



CITY OF SEQUIM News



November 2020

Meeting Dates

City Council Regular Meeting Council Chambers	2nd & 4th Monday 6:00 p.m.
City Council Work Session Council Chambers (when required)	2nd & 4th Monday 5:00 p.m.
Planning Commission Council Chambers	1st & 3rd Tuesday 6:00 p.m.
Parks, Arbor, and Recreation Board Community Conf. Room	3rd Monday 5:00 p.m.
Lodging Tax Advisory Comm. Community Conf. Room	Quarterly—Next Meeting December 7—12:00 noon
Arts Advisory Commission Community Conf. Room	3rd Monday 3:00 p.m.

UPCOMING PUBLIC HEARINGS

- November 9**—1) 2021 Budget, Property Tax Levy, Fees and Utility Rates
2) Interim Controls for Land Use Decisions
3) Amendments to Accessory Dwelling Unit Code
- November 23**—1) Final Hearing on 2021 Budget

Welcome New Employees!

Matt Shackelford—Maintenance Worker—10/7
Devin Scott—Maintenance Worker—10/12

No Coffee with the Mayor in November and December due to holiday schedules.



City offices will be closed on **Wednesday, November 11** in observance of **Veteran's Day** and on **Thursday & Friday, November 26 & 27** for the **Thanksgiving holiday**.

Sequim City Council and other Board and Commission meetings will be held online during the COVID-19 pandemic. Please visit the City website <https://www.sequimwa.gov> for more information.

Installation of Emergency Back-Up Generator Completed at Ranney Well

The City of Sequim has completed the installation of an emergency back-up generator at the Infiltration Gallery, also known as the Ranney Well, located near the Dungeness River south of the City limits. The City's water system is comprised of a series of wells, booster stations, and reservoirs designed to provide the City with a reliable water supply at adequate pressures for everyday use.

The Infiltration Gallery operates with power from Clallam County PUD but had no emergency back-up power source. The electrical service needed to be upgraded in capacity and provided an emergency back-up power source to ensure reliable service and to operate within the limits of Washington State Department of Health Standards. The Infiltration Gallery is the last major water system facility in the City to be supplied with emergency back-up power.

Please contact Public Works at (360) 683-4908 with questions.



The City of Sequim is Accepting Applications for Sequim 101

The City of Sequim is pleased to introduce Sequim 101, a citizens' academy where residents can learn more about government structure and City operations from elected officials and City staff.

The program will begin on January 13, 2021 and consist of 10 weekly, 90-minute sessions on Wednesday evenings from 5:30 to 7:00 p.m. Due to the Covid 19 pandemic, the course will be offered virtually through .

Sequim 101 is open to City of Sequim and Clallam County residents. There is no cost to participate, but enrollment will be limited to no more than 15 members. Applications are due December 7, 2020. Please visit the City of Sequim website <https://sequimwa.gov> for the full curriculum and application. Please call (360) 683-4908 with questions.



“I expect to pass through life but once. If therefore, there be an kindness I can show, or any good thing I can do to any fellow being, let me do it now, and not defer or neglect it, as I shall not pass this way again.” - William Penn

Please see the enclosed flyer for more information on the 2021 Proposed City of Sequim Budget.

COVID-19 Update—SAFE START

Clallam County Remains in Phase 2

Clallam County and the City of Sequim remain in Phase 2 of Governor Jay Inslee’s Safe Start plan. As the weather changes, people will be spending more time indoors. It is very important to follow the safety rules to keep yourself and the community healthy.

- **Stay Home if You Are Sick**
- **Practice Physical Distancing**
- **Practice Good Hygiene**
- **Clean and Sanitize Surfaces**
- **Cover Coughs and Sneezes**
- **Wear a Face Mask to Protect Others**

You can learn more about the Governor’s approach to reopening at <https://medium.com/wagovernor/inslee-signs-new-covid-19-order-for-phased-re-opening-of-washingtons-economy-ad5ea919ab56>

Sequim Civic Center Remains Closed to the Public

The Sequim Civic Center will remain closed to the public until Clallam County enters into Phase 3 of Governor Inslee’s Safe Start plan and will continue to have limited staff in the building at that time. Members of the public are encouraged to call City staff with questions or concerns.

- Public Works/Department of Community Development (360) 683-4908
- Finance/Utility Billing (360) 683-4139
- Police (Non-emergency) (360) 683-7227
- Always call 911 in the case of an emergency

The City’s website <https://sequimwa.gov> is a good resource for information and forms needed to conduct business with the City. Under the “Residents” menu, there is a staff directory with individual phone numbers and email addresses.

