directly relevant to City operations, its scope does not match that of the City's. Staff consulted credible resources to prepare a resolution which addresses the fundamental need to improve resiliency in our infrastructure and finances and provide a strategy for achieving sustainability.

MRSC, the American Planning Association (APA), the State of Washington and others provide guidance regarding appropriate responses from local governments in their desire to adapt to and manage these slow-growing threats.

The seven resolution statements were written to function as a bare-bones climate action strategy, in lieu of a formal planning effort at this time. Part of the reasoning is to avoid duplication with the elements that will need to be adjusted or added within the City's existing suite of land use and capital facility plans.

FINANCIAL IMPLICATIONS:
There are and will continue to be costs associated with adapting to impacts from climate change. Specifically, improving resilience in our infrastructure is a policy that adds cost, but over the long term that cost is likely to be much less than the cost of repairing damaged infrastructure. The City's asset management program is an example of improving resilience and reducing long-term maintenance and replacement expenses.

The adopted 6-year CIP and current capital project budget include projects utilizing reclaimed water resources, which address impacts of climate change on water supplies.

Finally, adoption of a climate action strategy will assist the City in obtaining grants and loans, and in bonding our infrastructure projects – financial resilience improves with increased resiliency in our infrastructure.

STAFF RECOMMENDATION:
Approval of modified resolution.

MOTION:
I move to approve Resolution R2016-16 adopting policies that improve the City's sustainability and resiliency.

City of Sequim, Washington
Resolution No. R2016-16

A RESOLUTION ADOPTING POLICIES THAT IMPROVE THE CITY'S SUSTAINABILITY AND RESILIENCY

Whereas, water, waste water, surface water, transportation, energy, and waste management are essential elements for healthy communities and healthy economies;[1] and

Whereas, the City Council recently adopted goals that pertain to each of these elements; and

Whereas, the *Alliance for Innovation* identified Resources as one of four "Next Big Things" driving 44 trends, with six trends related to resources: climate change, food insecurity, water shortages/access, energy grid disruption, mining, and the NORC shift (migration away from tropical zones toward higher latitudes); and

Whereas, North Olympic Peninsula Resource Conservation & Development Council (NOP RC&D) studied vulnerabilities and risks associated with impacts of climate change and presented a "Preparedness Plan for the North Olympic Peninsula" with adaptation strategies at Study Session in November 2015.

1. City staff and Council members participated in workshops resulting in the RC&D plan;
2. Particular vulnerabilities identified for Sequim include water supplies, storm intensity, public health, and risk awareness;
3. At Council's request, City staff reviewed adaptation strategies in the plan;
4. Staff agrees that several preparedness strategies are relevant to the City; and

Whereas, Washington State published "Preparing for a Changing Climate: Washington State's Integrated Climate Change Response Strategy," outlining actions to protect human health, safeguard infrastructure and transportation systems, improve water management, reduce losses to agriculture and forestry, protect sensitive and vulnerable species, and support communities by involving the public; and

Whereas, RCW 70.235.070 makes a greenhouse gas emission reduction policy (such as R2012-11) a prerequisite in getting capital development funding from the state and, increasingly, an adopted climate action plan is also required or provides an advantage in winning grants and loans; and

Whereas, much of the task of responding to impacts from climate change has fallen to local governments and is best accomplished in conjunction with local businesses and citizens; and

Whereas, sustainable cities address the "triple bottom line," ensuring an environmentally, socially, and economically healthy and resilient community for existing populations, without compromising the benefits to future generations;[2] and

Whereas, resilient cities are prepared to absorb and recover from stresses while maintaining their essential functions, structures, and identity, adapting and thriving in the face of continual change;[3] and

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[1] Paul Roberts, President, Association of Washington Cities Board of Directors, remarks at AWC Annual Conference, Wenatchee, June 26, 2015

[2] American Public Works Association Center for Sustainability: http://www.apwa.net/centerforsustainability

[3] ICLEI (International Council for Local Environmental Initiatives) – Local Governments for Sustainability webpage: http://www.iclei.org/agendas.html

