

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

AUGUST 22, 2011

4:30 P.M. STUDY SESSION

Mayor Hays announced the Council will go into executive session to discuss site acquisition and potential litigation. It is anticipated to last approximately 45 minutes and no action is anticipated.

At 5:15 it was announced that it would be an additional 10 minutes. After a ten-minute break, the meeting reconvened at 5:35.

Citizen Survey

Ron Vine of ETC reported that their goal was to complete 300 surveys. There was a great response and 430 surveys were actually completed. There is a margin of error of +/- 4.7%.

People feel the City is moving in the right direction. The most important capital projects included reduce traffic congestion and improve streets.

Major findings indicate residents generally have a positive feel for the City. 54% feel it is an excellent place to live.

50% of those living here less than five years were very satisfied and satisfied on land use planning and regulations. Those here 5-9 years were at 34% and 10-19 years was 24%.

Code enforcement always rates low.

Most important services were police services, City water and wastewater services, land use planning and regulations. Municipal district court services and customer service provided by City employees were the least important.

The first choice for many people that traffic issues should be addressed on state highways.

People are obtaining their information from the newspapers and the utility billing newsletter.

Sequim's future should include improving congested/unsafe intersections; more activities for teenagers, more sidewalks, paths and trails. Lowest was more focus on arts/culture activities.

He provided a comparison with Sequim, Northwest, and US average. As an example, 95% felt safe in their neighborhood during the day compared to 92% in the US and in the Northwest.

Overall satisfaction with City maintenance was higher than Northwest and US averages.

High priorities included land use planning, police service, level of traffic congestion, City water/wastewater services, enforcement of City codes/ordinances,

Councilors shared their views on the survey and its results. Huizinga indicated that a new City Hall is a low priority for residents and a number one priority for the Council. Dubois agreed. Dubois feels perhaps we need to educate the public. We need to explain the rental amounts being paid and inefficiencies of staff being in 3 different places.

Mayor Hays called a five minute break at 6:50.

6:55 P.M. REGULAR COUNCIL MEETING

Mayor Hays called the meeting to order.

PLEDGE OF ALLEGIANCE

ROLL CALL

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

INTRODUCTIONS & CORRESPONDENCE

CEREMONIAL

REPORTS

COMMITTEE, BOARD AND LIAISON SUMMARY

Hall attended Park Board meeting August 9. The board had budget discussions and a Pioneer Park update.

He attended the Planning Commission meeting which was a joint meeting with the Design Review Board.

Miller reported on the Homeless Task Force.

Lorenzen attended Clallam Transit System board meeting. The Operations Manager of CTS received comments from a tourist at the end of Lavender Festival. They indicated they were looking for something to do on Sunday evening and everything was closed. There was nothing for people to do in Sequim on a Sunday evening. She went through the intersection of Washington and Sequim on a Friday night around 9pm. There was nobody out.

Dubois also attended the CTS meeting. Dubois reported the Friends of the Library are hosting a concert this Friday at 6 pm at the library.

Hall reported the bus stop on Blake Avenue has been completed.

PRESIDING OFFICER REPORT

Mayor Hays attended the Chamber Board meeting. The Visitor's Information Center budget was discussed. The Incredible Edible festival is coming up next month.

CITY MANAGER REPORT

Burkett attended the WCCMA meeting last week. Financial issues were major discussions.

Burkett announced September 10 is National Day of Service. The opening ceremony takes place at 7:45 a.m. in front of City Hall. Some projects include Bell Creek maintenance, reuse site maintenance and dog agility course at the dog park. If anyone is interested, contact Karen Kuznek-Reese.

Paul Haines reported on placement of bike racks. These are funded by TBD dollars. The company is in Vancouver, WA and they deliver. Budget allows for purchase of several more this year. People can also purchase racks for their property. The most expensive one is \$180 and prices drop with quantities. If anyone has any design ideas, let him know. These are also paintable. We are the first City to have a tricycle.

Haines showed the old City Hall ball that was previously in front of City Hall.

Burkett recognized the Mayor for earning his Certificate of Municipal Leadership from the Association of Washington Cities by attending over 30 hours of classes.

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

1. Sequim Speaks Update – John D'Urso, Chair

D'Urso indicated the general feedback is that the vision statement is too broad and ambiguous. Infrastructure and transportation should be top priorities for the City. The City Council needs more communication with citizens. Their next meeting is August 30 at 6 pm to discuss the customer satisfaction survey results.

Hall stated that some members of Sequim Speaks have indicated they would like to see Council members attend their meetings.

Andy Nilles, 1009 Brackett, stated he has heard that the pathway from Brackett to Priest will cost \$60,000 to \$70,000. He has a bid for 1/3 or less than that. Another contractor also looked at the project. When he went to Public Works to discuss the project, he was told to forget it. He would

like to have the City and WalMart do something about it. It is the narrowest trail and someone is going to get hurt and the City may be liable. It should be looked into it.

Michael Smith, Executive Director of Sequim Senior Center, thanked the Council for their funding. 51 seniors, as defined by the grant, have taken advantage of the available dollars. They have 94 new members and 55-58 are City residents.

