

**CITY OF SEQUIM
CITY COUNCIL MINUTES
SEQUIM CIVIC CENTER
152 WEST CEDAR STREET
SEQUIM, WA
August 14, 2017**

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: Bob Lake, Pam Leonard-Ray, John Miller, Ted Miller, Candace Pratt, Dennis Smith, Genaveve Starr

CHANGES TO THE AGENDA

CEREMONIAL

1. [Proclamation - Red Cross Centennial Celebration](#)

Mayor Smith read and presented a proclamation to Bob Wheeler proclaiming September 2017 as American Red Cross month.

REPORTS

Committee, Board and Liaison

Lake attended CERT exercise.

T. Miller reported on the NODC meeting of July 27 where there was a report on the impacts from the state budget.

Leonard-Ray reported that at the August 10 Sister City meeting they learned more about the students traveling to Shiso. One student has raised almost all the money needed for his trip. They discussed the Grassroots Summit in 2018. We were able to find 5 host families. They decided to proceed with the summit in September 2018.

Starr reported on the Washington State Transit Conference.

Pratt attended Youth Services Task Force meeting in July.

Pratt attended the First Friday block party. She has heard numerous requests for more of these events. She has attended both Friday afternoon concerts.

She and T. Miller attended the county wide planning policies meeting.

Student Liaison Reports

Teya Nop reported that she attended a City Manager meeting with Haelee. They talked about opportunities to get more involved in the community and incorporating student government and city government.

Presiding Officer

Mayor Smith was a karaoke judge last week. He thanked Candace and Bob for CERT training.

City Manager

Bob Schroeter, Clallam County EDC, reported that the town hall meeting in Sequim was well attended. There are many components to economic development. August 23 they will have a conversation with the community regarding housing affordability and access. September 27 they are cosponsoring with City of Sequim the first training session on LEAN process improvement. \$25 per person; \$20 for EDC members. Feedback they have received is that Sequim residents are friendly, into the outdoors, retirement destination, choose to live here, better cost of living, oldest festival in the state, collaborative, one of the best school district. Looking at achievables of remote worker space, maker spaces, investment clubs, new interchange in Sequim, access to capital. He reported on the business blitz taking place on October 17.

T. Miller would like EDC to address the opioid/drug crisis. Schroeter agreed. They will be engaged. B. Lake would like to see measurable goals. What is economic development? How do we measure that? Relationship between activities and achieving those goals?

Teya asked if students could be involved with the business blitz. Schroeter will discuss with the superintendent to see if they can make that happen.

Irvin reported there is a training session for all business blitz volunteers from 8-9am. 9 to 12 they will break in to teams and go out with questionnaires. October 9 SBDC will provide update on what they are doing with businesses. September 9 4-6 at Guy Cole is a continuation of the neighborhoods program. This is an opportunity for residents to meet each other; provide list of neighborhood improvement projects; participate in naming their neighborhoods.

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

Mayor Smith read the rules.

Barb Paschal spoke on the high incidence of contagious diseases in homeless shelters. This will affect everyone in Sequim. These diseases can be easily spread.

INFORMATION/COUNCIL QUESTIONS INVITED

2. Peninsula Behavioral Health 2nd Quarter Report

PUBLIC HEARINGS (Legislative)

3. [Ordinance No. 2017-18 Authorizing Unforeseen Expenditures to the City of Sequim 2017 Budget Transportation Benefit District](#)

Mayor Smith read the rules for the public hearing. The public hearing was opened at 6:41 p.m.

Hagener indicated all of these amendments have been before the council on prior occasions. She reviewed the amendments being made to the various funds.

Mayor Smith asked for speakers. Hearing no response, the public hearing was closed at 6:48 p.m.

MOTION to approve Ordinance No. 2017-18 authorizing expenditures of funds for matters not foreseen at the time of filing the preliminary budget for 2017 and not provided for in the annual budget for that year made by Candace Pratt; seconded by Bob Lake. **Carried Unanimously.**

4. [Ordinance No. TBD2017-01 Authorizing Unforeseen Expenditures for the Sequim Transportation Benefit District 2017 Budget](#)

The public hearing was opened at 6:50 p.m.

Hagener explained the amendments.

The public hearing was closed at 6:51 p.m.

MOTION to approve Ordinance No. 2017-001 authorizing expenditures of funds for matters not foreseen at the time of filing the preliminary budget for 2017 and not provided for in the annual budget for that year by Ted Miller; seconded by Candace Pratt. **Carried Unanimously.**

CONSENT AGENDA

5. [Approve/Acknowledge](#)
 - a. City Council Meeting Minutes - July 24, 2017

- b. City Council Meeting Minutes - July 31, 2017
- c. City Council Meeting Minutes - August 2, 2017
- d. Claim Voucher Recap Dated 8/14/17 Total Payments \$1,138,856.80
- e. Ratify appointment of Bob Lake to the Clallam County Trails Advisory Board
- f. Cancel December 27, 2017 City Council Meeting

Lake would like to amend the July 31 meeting minutes to include that county workers need a consortium to come up with a plan to perform emergency management duties and it should be included in their job descriptions. He also wants it known that he feels the EOC should not be staffed by volunteers. It should be staffed with professional staff members.