Whereas, building resilience to impacts from climate change is not an emergency, however, it prevents periodic events from becoming emergencies. Resilience includes health and safety as well as the economy, and better resilience fosters economic investment;[4] and

Whereas, measurable objectives are needed to assess progress and efficiency; and

Whereas, the City is actively working to ensure adequate water supplies in the future given expected changes in local precipitation patterns (the portion that is rain is increasing, the portion that is snow is decreasing); and

Whereas, the City has a strong mix of water resources to work with including reclaimed water, the ability to recharge groundwater, the potential ability to conserve water, irrigation system water rights, River water rights, and well water rights; and

Whereas, messaging is important when it comes to climate preparedness and the City has resources in place for education and outreach.

Now, therefore, be it resolved that City staff is directed to utilize pertinent resources, particularly those from Municipal Research and Services Center (MRSC), Association of Washington Cities (AWC), American Planning Association Washington Chapter (APA-Wa), American Public Works Association's Center for Sustainability, NOP RC&D's 2015 report on climate preparedness, and Washington State's 2012 climate response strategy, and implement the following strategies:

1. Ensure the next Comp Plan update includes goals for infrastructure resilience and climate change mitigation in the areas of transportation, solid waste, water/wastewater/stormwater, buildings, parks, clean air, and local food availability;
2. Ensure that infrastructure resilience and climate change mitigation are integrated, during regularly-scheduled updates, into all Master Plans, Capital Improvement Program, land use and development plans, Emergency Management Plan, and Hazard Mitigation Plan;
3. Forge partnerships with local and regional stakeholders concerning climate preparedness and in tracking emerging issues;
4. Build on existing networks and channels to educate City staff and residents on adaptation and resiliency;
5. Set measureable objectives for mitigation as well as preparedness (for example, a measurement method for emissions is necessary to know whether a reduction has occurred since passing R2012-11);
6. Ensure that annual City budgets appropriately support these objectives;
7. Report to Council every two years, at minimum, on progress in each of the above strategic areas, using cross-referencing among existing plans as a way to avoid inefficiency or duplication of effort.

Adopted by the City Council this _____ day of _____, 2016.

_____
Dennis Smith, Mayor

ATTEST:

_____
Karen Kuznek-Reese, MMC
City Clerk

APPROVED AS TO FORM:

_____
Kristina Nelson-Gross
City Attorney

[4] Smart Growth America: http://www.smartgrowthamerica.org/

AGENDA ITEM #_13__

SEQUIM CITY COUNCIL
AGENDA COVER SHEET

MEETING DATE: **July 25, 2016**

FROM: Chris Hugo, Director – DCD CRH
Initials

SUBJECT/ISSUE: **Inter-local Agreement with Clallam County for Reciprocal "As Needed" Building Services Support**

Discussion dates				
CATEGORY	☐ City Manager Report	☐ Information Only		Time Needed for Presentation
	☐ Public Hearing	☐ Consent Agenda		
	☐ Unfinished Business	☒ New Business		
Reviewed by			Initials	Date
Charles P. Bush, City Manager			CPB	7/20/16
Kristina Nelson-Gross, City Attorney			KNG	7/20/2016

PROBLEM/ISSUE STATEMENT: The proposed Inter-local Agreement (ILA) with Clallam County sets up a standing arrangement to have qualified building services staff within the County's Department of Community Development provide plan review and inspection services when City staff is unavailable

ATTACHMENTS:
1. EXHIBIT A: Inter-local Agreement with Clallam County for "As Needed" Reciprocal Building Services Support.

DISCUSSION/ANALYSIS: As Sequim is a small City, staffing is proportionately small. Many functions have only one qualified staff person to provide critical services. The City's Building Official is one of these – if that employee is not available for work, all plan review and inspection of commercial and multifamily projects stops.

The proposed ILA is one of several potential responses to maintaining customer service in permit administration and services in case of building staff unavailability, insufficient service capacity, or need to avoid conflicts between job duties and personal interests. The agreement sets up the protocol for one jurisdiction to seek assistance from the other on an "as needed" basis, but there is no duty or requirement that the other jurisdiction must provide the requested service. The agreement is one of reciprocity –

services may be offered in response to a request under the terms of the agreement, but there is no obligation to commit services. The agreement provides for recovery of the actual direct and related indirect costs, including any administrative overhead charges for services provided.

