

**CITY OF SEQUIM
CITY COUNCIL MINUTES
SEQUIM CIVIC CENTER
152 WEST CEDAR STREET
SEQUIM, WA
NOVEMBER 13, 2017**

1. Property Tax 101

Connie Anderson provided information concerning property taxes and how they are assessed. The assessed value has increased to \$974 million this year up from \$906 million this year.

2. Public Records 101 and Amendments to SMC 2.50

Kuznek-Reese provided information concerning public records and their retention. The code update provides clarity and incorporates changes in state law. The update also includes the unduly burdensome clause enabling the City to charge the default statutory costs for providing copies of public records.

3. Olympic Peninsula Bicycle Alliance (OPBA)

Ken Stringer provided information on the new Olympic Peninsula Bicycle Association website. The website shows the various routes available in the area as well as services available.

Bush indicated that Cranksgiving food drive that will take place this Saturday.

Mayor Smith called for a break at 5:50

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: Bob Lake, John Miller, Ted Miller, Candace Pratt, Dennis Smith, Genaveve Starr

MOTION to excuse Pam Leonard-Ray who is away on business made by Candace Pratt; second by Genaveve Starr. Carried Unanimously.

CHANGES TO THE AGENDA

CEREMONIAL

REPORTS

Committee, Board and Liaison

Lake reported the General Contractor spoke at the recent school board meeting. Lake provided information concerning the presentation.

Pratt attended Youth Services Task Force meeting. We are still investigating a drop in center.

T. Miller reported on the NODC meeting. L&I has an apprenticeship program.

Student Liaison

Teya Nop reported on school activities that have taken place and their fundraisers.

Presiding Officer

Mayor Smith attended the Planning Commission meeting where they discussed the Comprehensive Plan

City Manager

Bush provided an update on the City Council priorities. He provided recommendations on establishing goals and priorities for the future. This planning session will be held at the transit center.

Bush provided information on potential activities for youth in the area. A teen drop in center is being investigated.

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

Charlie Pugh provided an update on the Sequim Pickler activities in their efforts to build pickleball courts. The courts should be ready for play in May or June. They will gift \$198,000 to the city for help building the courts.

INFORMATION/COUNCIL QUESTIONS INVITED

4. Third Quarter Human Services Funding Report
 - a. Peninsula Behavioral Health

PUBLIC HEARINGS (Quasi-Judicial)

5. Willow Creek Manor Preliminary Major Subdivision

Mayor Smith read the rules for the public hearing and asked for any appearance of fairness issues. Hearing none, the public hearing was opened at 6:38 p.m.

Berezowsky reported this project was approved in 2007. He indicated the site will be served by city water and sewer and will be accessed from the west via Broadmoor Street and from the south via future public road, Carisbrooke Avenue or another access point. This is a 5-phase major subdivision. The plat map has been revised so Phase B does meet all the substantive requirements of the city zoning ordinance. Phase C, D, E and F also meets the requirements. The property is flat.

The subdivision meets requirements of the bulk and dimensional requirements. There are no environmental impacts. This project will not impact any critical areas. No stream, stream buffer, wetland or wetland buffer or fish & wildlife habitat areas will be affected. The project meets the city and state subdivision requirements.

He explained how this project, as proposed, is consistent with the City's Comprehensive Land Use Plan.

Amendments include

- finding #2 of the Planning Commission recommendation. The traffic consultants have submitted the required reports that were used to determine the staff recommendation.
- Section 1d of pages 4 and 5 to reflect new plat map was submitted
- 2f to reflect additional and/or changes in meeting/hearing dates due to the continuation of the Planning Commission meeting.

He addressed staff's recommended conditions #11 and #12. Based on consultant work, traffic calming should occur after Phase B is developed. Any phase after that would require traffic calming measures. The connection would be required after that.

After the Planning Commission heard comments, they decided to amend that condition requiring traffic calming at Phase B and a new point of access at any phase after that.

