

**CITY OF SEQUIM
CITY COUNCIL MEETING MINUTES
SEQUIM CIVIC CENTER
152 WEST CEDAR STREET
SEQUIM WA
March 11, 2019**

WORK SESSION

1. Small Business Development Center Update – Kevin Hoult

Kevin Hoult from the Small Business Development Center (SBDC) stated they served 11 clients in Q4 2018. They assisted a new business start in Sequim, Habitat for Humanity boutique store. He provided information on the SBDC activities for fourth quarter, which included mock interviews with high school students. These students will now go to work at the Sequim Habitat store and learn job skills.

He explained how he is also working with the EDC.

Mayor Smith called a 10-minute break at 5:20 p.m.

The meeting reconvened at 5:30 p.m.

2. Washington State Business Development Center – Center for Inclusive Entrepreneurship Onramp Project – Mike Skinner

Bush stated that the Washington State Business Development Center (WSBDC) works closely with the SBDC.

Mike Skinner provided information concerning their agency. They partner with WSU SBDC to expand entrepreneurship eco-systems in Clallam and Jefferson counties. They have developed the community enterprise program that had ongoing community outreach and FirstStep training and business support. First Step is an 8-hour course where they help people determine if they have a market and a break-even point.

Miller feels this is something that is desperately needed. It is like a business incubator.

Skinner indicated there are a good number of people going through their program. Their program is an accelerator. They help people move forward with their ideas. Many times people's ideas won't work.

This is a win for the community. It provides more access to entrepreneurship and small business training. This will enhance the SBDC's outreach and visibility and help reach deeper into underserved communities. He described the success of this program. WSU is using SBA federal funding. They need to raise \$55,000 in non-federal funding as a match.

Bush indicated that staff recommends funding at the same level as the SBDC which is \$5,000.

MOTION to direct the City Manager to enter into a contract with the Center for Inclusive Entrepreneurship in the amount of \$5,000 annually, for up to three years made by Lake; second by Janisse. **Carried Unanimously.**

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: Smith, Lake, Miller, Pratt, Armacost, Janisse

MOTION to excuse Jennifer States who is out for work made by Lake; second by Miller. **Carried Unanimously.**

CHANGES TO THE AGENDA

CEREMONIAL

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

PUBLIC HEARINGS (Quasi-Judicial)

3. Cameron Village Preliminary Major Subdivision (SUB 18-002)

Mayor Smith read the rules for the public hearing. He asked for any appearance of fairness issues. Hearing none, the public hearing was opened at 6:08 p.m.

Gary Dougherty reports this project will create 57 residential lots and 3 commercial properties. This is in the senior lifestyle zoning district. This project will eventually connect to West Fir Street. Staff is recommending turn-around capabilities until the road is extended through. Phase II will make the north/south connection. Phase II would extend 9th Avenue to the end of the property. Sidewalks will be required on one side of the road. Planning Commission recommended approval subject to the staff recommendations.

Miller is a proponent to extend 9th Avenue from Kendall to Washington. We will see a lot of traffic on 9th Avenue to get to Fir Street. It will compel the City to complete 9th as soon as possible.

Matt Klontz explained the features that have been included in this project to avoid cut throughs. There is a need for acquisition of additional rights-of-way before 9th Avenue can be made a through street. The current CIP has money allocated to start right-of-way conversations. The other option is to squeeze the road down to fit into the 30' right-of way. Sidewalks, parking and improvements will be on the east side of the street, which is in the city limits. The west side is in the county and not in the UGA.

There are details that will need to be worked out closer to development. The CC&Rs need to address maintenance issues.

Laurie Gasnick lives on Priest Road. This is the third most traveled road in the county. She expressed concern about traffic and speed.

Ron Gilles stated he is in favor of this project. This will be an affordable product. The city could acquire the west half of the right of way on 9th and that would help everyone.

George Emminy thanked Gary Dougherty for previously answering his questions. He is neutral on the project.

Mayor Smith asked for additional speakers. Hearing no response, the public hearing was closed at 6:45 p.m.

Miller thanked Gary Dougherty for a thorough presentation. He thanked the developer for a very thorough job as well.

MOTION to approve the Cameron Village Preliminary Major Subdivision subject to the conditions of approval and mitigation measures as set forth in the staff report, and subject to all City regulations, standards and requirements whether articulated or not in the staff report, and to adopt the Planning Commission's Findings of Fact and Conclusions of Law in support of the Council's approval made by Pratt; second by Miller. **Carried Unanimously.**

PUBLIC HEARINGS (Legislative)

4. Ordinance No. 2019-001 Proposed Amendments to Sequim Municipal Code Chapter 18.30 Master-Planned Development

Mayor Smith read the rules and opened the public hearing at 6:50 p.m.

Barry Berezowsky explained that there is currently a requirement that certain properties are required to prepare a subarea plan. This proposed amendment provides for master planned developments to encourage and foster creative and innovative planning. He explained the benefits associated with this amendment. It focuses on establishing a process and criteria for master planning that can be applied in any zoning district. There is no subarea plan requirement. The plan elements have very specific application requirements and prescriptive development standards based on the underlying zoning requirements. These changes provide predictability.

