

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

**SEPTEMBER 12, 2011**

**6:00 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, Ted Miller.

Susan Lorenzen will arrive late.

**MOTION** to excuse Bill Huizinga who is ill made by Dubois; second by Miller.  
**Carried Unanimously.**

**INTRODUCTIONS & CORRESPONDENCE**

**CEREMONIAL**

**REPORTS**

**COMMITTEE, BOARD AND LIAISON SUMMARY**

Hall attended the Sequim Speaks meeting on August 30 where the citizen survey was discussed. He was very disappointed because of low turnout at Sequim Speaks events.

Erichsen attended the LTAC meeting. They have a budget to recommend with the exception of the Visitor Information Center (VIC) request. They will meet next week for final discussion.

**PRESIDING OFFICER REPORT**

Hays attended the Chamber of Commerce September board meeting. The Incredible Edible Festival has been postponed to next year due to vendor conflicts. The VIC request was discussed.

He is on the AWC Legislative Committee. They had their first online meeting where they reviewed the agenda of priorities for upcoming legislative sessions. There are 12 priority items they will lobby for in the upcoming legislative session.

### CITY MANAGER REPORT

Burkett reported on the National Day of Service and showed slides. He thanked people for participating and the businesses who donated items.

Burkett reported on the arrival of the artifact from the World Trade Center.

Dubois added that the white stripes on the flag that was folded by the officers contained the names of all the victims of 9/11.

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

Phillip Narlock, 303 S. 5<sup>th</sup>, is concerned with the bottle recycle bin. It is parked 36 steps from his front door. He has heard the City no longer allows people to recycle glass at their home. He explained how much noise there is with the bottles being placed into the recycle bin. He believes there should be a City ordinance requiring the bins be 100' from any building sites.

Burkett stated the staff has followed up with the recycler. He asked Narlock to provide the Public Works Director with his contact information to discuss possible solutions.

### INFORMATION/COUNCIL QUESTIONS INVITED

1. Ordinance No. 2011-015 Firearms Regulations
2. 2011 Year End Forecast

Goschen explained year end forecast issues. There was discussion concerning development revenues.

### PUBLIC HEARINGS

### CONSENT AGENDA

3. Approve/Acknowledge
  - a. City Council Meeting Minutes – August 22, 2011
  - b. Claim Voucher recap dated 9/12/11 total payments \$393,568.96
  - c. Close-out of the Water Reclamation Facility expansion project
  - d. WRF Construction Management Services Contract Adjustment Request
  - e. South Sequim Avenue Pavement Repair Contract - bid award

Miller asked to remove WRF Construction Management Services Contract Adjustment Request.

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

Haines explained these are not change orders for construction contract, but for professional services. Gray & Osborne had to perform additional duties during the contract period. These are value added services that were provided by Gray & Osborne. They did not minimize their services. They took care of the City's needs as they arose.

**MOTION** to approve the change in scope of services as set forth in the attachment and to increase compensation for Gray & Osborne, Inc. for their additional construction management services contract to a total of \$700,613 and authorize the City Manager to execute necessary contract documents and bring to the City Council by year's end any needed budget adjustment actions to fulfill this motion's approval made by Miller; second by Hall. **Carried Unanimously.**

### **UNFINISHED BUSINESS**

#### 4. Resolution No. R-2011-08 Establishing a Volunteer Program

Kuznek-Reese reported that there are many things we'd like to do but can't because of limited resources. It is our hope there are people in the community that would like to volunteer their time and remain active and involved and connect with their government.

A list of potential volunteer opportunities is included in the packet. Once the program receives Council approval, we will develop a plan to implement the program and develop job descriptions for the various volunteer opportunities.

Hall asked who will run the volunteer program. Burkett responded that Kuznek-Reese will have overall responsibility for the program. We will try to recruit a volunteer to be a volunteer coordinator.

Hall stated he would like the implementation plan to be brought back to Council. Burkett explained it is mostly administrative but can be provided for information.

Haines has had numerous contacts from people who have retired from very responsible positions that are looking for volunteer opportunities and may fulfill some highly technical positions.

Miller was glad to see an emphasis on young people. We need to get the youth involved in the program.

**MOTION** to adopt Resolution No. R-2011-08 establishing the City of Sequim Volunteer Program made by Dubois; second by Miller. **Carried Unanimously.**

## **NEW BUSINESS**

### 5. Naming of Street and Approval of Resolution No. R-2011-09

Haines stated the new road connecting West Grant Street to West Washington will be substantially completed this year. The street needs to be officially named by the City.

