

**CITY OF SEQUIM
CITY COUNCIL MINUTES
SEQUIM TRANSIT CENTER
190 WEST CEDAR STREET
SEQUIM, WA**

MARCH 28, 2011

5:00 P.M. STUDY SESSION

Downtown Plan

Irvin provided background information concerning the history of the downtown plan.

Burkett indicated that Irvin has resigned and introduced Chris Hugo who will serve as interim Planning Director. He will be responsible for continuing with the downtown plan. Meetings will be scheduled with each Councilor to discuss qualifications for the new Planning Director.

Mark Hinshaw, LMN Architects, provided information concerning the plan.

Miller expressed concern that tourism is not included in the list of objectives.

Hinshaw commented that if you make Sequim a great place for residents, the tourists will follow. Their recommendations show that a mixture of uses should be encouraged in downtown. The City may be able to leverage public amenities and incentives. The downtown development should include a type of development that maintains the small town image. The downtown core will include four stories. Research shows the height of buildings should be half the width of the street. This allows for substantial investment without breaking the character. The fourth story has to be pushed back 8 – 10 feet.

There was discussion about ways to encourage shared parking. The Merchants' Group is most successful at bringing this about. LMN recommends involvement in the Mainstreet Program. He suggested renovating Pioneer Park and connecting it to Etta Street. Pioneer Park is a hidden master piece. They recommend rain gardens into the plantings to handle runoff. Short term actions include projects that are simple and not real expensive and make the environment more conducive to things people want to see. A new city hall needs to be set in motion so people know it is coming and remaining in the downtown. It should be a community-like space with lots of meeting space and outdoor space. Mid-term actions include more serious and bigger items. Long-term actions include things such as Pioneer Park.

We should set up a system that sets a basic allowable amount on a site. Downtown should be treated radically different than any other area in the City. They suggest driveways be eliminated in a certain area of the downtown as it breaks up the sidewalk and pedestrian traffic.

There was discussion concerning the availability of disabled parking. It needs to be designated and there are space requirements.

There was discussion concerning way-finding signs. Ordinances have been drafted to address and implement the plan.

Burkett recommended that any suggestions be sent to him or Joe Irvin.

Mayor Pro Tem Dubois called for five minute break at 6:15 pm. The meeting was reconvened at 6:20 p.m.

6:00 P.M. REGULAR COUNCIL MEETING

Mayor Pro Tem Dubois called the meeting to order.

PLEDGE OF ALLEGIANCE

ROLL CALL

Clerk Kuznek-Reese called roll. Council members present: Laura Dubois, Erik Erichsen, Don Hall, Bill Huizinga, Susan Lorenzen, Ted Miller.

MOTION to excuse Ken Hays who is on vacation made by Lorenzen; second by Erichsen. **Carried Unanimously.**

City Staff present: City Manager Steve Burkett, Clerk Karen Kuznek-Reese, Associate Planner Joe Irvin, Public Works Director Paul Haines, City Attorney Craig Ritchie, Admin. Services Director Karen Goschen and Interim Planning Director Chris Hugo.

INTRODUCTIONS & CORRESPONDENCE

Burkett indicated that Joe Irvin has resigned and is moving. He introduced Chris Hugo as the interim Planning Director.

CEREMONIAL

REPORTS

COMMITTEE, BOARD AND LIAISON SUMMARY

Huizinga attended the EDC meeting where there was discussion concerning changing board operations and reducing the size. There was a presentation concerning Tse Whit Zen.

Miller reported that the Law & Justice subcommittee met on March 17 to discuss a proposed sales tax increase. The subcommittee recommends 0.1% sales tax increase for housing juvenile defendants. The recommendation will be made to the full committee. This is a County issue.

Miller reported that the Homeless Connect on March 17 was quite successful.

Lorenzen attended the CTS monthly board meeting. She also participated in the downtown walking tour of Poulsbo and Bainbridge Island.

Hall attended the Sequim Speaks meeting on the March 22. They discussed how to be an effective organization and came up with 5 goals.

PRESIDING OFFICER REPORT

Mayor Pro Tem Dubois attended the Peninsula Development District and RC&D meetings. The RC&D is federally funded. The staff person is federally funded and it is likely the funding will go away. There was discussion concerning the 4 outstanding grants, 3 of them through 2012 and one through 2019 and what are their obligations without a staff person.

Dubois also attended the Sequim Speaks meeting. They had very good ideas on two-way communication.

CITY MANAGER REPORT

Burkett announced that the City is working with a local group to put on a benefit fundraiser for earthquake victims in Japan. Fortunately Shiso City was not affected but community members wanted to raise money. April 23 will include an all-ages dance and April 24 a silent auction will be held at Guy Cole Convention Center. All proceeds go to Japanese Red Cross.

Burkett showed a picture of a storm sewer line. This is an example of a line where flooding is occurring in the Still Road area. The new camera shows a corrugated metal storm drain that was damaged. It is blocked by a plastic gasoline can and 2x10 board. That section will be dug up and repaired.

