

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

APRIL 25, 2011

5:00 P.M. STUDY SESSION

Logo

Barbra Hanna stated a community survey was conducted. Based on results, logo concepts have been developed.

Rusty George explained the importance of branding.

Liz Lamb-Ferro with Rusty George discussed goals and survey results. The survey indicated goals for the community include to attract light industry or family-wage jobs and encourage tourism (long weekends and day trips) and reflect the personality and characteristics already established within the City of Sequim. There is a distinctive feel when having a conversation with someone over coffee or walking down the street.

Sequim is organic/natural, youthful/modern, beautiful (artistic, inspirational), welcoming, evolving/progressive. Sequim IS NOT cautious, aggressive, cold, Bohemian/trendy, delicate. They took everyone's responses to see which ones occur more frequently. Small friendly town, beautiful place, great people, retired. Visual elements included Dungeness, granary, mountains, elk, lavender, Olympic mountains, water, ocean, retire, retirement coupled with engaging, warm, friendly, welcoming. Several cities in Washington use the mountains, blue and green, fir trees, or nautical elements in their logo.

George explained that they intended to show Sequim's logo to be a compelling, friendly, welcoming brand. Something you can grow into; something that sets you apart. He showed three concepts explaining the theory behind each of them.

Hall would like to see improvements to the present logo.

This will be on the Council's agenda for approval on May 9.

Comp Plan

Hugo explained that we need to make the plan meaningful. He explained 19 characteristics of a good plan. The plan needs to be directive and should show what you want to be and the pathways to achieve it; provide a growth/development framework; it should be intentional and deliberate in things to improve, retain and avoid; concise, answers what, why, where, when and how; community self interest avoids external mandates as the plan's foundation; comprehensive

ties together all aspects of community life; goals are broad and few and include a narrative; policies subordinate to goals and more directive, include a narrative; mandates are not regurgitated, GMA disciplines are not meaningful policies. You plan because it is a good thing to do; a plan addresses the future, publishes current conditions and historical data separately (15-20% of the plan are from 5 to 15 years ago) an affordable future, environment, economy, social; no one time tasks, once done these are irrelevant to a 20 year plan; no operational assignments make SOPs strictly internal administrative policy; visual communication, use photos, illustrations and diagrams; durable/sustainable infrequent adjustments to direction over time; can we live with this forever? No reason to amend every year if the plan is appropriate; integrated: elements are internally consistent to insure a “whole” future; clear to all users, no requirement for “internal interpretation” to understand. He evaluated the current plan to meet these standards.

There was discussion concerning obtaining state approval of the Comp Plan. The state verifies that all requirements of the Growth Management Act are met. They do not address the quality of the plan.

When looking at the comp plan map, what is the scheme of growth being pursued by the City? The map should explain the policies and the policies should explain the map.

He addressed the expectations that were previously mentioned by Council such as revisit UGA boundary and annexation policy; encourage light industrial use, no heavy industrial use (need to add a light industrial land use component to broaden economic/jobs base); focus on commercial nodes (restructure the commercial component of the land use plan), nodes not strips, better connection high density residential to other growth objectives; further restrict mixed use; future of east side vacant commercial zoning.

He proposes we develop a steering committee consisting of 2 or 3 Councilors, 2 Planning Commissioners, and community members (not more than 12).

Hugo outlined issues to be addressed and a proposed timeline. This process would begin in July and be completed in the fall.

Erichsen would like to see how this schedule fits in with the downtown plan.

Dubois suggested scheduling “Short Course on Land Use” offered by Department of Commerce. There are many new Planning Commission members and it may be a good refresher for Council.

Mayor Hays called for a 7-minute break and recessed at 7:03 p.m.

6:00 P.M. REGULAR COUNCIL MEETING

Mayor Hays called the meeting to order at 7:10 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Clerk Kuznek-Reese called roll. Council members present: Laura Dubois, Erik Erichsen, Don Hall, Ken Hays, Bill Huizinga,

MOTION to excuse Ted Miller who is on vacation made by Hall; second by Dubois.
Carried Unanimously.

Susan Lorenzen is expected but will be late.

City Staff present: City Manager Steve Burkett, Clerk Karen Kuznek-Reese, Interim Planning Director Chris Hugo, Public Works Director Paul Haines, City Attorney Craig Ritchie, and Police Chief Bill Dickinson.

INTRODUCTIONS & CORRESPONDENCE

CEREMONIAL

REPORTS

COMMITTEE, BOARD AND LIAISON SUMMARY

Peninsula Development Association

Dubois attended a meeting and they are rewriting their comp plan to make more concise.

Park Advisory Board

Hall attended the Park Board meeting. They met at Dr. Standard Park and discussed the Lavender Faire at the reuse site. Parking will be on Blake Ave and not at Carrie Blake Park or the reuse area. The speaker stands have been installed at the band shell. The fishing derby will take place on May 21 and Patsy Mattingley gave a report on Guy Cole Center.

PRESIDING OFFICER REPORT

Mayor Hays reminded everyone that the museum gala auction event is this Saturday. He and Laura will meet with Sharon Delabarre Thursday to discuss OTA partnership.

CITY MANAGER REPORT

Paul Haines introduced David Garlington, the new City Engineer/Assistant Public Works Director, who started today. He has worked with Department of Transportation in Port Angeles for the last 20 years.

