

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

MAY 9, 2011

5:00 P.M. STUDY SESSION

Burkett introduced the Finance Department staff in attendance: Sue Hagener, Sara Crouch and Sarah Van Ausdle.

Discussion concerning reclaimed water study

Public Works Director Haines stated in 2008, the City was awarded a grant from the Washington Dept. of Ecology to reduce the amount of reclaimed water being discharged to the City's marine outfall. This effort is identified in the City's NPDES Permit as needed to further develop our reclaimed water resource. The second phase of the \$1,103,270 project is complete and the engineering study was submitted to DOE for review and comment. The staff along with our engineering consultant, Skillings Connolly, will brief the Council on the results of the engineering work of Phase 2 and what is ahead for the project.

The Engineering Plan discusses the technical and field work undertaken to site an aquifer recharge system as well as the effort to plan the Distribution System Expansion to increase access to potential users of reclaimed water. The Plan also prioritizes the next elements of work to take advantage of the remaining DOE grant funds as well as potential future City funding.

Haines introduce Patrick Skillings and Tom Skillings to present the study. Patrick Skillings stated he is the project manager for Phase 2 of the project. There are two sets of goals: 1) to put the reclaimed water back in the aquifer; and 2) to reduce the demand on potable water by replacing irrigation needs.

He showed a map that contains the sites that could be used to put the water back into the aquifer. Infiltration testing was completed on the sites. The City Shop site and Reuse Area sites were the top locations. He gave an overview of the designs to put the water into the aquifer. The designs will not be visible and park area will still be usable. He identified areas around the City that use irrigation water now.

He spoke about the old reservoir south of the City that may be able to hold reuse water. He indicated we would want to use the flow through at the treatment plant. It will capture 500,000 gallons of water. He spoke about the changes that would be made at the reuse site. He indicated this project will occur with phasing as the City grows.

Tom Skillings stated the projects are spread out over time, but some projects will need to be done in the beginning. One of the first priorities is putting a cover over the flow through pond at the plant to keep the geese out. It would cost \$500,000. The second project would be building the infiltration basins costing \$1M to \$1.2M. The third project is the high pressure zone expansion at \$2,045,000 if the reservoir is usable. The fourth project is the network expansion costing \$2.5M to \$2.7M. The last is opportunity driven systems as users come on-line.

One component of the study is a leaky pipe concept that is important to this system. It is an infiltration system running adjacent to other pipe systems. Its benefit is it is installed when other pipes are installed. Because of control mechanisms you can apply the water where it is most needed at any given time. The concept is flexible. They recommend the City build a pilot to test the system. Haines stated the leaky pipes concept is new to Ecology.

Patrick Skillings stated that moving the fish pond at the Reuse Site is one of the key aspects. The new pond will be larger and deeper.

Dubois asked what "mounding" meant in the report. Patrick Skillings said one of Ecology's rules is when you recharge the aquifer with reclaimed water you have the water level building a mound before it runs out and joins the aquifer. The mound cannot come to the surface. The monitoring wells keep the infiltration basin from the mound level.

Hall asked if the Japanese Garden Pond could serve as the infiltration basin to get rid of the algae that causes problems. Patrick Skillings said the mound will not intercept that pond. Haines said mounding is different from the water in the pond. If we could keep the Japanese pond cooler and moving it would help take care of the algae issue.

Erichsen asked where the money will come from and if this is option A, what is option B, if there is one. How can we afford this and how fast? Haines said for us to sustain this project we need revenue. We will look for more grants. We could displace for users to purchase reclaimed water rather than using potable water for irrigation. Longer term we could mandate the culture of using reclaimed water throughout the City. It will come in stages and funding sources are well within the service area.

Haines said there is a scope in the package that went to Ecology. It will probably be at least 3 more weeks before we hear from Ecology. The current grant runs out June 30. If Ecology doesn't extend the completion date, we will not have the grant money.

Erichsen asked if the grant and the NPDES approval are connected. Haines said the permit will have language that we can proceed, but we may not have money to do it.

Burkett stated the financing plan will have to be integrated into the wastewater financing plan.

Mayor Hays called for a break and recessed at 5:58 p.m.

6:00 P.M. REGULAR COUNCIL MEETING

Mayor Hays called the meeting to order at 6:05 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Deputy Clerk Usselman called roll. Council members present: Laura Dubois, Erik Erichsen, Don Hall, Ken Hays, Bill Huizinga and Ted Miller.

Susan Lorenzen was absent. Miller suggested we continue to the next meeting to find out why Lorenzen is not present.

City Staff present: City Manager Steve Burkett, Deputy Clerk Bobbie Usselman, Planning Director Chris Hugo, Public Works Director Paul Haines, City Attorney Craig Ritchie, Marketing and Communications Manager Barbara Hanna and Police Lt Sheri Crain.

INTRODUCTIONS & CORRESPONDENCE

CEREMONIAL

The Irrigation Festival royalty sang a song for the group. The royalty sold their buttons and pins to Council and others. Announcements were made about the Festival Crazy Daze Breakfast. Steve Burkett will be a judge.

