

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

SEPTEMBER 9, 2013

5:00 P.M. STUDY SESSION

1. First review of Fee Schedule

Administrative Services Director Konkel stated all rates and fees are reviewed each year at budget time. The proposed ordinance helps ensure that the City's costs are reimbursed and provides a mechanism to perform a review of all rates and fees. Konkel reviewed Exhibit A to the ordinance. Many rate and fee changes are consistent with the current 2.5% CPI. The proposed water and sewer charges show an increase of 4%. This ordinance will be before Council again in November.

There was brief discussion regarding raising the water and sewer rates, and also about land use and development fees.

Finance will check on whether the rates and fees should include the penalty for starting construction prior to being permitted.

Burkett emphasized that the fees show a special or private benefit, not a government benefit.

2. 2014 Capital Projects

Public Works Director Haines rates the City's infrastructure with a D or D-. The 4% increase in water and sewer charges is the CPI plus a percentage. Our new model for growth is not the 4-8% predicted in the last round of master plans. We are trying to be more realistic in projects we can complete within the budget.

Council adopts the Capital Projects list annually. The list identifies projects that relate to Council goals, the newly adopted infrastructure master plans, and needed major maintenance and funding for projects that could be initiated should some major development proceed. This presentation serves to discuss the identified projects, their priority level, and receive feedback from Council before the budget is brought for approval later this year.

The 2014 Capital Projects list contains less than 2013. The chart shows the projects, the cost of the projects and different funding that can pay for them. In 2013 we received no grant funding for our projects. This year we have lessened the Capital Projects list.

He highlighted and described many projects on the list. At a future time we should have a study session to discuss how to complete one of this year's goals, that being maintain and improve

streets and sidewalks.

Burkett described project cost and inter-fund charges.

Haines identified where approximately \$350,000 TBD funds will be used including Etta Street, East Fir Street for ODT and ADA upgrades; and signal/roadway engineering for Washington Street. He reviewed the water and sewer projects.

There was general discussion concerning Gerhardt Park and the Carrie Blake Park entrance. Dubois feels the playground should be fenced for safety. There was brief discussion regarding item 21 re Emerald Highlands water.

In 2014 our City Engineer will be spending time dealing with the City Hall Project and it may affect what projects we can complete from the list.

Mayor Hays called for a five-minute break at 6:15 p.m.

6:00 P.M. REGULAR COUNCIL MEETING

Mayor Hays called the meeting to order at 6:21 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Deputy Clerk Usselman called roll. Council members present: Laura Dubois, Erik Erichsen, Ken Hays, Ted Miller, Candace Pratt, Dennis Smith and Genaveve Starr.

INTRODUCTIONS & CORRESPONDENCE

CEREMONIAL

REPORTS

COMMITTEE, BOARD AND LIAISON SUMMARY

Dubois attended the Navy Band NW concert at the James Center on Saturday.

Smith attended the Clallam Transit Board meeting; they are testing wi-fi on busses. He attended the Peninsula Responders Emergency Management Meeting where they spoke about team sponsored exercises in 2016 in the Northwest. He attended the Planning Commission meeting where they reviewed the Transportation Impact Fees.

Starr attended the Shiso Sister City meeting. There are 14 students from Japan traveling to Sequim on September 21. The Japanese delegation and Council is invited to a dinner on September 20.

Miller toured Gerhardt Park; it is a great benefit to the City.

Erichsen attended the LTAC meeting where the 2014 budget was discussed and a recommendation was made. He also attended the Park Board meeting that was held at Gerhardt Park and it included a tour.

Pratt attended the WA State Transportation Association Annual Conference in Spokane as a representative of Sequim and CTS board. She said all cities are having trouble keeping up their roads.

PRESIDING OFFICER REPORT

Hays commented that he had the first of “Coffee with the Mayor” events. Four people did attend along with the Chief. Topics included drugs at the schools and in the City; things for kids to do in Sequim; questions and concerns about the closing of Staples and empty stores on the east end of town and possible development of new big box stores. He will work with Barbara Hanna for a monthly summary of the discussions.

CITY MANAGER REPORT

Burkett spoke with the manager of the LLC that owns Elk Creek Plaza about issues there and what the City could do to keep businesses there. He said there is so much big box business on the west end it is difficult to keep the east end going. He also mentioned the Simdars interchange could be beneficial although it is a Washington state project.

He provided an update on the City Hall Project. Tomorrow Burkett, Hays and Dickinson will visit the three different design-build teams on their progress. The proposals are due November 19. On December 3 the review team will listen to presentations from the groups in an open public meeting. We will allow the public to review the proposals and ask questions regarding their thoughts on the proposals. December 9 Council will pick the winning design-build team. Once Council selects a design-build team we will have monthly reports on the status of the project.

He will also provide information to Council on the interim moves to different locations. Some people will go to Suite 17 and others to the building owned by the City at Spruce and Sequim Avenue. We will notify the public on the moves to different locations.

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

Mike Flynn and Skylor Grasseth, 30 Shepherds Way, spoke about the summer lunch program at the park. The Gazette had an article about its success last week. They thanked the City for allowing them to do this. The Boys & Girls Club was very helpful in the program. Grasseth said before the program started we went to a youth leadership program presenting the program and they placed first for contributing and collaboration for the food program. He thanks Council for

helping.

INFORMATION/COUNCIL QUESTIONS INVITED

3. Paving Project Update

This will be combined with item 7 on the agenda.

PUBLIC HEARINGS (Legislative)

Mayor Hays read the rules of public hearings.

4. Ordinance No. 2013-014 Adopting Transportation Impact Fees and Program

The public hearing opened at 6:45 p.m.