BUDGET IMPLICATIONS:

1. Expenses: Reimbursement of specified costs to Clallam County DCD for building services provided on a case-by-case basis as determined by the City DCD Director (largely covered by application fees).
2. Revenues: Reimbursement of specified costs to City DCD for building services provided in response to a County DCD request, depending on available staff capacity.

RECOMMENDATION: The staff recommends approval of the proposed ILA with Clallam County to provide a means to maintain building services customer service on an as-needed and reciprocal basis.

MOTION: I move to approve the proposed Inter-local Agreement with Clallam County to provide staff building services to supplement staff resources on an as-needed and reciprocal basis.

INTERLOCAL AGREEMENT BETWEEN THE CITY OF SEQUIM AND CLALLAM COUNTY RELATING TO BUILDING CODE ADMINISTRATION, PLANS EXAMINATION, BUILDING INSPECTION, AND CODE ENFORCEMENT SERVICES ON AN "AS NEEDED" BASIS

THIS INTERLOCAL AGREEMENT, hereinafter "Agreement," is entered into between the **CITY OF SEQUIM** ("City") and the **COUNTY OF CLALLAM** ("County").

WHEREAS, the City and the County are public agencies as defined by Chapter 39.34 of the Revised Code of Washington ("RCW"), and are authorized to enter into interlocal agreements on the basis of mutual advantage and thereby to provide services and facilities in the manner and pursuant to forms of government organization that will accord best with geographic, economic, population, and other factors influencing the needs of local communities; and

WHEREAS, each party's Department of Community Development maintains a building section that regularly enforces and administers building code requirements, reviews building permit applications, conducts building inspections, and engages in code enforcement activities; and

WHEREAS, the City may from time to time desire to utilize the resources of the County to assist the City in performing building code administration, plan review, building inspection, and code enforcement on an "as needed" basis; and

WHEREAS, the County may from time to time desire to utilize the resources of the City to assist the County in performing building code administration, plan review, building inspection, and code enforcement on an "as needed" basis; and

WHEREAS, each party has agreed to compensate the other for performing these services;

NOW, THEREFORE, in consideration of the terms and provisions contained herein, it is agreed between the City and the County as follows:

1. Purpose.

It is the purpose of this Agreement to establish the framework to effectuate the party's desire to have each party perform these services for payment on an "as needed" basis.

2. Services – Generally.

Each request for service shall be in writing, addressed to each agency's chief executive officer, and shall specify the particular service required, the amounts and types of labor, equipment and material required, the location of the work, the estimated cost of the work, and other information pertinent to the request, and which party is to obtain any required permits and comply with all applicable legal requirements. Upon receipt of the request, the party that has

been requested to supply the service shall indicate its acceptance or rejection of the request, have it signed by its authorized official, and return one copy to the requesting party. In cases of emergency, the request and approval may be done verbally but must be documented in writing as soon thereafter as practical.

3. Right of Entry.

The parties to this Agreement hereby grant and convey to each other the right of entry upon all land in which the parties have interest, along with any property within or adjacent to the right-of-way of the highway, road, or street, for the purpose of accomplishing all work or services requested as part of this Agreement, provided that such right of entry shall be subject to any and all applicable permitting or other legal requirements.

4. Term of Agreement.

The term of this Agreement is indefinite; however, each party reserves the right to withdraw from this Agreement at any time by giving thirty (30) days' written notice to the other parties.

5. Payment.

5.1 **Generally**. The parties to this Agreement agree that the party receiving services under this Agreement shall reimburse the party providing the services for their actual direct and related indirect costs, including any administrative overhead charges. Partial payments shall be made by the party receiving services upon request of the providing party to cover costs incurred. These payments are not to be more frequent than one (1) per month. It is agreed that any such partial payment will not constitute agreement as to the appropriateness of any item.