A proclamation was read about Transit Employee Appreciation Day; it was presented to Councilors Dubois and Hall who are on the Transit Board.

A proclamation was read and presented to Deputy Clerk Usselman for Municipal Clerks Week.

REPORTS

COMMITTEE, BOARD AND LIAISON SUMMARY

PRESIDING OFFICER REPORT

Mayor Hays and Councilor Hall invited the other Councilors to walk in the Irrigation Festival Parade.

Hays stated he may miss part of the meeting on May 23 as his son will be receiving a Scout award.

CITY MANAGER REPORT

Burkett advised the tour of Suite 17 and the Police Department will occur after the meeting tonight.

Burkett introduced Chris Hugo as the new Planning Director effective Friday, May 12. Hugo said he is happy to be here and looks forward to helping the community find its path to the future. He feels this is a good place for him.

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

Mike East, 110 Ioka, Sequim, came to discuss the new logo. Mayor Hays stated we will take public comment during the agenda item.

CONSENT AGENDA

1. Approve/Acknowledge
 - a. City Council Meeting Minutes – April 25, 2011
 - b. Claim Voucher Recap dated May 9, 2011 total payments \$549,746.30

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

UNFINISHED BUSINESS

2. Approve new City logo

Burkett stated we had a presentation two weeks ago about the new logo. We have put together a presentation of logos for letterhead and street designs.

Barbara Hanna showed three new logo concepts in the same order as seen in the past. The design firm created two versions of each, one for the City and one for tourism. Concept 1 is the most visually represented. There are two versions of Concept 2. Concept 3 is the simplest of the logos. She showed how the logos could be used in letterhead and street signage.

Miller would like to have a City flag and likes Concept 1. He would prefer lower case letters instead of upper case.

Hanna stated the City did receive four comments from the public after the article ran in the paper.

Hall said at the city's booth during the street fair, 36 out of 40 liked the old logo; others couldn't understand the new concepts.

Dubois received favorable concepts from the public, most choosing Concept 1. She said the designer did a survey prior to creating the new logo designs.

Huizinga prefers the new logo Concept 1.

Erichsen likes Concept 2.

Hays is sympathetic to those who like the old logo, he appreciates the public's input, but he would like to see a more contemporary logo. He likes Concepts 1 and 2.

Public Comment:

Mike East, 110 Ioka, Sequim, reviewed the logos and had no idea what they represented without the explanation in the paper to tell him. He doesn't feel people from other parts of the country will understand what we are trying to project with the logo. They don't represent Sequim as he sees it. The original logo had more of what we were about, although it does need revamping to represent what Sequim is about. He doesn't feel the new logos represent "who we want to be." He feels a new logo could be more dramatic. He was involved in logos for resorts in the past, and those logos are still in effect today. He feels Sequim needs to start over with this project. You should capture more of the mountains and valley, the sun, salt – everything we have to offer, to accomplish what we have in the City. The old logo is good, but it needs to be modernized.

Miller stated the Police Department has a good logo on their uniforms. He would prefer to take the old logo and modernize it.

Hays likes the logos. The purpose of the logos is a quickly identifiable mark for the City. The current logo is what we see around us, not necessarily "in" the City. Our current logo would be lost in the crowd of what others have in Washington.

MOTION to approve Concept 1 as the new official logo for the City of Sequim by Erichsen; second by Dubois.

MOTION TO AMEND Concept 1 from upper case to lower case by Miller; second by Erichsen.

Vote on the amendment to motion: Aye by Miller; nay by Dubois, Erichsen, Hall, Hays and Huizinga. **Motion fails.**

Vote on original motion: Aye by Dubois, Erichsen, Hays, Huizinga and Miller; nay by Hall; **Motion passes.**

Miller would like to see a City flag prior to the Centennial.

NEW BUSINESS

3. Approve Resolution No. R-2011-05 Appointing a Records Retention Officer

Burkett stated our risk managers recommended the City appoint a Records Retention Officer. He recommends approving the resolution appointing the City Clerk.

MOTION to adopt Resolution R-2011-05 designating the City Clerk as the Records Retention Officer by Dubois; second by Miller. **Unanimously approved.**

4. Quarterly financials update

Burkett said there is detail in the packet about the financial statement report.

Goschen stated the Finance Department spends most of its time analyzing the General Fund. She provided a handout on the sales tax comparing 2009 to 2011. She indicated the biggest change is the drop in construction activity.

We have an acceptable fund balance and retail base, but we must be careful on how we control our expenses. She feels we will be able to stay within the budgeted expenses for the year. She feels our park impact fees may be low this year and may not cover the expense of the parks loan.

She feels we are in good shape for this year's budget.

GOOD OF THE ORDER

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

Jeff Edwards, 196 Taylor Blvd., Sequim, stated Joe Irvin is looking for a job; they are enjoying the weather and are doing great.

NEXT MEETING DATE

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

ADJOURNMENT

MOTION to adjourn at 7:05 p.m. made by Hall; second by Dubois. **Carried**
Unanimously.

Respectfully submitted,



Bobbie Usselman, CMC
City Clerk



Ken Hays
Mayor

Minutes approved at a regular Council meeting held on May 23, 2011.