



# CITY OF SEQUIM News



December 2015

## Meeting Dates & Locations

The meetings are held at the Civic Center located at 152 W. Cedar Street.

City Council Regular Meeting Council Chambers	2nd & 4th Monday 6:00 p.m.—December 14 only this month.
City Council Study Session Council Chambers (when required)	2nd & 4th Monday 5:00 p.m.
Planning Commission Council Chambers	No Meetings in December
Parks and Recreation Board Community Conf. Room	1st Monday 6:30 p.m.
Lodging Tax Advisory Comm. Community Conf. Room	Quarterly—Next Meeting December 14 10:00 a.m.
Arts Advisory Commission Community Conf. Room	3rd Monday 8:30 a.m.

## Clean Audits for the City and TBD

The Washington State Auditor's Office has completed a Financial Audit of the City of Sequim and the Transportation Benefit District (TBD) for 2014, and an Accountability Audit for both organizations for the years 2012, 2013, and 2014. There have been no findings in City of Sequim audits in more than 20 years. The TBD has also received clean audits since its inception in 2010.

Financial Audits check the adequacy of internal controls over financial reporting and ensure accurate financial statements and disclosures. The audit determined that both organizations' financial statements met the requirements of Washington state regulations and were fairly presented.

Accountability Audits are designed to verify that public resources are safeguarded from fraud, loss, and abuse and ensure compliance with rules, regulations, and internal policies and procedures. The audits found that both organizations complied with applicable requirements and provided adequate safeguarding of public resources.

That State Auditor's Office is charged with auditing all agencies in Washington state. Their goal is for government to work better, cost less, and earn greater public trust.

The audit reports are available on the Washington State Auditor's Office website [www.sao.wa.gov](http://www.sao.wa.gov) and on the City of Sequim website [www.sequimwa.gov](http://www.sequimwa.gov). Please contact City of Sequim Administrative Services Director Sue Hagener at (360) 681-3426 or [shagener@sequimwa.gov](mailto:shagener@sequimwa.gov) with questions.



Happy Holidays!



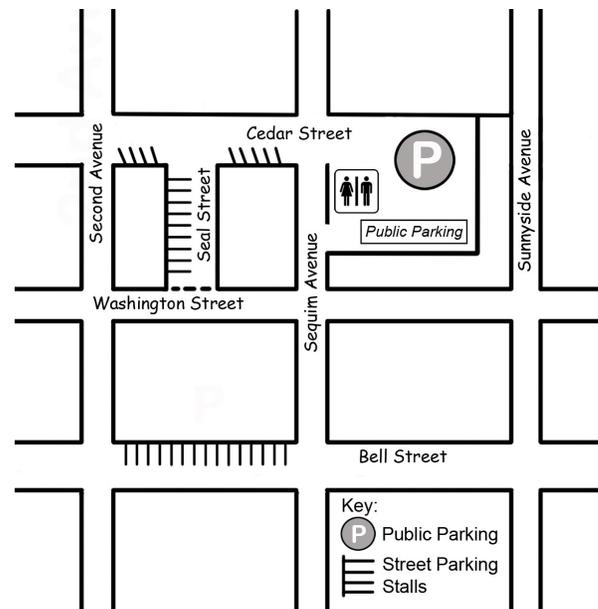
City Offices will be closed on Thursday & Friday, December 24 & 25 for the Christmas Holiday and Friday, January 1 for New Year's Day.

## Carrie Blake Park Master Site Plan Open House

A Master Site Plan is currently under development for Carrie Blake Park and the Water Reuse Site. An Open House for public input to help prioritize the elements of the plan is scheduled for **Tuesday, December 15 from 6:30 to 8:30 p.m.** at the Civic Center, 152 W. Cedar St. Your input is important to the success of the plan.

## Plenty of Public Parking in Downtown Sequim

Plan to keep your holiday dollars in town and shop local this season. Be sure to visit businesses throughout the City. If you are coming into Downtown, below is a map to show where you can conveniently park. In addition to parallel parking on most streets, there is a public parking lot on the east side of North Sequim Avenue, angle parking on West Cedar Street, and head-in parking on Seal Street and West Bell Street. Many private businesses have their own lots. Please be sure to respect their parking spots and use them only when you visit those specific businesses.



## Reporting Excessive Jet Noise

Please contact the Navy directly by email at [comments.NASWI@navy.mil](mailto:comments.NASWI@navy.mil) or call (360) 257-6665 to address concerns, complaints, or questions regarding noise from Navy jets over the Sequim area.



## VOLUNTEER CORNER

### Be a Concierge for the City

Do you like to meet new people and stay current with City events? You would make a great concierge!

