

**CITY OF SEQUIM  
CITY COUNCIL MINUTES  
SEQUIM CIVIC CENTER  
152 WEST CEDAR STREET  
SEQUIM, WA  
JULY 10, 2017**

1. [Habitat for Humanity - City Neighborhood Maps](#)

Irvin provided information concerning the proposed neighborhood boundaries. This is all part of Service Fest happening in 2018.

Colleen Robinson reported that Habitat received \$7,000 grant for neighborhood revitalization. She described the Quality of Life Framework which began in 2015 with a neighborhood survey. There have been four Rally in the Alley events. They have all been very successful. She provided an overview of each event. The City of Sequim was invited to participate in Service Fest. We are the smallest and most rural community participating. This will be held in June 2018.

There is an event on September 9 at Guy Cole where neighborhoods will have the opportunity to suggest names for their neighborhoods. These will come back to council. First Federal is sponsoring a complimentary dinner at this event. People have been identified in each community that will be asked to be a neighborhood captain. These people will be encouraged to talk to their neighbors.

Councilors expressed concern that these areas should be called regions or districts rather than neighborhoods.

Pencom Director Presentation

Karl Hatten reported that as the director, he is splitting his time between Jefferson County and Pencom. Regionalization between Clallam and Jefferson Counties has been discussed for some time. Pencom is operated by the City of Port Angeles. They provide dispatch for 17 agencies in Clallam County. There is an advisory council that makes recommendations to the City of Port Angeles. JeffCom is a separate entity with own administrative board. They are discussing moving Pencom and creating an Interlocal Agreement within Clallam County. An ILA has been drafted for those who have expressed interest. It is the hope that by January 1 there will be a separate 9-1-1 agency in Clallam County. We will then begin talking with JeffCom to make one entity. There are no significant budget changes for 2018. They are funded by 1/10 of 1% from the county and cell phone tax.

Mayor Smith called for a break at 5:56 p.m.

**PLEDGE OF ALLEGIANCE**

## NEW BUSINESS

### 5. Ordinance No. 2017-13 Establishing Office Hours for Civic Center

Bush reported we continue to fine tune operations and needs of the public. We are proposing changing the hours of Civic Center operations to 7:30 to 4pm.

Lake asked if any thought has been given to Saturday or late night hours? Bush responded that a study will be done in the next 6-12 months to assess the public needs.

T. Miller feels we should have 1 day a week that stays open later and could shorten another day. Leonard-Ray likes the return to 7:30 am to 4pm.

**MOTION** to approve Ordinance No. 2017-13 establishing office hours by Candace Pratt; seconded by Pam Leonard-Ray. **Carried Unanimously.**

### 6. Award Contract for Carrie Blake Park Access Road

Klontz reported that the low bid was approximately \$504,000. The project is over budget by \$50,000. That includes the 5% construction contingency, design/permitting/tax. The access road was higher than engineer's estimate. Revisions have been suggested to keep this more in line with budget.

**MOTION** to approve award the contract to Northern Land Development in the amount of \$504,131.67 and authorize the City Manager, or his designee, to enter into a contract with Northern Land Development. Additionally, I move to authorize a 5% City held construction contingency above the award amount by Ted Miller; seconded by Bob Lake. **Carried Unanimously.**

### 7. Operations & Maintenance Agreement for Carlsborg

Bush stated this is scheduled for discussion at the July 31 meeting with the county.

Garlington reported that the Carlsborg sewer is operational. The city will maintain and operate the system as if our own. We will charge accordingly. There will be total cost recovery of time spent by the city doing this work. 2018 budget includes FTE that works sewer but start in July. We are still talking with the Jamestown Tribe about their use of the system.

## GOOD OF THE ORDER

Pratt stated that Clallam Transit has a student bus pass.

Mayor Smith reminded councilmembers of dates for announcing at Music in the Park.

Bush reported on the Wastewater Reclamation Facility award that has been received.

Bush provided pictures of the mobile emergency operations center.

**\* Issuance of Request for Proposals**

Bush reported doing due diligence with insurance coverage. There are other insurance pools that cover cities. We are planning to do that in the near future.

## 2. Clallam Marine Resources Committee Update

Ann Soule indicated that she is the rep for the city on Clallam Marine Resources Committee.

Ed Bowlby, former chair of MRC, provided information concerning the Marine Resources Committee which is an advisory body to Clallam County.

Jeff Ward, current chair of MRC, described the work that is completed by this group of volunteers. They monitor forage fish, kelp beds, pigeon guillemot, natural resources data along the Strait. They provide educational outreach, oil spill preparedness, Olympia oyster restoration.

Crab pots are being redesigned so that crabs are released if a pot is lost. Trying to raise awareness so lost pots don't continue to catch crab. People are encouraged to use rot cord. It is not consistently used. They will have an intern providing community outreach this summer about the usage of this cord and not losing pots.

