

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

**MAY 11, 2009**

**5:00 P.M. STUDY SESSION**

**Emergency Management**

Maris Turner explained her role and duties in emergency management. There are 16 block watch programs in the City. Twenty police department volunteers help with various community programs. Eighteen people are signed up on the project lifesaver program. This program is for those who tend to wander.

Port Angeles Fire Chief Dan McKeen indicated he is also the emergency management coordinator for the city. Janye Wisecup, Clallam County Emergency Management, provided information concerning the Comprehensive Emergency Management Plan (CEMP).

Emergency management requirements are outlined in RCW and WAC 118-30-60. The CEMP and any major revisions must be submitted to the State for review. Volumes 1 and 2, which are the planning documents, were presented to Council for review. Clallam County would take the lead in the event of an area-wide emergency. The cities then fall under their umbrella. In a specific local incident, the affected city would take the lead and everyone works under that city's umbrella.

Don Hall stated it would be nice to have a coordinated emergency plan with the County and Cities of Port Angeles and Sequim.

**City Manager Recruitment**

Tom Waldron distributed a packet of information for the discussion. He presented three options. The first option is to begin immediately. The typical search takes 4 months. The recruitment would begin in May. He further described the timeline. He described the remaining two options as well as the advantages and disadvantages for each option.

Council indicated that Linda Herzog is doing a great job as the interim city manager. There was discussion with Council concerning the various options.

Mayor Pro Tem Hays recessed the meeting to executive session at 5:55 p.m. for 15 minutes to discuss legal advice and contract negotiations with action anticipated. The meeting was reconvened at 6:15 p.m.

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

Mayor Pro Tem Hays called the meeting to order.

**PLEDGE OF ALLEGIANCE**

## **ROLL CALL**

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

**MOTION** to excuse Laura Dubois who is on vacation made by Lorenzen; second by Erichsen. **Carried Unanimously.**

City Staff present: Clerk Karen Kuznek-Reese, Planning Director Dennis Lefevre, Capital Projects Manager Frank Needham, Police Chief Bob Spinks, City Attorney Craig Ritchie and Interim City Manager Linda Herzog.

**MOTION** to amend the agenda to include action following the executive session which resulted from the study session made by Lorenzen; second by Erichsen. **Carried Unanimously.**

## **City Manager Recruitment**

**MOTION** to direct Waldron to draft recruitment materials for Council planning related to Option 1 for having a new City Manager on board made by Lorenzen; second by Schubert. **Carried Unanimously.**

## **INTRODUCTIONS & CORRESPONDENCE**

### **CEREMONIAL**

Mayor Pro Tem Hays read and presented a proclamation to Susan Lorenzen, on behalf of Clallam Transit System, proclaiming May as Transit Employee Appreciation Month.

Mayor Pro Tem Hays read and presented a proclamation to Chief Spinks and Retired Police Chief Byron Nelson proclaiming the week of May 10 to May 16 as Police Week and May 15 as Peace Officers Memorial Day.

### **REPORTS**

#### **COMMITTEE, BOARD AND LIAISON SUMMARY**

Schubert reported he attended the Planning Commission meeting on May 5. There was a public meeting on the comp plan amendments.

Schubert reported that the average attendance at the Boys & Girls Club was 267 for April; 38 for the teens; 26 in the evening. He read a story concerning 7<sup>th</sup> grader "Brittany."

Schubert and his wife, Sherry, recently drove to Silverdale. There was hardly anyone in Silverdale. They were told that things have been slow since the bridge closed. There were many empty retail stalls in the mall.

Lorenzen reported that PRTPO members were scheduled to take a boat tour but it was cancelled due to weather.

Huizinga reported there was a meeting with several agencies to discuss forming an intergovernmental

partnership to address the affordable housing report and needs. The result was to invite leaders of each Olympic Peninsula agency to discuss how to proceed with making affordable housing happen.

#### PRESIDING OFFICER REPORT

Hays reported the homeless task force met recently. The 10-year update to the plan is drafted and complete. They have one more meeting in early June and expect to have the report available to the public in late June. There are new funding opportunities becoming available to assist with homeless and first response to keep people fed and clothed. Some money is being awarded to the County.

#### CITY MANAGER REPORT

- a. Public Works Director
- b. Agreement with DOE on permissible uses of the water reuse site
- c. School District budget problems and SRO Contract
- d. Status of WRIA 17 instream flow rule (DOE)
- e. Yard waste options
- f. Criteria and guidelines for Proclamations

Herzog reported that there was a donor this morning to the Music in the Park series. After the article in the Peninsula Daily News indicated Louis Rychlik donated \$6,000 to fully fund the program.

