

**CITY OF SEQUIM  
CITY COUNCIL MINUTES  
SEQUIM TRANSIT CENTER  
190 WEST CEDAR STREET  
SEQUIM, WA**

**JANUARY 12, 2009**

**6:00 P.M. REGULAR COUNCIL MEETING**

Mayor Dubois called the meeting to order.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Clerk Kuznek-Reese called roll. Council members present: Laura Dubois, Erik Erichsen, Ken Hays, Bill Huizinga, Susan Lorenzen, Paul McHugh, and Walt Schubert.

City Staff present: City Engineer Bill Bullock, Acting City Manager/Admin. Service Director Karen Goschen, Clerk Karen Kuznek-Reese, Planning Director Dennis Lefevre, Capital Projects Manager Frank Needham, and City Attorney Craig Ritchie

**INTRODUCTIONS & CORRESPONDENCE**

Lorenzen announced that Boy Scout Troops 1101 and 1490 are attending this meeting as one of the requirements for their citizenship in the community badge.

**CEREMONIAL**

**REPORTS**

**COMMITTEE, BOARD AND LIAISON SUMMARY**

Schubert reported he visited with Chief Spinks who is doing well.

**Sequim Marketing Action Committee (SMAC)**

Erichsen reported that the SMAC meeting time and location has changed. He is not sure if the change will take place in January or February. The meeting will be held at 1:00 p.m. in the Transit Center so the public can attend. Ritchie added that it is best to have SMAC vote on the matter. The rules are written with SMAC voting on the time. The committee needs to comply with Open Meeting Act.

## Homelessness Task Force

Hays stated that the Homelessness Task Force been working on a 10-year plan. It will be completed by the end of the first quarter 2009. A Point in Time homeless count will take place on January 29. Sequim will host an open house for homeless or those needing assistance at Glory House.

Hays stated that each year the task force decides to spend local dollars for homeless support efforts. \$200,000 was given this year to various agencies that satisfied 85% of their requests.

At the end of the year, the Gifts in Kind Program had received \$21,500 in retail value donations; 60,000 items. It has all been distributed to those in need through various agencies.

Hays added that Olycap is working to help homeless or those in need of assistance to provide free tax filing. This information will be available at City Hall.

## PRESIDING OFFICER REPORT

Dubois attended the Shiso Sister City Association meeting. College students may be coming for an exchange this summer. The association is developing new fundraising ideas.

Dubois stated Herzog gave her a report on sustainability before she left. She would like to have study session discussion on this issue. The City needs a resolution and statement from the City on sustainability and growth. We need to use resources we have today for current population in a responsible management style so they will be available for future generations. She would like the City to do something for Earth Day, April 22. Next year is the 40<sup>th</sup> anniversary of Earth Day.

## CITY MANAGER REPORT

- a. Federal Economic and Infrastructure Stimulus Packages
- b. Reclaimed Water System Design Dept. of Ecology grant Quarterly Report Update
- c. Resolution No. 2008-09 Addendum to Street and Utilities Development Regulations/Resolution No. 2008-10 Approving Revised Streetscape Manual

Goschen recognized City staff for hard work during the inclement weather. Ponding did occur in some areas and there was no damage to streets. WWTP and Boss Construction worked well with construction challenges and pumping.

Goschen stated the quarterly update for the reclaimed water meets the requirement to update Council and DOE.

The Dark Skies resolutions will be brought forward for adoption at the next meeting.

Dubois added that if a member of the public is looking for a response from staff, please submit a letter to the staff.

**PUBLIC COMMENTS** *(For Items Not on the Agenda – Please limit comments to 3 minutes)*

Vickie Maples, executive director of the Chamber of Commerce, invited everyone to attend the chamber luncheon. Linda Rotmark and Bill Thomas will speak on changing economic environment and future roundtables.

Linda Rotmark, executive director of Clallam EDC, feels compelled to correct reports by the paper. Ballots are distributed to contract partners of whom there are 7. They represent the major portion of the EDC funding. Each partner gets one ballot that is sent to the representatives. One was sent to Walt and how the Council decides to vote is done in house. Paul McHugh and Walt Schubert are members through their businesses and are given ballots. Schubert's attendance at EDC board meetings and retreat was 80%, not below 50% as reported.