After the meeting, staff discussed the Planning Commission condition and concluded there is no evidence in the record to support the Planning Commission's basis for making the change to staff's original condition. The record showed there is adequate emergency access for vehicles and that the city's traffic consultants suggest that Broadmoor is not yet carrying an overwhelming amount of traffic.

T. Miller stated there is no requirement for traffic calming. Garlington explained the current phase and the next phase (B), combined would have at buildout a level of traffic that would still be able to maintain its neighborhood street. That does not require any traffic calming. It is recommended to install a small traffic circle for traffic calming at the entrance to Phase B. Any phase above B, puts enough traffic on Broadmoor, if there is not a second entrance, and creates a different issue on the street. Put in bulb outs

periodically on the street on Broadmoor. Traffic calming is to protect the no-motorized. He explained how the requirements are determined and options.

J. Miller agrees with T. Miller. It needs 2 exits right now because there will be construction vehicles.

Garlington explained that the code is written that if you have a divided entrance separated by a 10 foot median, that satisfies the 2nd entrance requirement. This may be part of the code scrub in the future.

Craig Miller, representing Jeff Cole applicant, addressed the traffic calming. The applicant is in agreement with the staff recommendation regarding traffic. The record is your own engineer and 2 traffic engineers saying what is proposed is reasonable. You cannot create additional stipulations because it is wanted by residents. The staff recommendations are appropriate.

Jeff Cole stated that only half the lots may be built after 10 years. The current roads address the safety issue. The staff has done a phenomenal job. They have been working on this for 2 years.

There was discussion about whether the condition concerning site construction traffic would be required to access the site from a different access point other than Broadmoor in the staff report.

Bob Richey spoke against the project. He requests that Willow Creek Manor have 2 public access roads before completion of Phase B.

Judy Richey spoke against the project. Carrisbrook is a driveway but shows as a road. The current future lot owners on Broadmoor are being asked to take a risk on this development.

David Bier spoke against the project. He spoke about the traffic and access points.

Mada Angell is in favor of the second entrance being constructed during Phase B. The plats all show the second entrance. She believes the traffic studies and letters are shallow. Once the property is developed, we will be stuck. If he doesn't have the funding, he should withdraw and submit when he does have the money.

Joe Pirano stated when they purchased their lot in 2010, they were provided with a site plan that showed a second access road to Sequim Bay Road. Do not approve without a second access road.

Debbie Clymer stated the landscape island is right in front of her house. Her realtor told her that Carrisbrook would be developed before Phase B. Traffic calming does not decrease the amount of traffic. Rhodefer is a very busy street because of Carrie Blake Park.

Bob Griebornow showed Phases A, B and C from the phasing plan. He spoke against the project. This is not designing in prevention mode. SMC 7.04.010 under authority and purpose and take general overview into account, you could justify the second access.

April Ness lives on West Sequim Bay Road and has known the Coles for 20 years. She lives on the road that is a second access. It is accessible to any emergency. The gates are always open. Yes, it is private property. She has driven on that second access every day. She spoke in favor.

Mayor Smith asked for additional speakers.

Craig Miller spoke in rebuttal. He has been reminded of his involvement in this property several years ago and provided background information. This project was done by Fred Grinnell many years ago. Grinnell lost the property back to Myron Spath after the project was approved. He gave it to Spath on a deed in lieu of foreclosure which wiped out that plat. Its expiration was another confirmation the plat was not burdened with the plan. The title companies don't necessarily pick up on the implications. This property has no obligation to anyone on how it is developed or used. Mr. Cole is in fact creating the 2nd access to Phase A. His proposal is benefitting the residents.

Jerry Schmitt stated that he once did the exact same type of development that Jeff is doing.

David Bier added that the City has a code that says you can't have a dead end. We have a dead end. The code requires dual access. How can we build Phase B when it is in code saying you cannot have a dead end?

Garlington responded to a question about whether dead end streets are allowed. The fire district is satisfied with the project. The streets as they are configured still provide emergency access. The gate fronts on West Sequim Bay Road.

