

**CITY OF SEQUIM  
CITY COUNCIL MEETING MINUTES  
SEQUIM CIVIC CENTER  
152 WEST CEDAR STREET  
SEQUIM, WA  
SEPTEMBER 24, 2018**

Mayor Smith called the regular meeting to order at 6:00 p.m.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Present: William Armacost, Bob Lake, Ted Miller, Candace Pratt, Dennis Smith, Jennifer States, Brandon Janisse

**CHANGES TO THE AGENDA**

**MOTION to add a statement from the Shiso City visitors made by Miller; second by Pratt. Carried Unanimously.**

**CEREMONIAL**

1. City Champion Awards to Kevin Van De Wege and Steve Tharinger

Candice Bock and Carl Schroeder presented City Champion Awards to Kevin Van de Wege and Steve Tharinger.

2. Certificate of Appreciation to Shelli Robb-Kahler

Mayor Smith read and presented a Certificate of Appreciation to Shelli Robb-Kahler.

3. Outstanding Performance Award for the Sequim Wastewater Reclamation Facility

Mayor Smith presented the award from the Department of Ecology to treatment plant operators Al Chrisman and Jim McBride.

Added to Agenda: Statement from Sister City representatives

Sister City representatives thanked the City for inviting them. Many students are interested in American culture. This is a popular program.

## **PUBLIC COMMENTS**

**PUBLIC HEARINGS** None

## **ACTION ITEMS**

### **CONSENT AGENDA**

4. Approve/Acknowledge
  - a. City Council Meeting Minutes 8/13/2018
  - b. City Council Meeting Minutes 9/10/2018
  - c. Claim Voucher recap dated 9/24/2018 Total Payments \$499,004.47
  - d. Construction Easements for West Fir Street Rehabilitation Project

**MOTION to approve the Consent Agenda made by Pratt; second by Janisse. Carried Unanimously.**

### **OTHER**

5. Small Business Development Council Report (Kevin Hoult)

Kevin Hoult introduced Kat Wheeler from British Direct. She stated they own a sports car restoration company that started in 1981. She explained how Kevin was able to help them.

Colleen Robinson reported that Habitat for Humanity received a \$6,300 grant to start a Habitat store in Sequim. She talked about how Kevin was able to help them with the new store. Students will receive school credit for working in their store. Robinson provided a copy of their business plan.

Kevin Hoult provided information on what the SBDC has done since last October. They have served 31 clients in Sequim. He provided information on how many advising sessions and business advising that was accomplished.

Sequim has a thriving cyber economy. A majority of these businesses do almost all of their business outside the peninsula, many outside the state and in at least two instances, outside the US.

6. United Way Campaign Kickoff – Hayley Pearce

Hayley Pearce stated that United Way invested \$842,080 in Clallam County in 2017. She explained the highlights of United Way's funding impact in 2017. United Way has Fun Days every month. The next one is October 24 at Peninsula Taproom.

7. Ordinance No. 2018-011 Establishing Revenue Thresholds for Businesses with Locations Outside City Limits and Providing Denial, Suspension, Revocation, and Appeal Standards and Procedures

Hagener stated this is a new requirement for cities with business license programs. It is also a continuation of the code scrub. All cities are now required to use the Master Business Licensing program through the State of Washington. The City of Sequim has been using this program for a number of years. Cities are also required to adopt business language. This ordinance addresses that requirement and applies to businesses outside of the city limits. We must adopt a threshold of not less than \$2,000 by October 17 because we already use the state's system.

The City Council is the appeal body for revocation of licenses. Many other cities use this route. There was discussion about whether a hearings examiner might be the appropriate route.

Brandon asked how often cities can change the threshold. Hagener will find out and include that information for the next meeting.

8. Prairie Street Extension Loan Contract with Public Works Board

Garlington reported that the City is looking for another alternate for east/west routes and had applied for and received a loan. He reported there are issues associated with acceptance of this loan. At the end of two years, the city would be required to have 30% of the construction costs set aside in a dedicated fund. This would be General Fund money. Costs are unknown, but it would be roughly \$4-5 million. This would require a significant set-aside by the City. He recommends turning down the loan. Staff recommends taking the budgeted \$300,000 and use \$100,000 for the public outreach program.

Miller stated that the Prairie Street corridor needs to be completed. Garlington indicated we will proceed with this project. The state recognized it as a good project. This 30% requirement will be pursued with the legislators.

9. Authorizing Membership Interlocal Agreement with Washington Cities Insurance Authority (WCIA)

Hagener explained that this is the final step in moving forward with our membership in WCIA.

**MOTION to Authorize the City Manager to sign the Membership Interlocal Agreement with Washington Cities Insurance Authority (WCIA) made by Miller; second by Pratt. Carried Unanimously.**

## **INFORMATION**

### Committee, Board and Liaison Summary Reports

Garlington reported on the SWAC meeting he attended. Waste Connections provided information on recycling. The ban on recycling is having an effect. SWAC representatives spent time at the transfer stations and found a lot of contamination in the recycling bins. Education is a key component. Improved signage needs to be completed. Port Angeles will provide a report on the plastic bags at the next meeting.

DOT Region administrators gave a presentation at the PRTPO meeting focusing on congestion. Three-quarters of DOT's budget will be debt service. They have no money for new projects or money to maintain current projects.

Pratt reported on the CTS board meeting she attended.

### Student Liaison Report

Eva reported homecoming was last week. Tickets were sold out. Clubs have started. There are 10 international students this year. Focus is positivity this year and "choosing kind" in the leadership group.

Presiding Officer – none.

### City Manager

- Human Services Update

Chief Crain reported a human services summit is scheduled for November. There will be a stakeholders' meeting prior to that. There is a lot of work being done behind the scenes.

## **GOOD OF THE ORDER**

Pratt stated there are 10 Shiso students in town. There are many people in Japan that are interested in this program. We are not able to find enough housing for students. Eva added that she previously went to Japan. It is only offered to the freshmen. Perhaps the opportunity could be opened to other ages. She would like to increase the awareness.

Miller 2020 is the beginning of the next charter review commission. Applications are to be submitted in April. He encouraged everyone to consider participating.

Mayor Smith stated the next meeting is scheduled for October 8.

**ADJOURNMENT** at 7:40 p.m.

Respectfully submitted,

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Karen Kuznek-Reese, MMC  
City Clerk

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Dennis Smith  
Mayor

Minutes approved at a regular Council meeting held on October 22, 2018.