5.2 **Maximum Yearly Amount – Exchanges**. The maximum amount payable for work performed under this Agreement is Fifty Thousand Dollars ($50,000) per calendar year by each party to each individual party to the Agreement. The parties to this Agreement furthermore agree that at times labor, equipment, and material may be furnished by one party to the other in exchange for labor, equipment, and material furnished by the other, or in recognition of the benefit to the party and/or constituents of said party. Such exchange or benefit shall constitute reimbursement as required in this Agreement and shall be documented in writing and agreed to by both parties.

5.3 **Billing Statement.** The party providing services shall submit a statement to the City that shall contain the following:

Date of Service
Hours of Work
Current, Regular and Overtime Compensation Rates for Utilized Staff

5.4 **Billing Statement Dispute.** In the event that there is a dispute regarding the amount of money owed, staff shall make every effort to resolve such dispute. In the event that

there is no resolution to the dispute, the disputed amount shall be placed into the registry of the Jefferson County Superior Court until the dispute is resolved by agreement of the parties or in a court with jurisdiction over the subject matter of the dispute.

6. Ownership of Property.

The parties to this Agreement do not contemplate the acquisition of any property to carry out the purposes of this Agreement. Any property owned by the City shall remain the property of the City, and any property owned by the County shall remain the property of the County.

7. No Joint Undertaking/Financing.

Neither party intends to create a separate entity, nor is joint financing contemplated as part of this agreement.

8. Independent Contractor.

The parties understand and agree that each party is acting hereunder as an independent contractor and shall maintain control of its own employees, including but not limited to hiring, firing, discipline, evaluation, and establishment of standards of performance thereof. All personnel rendering service hereunder shall be, for all purposes, employees of the party providing services, although they may from time to time act as officers of the party receiving services.

9. Indemnification and Hold Harmless.

Each party agrees to defend, indemnify, and hold harmless the other party, and its employees, officials, agents, and volunteers, from and against any and all losses, claims, liabilities, lawsuits, or legal judgments arising out of any negligent or tortious actions or inactions by either party or any of its employees, officials, agents, or volunteers, while acting within the scope of the duties required by this Agreement. All costs, including but not limited to attorneys' fees, court fees, mediation fees, arbitration fees, settlements, awards of compensation, awards of damages of every kind, etc., shall be paid by the at fault party or its insurer. This provision shall survive the expiration of this Agreement. Each party shall be solely responsible for its own negligent acts or omissions to the furthest extent allowed under law. This provision shall also survive and remain in effect in the event that a court or other entity with jurisdiction determines that this Interlocal Agreement is not enforceable.

IT IS FURTHER SPECIFICALLY AND EXPRESSLY UNDERSTOOD THAT THE INDEMNIFICATION PROVIDED HEREIN CONSTITUTES EACH PARTY'S WAIVER OF IMMUNITY UNDER INDUSTRIAL INSURANCE, TITLE 51 RCW, SOLELY TO CARRY OUT THE PURPOSES OF THIS INDEMNIFICATION CLAUSE. THE PARTIES FURTHER ACKNOWLEDGE THAT THEY HAVE MUTUALLY NEGOTIATED THIS WAIVER.

The rights, duties and obligations set forth in this section (Indemnification and Hold Harmless) survive termination or expiration of this Agreement.

10. Insurance.

Each party to this agreement shall obtain and keep in force during the full term of this Agreement the following insurance coverages:

a. Worker's Compensation Insurance in compliance with the laws of the State of Washington covering all employees who perform under this Agreement.
b. Commercial General Liability Coverage including Bodily Injury/Property Damage, Personal Injury/Advertising Injury, Products and Completed Operations, Contractual Liability, Premises and Operations, Independent Contractors, and Stop Gap Liability for minimum limits of:

General Aggregate	$1,000,000
Products Completed Aggregate	$1,000,000
Each Occurrence	$1,000,000

Each party's directors, officers, employees, agents, and volunteers shall be specifically named as an Additional Insured.

c. Automobile Liability

Including all owned, non-owned, and hired vehicles	$1,000,000
Each Occurrence	$1,000,000

Each party's directors, officers, employees, agents, and volunteers, shall be specifically named as an Additional Insured.