Pratt feels the minutes should be brief. Not everything is included in the minutes. If someone has questions, they can listen to the audio.

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

UNFINISHED BUSINESS

6. Award Contract for Crack Seal Project

Klontz report that one bid was received for the crack seal project. This is a critical time to get out and seal the cracks. The work will begin in early September. Some roads will be crack sealed anticipating chip seal next year.

MOTION to authorize the City Manager, or his designee, to award the contract to C.R. Contracting in the amount of \$89,490. Additionally, I authorize the City Manager, or his designee, to enter into a contract with C.R. Contracting and I authorize a 10% contingency above the award amount made by Genaveve Starr; seconded by Pam Leonard-Ray. **Carried Unanimously.**

7. Award Contract for Sunnyside Sewer and Water Main

Klontz reported there were 5 bids received. Low bidder is from Port Angeles. Part of this project is funded by the Department of Health who has had their budget held up due to no approval of the state capital budget. He explained the funding options.

Garlington added that this is the worst case scenario. Tharinger continues to work on the budget issues. It is hopeful that the budget will be passed.

MOTION to award the contract to Jordan Excavating for their bid in the amount of \$1,332,512.64 and authorize the City Manager, or his designee, to enter into a contract with Jordan Excavating. Additionally, I move to authorize a 10% City held construction contingency above the award amount; moved by Ted Miller seconded by Candace Pratt. Aye by Starr, Pratt, T. Miller, J. Miller, Lake,. Smith. Nay by Leonard-Ray. **The vote Passed.**

8. Effect of State Capital Budget on 5th and McCurdy Booster Station

There was discussion indicating that the contract was previously approved by the City Council. There is an issue regarding funding since the state's capital budget has not been approved.

MOTION to authorize the City Manager to execute the previously awarded contract with Hoch Construction with the understanding that should DOH loan funds become available at a later date, the city will pursue any reimbursement opportunities by Bob Lake; seconded by Pam Leonard-Ray. **Carried Unanimously.**

9. Comprehensive Plan Amendment Update

Berezowski reviewed the additions suggested for the Comp Plan amendments.

Nelson-Gross stated that Items 7 and 8 are brought forward because the cumulative effects of the amendments must be considered.

MOTION to approve Acceptance of the addition of the suggested amendments 7 and 8 as indicated in our handout by Pam Leonard-Ray; seconded by Candace Pratt. **Carried Unanimously.**

NEW BUSINESS

10. Introduction to Complete Streets Policy

Soule explained the complete streets concept. The Sequim Civic Center has a walkable score of 72. Adoption of a complete streets policy may be necessary for the city to qualify for grant funding in the future.

11. The Native American Housing and Self Determination Act Program Cooperation Agreement with Jamestown S'Klallam Tribe

Irvin explained the tribe manages a HUD program. There are 13 units on 5 pieces of land. For them to continue to operate the program and receive HUD funding, this cooperative agreement is necessary. These houses are currently tax exempt. The tribe is proposing a payment in lieu of tax which is a net increase of \$1,950.

Annette Nesse added that HUD requires all housing units to be exempt of taxes. However, they can pay in lieu of payments. This agreement will allow the tribe to provide affordable housing.

Casey Thrush explained how the program operates.

T. Miller expressed concern about future purchases.

Nesse explained that there are eligibility requirements for the program. This is specific to rental housing.

12. City Manager Contract Amendment

MOTION to authorize the Mayor to sign the proposed Second Amendment to the City's Employment Agreement with Charles P. Bush, City Manager by Bob Lake; seconded by Candace Pratt. **Carried Unanimously.**

GOOD OF THE ORDER

Bush explained that the treatment plant discussion was delayed to September.

Smith asked if the county juvenile tax will be placed on the ballot. Bush indicated the county would like to make a presentation to the council at a work session and provide information about this issue. There was consensus to schedule a presentation.

Bush stated a petition about trees has been received. There will be a meeting with business owners to have a conversation about the issues. Smith recommended councilors tour the area to see what is being discussed.

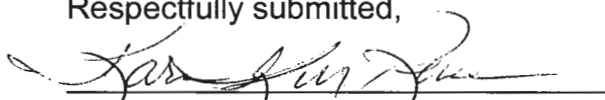
PUBLIC COMMENTS (Please limit comments to 3 minutes each)

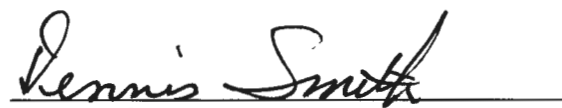
EXECUTIVE SESSION

NEXT MEETING DATE August 28, 2017 (CANCELLED), September 11, 2017 (6:00 p.m.) and September 13, 2017 Special Meeting on 2018 Budget (3:00 p.m.)

ADJOURNMENT at 8:30 p.m.

Respectfully submitted,


Karen Kuznek-Reese, MMC
City Clerk


Dennis Smith
Mayor

Minutes approved at a regular Council meeting held on September 11, 2017.