She and Ritchie met with Department of Ecology (DOE) officials to discuss the reuse site and grant/loan funding from DOE. The final outcome is not yet clear. However, they did indicate that the soccer fields and the Master Gardener demonstration garden are uses that DOE deems consistent with the original purposes of the site. The James Center is not a consistent use but they discussed creative solutions and DOE is encouraging the City to pursue those ideas and try to make things happen. There is a meeting tomorrow at 10 am with the Sequim City Band representatives to discuss the options.

#### **INFORMATION/COUNCIL QUESTIONS INVITED**

1. WRIA 18 update on instream flow rules (DOE)

Needham explained that the water bank or water exchange is the method DOE recommends about how to mitigate the instream flows that are at negative numbers. Any wells drilled after the priority date will be required to mitigate if they are going to affect minimum stream flow.

McHugh would like to see the list again with a proposed timeline. There are a number of questions which will need council decisions.

2. OFM Census 2009
3. Amending Title 1 – 4 SMC

Hays suggested getting comments to Craig Ritchie so this can be approved at the next meeting.

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

Don Hall stated that with National Police Week he hopes it includes the border patrol. Groups in Port Angeles are targeting the Council and asking not to help with the border patrol. We need to support them as well as the local police department. In some way the Council should communicate with the Port Angeles Police Department and Council, and support the border patrol and their needs. He commended Cindy (Budd) for her efforts in preventing the swine flu. Cindy has been doing extra work in the restrooms to keep them clean. She is doing an excellent job for the City.

Pat Clark asked if Council would consider initiating a permanent collection for the food bank at every Council meeting. If each person brought a can or two a week it would be most helpful to the food bank. Thirty-one bags of litter have been collected in the last few weeks along Hwy 101. On his way to the meeting tonight he counted 10 pieces of litter along the way. Is there anything we can do to strongly discourage people from littering? Spinks does not recall seeing any citations on Hwy 101 for littering. Ritchie added that we can put something in the newsletter asking people not to litter. Spinks indicated they could send warning letters about littering if people called them with identifying information such as a license plate number.

Joe Borden thanked the Council, City and all staff for allowing the festival for the last 2 weeks. Attendance was up and the merchants did well. He presented a community photo to the City of Sequim.

Mike McAleer stated that each Council member will receive a letter about the Display the Flag project by the Sequim Sunrise Rotary. They will install flags on Memorial Day. The flags will be located on Fir, Alder and Spruce from Brown to Blake. There will be 100 flags at the curb. They hope to give the community a snapshot with all the streets lined with American flags. This one-weekend event will be free. The Rotary will then canvas the neighborhoods for donations of \$40 for 5 holidays.

Arndt Lorenzen is representing the Lions Club. Last Wednesday the Club voted to provide the City with a copy of their report entitled "A Park for the People, By the People." This report outlines how Carrie Blake Park and Guy Cole began and evolved. The Club believes Sequim Speaks will also find the report of interest. Their group also does litter removal east of town. There has been double the amount of bags.

Mary Somero stated she wants to start a primary school on her property. She went to Public Works and was told it would be \$12,000 for a change of use fee. That is a large amount of money for her and she will put things on hold. She distributed a letter to the Council. She asked for a reduced fee or waiver. Her project would be good for the community and the kids.

Lefevre responded that he has discussed this issue with her. There is not an administrative waiver available. There is a meeting tomorrow where this will be discussed to see how this could be brought forward. Staff will look at code. Revisions are also being made to Title 13 which deals with this issue.

McHugh stated there are a variety of situations that are affected. Everyone who does not want to pay a General Facility Charge is going to want a waiver or exemption. Maybe we need to look at "change of use" in general. If people want to install an ADU, they will have to pay a facility fee. Legislation has consequences. He feels there needs to be a broad discussion by Council.

Needham stated Title 13 is near a final draft. This deals with change of use issues. This will come to Council soon.

Bill Wrobel, president of Master Gardeners, reported they are continuing their efforts. They are moving forward on what can be done without spending large sums of money. There is a kiosk on the pump house. They also have a layout of the future garden. They are working on their project in phases. The

terraces are done with lavender and dahlias. More lavender plants will be planted and the dahlias are moving to the upper terrace. Many questions have come from the public. Their goal is to install a rose garden this year. They could use help from the City. ADA pathways will need to be completed. The Master Gardeners will request donations to provide the materials to install the pathways. The conservation district is also working with them on permeable pathway ideas. They could also use help to build a small shed to store equipment. The existing Memorandum of Understanding (MOU) says any buildings need to match the look of other buildings. They are working with the city attorney to clarify verbiage in the MOU.