Ron Gilles stated Barry has done a great job identifying problems. This is a great change.

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

MOTION to approve the amendments to Chapter 18.30 Master Planned Development as recommended by the Planning Commission to the City Council and as depicted in Attachment #1 and adopt Ordinance No. 2019-001 made by Janisse; second by Pratt. **Carried Unanimously.**

5. Ordinance No. 2019-002 Proposed Zoning Regulations for the Economic Opportunity Areas and Consolidating Said Regulations with the High Technology and Light Industrial (HTLI) Zoning Regulations Creating a New Business and Employment Zoning District

Mayor Smith read the rules and opened the public hearing at 7:03 p.m.

Berezowsky stated this provides regulatory oversight over the two EOAs and HTLI zoning districts. He explained the proposed changes that are outlined in the Use Tables. He explained the various land use classification systems.

There was discussion about SIC codes.

Ron Gilles stated these are welcome changes.

Mayor Smith called for additional speakers. Hearing no response, the public hearing was closed at 7:35 p.m.

MOTION to approve the proposed land use regulations to guide development in the City's two EOAs and HTLI zoning districts as recommended by the City Planning Commission and adopt Ordinance No. 2019-002 made by Miller; second by Pratt. **Carried Unanimously.**

ACTION ITEMS

CONSENT AGENDA

6. Approve/Acknowledge
 - a. City Council Meeting Minutes – February 25, 2019
 - b. Claim Voucher Recap Dated 3/11/19 Total Payments \$429,644.13

MOTION to approve the Consent Agenda made by Miller; second by Lake. **Carried Unanimously.**

OTHER

7. Purchase Two Police Pursuit-Rated Vehicles

Chief Crain stated this is part of the vehicle maintenance replacement process. This year's vehicles are for Chief Crain and Sgt. Madison.

MOTION to approve the purchase of two Ford Police Responder Hybrid police package sedans using the Washington State bid contract as well as the purchase of vehicle equipment and associated labor installation expenses for both vehicles not to exceed \$51,000 per vehicle made by Lake; second by Miller. **Carried Unanimously.**

8. 2018 Year-End Financial Report – Pre-Audit
9. 2018 Annual Financial Policies Report

Hagener reported it was a great year across all operational funds. Over \$820,000 was transferred into the Rainy Day Fund. She explained all the amendments that have been made. She described the fund balances that are doing very well.

Hagener reported on South Dakota vs. Wayfair. This results in the requirement that any company with more than 200 transactions in Washington State or \$100,000 in sales in Washington State, must register and collect sales tax on those purchases.

Bush added that the recent snow storm did not qualify for FEMA funding.

10. Ordinance No. 2018-013 Amending Chapter SMC 5.20 (Pawnshops)

Chief Crain stated the questions from the last presentation have been addressed. There was agreement that a public hearing is not necessary.

MOTION to approve Ordinance No. 2018-013 amending Sequim Municipal Code Chapter 5.20 relating to pawnshops, junkyards, secondhand precious metal dealers and scrap yards made by Lake; second by Miller. **Carried Unanimously.**

INFORMATION

Committee, Board and Liaison Summary Reports

Lake reported on web EOC training which is planned for the near future.

Student Liaison Report

Katie Potter reported that spring sports have started. The talent show was a big success. The band is going to Anaheim to perform.

Presiding Officer

City Manager

- Clallam Marine Resource Committee 5-Year Strategic Plan

Ann Soule reported that this presentation is provided to all government agencies. This is the 20th year of the Marine Resource Committee. She presented the goals of the committee and invited council members to attend a meeting or join them in the field.

Peggy McClure stated there will be a derelict gear collection event in June. She invited council members to participate.

Barb Hanna reported they have been reviewing state law and procedures related to lodging tax. In talking with other jurisdictions, she has learned that other cities take their lodging tax grant proposals to their councils for approval. These grants have previously been approved by the lodging tax committee. The lodging tax committee meets quarterly and will meet this week. The grant proposals and minutes will be

included on the Consent Agenda for the March 25 meeting. The Council can approve the grants, but not determine the amount to be funded.

GOOD OF THE ORDER

Mayor Smith received a request for a letter of support for the National Parks. There was discussion and no objection by council members to submit a letter of support.

Mayor Smith reminded council members of the Irrigation Festival kickoff dinner on March 23 and encouraged councilors to attend if they are available.

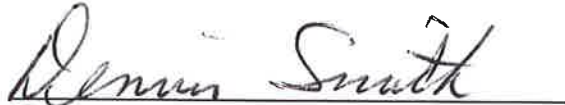
EXECUTIVE SESSION

ADJOURNMENT 8:32 p.m.

Respectfully submitted,



Karen Kuznek-Reese, MMC
City Clerk



Dennis Smith
Mayor

Minutes approved at a regular Council meeting held on March 25, 2019.