**PUBLIC COMMENTS Please limit comments to 3 minutes. Please see "Public Comments" rules attached.**

Linda Gutowski, President of The Meadows HOA, stated they oppose to a homeless shelter by Dungeness Valley Church. They have no current plan to address HOA concerns. Commercial or public facility setting would be a more appropriate zone for this building.

Kristina Nelson-Gross advised that no application has been submitted for this project. If an application is submitted, it will be a quasi-judicial matter for a conditional use permit and the public will be unable to discuss this with any member of the City Council.

Jim Mauk supported comments by Gutowski and spoke in opposition to a homeless shelter.

Martin Gutowski the church has no plans to control liquor and drugs. They will allow anyone if they are homeless.

Kip McKeever supports Linda Gutowski comments and opposes a homeless shelter in the area.

Mari Chesser is the Junior Warden at St. Luke's. They are having their 25-year anniversary. She provided information on the amount of money being charged to the church based on the size of their water line. There is no designation for non profit organizations. The base rates have gone up 300% or \$3,000 annually. To install a 1" line would be about \$2,000. They would still not be using the 256 gallons that a 2" line requires. St. Luke's does a lot for the community. She is requesting a base rate for non profits, that they be grandfathered for 2013 rates, and/or classify them as a residential or hotel, not a commercial establishment.

Charlie Pugh provided an update on Sequim Pickler activities. They completed clean up at 3rd and Fir with weeding. 2 week summer pickleball tournament at Boys & Girls Club. He thanked the staff for their work and coordinating of work at Carrie Blake Park.

## INFORMATION/COUNCIL QUESTIONS INVITED

### PUBLIC HEARINGS (Legislative)

3. [Ordinance No. 2017-17 Updating the Comprehensive Emergency Management Plan](#)

Mayor Smith read the rules and opened the public hearing at 6:55 p.m.

Officer Maris Larsen reviewed the changes made since the last meeting.

Mayor Smith asked for speakers. Hearing no response the public hearing was closed at 7:00 p.m.

**MOTION** to approve Ordinance No. 2017-17 modifying SMC 2.60, the Mayor sign the Letter of Promulgation, and that the Mayor, City Manager and Chief of Police sign the Executive Summary by Bob Lake; seconded by Genaveve Starr. **Carried Unanimously.**

## CONSENT AGENDA

4. [Approve/Acknowledge](#)
  - a. City Council Meeting Minutes - June 26, 2017
  - b. Claim Voucher Recap Dated 7/10/17 Total Payments \$393,029.41
  - c. Reappoint Marcella/Gary Stachurski, Marsha Massey and Shelli Robb-Kahler to the Lodging Tax Advisory Committee
  - d. Resolution R2017-13 Authorizing Limited License Agreements for Right of Entry Related to the Fir Street Improvement Project

**MOTION** to approve the Consent Agenda made by Candace Pratt; seconded by Genaveve Starr. **Carried Unanimously.**

## UNFINISHED BUSINESS

## NEW BUSINESS

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Lake asked if any thought has been given to Saturday or late night hours? Bush recommends that we study that issue. We would want to survey the public.

T. Miller feels we should have 1 day a week that stays open later and could shorten another day. Leonard-Ray likes the return to 7:30 am to 4pm.

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## GOOD OF THE ORDER

Pratt stated that Clallam Transit has a student bus pass.

Mayor Smith reminded councilmembers of dates for announcing at Music in the Park.

Mayor Smith received a call from resident about street painting. Public Works has done a great job and the painting has been done throughout the city.

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

Mary Helen Bennefeld, is overjoyed that the city has been so supportive of the Sequim Picklers. Thank you very much.

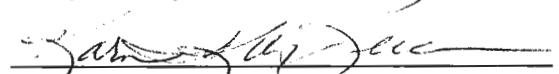
**EXECUTIVE SESSION**

**NEXT MEETING DATE July 24, 2017 (6:00 p.m.); July 31, 2017 (5:00 p.m. Special Meeting with Clallam County Board of Commissioners); August 2, 2017 Executive Session CM Evaluation - RCW 42.30.110(1)(g); August 14, 2017 (5:00 p.m.)**

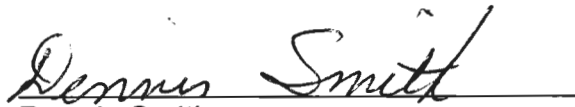
**ADJOURNMENT**

Meeting adjourned at 7:30 p.m.

Respectfully submitted,



Karen Kuznek-Reese, MMC  
City Clerk



Dennis Smith  
Mayor

Minutes approved at a regular Council meeting held on July 24, 2017.