### **PUBLIC HEARINGS (Legislative)**

2008/2009 Comprehensive Plan amendments – **continued to May 26, 2009**

**MOTION** to continue the public hearing for the 2008/2009 Comprehensive Plan amendments to May 26, 2009 made by Lorenzen; second by Erichsen. **Carried Unanimously.**

### **CONSENT AGENDA**

4. Approve/acknowledge
  - a. City Council meeting minutes – April 27, 2009
  - b. KSQM contract
  - c. Fir Street Sewer – Bid Correction
  - d. Use of lodging tax fund for Irrigation Festival costs
  - e. Claim Voucher dated 5/11/09 total payments \$335,294.46

**MOTION** to approve the Consent Agenda made by Erichsen; second by Lorenzen. **Carried Unanimously.**

### **UNFINISHED BUSINESS**

5. Comprehensive Plan Amendments 2008

Needham explained that the applicants requested additional time. This amendment includes the formation of a research and development zoning district. This is driven by the need to be responsive to the County and Battelle so the City will be prepared when the County makes a decision on how to proceed. He would like to receive comments from Council on the information provided in the packets. There is a revision to the capital facilities project list. It should include the South 7<sup>th</sup> Street improvement. This is between Silberhorn and Reservoir Roads. The proposed cost is \$1.5 million. He asked that Council review this and provide comments to him or Lefevre.

6. Affordable Housing Authorization for Phase 2

A new scope of work was presented to the Council. The anticipated cost is \$10,000. A survey can be completed. There may be a way to coordinate the affordable housing survey with a survey concerning the sub area plan.

Erichsen thinks the next step should be to go to the public to see if they agree. He finds a number of discrepancies and items inappropriate to the City of Sequim. Things in the report are not correct. He does not accept the statistics in the report that we need affordable housing or the approach that is being suggested. We do need a statistically valid survey done by someone other than this firm. We need to

involve the citizens because he gets feedback that we do not need affordable housing. Sequim is all affordable housing.

**MOTION** to authorize staff to enter into a contract with Beckwith Consulting Group in an amount not to exceed \$10,000 to develop a housing action plan consistent with the Scope of Work for Phase 2 of the City of Sequim Affordable Housing Study made by Huizinga; second by Schubert.

There was further discussion concerning this issue. Herzog indicated this authorizes staff to enter into a contract and acknowledges that a budget amendment is necessary. Many budget amendments have been previously authorized and will soon be brought as a package.

Vote on the motion. Aye by McHugh, Lorenzen, Hays, Schubert, Huizinga. Nay by Erichsen.  
**Motion carries.**

### **NEW BUSINESS**

### **GOOD OF THE ORDER**

Lorenzen stated that people can talk with her if they would like advance tickets to Beauty and the Beast. The show has been popular.

Ritchie stated the State is to send a letter to the City agreeing that whatever requirements apply to reuse water applies to reuse water in existence at the time of the grant application. It will not apply to the increase the upgrade will bring. They are willing to consider the issues of whether this has to be a permanent stream augmentation or groundwater augmentation. The City will need to notify DOE soon if we still want to continue with the grant. This will come back to Council once we receive their letter.

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

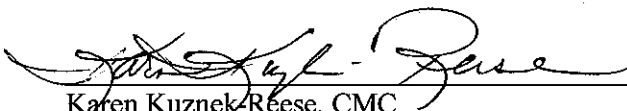
### **EXECUTIVE SESSION**

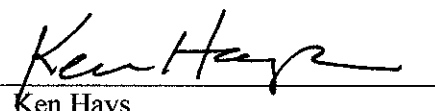
**NEXT MEETING DATE** May 26, 2009 5:00 p.m. study session and 6:00 p.m. regular meeting.

### **ADJOURNMENT**

**MOTION** to adjourn at 7:55 p.m. made by Schubert; second by Lorenzen. **Carried Unanimously.**

Respectfully submitted,

  
Karen Kuznek-Reese, CMC  
City Clerk

  
Ken Hays  
Mayor Pro Tem

Minutes approved at a regular Council meeting held on May 26, 2009.