Burkett reported there was proposed legislation which would have pre-empted impact fee

decisions. That did not pass this year but will probably come up again next year. We will be involved in any future discussions about this legislation.

New census figures have been received. We were at 4334. The population in 2010 is 6606.

The volunteer event was held last week and he showed pictures of attendees. He thanked everyone that helped with this event. Several cards and comments have been received from volunteers that appreciated the recognition.

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

INFORMATION/COUNCIL QUESTIONS INVITED

1. Centennial Update

PUBLIC HEARINGS

CONSENT AGENDA

2. Approve/Acknowledge
 - a. City Council Meeting Minutes – April 11, 2011
 - b. Claim Voucher Recap dated 4/25/11 total payments \$508,647.43

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

UNFINISHED BUSINESS

3. Planning Commission and Design Review Board Appointments

Burkett reported that the applicant for the Design Review Board has withdrawn.

Mayor Hays reported on the interview process for the Planning Commission vacancies. The committee recommends Terry Peterson for the County position and Tim Arndt for the City position.

MOTION to appoint Terry Peterson (County) to Position 5 expiring January 2015 and Tim Arndt (City) to Position 2 expiring January 2012 on the Planning Commission made by Hall; second by Dubois.

Hays felt there were good responses by the applicants, a strong community support and it was a tough decision.

Vote on the motion. **Carried Unanimously.**

The City will continue to advertise for DRB applicants.

NEW BUSINESS

4. Approve TBD Projects

Haines indicated the TBD board wanted to use TBD money to help rethink transportation. TBD board had a set of priorities. There is \$100,000 available. He described the recommended projects for this year. Sidewalk access to the school on Third Avenue has been envisioned for some time. He suggested interim improvements. This is not the final fix but is a safety improvement while waiting for development or longer-range funding. It would be a 6' wide asphalt pathway; estimated cost of \$30,000-\$35,000.

A full signal at Fir and Sequim would cost \$200,000-\$250,000. This signal or 4-way stops would change traffic patterns on Fir and in the neighborhood. Cross circulation access is necessary to get people through town. These estimates may be underfunded depending on what we hear from the neighborhoods. A third option is a half signal. It is like a pedestrian-only crossing signal; it is fairly inexpensive with a cost of \$60,000-\$65,000. This shouldn't change traffic patterns. The third priority was bicycle racks for downtown. The high school has been contacted and their industrial arts class is interested in taking on the project during the next school year. The cost to purchase bike racks is \$300-\$500. All these projects stay within \$100,000 TBD money in 2011. The transportation master plan, which was partially funded in 2011, is not included in the allocation. Several ways to fund the plan have been considered. It will cost \$80,000-\$100,000 for a professional service to pull together a plan.

Burkett would like to come back with a proposal for funding the transportation plan. Haines explained the issues with signalization. There was discussion about STP funding.

MOTION to adopt the TBD Board's recommended priorities for the available 2011 TBD funds and authorize the City Manager to execute needed agreements with the TBD to fund the "interim" pathway improvements on Third Avenue between Cedar and Fir, "interim" traffic control improvements at Fir and North Sequim Avenue and purchase of bike racks made by Huizinga; second by Dubois.

Erichsen stated that without a plan we don't know what we're doing. We don't know if these things the TBD has suggested are good ideas. The money should be used for the master plan rather than for interim fixes.

Huizinga stated we did a traffic study 4 or 5 years ago at a cost of \$125,000. Traffic control at Fir and Sequim was recommended. Haines has talked with Parametrix about the plan. There are many weaknesses.

Vote on the motion. Aye by Hays, Dubois, Huizinga. Nay by Erichsen and Hall.
Motion Carries.

Hall and Hays expressed they do not like adopting an interim fix without a specific time limit.

5. Tour Police Department and Suite 17 – to be rescheduled.

GOOD OF THE ORDER

Hall stated the spring flowers are in bloom and beautiful along the stone wall in the Master Gardeners' area at the reuse demonstration site.

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

Ron Fairclough, 153 W Spruce, spoke regarding the crosswalk at Fir, crossing guard is nice guy. He was stopping traffic for people coming out of the driveway. That caused traffic to back up to Hendrickson. Why not have people coming out of parking lot turn right and go down to Second.

EXECUTIVE SESSION

Mayor Hays announced an executive session to discuss potential litigation. It is anticipated to last 10 minutes and action is anticipated. Recessed at 8:00 p.m. and resumed at 8:10 p.m.

MOTION to authorize an offer of settlement of BOSS Construction claims for change orders in the amount of \$101,068.86 and instruct the City Manager to advise BOSS Construction that the City reserves the right to assess liquidated damages for delay if the offered settlement is rejected or litigated made by Hall; second by Dubois. **Carried Unanimously.**

NEXT MEETING DATE

Mayor Hays announced the next meeting dates of May 9, 2011 (5:00 p.m.) and May 23, 2011 (6:00 p.m.)

ADJOURNMENT

MOTION to adjourn at 8:10 p.m. made by Hall; second by Dubois. **Carried Unanimously.**

Respectfully submitted,


Karen Kuznek-Reese, MMC
City Clerk


Ken Hays
Mayor

Minutes approved at a regular Council meeting held on May 9, 2011.