11. Miscellaneous.

11.1 **Non-Waiver of Breach**. The failure of either party to insist upon strict performance of any of the covenants and agreements contained in this Agreement, or to exercise any option conferred by this Agreement in one or more instances, shall not be construed to be a waiver or relinquishment of those covenants, agreements or options, and the same shall be and remain in full force and effect.

11.2 **Resolution of Disputes and Governing Law**. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. If the parties are unable to settle any dispute, difference or claim arising from the parties' performance of this Agreement, the exclusive means of resolving that dispute, difference or claim shall only be by filing suit exclusively under the venue, rules and jurisdiction of either Jefferson County or Kitsap County Superior Court, pursuant to RCW 36.01.050, unless the parties agree in writing to an alternative dispute resolution process. In any claim or lawsuit for damages arising from the parties' performance of this Agreement, each party shall pay all its legal costs and attorney's fees incurred in defending or bringing such claim or lawsuit, in addition to any other recovery or award provided by law; provided, however, nothing in this paragraph shall be construed to limit the parties' right to indemnification under this Agreement.

11.3 **Assignment**. Any assignment of this Agreement by either party without the prior written consent of the non-assigning party shall be void. If the non-assigning party gives its consent to any assignment, the terms of this Agreement shall continue in full force and effect and no further assignment shall be made without additional written consent.

11.4 **Modification**. No waiver, alteration, or modification of any of the provisions of this Agreement shall be binding unless in writing and signed by a duly authorized representative of each party and subject to ratification by the legislative body of each City.

10.5 **Compliance with Laws**. Each party agrees to comply with all local, federal and state laws, rules, and regulations that are now effective or in the future become applicable to this Agreement. If either party receives a public records request, e ach party agrees to cooperate with the other in a manner consistent with the Public Records Act as set forth in RCW 42.56.

11.6 **Entire Agreement**. The written terms and provisions of this Agreement, together with any exhibits attached hereto, shall supersede all prior communications, negotiations, representations or agreements, either verbal or written, of any officer or other representative of each party, and such statements shall not be effective or be construed as entering into or forming a part of or altering in any manner this Agreement. All of the exhibits are hereby made part of this Agreement. Should any of the language of any exhibits to this Agreement conflict with any language contained in this Agreement, the language of this document shall prevail.

11.7 **Severability**. If any section of this Agreement is adjudicated to be invalid, such action shall not affect the validity of any section not so adjudicated.

11.8 **Interpretation**. The legal presumption that an ambiguous term of this Agreement should be interpreted against the party who prepared the Agreement shall not apply.

11.9 **Notice**. All communications regarding this Agreement shall be sent to the parties at the addresses listed on the signature page of the Agreement, unless notified to the contrary. Any written notice hereunder shall become effective upon personal service or three (3) business days after the date of mailing by registered or certified mail, and shall be deemed sufficiently given if sent to the addressee at the address stated in this Agreement or such other address as may be hereafter specified in writing.

IN WITNESS HEREOF, the parties below execute this Agreement, which shall become effective on the last date entered below.

COUNTY:	**CITY**:
COUNTY OF CLALLAM: By: _____ (Signature) Print Name: _____ Its _____ (title) DATE: _____	CITY OF SEQUIM: By: _____ (Signature) Print Name: Dennis Smith Its Mayor (title) DATE: _____
NOTICES TO BE SENT TO: **County Administrator** **Clallam County** **223 E. Fourth St., Suite ___** **Port Angeles WA 98362** **With a copy to:** **Clallam County Prosecuting Attorney** **223 E. Fourth St., Suite 11** **Port Angeles WA 98362**	**NOTICES TO BE SENT TO:** **City Manager** **City of Sequim** **152 West Cedar Street** **Sequim WA 98382** **With a copy to:** **City Attorney** **152 West Cedar Street** **Sequim WA 98382**
APPROVED AS TO FORM: _____ DATE: _____	**APPROVED AS TO FORM:** _____ Kristina Nelson-Gross, City Attorney DATE: _____