Haines indicated as part of the Transportation Master Plan (TMP) effort, the Transportation Impact Fee Program was reviewed and changes recommended. The TMP update provided the mix of system improvement projects that make up the impact fee list that changed in accordance with the new plan priorities. An updated fee schedule analysis has been performed.

The Planning Commission was unable to make a recommendation on the plan. Their role is limited, not as to what the fee should be but how it affects the policies in the Comp Plan. There was concern about why and how downtown should be different from other areas.

Dubois asked why there was nothing on the list for West Sequim Bay Road and Whitefeather Road. It needs a lot of work and there are a lot of empty lots in that area. She didn't understand why there was such a difference in rates in an elementary school and library. She commented on page 18 under Downtown Fees Single Family (Detached) has no rate relating to it. Hugo said in the downtown core zone you can only have residential if it is above commercial.

Pratt said on page 9 there are inconsistencies between 10 years and 9 years.

Public Comment: None.

Hugo said he suggested the Planning Commission not take this up on the 17th due to an array of positions and will suggest they speak directly to Council.

Public hearing continued to September 23.

5. Adoption of Ordinance No. 2013-012 approving 2013 Budget Amendments (continued from 7/22/13 and 8/12/13)

Public Hearing opened at 6:57 p.m.

Konkel briefly outlined the six requested amendments.

Public Comment: None.

MOTION to adopt Ordinance No. 2013-012 approving budget amendments for matters not foreseen or provided for in the 2013 budget by Pratt; second by Dubois. **Unanimously approved.**

CONSENT AGENDA

6. Approve/Acknowledge
 - a. Joint City Council/Transportation Benefit District Meeting Minutes – August 12, 2013
 - b. Claim Voucher Recap dated 9/9/13 total payments \$960,405.66
 - c. Reappointments to the Park & Recreation Advisory Board

MOTION to approve the Consent Agenda made by Dubois; second by Miller. **Unanimously approved.**

UNFINISHED BUSINESS

7. Paving Project Update – and - 2013 Pavement Preservation Project – Change Order No. 1

Haines gave an overview of the change order. Two of the streets were bid as both chip seal and asphalt overlay with the thought of getting a more advantageous overlay price. We are asking for approval of the change order for two roads for overlay instead of chip seal.

Council thanked staff and Lakeside for creating more for our money.

MOTION to direct the City Manager to approve Change Order No. 1 for substituting the bituminous surface treatment to asphalt overlay to a total of \$241,560 for the project by Dubois; second by Pratt. **Unanimously approved.**

NEW BUSINESS

8. Award Contract for South 3rd Pathway Project

Haines reviewed the bids received for this project. Lakeside came in with the lowest bid of the three.

MOTION to authorize the City Manager to enter into a contract with Lakeside Industries, Inc. for the South 3rd Avenue Pathway project in the amount of \$139,540 with an additional authorization for contingencies of \$10,460 by Dubois; second by Miller.

Starr has concerns about this because of the recent budget amendments. Burkett stated these

funds are from TBD. It would not benefit the general fund. Haines said this also a safety issue.

Vote on Motion: **Unanimously approved.**

9. Naming of City Lot at Washington and Sequim Avenue

Burkett said we want to stop calling the property the “former Gull property.” Some names suggested include Centennial Plaza, Centennial Square and Centennial Corner.

Miller feels it should include the word “centennial” since this was purchased in the centennial year.

Dubois likes Centennial Square, as does Miller.

Starr would like to see the naming opened for citizen input. Pratt said she thought Don Hall suggested having a contest for naming it. Dubois has no problem with a contest if it is done by October 31. Burkett said the agenda was advertised and if people cared to give advice they might be here.

Hays likes the use of Centennial Corner at this time and consider changing it if we choose in the future. During his coffee event it was mentioned this location could be a place where teens and adults could mingle.

Erichsen feels Centennial Place or Corner is more appropriate.

Pratt likes Centennial Place.

MOTION to name the City’s property on the corner of Sequim Avenue and Washington Street “Centennial Place” by Miller; second by Erichsen. Aye by Dubois, Erichsen, Hays, Miller, Pratt, and Smith; nay by Starr. **Motion Passed 6-1.**

GOOD OF THE ORDER

Pratt said she and Genaveve Starr with SueEllen Reiseau toured where the murals could be placed. There was discussion about creating an arts commission with representation from all of the arts. She said Burkett indicated staff could search other cities programs. Dubois said we have Sequim Humanity and Arts Alliance in the community which is a 503(C)3. Pratt said she heard this group was defunct.

Burkett said we will put together a memo with basic information, costs and benefits of a commission for Council. We do have some funds budgeted in the City Hall Project for art.

Dubois said the Sister City students will arrive September 20 and have requested Sister City and City representatives attend.

On September 18 the OTA movie will be “Lincoln.”

Hays reminded everyone of the November 2 Centennial Finale at 7 Cedars Casino. Dinner will be about \$50. There will be interesting media displays. Key note speakers will be Ron Allen of the Tribe and possibly the Governor.

Hays stated electric vehicles are the future. He feels we should put in a charging station and will do some research. Starr said Shoreline has solar-panel charging stations.

Burkett announced the National Day of Service Saturday, September 14. Usselman indicated there will be 30-40 volunteers at Gerhardt Park from 8-12.

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

EXECUTIVE SESSION

NEXT MEETING DATE

Mayor Hays announced the next meeting dates of September 23, 2013 (5:00 p.m.); Special Meeting September 30, 2013 (5:00 p.m.) and October 14, 2013 (5:00 p.m.)

ADJOURNMENT

Meeting adjourned at 7:35 p.m.

Respectfully submitted,

Roberta J. Usselman, MMC
Deputy City Clerk

Ken Hays
Mayor

Minutes approved at a regular Council meeting held on September 23, 2013.