**MOTION** to name the road South 14<sup>th</sup> Avenue made by Hall; second by Miller.  
**Carried Unanimously.**

### 6. Rhodefer Road project and bid

Garlington reported that bids were solicited to chip seal the northern section of Rhodefer Road. One bid was received from Lakeside Industries. The bid was over the engineer's estimate and the budgeted amount. He recommends using a portion of 2011 budgeted dollars to shape the existing subgrade and place and compact crushed rock. This would improve the road through the winter. We could again solicit bids early in 2012.

Erichsen expressed concern because a portion of the road is in the County. Ritchie explained that the City Council was informed of the activities when this happened. The City received a right-of-way in exchange for road maintenance. There was no formal approval of road grading. We did accept an easement that had an obligation attached. It ends up being an inexpensive price for a permanent easement.

**MOTION** to direct the City Manager to reject the bid received from Lakeside Industries to construct the North Rhodefer Road chip seal made by Hall; second by Dubois.  
**Carried Unanimously.**

### 7. Free City-Sponsored Public Music – Sequim Open Aire Market

Kuznek-Reese indicated the City currently has the Music and Movies in the Park program.

We have partnered with Olympic Theatre Arts to provide an expanded movie program.

An expansion of the free and live public music is possible by partnering with Sequim Open Aire Market (SOAM).

In addition to our summer concert series, the City has the opportunity be able to provide music for free to the public on Saturdays.

SOAM will manage the program and be responsible for booking and payment to the musicians. SOAM would pay an annual rental amount of \$315 to help cover the costs of our licensing fees. An amended contract with SOAM is included in the packet outlining the details for the program.

**MOTION** to approve the first amendment to the license agreement with the Sequim Open Aire Market made by Hall; second by Miller. **Carried Unanimously.**

## **GOOD OF THE ORDER**

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

**EXECUTIVE SESSION** Mayor Hays announced an executive session for property acquisition, potential litigation and pending litigation – Fairweather. It is expected to last 30 minutes and action is anticipated. The meeting recessed at 7:10 to executive session.

Lorenzen arrived 7:10 p.m.

The meeting reconvened at 7:40 p.m.

Burkett stated the City has been searching for a city hall site for many years. In executive session, Council has been discussing property acquisition adjacent to city hall. The City has recently been able to negotiate an agreement to purchase property directly east of the current city hall, the Serenity House property. An agreement has been approved by their board and he recommends purchasing the property for \$1,250,000. The property includes 22,000 sf of land and 2 structures. The City will lease the property back at \$1,500 monthly for 3 years. The City won't have a need for the building and land for a while and Serenity House has to look for another location. The capital account includes \$2.25 million for land purchase. An estimate for the police station/city hall ranges from \$12-18 million. He recommends Council approval. This property contains frontage on Sequim Avenue. The City also owns 2 adjacent parcels that could be used for parking. Construction prices are historically low at this time.

**MOTION** to approve the purchase of the Serenity House property for \$1,250,000 and to approve the lease back of the property at \$1,500 per month both in a form to be approved by the City Manager and City Attorney and signed by the City Manager made by Dubois; second by Erichsen.

Hall indicated he will not approve the motion. The Council was given four options and he likes another option better.

Dubois stated this will allow the city hall to stay in its location. Miller feels it is a win-win situation. He feels it is a great opportunity for the City either as a city hall or as an investment.

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

Ritchie explained the Fairweather subdivision previously received final plat approval by bonding. Not all the work was completed. The bond had to be accessed. An interpleader action has been served. He explained the proposed settlement.

**MOTION** to authorize a settlement allocating \$35,000 to interior road construction, retaining the balance in an account for frontage improvements which will be completed by the City if grant funding is available which can use the funds retained as City or local matching funds or to be used by the developer of what is currently referred to as Phase II to assist in completing the public frontage improvements on West Sequim Bay Road when approval of Phase II is sought. The standards for construction of the frontage improvements shall be those in effect at the time of design and construction of the improvements. This obligation of the Phase II property shall be secured by a lien on the property, or recorded irrevocable covenant on the property or development agreement made by Lorenzen; second by Dubois.

Erichsen thanked staff for working with property owners to come up with an equitable solution. Burkett stated this settlement is of the bond proceeds coming to the City.

Vote: **Unanimously approved.**

### **NEXT MEETING DATE**

Mayor Hays announced the next meeting dates of September 26, 2011 at 5:00 p.m. and October 10, 2011 at 5:00 p.m.

### **ADJOURNMENT**

**MOTION** to adjourn at 8:05 p.m. made by Erichsen; second by Hall. **Carried Unanimously.**

Respectfully submitted,

  
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Karen Kuznek Reese, MMC  
City Clerk

  
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Ken Hays  
Mayor

Minutes approved at a regular council meeting held on September 26, 2011.