COVID-19 Food Care Package Distribution Continues Twice Monthly

Covid-19 Food Care Package distribution continues twice monthly through the end of the year. The food care packages will be available on the following Wednesdays from 11:00 a.m. to 2:00 p.m.:

- November 11 and 25
- December 9 and 23

Drivers are asked queue up at Trinity United Methodist Church where they will be directed to volunteers who will load their car with non-perishable foods and dairy products.



Fall and Winter Home Maintenance Checklist:

The weather is changing and now is a good time to be sure your home is ready for the fall and winter.

- ◆ Service HVAC equipment
- ◆ Clean chimney
- ◆ Winterize outdoor plumbing
- ◆ Clean gutters and check roofing
- ◆ Prepare for winter snow storms—be sure to have supplies on hand
- ◆ Turn off your automatic sprinkler system for the fall and winter



Join us for an Arbor Day Celebration!

Please join the City of Sequim as we plant six new clumping birch trees at Pioneer Memorial Park on Friday, November 20 at 12:00 noon to celebrate Arbor Day. Please wear a mask and maintain physical distance.



The celebration recognizes Sequim’s designation as a “Tree City USA” by the Arbor Day Foundation, and is held in the fall for the best planting conditions.

For more information, please contact the City of Sequim Public Works Department at (360) 683-4908.

City Council Reviews 2021 Budget

City Manager Charlie Bush presented the proposed 2021 budget to the City Council at the Council meeting on October 12, 2020.

Budget Priorities

BUDGET



The budget, reflecting the City Council's priorities, is the financial plan for the upcoming calendar year and is focused on balancing the increasing demands of a growing

community that extends beyond City limits, while maintaining and improving service levels within the constraints of City resources – during a public health emergency. The proposed budget includes balanced revenue and expenses in the General Fund (and all other operational funds) and maintains acceptable reserve levels.

Your City staff and Council recognize that maintaining City services and facilities is more important than ever. We are prioritizing work so that Sequim continues to be welcoming and well maintained. To that end, staffing levels remain intact while other cuts have been made to balance the budget. We continue to fund Health and Human Services and Economic Development. We continue to look for more efficient and effective ways to deliver services in a time of social distancing, remote working, limited social gatherings, and unpredictable revenue sources. We continue to deliver capital projects consistent with our Capital Improvement Plan, adopted by Council last summer. And we will be expanding our community outreach in 2021 in many forms including a citizen survey.

Utility Rates



During the COVID-19 public health emergency, Council has elected to suspend any rate increases for water and sewer services. Additionally,

2021 Budget Calendar

The Sequim City Council was presented with an overview of the proposed 2021 budget at their meeting on Monday, October 12 and had a question and answer session with staff on October 26. Please check the calendar on the City website <https://www.sequimwa.gov> for information on how to access upcoming City Council meetings.

- **November 9**—Public Hearings on 2021 Budget, Property Tax Levy, Fees and Utility Rates
- **November 23**—Budget Adoption

staff have proposed decreasing General Facility Charges by 4% in accordance with a recent Utility Rate Study recommendation. Although rate increases are based on the need to maintain the financial health of the utility, as well as to meet the future debt needs, while maintaining target reserves, other cuts have been made to reduce financial stress on our community. The proposed budget includes the continuation of the low-income discount policy which reduces utility bills for those who qualify. Please see the other side for more information on the low-income discount.

Property Tax



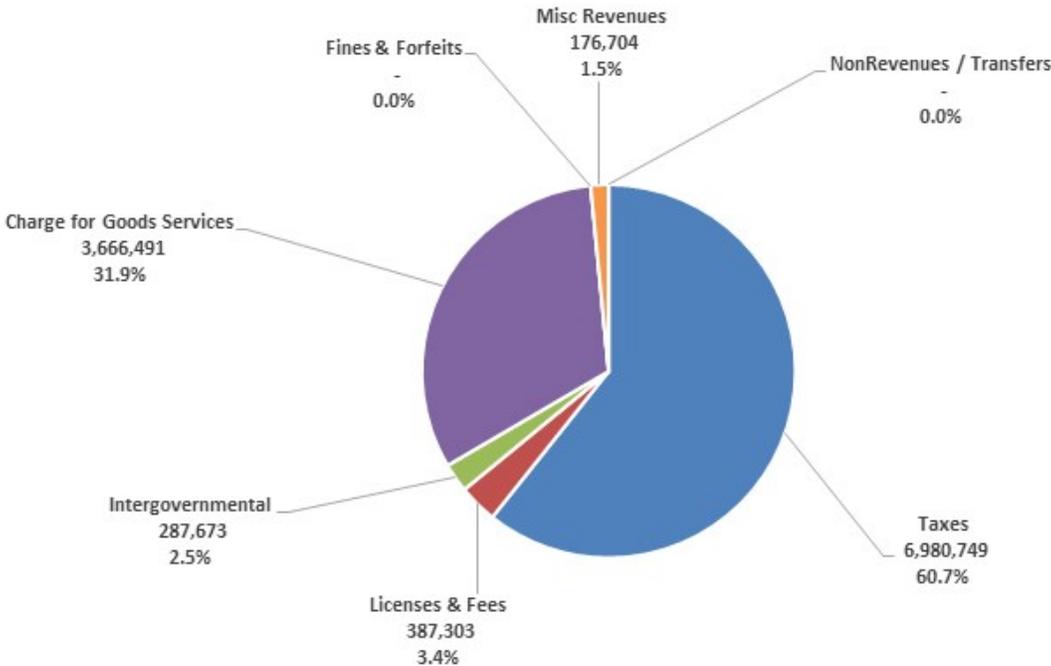
The budget also proposed the 1% property tax increase allowed by law. The 1% increase in revenue is based on the City's total assessed value, which is estimated to be higher this year because of the growth in new construction. This growth may cause the City portion of