Pam Murray, 32 Sierra Drive, has an ice cream truck that she started using during the Irrigation Festival. She wants to sell at Carrie Blake Park. She has been told by Lisa (Hopper) that she is not allowed to sell there anymore. Another ice cream vendor has been selling in the park. What can be done to allow her to sell there? She is at the Music in the Park event. It is a policy that she would like to have changed.

Burkett indicated the City will work with the Park Board to address this issue.

Haines reported he has been working on the Brackett Road issue. There is no money in the budget. He is working with WalMart. Their decision making process is complex. Friday he will know how much WalMart will contribute. Because of the safety concern, the Police Department speed trailer has been placed in the area. They are reviewing adjoining developments for other projects to participate.

INFORMATION/COUNCIL QUESTIONS INVITED

2. United Way Mid-Year Report
3. Sequim Dungeness Valley Chamber of Commerce 2nd Quarter Report
4. 2012 Fee Ordinance

There was discussion concerning the fee ordinance. Burkett indicated we are looking at long term projections for utility rates. There are no other significant changes.

Hall indicated he has heard many complaints about Guy Cole charges and no changes are proposed to the fee structure.

5. Volunteer Program

Miller stated he has already had a fair amount of interest from his wife who has already had people approach her about volunteering opportunities.

PUBLIC HEARINGS

CONSENT AGENDA

6. Approve/Acknowledge
 - a. City Council Meeting Minutes – July 25, 2011
 - b. Claim Voucher recap dated 8/22/11 total payments \$695,514.16
 - c. Approve Resolution No. R-2011-11 Sole Source Purchase of Mowers
 - d. Approve Resolution No. R-2011-12 Sole Source Purchase of surveillance/recording package

Miller would like to remove 6c. Approve Resolution No. R-2011-10 Declaring an Emergency and Ratifying Street Light Purchase.

MOTION to approve the Consent Agenda as amended by Hall; second by Dubois. **Carried Unanimously.**

Miller asked if the City is seeking restitution from the drunk driver who hit the pole. Ritchie indicated there is an order for restitution.

MOTION to approve 6c made by Miller; second by Hall. **Carried Unanimously.**

UNFINISHED BUSINESS

7. Appointments to Comprehensive Plan Steering Committee

MOTION to appoint Jon Wendt and Bill Sterhan from the Planning Commission; Bob Anundson, Eric Egnew, Nancy Goldstien, Gary Kispert and Andrew Shogren from citizens-at-large and Councilors Ken Hays, Erik Erichsen, and Bill Huizinga made by Hall; second by Miller.

Hall asked if letters were going to be sent thanking applicants. Hays expressed concern about not appointing County residents. It affects everyone in our area.

Amendment to allow for 6 citizen participants with at least 2 members from the County made by Hays; second by Miller. Aye by Hays, Dubois, Erichsen, Miller and Hall. Nay by Huizinga and Lorenzen. **Motion carries.**

There was discussion concerning citizen representation.

Amendment to rescind the original amendment to the motion made by Hays; second by Erichsen. **Carried Unanimously.**

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

8. Approve bid for City Hall remodel

Edwards reported that Maple View Enterprises was the low bidder. This will allow 3 staff members in Suite 17 residents to move to City Hall. There is limited space at City Hall, with no

meeting room. The front counter will be remodeled for ADA accessibility. Maple View has previously done work for the City.

MOTION to accept Maple View Enterprises' bid of \$38,516.76 for the City Hall remodel project and to direct the City Manager to enter into a contract for the City Hall remodel made by Miller; second by Hall.

Dubois asked if can we look into an ADA push button at City Hall? Edwards will look into.

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

NEW BUSINESS

9. 2nd Quarter Financial Update

Goschen explained the carryover of \$15,000 from 2010. July was the first month that construction sales tax came in at budget. We are under budget in forecast for salaries. General Fund and Streets are doing okay. The Parks Fund plan was to use park impact fees for Keeler debt payment of \$80,000 annually. We do not have money for bond payments so will transfer from REET1.

She explained that spring cleanup is a major expense for Solid Waste which has no revenue stream. We need to delete this fund and make this an expense of the General Fund.

10. 2012 Budget Personnel Overview

Connelly reported there is a \$390,000 increase in estimated compensation. On January 1, 2011 police officers got 2% increase and sergeants 3%. The non-commissioned group had a market survey and changes were implemented around July 1. She explained issues that are included in the personnel categories.

There was discussion concerning costs.

Hall asked about having study sessions for budget purposes. Dubois would like to keep the 17th for budget meeting.

Burkett stated there are personnel requests for 2012. These will be reviewed for financial ability.

11. Change Planning Department name to Department of Community Development

Hugo explained that the functions of the department include more than planning.

MOTION to adopt Ordinance 2011-017 to change the name of the Planning Department to Department of Community Development and the position title of Planning Director to Director of Community Development made by Lorenzen; second by Huizinga. **Carried Unanimously.**

GOOD OF THE ORDER

Dubois reported that Friends of the Library is having a free concert Friday evening, behind the library at 6pm.

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

EXECUTIVE SESSION

NEXT MEETING DATE

Mayor Hays announced the next meeting dates of September 12, 2011 at 6:00 p.m. and September 26, 2011 at 5:00 p.m.

ADJOURNMENT

MOTION to adjourn at 8:30 p.m. 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 September 12, 2011.