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

Fred McConkey, development partner on Burrowes property, thinks the downtown plan is aggressive on the zoning. The plan increases the costs considerably and it will be difficult in this economy. He suggested having other developers take a look at the code and see if they would developer here. The plan needs to include 2-story garden apartments. Slow down and take a look at the economics to see if anyone will build with what you are proposing.

Virginia Huntman, 192 Cypress Circle, has friends who live at the Vintage Apartments. It has become a hazardous situation for these people to walk down Brackett toward WalMart. It was mentioned that all streets that have an intersection can be legally crossed. Considering the senior population in Sequim and one of the biggest voting blocks in the City, there should be something done at the end of Brackett. A 4-way stop is a possible solution. There is also no sidewalk or fog lines on Brackett. She explained the difficulties in accessing Washington Street by someone with a walker. The Vintage was required to provide the walkway but the City planners okayed it to open on Brackett Road. There should have been a different plan to be able to walk a level

street. Traffic would also be cut off from the east end of Brackett.

Andy Miller stated that Paul Haines met with Vintage residents. He walked with them around the complex. The WalMart manager has asked what they could do to help. Brackett could be widened easily on the south side. The City is getting enough revenue from WalMart that the City should be able to help them (Vintage residents) out. Some day there will be an accident. He advocates a four way stop more than a crosswalk. If they stop, at least they won't get hit quite so hard. Reflective vests are not much help.

Ron Fairclough, 152 W Spruce, encourages more opportunities for people to walk. He gets tired of seeing people park in disabled parking spots who can walk as well as anyone. We need more areas so people can unload disabled individuals in the central area.

Paul Haines addressed the Brackett Road issues. The distance to WalMart is longer on Washington. Brackett is not a safe place to walk in the street. It is 19-20 feet wide and not a City street. There are right-of-way issues to address. We need to determine if the City has right-of-way. In the past there was just enough room to build this road. When he met with the Vintage, they had great ideas. A striped crosswalk at Priest and Brackett is not a good location. We need to be sure people can get where they need to go. There is a list of options he wants to consider. People want to walk to/from WalMart. He has asked what type of assistance WalMart can provide, how can the manager at the Vintage assist. He needs to do technical work and to know about numbers of vehicles and speeds. Brackett acts as a cut through and not a local street. Some options may be fog lines, stop signs in some areas, speed humps to slow down traffic, a 4-way stop at Priest/Brackett as well as 9th and Brackett, signage to be aware of pedestrians. There are limitations of people using the existing sidewalk along the Vintage. The sidewalk is above grade and people end up walking in the street. Visibility is a key issue. There are line of sight issues on Priest. Perhaps safety vests are something that could be donated. There is inadequate lighting on Priest for people to cross safely. He addressed safety effects of various crosswalks. We need to find a way to make it safe for pedestrians.

Clallam Transit has adopted a new shuttle route. It will go right in front of the Vintage and up and down Washington. He showed the fare structure which has been reduced for seniors. This service starts April 4.

Haines indicated that the analysis will take a few weeks and be brought back to Council. Erichsen stated there could be an accident at any time. This will take several weeks. What will we do in the meantime to minimize? Haines needs time so we don't make the situation worse. He is trying to get safety vests donated as visibility is a big part. Paint on the roadways won't stick until the pavement is warm. He is looking at installing signage soon.

Haines addressed some expressed concerns with signage. People want to cross where it is not safe. There is opportunity for additional safety by walking a little further.

Hall walked along the Vintage to WalMart on the trail and back. He suggests the 10" drop off be fixed. He thinks a 4-way stop should be installed while it is studied. He suggested as people

walk they also pick up trash.

INFORMATION/COUNCIL QUESTIONS INVITED

1. 2010 Financial Statement
2. 2010 Financial Policies

Burkett stated Council has adopted financial policies related to fund balances. This shows how these policies are being implemented. He thanked Karen Goschen for putting these together.

Haines explained there was a delay for the breezeway design because we were trying to design a breezeway that includes a heating system. We are installing a heater that will utilize waste oil from crank cases and strip out harmful emissions.

Burkett stated Haines will reexamine the master plans for water and sewer this next year. We now project 1% population growth, not 6%. Haines will also work on a CIP that takes all projects and has Council set priorities.

These documents will be available on the website and information included in the newsletter.

PUBLIC HEARINGS

CONSENT AGENDA

3. Approve/Acknowledge
 - a. City Council Meeting Minutes – March 14, 2011
 - b. Claim Voucher recap dated 3/28/11 total payments \$318,803.50
 - c. Purchase of Public Works vehicles

MOTION to approve the Consent Agenda as presented made by Hall; second by Lorenzen. **Carried Unanimously.**

UNFINISHED BUSINESS

4. Review and adopt Council Goals 2011-2012

Burkett rewrote some of the 2011-2012 priorities and have included them in the cover memo. The substance was not changed.

Hall suggested having a Sequim Speaks town hall meeting.

MOTION to approve the 2011-2012 Council Priorities as presented made by Lorenzen; second by Hall. **Carried Unanimously.**

Burkett will put together a work plan with action steps to show who does what and when. A

quarterly report will be provided to Council.

5. Ordinance No. 2010-025 Renewable Energy and Energy Efficiency

Irvin explained the revisions that have been made to the ordinances.