individual property taxes to decrease, depending on individual assessed values. The final property tax levy is certified by the County Assessor's office in January after all taxing districts have submitted their requests.

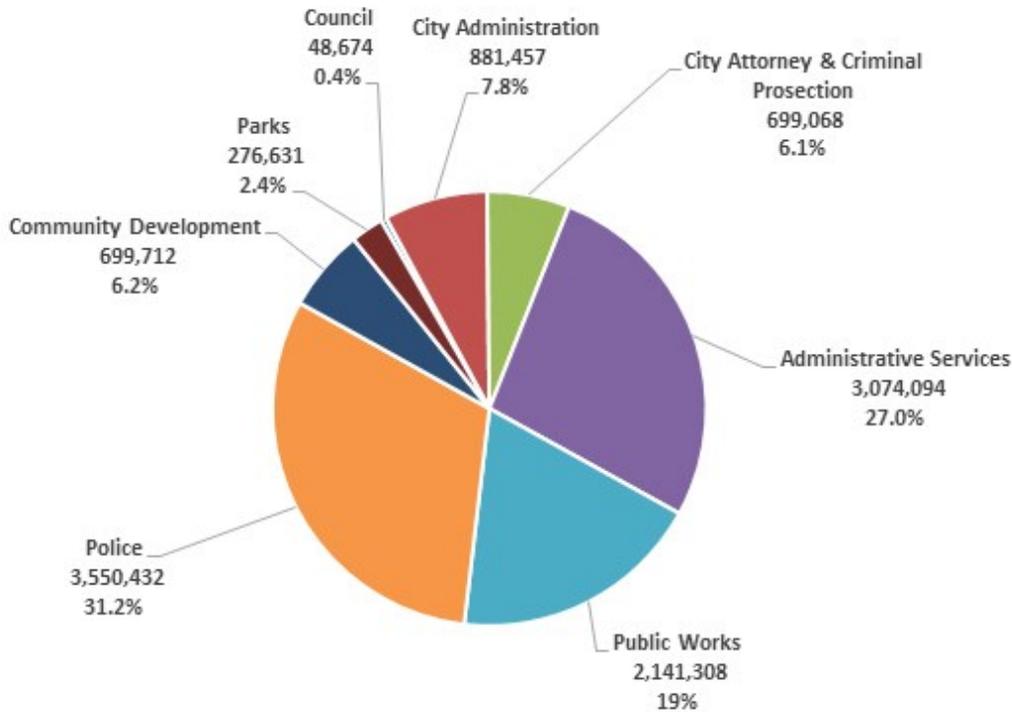
You can find a complete copy of the proposed budget at <http://sequimwa.gov>.

Where does the revenue come from? How is the money spent?

General Fund Revenue by Source—\$11,487,920



General Fund Expense by Department—\$11,371,276



Utility Discounts Available for Low Income Residents

To financially assist those struggling to meet their basic needs, utility rate reductions are available for qualifying low income residents. You may qualify if your income does not exceed 150% of the federal poverty guidelines. There is an additional net asset-based test to determine qualification, which does not include the value of the primary residence in that eligibility calculation. The exact amount of your discount will be administratively determined upon receipt of all of the applications for the 2021 program. Qualifying applicants will see the discounted rates on their February 1 bill.

Applications for the 2021 discount are due **January 15, 2021** and are available at DSHS, Sequim Community Aid, St. Vincent de Paul, Serenity House, United Way, and the Shipley Center. They will be available at the Sequim Civic Center when it opens to the public in Phase 3 of Governor Inslee's Safe Start Plan. Applications can also be downloaded from our website at <https://sequimwa.gov>. Please don't hesitate to call the Finance office at the Civic Center at (360) 683-4139 with your questions.