T. Miller sees no reason for the city to require consolidated mailboxes.

Berezowky responded that condition could be amended. The city should not be involved in this issue. The developer can work with the post office. All phases need to stand alone with infrastructure. Utilities were installed by WSDOT. The only issue we have is access. The City's Public Work Director has pointed out that the city code is not written to be consistent with the fire code. This is one of those issues that the council will want to address during the code scrub.

Nelson-Gross added that Public Works will be looking at how to best amend that section.

Mayor Smith called for additional speakers. Hearing no response, the public hearing was closed at 8:30 p.m.

MOTION to approve adding that all site construction equipment for all phases of the project shall enter and exit the property via the roadway/driveway accessing the property from West Sequim Bay Road. No site construction equipment or vehicles shall access the property from Broadmoor and special condition #10 regarding consolidated mailboxes shall be deleted made by Candace Pratt; seconded by Genaveve Starr. **Carried Unanimously.**

MOTION to approve the Willow Creek Manor Preliminary Major Subdivision with Engineering Conditions #11 and #12 as written by staff and as included on page 24 of the staff report and accept the edits on page 5 related to the density of Phase B; the deletion of the discussion on pages 12 and 13 related to the density of Phase B; and amend the Planning Commission's Findings of Fact #2 in the Planning Commission Recommendation to the Sequim City Council for Willow Creek Manor Preliminary Major Subdivision (SUB17-003 and SEPA17-011) public meeting and decision; October 17, 2017 to add the three traffic studies conducted during the Planning Commission's review to page 9 and 10 of the staff report, section 1.e. Supporting Studies made by Candace Pratt second by John Miller. Nay by Starr. **The vote Passed.**

6. 2018 Preliminary Budget

Called a five minute break at 8:40

Mayor Smith read the rules for the public hearing. The public hearing was opened at 8:45 p.m.

Hagener reviewed the major items in the proposed budget. There is a \$500,000 increase in the General Fund budget. She outlined the \$7 million in capital projects. There are several continuing initiatives that have dollars attached to them. It was agreed to remove the full time IT Tech I position.

MOTION to approve continuing the public hearing on the 2018 Preliminary Budget to November 27 made by Ted Miller; second by Genaveve Starr. **Carried Unanimously.**

7. Revenue Sources

a. Resolution R2017-18 Establishing 2018 Property Tax Levy

The public hearing was opened at 8:55 p.m.

Anderson reported that the final outcome will depend on the assessed value. Property taxes from the City of Sequim will go down if assessed values remain the same.

Starr feels if there is anything in the budget that could be described as discretionary, she does not want to ask taxpayers to increase their taxes.

T. Miller responded this is not a 1% tax increase. This is a reduction and a tax cut. There is a 3% inflation rate. Without this we would have to cut by 2%. We are still behind in tax increases.

MOTION to approve Resolution No. R2017-18 on the proposed property tax levy; made by Ted Miller second by Candace Pratt. Nay by Starr. **The vote Passed.**

b. [Ordinance No. 2017-15 Adopting 2018 Rates and Fees](#)

The public hearing was opened at 9:03 p.m.

Hagener stated that each year the council reviews the rates and fees. There is no increase in service-related fees. This does adopt the default fee schedule for public records requests. There is a 2% increase in water rates; structural changes to sewer; GFCs according to the implementation schedule.

Mayor Smith called for speakers. Hearing no response, the public hearing was closed at 9:05 p.m.

MOTION to approve continuing the public hearing to November 27 made by Candace Pratt; second by Genaveve Starr. **Carried Unanimously.**

CONSENT AGENDA

8. [Approve/Acknowledge](#)
 - a. City Council Meeting Minutes - October 23, 2017
 - b. Claim Voucher Recap Dated 11/13/2017 Total Payments \$785,809.34

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

UNFINISHED BUSINESS

9. [Petition to State Parks Commission re Olympic Discovery Trail](#)

Ann Soule reported that bicycling from Discovery Bay to Port Townsend is dangerous. The Peninsula Trails Coalition is presenting a petition to the State Parks & Recreation Commission and they would like a letter of support. City staff will encourage Jefferson County and the state to work on the algae problem at Lake Anderson. Lake indicated he is on the PTC board and will not vote.