Huizinga expressed concern about this ordinance. He has looked at several other ordinances that do not address lot orientation. The ordinance is vague.

Miller believes the ordinance has already been watered down. It is important to have a placeholder in effect. This will not harm anyone. It will let people know we are serious about solar energy.

Erichsen agrees with Huizinga. We need to make sure we do the right thing so it doesn't have to be redone. He would like to postpone a decision until a later date.

Burkett would like to have a study session to discuss what the Council wants. There are reasons why it is vague. Are there specific provisions desired by Council? 17.66.030 causes concern. Most ordinances address percentage requirements in new subdivisions and the other gets into difficult and complex issues of shading, location of physical structure, legal issues, and neighborhood issues.

MOTION to adopt Ordinance No. 2010-025 Renewable Energy and Energy Efficiency minus Section 17.66.030 on shading made by Lorenzen; second by Hall.

Lorenzen would like to see a shading element in the future.

Huizinga and Erichsen do not support the 65% requirement.

MOTION to table until June 27 made by Huizinga; second by Hall. Aye by Erichsen, Hall, Huizinga, Dubois. Nay by Miller and Lorenzen. **Motion Carries.**

NEW BUSINESS

6. Ordinance No. 2011-009 amending water and sewer standby fees and water turn off/on fees

Burkett explained we have reviewed the fees and other city's ordinances. We recommend reducing the water turn off/on fee to \$40. The City currently charges one fee to turn off/on. We recommend we continue to have standby fees. The City has fixed costs whether or not someone goes on vacation. If someone doesn't pay the fees while on vacation, the remaining users would have to pay.

Mary Bell, 250 Brownfield Road, feels the new ordinance is much better. However, we need exceptions for involuntary vacate of residence. Deaths happen as well as falls. Houses are not

selling as they were in the past. She requests exemption for involuntary vacate of residence.

MOTION to approve Ordinance 2011-009 amending SMC Chapter 3.68 Rates and Fees and reducing the water off/on fee from \$48.79 to \$40 made by Hall; second by Miller. **Carried Unanimously.**

7. Ordinance No. 2011-010 repealing SMC 8.24 regulating self-service gas stations

MOTION to adopt Ordinance No. 2011-010 repealing SMC Chapter 8.24 regulating self-service gas stations made by Huizinga; second by Miller. **Carried Unanimously.**

GOOD OF THE ORDER

Hall attended the soccer match on March 19. The Morning Rotary did an excellent job directing traffic, collecting tickets, and manning the booth. They raised between \$7,000-\$8,000.

Lorenzen commented it is spring break.

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

Myra Worzak, Vintage resident, feels their concerns are listened to and hopes something will be done. Please don't waste money buying reflective vests. Those with the motorized vehicles, have reflective tape. Many people use Brackett Road to get to WalMart. The Vintage is not an assisted living place. It is for people over a certain age. We are still active so we need a safe place to walk. It is a better fit to walk up Brackett to Priest Road. The intersection at Brackett and Priest needs a street light. It is very dark.

Winnie Greenaway Palm, 312 N 2nd Avenue, loves Sequim and is glad the City is considering in-depth projects to make the City more beautiful. She lives in half block. She has a lovely vintage home. The school children hang out in her yard. Three times a day she has 6 – 12 kids in front of her house. She is not against kids but they have become a problem for her. She picks up their garbage, beer bottles and has seen drug deals. She has had to paint her garage several times because of permanent markers, tires slashed, knocked over by bicycles, cars damaged by permanent markers. She has asked for help from the school; she has complained to several police chiefs and does not know what to do.

Paul Haines reported he talked with the WalMart manager. They are anxious to help. Walmart will provide vests. Walmart will put people on the streets to clean up streets. Haines will work with their engineers to solve problem.

Ron Fairclough suggested playing classical music to deter kids from loitering. He suggested reading the book by Victor Gruen from 1964.

Vickie Maples stated the new executive director starts April 4. A welcoming reception is scheduled for April 5 from 4-6 at the Chamber.

Kuznek-Reese reported that Bobbie Usselman received the President's Award of Distinction at the annual conference of the Washington Municipal Clerks Association.

EXECUTIVE SESSION

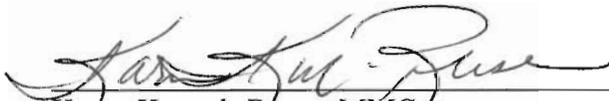
NEXT MEETING DATE

Mayor Pro-Tem Dubois announced the next meeting dates of April 11, 2011 (6:00 p.m.) and April 25, 2011 (6:00 p.m.).

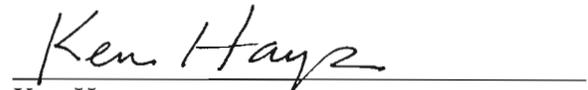
ADJOURNMENT

MOTION to adjourn at 8:15 p.m. made by Lorenzen; second by Hall. **Carried**
Unanimously.

Respectfully submitted,



Karen Kuznek-Reese, MMC
City Clerk



Ken Hays
Mayor

Minutes approved at a regular council meeting held on April 11, 2011.