John Durso, animal issues advisory council representative, reported there was an online article in the Gazette last Wednesday about a lost dog. Hope Williams, owner of Best Friend, sent an email with a picture about the dog. A search was performed and the dog was found. It was amazing how people come together on something simple when information is distributed. Everyone was willing to help. He was impressed with Sequim Gazette and how they made a special part online for lost & found dogs.

**PUBLIC HEARINGS (Legislative)**

1. Ordinance No. 2009-001 Adopting a Parks and Recreational Facilities Impact Fee Rate Study

Mayor Dubois opened the public hearing at 6:30 p.m.

Lefevre stated this is a second draft of the proposed rate study. The first draft was reviewed by Council on November 17. The first draft incorporated proposed revenue sources of the TBD, which failed. That information was removed. The TIP was reworked. He recommended opening the public hearing and continuing it to the next meeting. He would like to take this to the Park Board tomorrow and then to Planning Commission.

Randy Young of Henderson Group stated the principal changes accommodate new information of funding sources and specific projects. The net results recommended a 10% reduction in the fee amount. The method has not changed. They are required by law to look at City's parks plan and intended projects and identify projects to growth to current population. A portion of the projects are attributed to growth.

Lorenzen stated the reuse site for soccer is actually 12.9 acres not 8 acres is indicated.

McHugh asked if the Park Board has heard of this issue. Dubois responded they will go to Park Board tomorrow and to Council on January 26.

Young will make the appropriate changes upon formal approval.

Don Hall, 912 E. Oak, member of the Park Board, saw preliminary soccer plans and gave preliminary approval. The Park Board will also work on Pioneer Park to make improvements, but no costs have yet been determined. The Park Board is in favor of impact fees. He is, too, as an individual.

McHugh asked why is the City was making improvements that we lease to another entity? Hall responded that is a problem. The garden club has a 100 year lease. The park is hardly used by public. The building is used. He hopes to persuade the Park Board to make improvements. The totem pole needs maintenance; the dug out canoe is full of leaves and there is an inadequate roof. The front of the park is ideal for lawn bowling. The park could be made more useful for people in Sequim.

McHugh stated we have a lease with an entity that controls that property. Prior to modifying our impact fee plan, we need to be sure we have access to the property. He does not believe we have access through our lease.

There was discussion concerning when impact fees are assessed and when are they triggered. Park impact fees are not charged to commercial projects. Other impact fees can be charged to businesses.

Ruth Marcus 415 E. Fir, understands new businesses are not charged a park impact fee. They could promote the softball fields. Businesses could end up sponsoring games and have teams organized based on businesses. The City could be missing a small amount of funding that would be added to businesses.

Lefevre stated the report is available online and will be available at Public Works.

Mayor Dubois stated the public hearing is continued to January 26.

## CONSENT AGENDA

2. (\*) Approve/Acknowledge
  - a. City Council Meeting Minutes – December 8, 2008
  - b. City Council Meeting Minutes – December 15, 2008
  - c. City Council Meeting Minutes – January 5, 2009
  - d. Interlocal Agreement – Department of Corrections
  - e. Ordinance No. 2008-017 Amending Title 15.04 of the City of Sequim Municipal Code Relating to Building Codes; Repealing Ordinances in Conflict; Establishing Penalties for Non-Compliance; and Providing for Severability and Effective Date
  - f. Claim Voucher recap dated 1/12/09 total payments \$578,868.91

**MOTION** to approve as presented made by Lorenzen; second by Erichsen. **Carried Unanimously.**

## UNFINISHED BUSINESS

### 3. (\*) Update on Issues of Reconsideration of Council Decisions

Ritchie provided an explanation of the Planning Commissioner terms of office. The terms were amended from 4 to 6 years. Terms were adjusted for existing positions. One of which was Position 7 held by Troye Jarmuth, who resigned. Reappointed position 7 does not expire until 2010. Reappointing someone to positions that do not expire should not be done.