MOTION to approve City council endorse a letter of support signed by the Mayor which requests and addresses the algae issue; made by Ted Miller second by Genaveve Starr. Lake abstains. **The vote Passed.**

10. Wastewater Source Control Program and Ordinance No. 2017-23

Garlington stated that we want to make sure we do not have things going into the transmission that will harm the sewer system or the WRF. This will go through a SEPA process. It will come back in December or January.

11. Low Income Utility Rate Relief Program Update

Hagener explained that her intent is to increase participation in the program by increasing to 150% federal poverty level; eliminating the cap on household income; and the \$210,000 net asset limitation will include the primary residence. Discounts are limited to 1% of single family revenues.

Lake suggests we use the county's methods.

Hagener explained her preference for the poverty guidelines.

It was council consensus to proceed with Hagener's suggestions.

12. Solana Estates Street Construction/Repairs

Garlington explained the background associated with this project. Any additional work after this will be funded by Green Crow.

MOTION to approve reimbursement to Green Crow Properties in the amount of \$80,589.35 for Solana Estates street repairs/construction using street bond settlement funds made by Ted Miller; second by Bob Lake. **Carried Unanimously.**

13. Name Your Neighborhood

Irvin explained that follow up meetings will take place with the neighborhoods by December 15.

MOTION to adjourn the names: Rock Hollow, The Foothills, East End, Sunrise, Downtown, Northwest Territories and Lavender Circle for the corresponding geographic areas depicted within attachments 1 through 7 made by Bob Lake; second by Candace Pratt. **Carried Unanimously.**

NEW BUSINESS

14. Agreement for Conditional Contribution for Pickleball Courts at Carrie Blake Park

Garlington stated the actual costs will be realized when the bids are opened on December 1. The Sequim Picklers will manage the scheduling of the fields. He explained the details of the agreement.

T. Miller expressed concern about having a 20-year agreement.

MOTION to approve authorize the City Manager, or his designee, to enter into the Contribution Agreement with the Sequim Picklers with a default clause to be added by the City Attorney made by Bob Lake; second by Ted Miller. **Carried Unanimously.**

15. **Fir Street Local Agency Supplement 2**

Klontz stated that the supplement authorizes us to obligate our ROW phase. They are meeting with the school in the coming week. We have sufficient funding in place. Grants have been received totaling \$3.8 million for the street. The water main will be city funded.

MOTION to approve authorize the City Manager to sign Local Agency Supplement No. 2 and return to Public Works for processing made by Ted Miller; second by Bob Lake. **Carried Unanimously.**

16. **Letter of Agreement with Washington State University - Small Business Development Center**

Funding for the SBDC is included in the budget. Irvin described the deliverables being provided by the SBDC and to be provided in the future.

MOTION to authorize the Mayor to sign the Letter of Agreement for Services between City of Sequim and Washington State University made by Genaveve Starr; second by Candace Pratt. **Carried Unanimously.**

GOOD OF THE ORDER

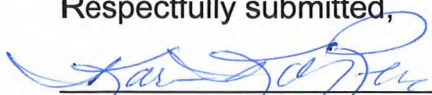
PUBLIC COMMENTS (Please limit comments to 3 minutes each)

EXECUTIVE SESSION


NEXT MEETING DATE November 27, 2017 at 5:00 and December 11, 2017 at 5:00 p.m.

ADJOURNMENT at 9:50 p.m.

Respectfully submitted,



Karen Kuznek-Reese, MMC
City Clerk



Dennis Smith
Mayor

Minutes approved at a regular Council meeting held on November 27, 2017.