The City of Sequim is seeking volunteers to serve as concierge in the Sequim Civic Center. Volunteers will greet visitors to the facility and help direct them to the department that can best serve them. The volunteer concierge also assists in providing tourism-related information about Sequim and the surrounding Dungeness Valley to visitors and may provide some assistance to City departments. For a full job description, visit [www.sequimwa.gov](http://www.sequimwa.gov).

To learn more about how you can volunteer with the City and make a difference in the community, contact City Clerk Karen Kuznek-Reese at (360) 681-3428 or [kkuznek@sequimwa.gov](mailto:kkuznek@sequimwa.gov).

### Utility Discounts Available for Low Income Residents

To financially assist those struggling to meet their basic needs, utility rate reductions will be available for qualifying low income residents effective for January 2016 usage. If your income does not exceed 125% of the federal poverty guidelines or \$25,000/year, you may be eligible. There is an additional net asset-based test to determine qualification. The exact amount of your discount will be administratively determined upon receipt of all applications. Qualifying applicants will see the discounted rates on their January usage bill. **Even if you already receive the low income discount, all applicants must reapply annually.**

**Applications are due January 15, 2016** and are available at the following locations: City Hall, DSHS, Sequim Community Aid, St. Vincent de Paul, Serenity House, United Way and the Sequim Senior Center. Applications can also be downloaded from our website at [www.sequimwa.gov](http://www.sequimwa.gov). Please don't hesitate to call the Finance Department at (360) 683-4139 with your questions.

### Be Fire Smart This Holiday Season

As you prepare to deck the halls this holiday season, be fire smart. A small fire that spreads to a Christmas tree can grow large very quickly. Here are a few tips for your Christmas tree:

- Choose a fresh tree that has green needles that do not fall off when touched.
- Cut 2" from the base of the tree trunk before placing in tree stand.
- Keep tree a minimum of 3 ft. away from any source of heat like fireplaces, candles, and heat vents.
- Do not block an exit with the tree.
- Keep the tree watered daily.
- Use lights that are labeled from a recognized testing laboratory. Some lights are for indoor or outdoor use.
- Replace any string of lights that are worn or have broken cords or connections.
- Never use lit candles for tree decorations.
- Turn off the Christmas tree lights before leaving home or going to bed.



### Prepare Your Pipes for Fall and Winter Winterize your outside water connections.

Unhook any attached hoses from outdoor taps and drain any remaining water from the hose. Cover the taps with a Styrofoam connector to help prevent freezing.

If you have pipes that are not underground, disconnect them from the water source if possible. If disconnecting them is not possible, put insulation on or over the exposed piping.

### Going out-of-town for a few months?

If you live in Sequim city limits and are on City water, consider having your water shut-off at the meter by the City. There's a one-time charge of \$42.00 (rate through December 2015). You would only be billed a stand-by fee of \$23.11 for water and \$23.11 for sewer (rates through December 2015) per month.

**You will need to come into City Hall and sign paperwork to have your water turned off.**

After the meter has been shut-off, there may still be water in the lines. Turn a faucet on until no remaining water comes through, then turn off the faucet. If possible, turn off the water tap coming into the house, if you have one.

When you are ready to return, call Sequim City Hall at 360-683-4139 at least two (2) business days prior to your arrival to have the water turned on. **Please note: Someone will need to be at your home when the meter is turned on.**

*Doing any of these things may help save you money.*



### Bring your Donations for the Sequim Food Bank to the Civic Center

Help to ensure a happy holiday for everyone. The City of Sequim is accepting donations of non-perishable foods for the Sequim Food Bank now through Friday, December 18, 2015. The Civic Center is located at 152 W. Cedar Street. Business hours are 8:00 to 4:30 p.m. **All donations are greatly appreciated.**

### Water Saving Tip of the Month

**Around the House — FIX LEAKY FAUCETS IMMEDIATELY.** A leaky faucet may simply need a new washer. Small faucet leaks can waste 20 gallons of water a day. Large leaks can waste hundreds of gallons.



### Coffee with the Mayor in December

Sequim residents can meet informally with Sequim Mayor Candace Pratt on Thursday, December 3 at 8:30 a.m. at Bell Creek Bar and Grill, located at 707 E. Washington Street.

Mayor Pratt will be at a different published location each month to meet with anyone who wants to chat, ask questions, express a concern, or make a comment about the City or the community. Please contact Candace Pratt at (360) 582-0114 or [cpratt@sequimwa.gov](mailto:cpratt@sequimwa.gov) with questions.