**MOTION** to reconsider the motion of December 8 to appoint Barbara Richmond to Planning Commission position 4, Olaf Protze to Planning Commission position 1; Larry Freedman to Planning Commission Position 7, and Julie Anna Gardner to position 3, with the term expiring January 2013 made by Hays and second by Schubert; made by Hays; second by Lorenzen. **Carried Unanimously.**

**MOTION** to waive any requirement to consider an amendment at our next regular meeting and amend our motion of December 8, 2008 to appoint Barbara Richmond to Planning Commission Position 4; Olaf Protze to Planning Commission position 1; Larry Freedman to Position 7; and Julie Anna Gardner to Planning Commission Position 3, with the term expiring January 2013 made by McHugh; second by Schubert to the following motion to appoint Barbara Richmond to Planning Commission Position 4; Olaf Protze to Planning Commission position 1 and Julie Anna Gardner to Planning Commission Position 3, with the term expiring January 2013 made by Hays; second by Lorenzen. **Carried Unanimously.**

### 4. Committee Assignments

Ritchie stated it is important for Council to read and consider and provide direction. We may want a resolution that specifies a councilor's authority. He has provided hypothetical situations. The entire Council should vote if it is something that would bind the City. As a general rule a single person cannot bind the entire City Council. Let him know by email how he should proceed. He will draft a series of resolutions.

Ritchie stated other cities often say no City Council person can bind a City. We are now coming up with DOE issues. DOE would like cities and counties to bind themselves to various policies. They are doing this by creating endless committees, boards and bodies dealing with water rights. They then have votes of members in attendance and claim that binds the entity.

Schubert would like Ritchie to look at whether a Council member or members should be able to alter the committee lists without consideration by the entire Council. What has happened to the Boys & Girls Club contract?

Ritchie has to set up a meeting with the Boys & Girls Club to obtain proposed deliverables. A contract would be brought to Council once it is agreed upon by the parties.

Dubois indicated if anyone has comments on the contracts, they should send it to the city attorney.

#### 5. Bid Award – Facilities and Transportation Impact Fees Study

Lefevre received two responses that are included in the packets. Staff has chosen the Henderson Group to perform this scope of work. The budgeted amount is within the budget.

**MOTION** that the City Council retain the services of Henderson, Young and Company for the development of Impact Fee Ordinance and Fee Schedule for Streets and Roads, Police/Public Safety Facilities and for General Government Facilities; and authorize the Interim City Manager to sign a contract for a not to exceed cost of \$119,795 after review by the City Attorney made by Hays; second by Erichsen. **Carried Unanimously.**

**EXECUTIVE SESSION** Ritchie announced an executive session to discuss potential litigation. It is anticipated to last 10 minutes with potential action. The meeting recessed at 7:15 p.m. The meeting reconvened at 7:25 p.m. No action will be taken.

#### **NEW BUSINESS**

Schubert stated the Council rules say the mayor or any 3 members can add an item to the agenda. Schubert would like to add discussion of appointing and selecting committee assignments. Huizinga and McHugh agreed.

Schubert stated removal of committee assignments is bothersome to him. This matter never came before the entire Council.

Dubois read the Council rules. The liaisons shall be appointed by the mayor with no confirmation required. There was discussion concerning the Boys & Girls Club, EDC, and Chamber representation by Council members.

Huizinga agreed to serve as the representative to the EDC if Schubert and McHugh are not interested.

#### **GOOD OF THE ORDER**

**PUBLIC COMMENTS** *(Please limit comments to 3 minutes each)*

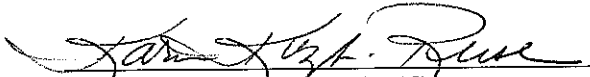
#### **NEXT MEETING DATE**


Mayor Dubois announced the next study session date of January 19, 2009 has been cancelled; there will be a Council team building session on January 23, 2009. This is not a meeting and no business will be transacted. It is closed to the public. The next regular meeting is January 26 at 6:00 p.m.

**ADJOURNMENT**

**MOTION** to adjourn at 8:40 p.m. made by Erichsen; second by Hays. **Carried**  
**Unanimously.**

Respectfully submitted,

  
Karen Kuznek-Reese, CMC  
City Clerk

  
Laura Dubois  
Mayor

Minutes approved at a regular council meeting held on January 26, 2009.