

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

**NOVEMBER 9, 2009**

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

**Budget**

Burkett indicated there are still two unfilled staff positions included in the budget. He may bring back budget amendments or proposed changes later based on what happens during the next year. In the near future, we will look at a five-year financial plan. There is another meeting on November 12 to discuss the budget.

Goschen advised the proposed budget maintains a General Fund reserve of \$1 million without using Capital Facilities Fund; no increase in utility B&O tax or business license fee; uses 1% property tax increase if needed; the tax increase from the TBD initiative passage is not included. She provided a further review of the proposed budget. Also not included in the budget are the investments to the Boys & Girls Club, United Way, and the EDC totaling \$128,000.

The budget includes the previously adopted rate increases for water and sewer. The average bill will have a monthly increase of less than \$1 for water and \$8 for sewer.

There are requests in the hotel/motel fund. If all of the requests are funded, we will spend more than sustainable revenue.

**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 Manager Steve Burkett, Clerk Karen Kuznek-Reese, Admin. Service Director Karen Goschen, Planning Director Dennis Lefevre, Public Works Director Ben Rankin, City Attorney Craig Ritchie and Police Chief Robert Spinks.

Mayor Dubois removed the Coast Guard Auxiliary proclamation from the Consent Agenda.

**INTRODUCTIONS & CORRESPONDENCE**

**CEREMONIAL**

- a. U.S. Coast Guard Auxiliary Flotilla Proclamation

Mayor Dubois read and presented a proclamation to the auxiliary representatives attending the meeting.

## **REPORTS**

### **Marine Resource Committee quarterly update – Jeff Ward**

Jeff Ward provided an update on the Marine Resource Committee activities.

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

Huizinga reported the charette results were reviewed at the Affordable Housing Committee meeting. A presentation will be scheduled for the first of 2010.

Schubert reported on the Planning Commission meeting and Lorenzen reported on the Clallam Transit System meeting.

## **PRESIDING OFFICER REPORT**

Mayor Dubois announced that the Earth Day program and activities are being developed. The Earth Day celebration is April 17, 2010.

## **CITY MANAGER REPORT**

Burkett asked that Councilors contact him or Karen Goschen with any budget questions or issues. The budget is scheduled for adoption on November 23. Any proposed changes can be discussed on the 12<sup>th</sup> so it can be adopted on the 23<sup>rd</sup>.

## **INFORMATION/COUNCIL QUESTIONS INVITED**

2. Review 2009 Budget Amendments
3. Chapter 13.06 Change of Use Revisions
4. Chapter 13.240 Fats, Oils and Grease (FOG) Revisions

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

Don Hall stated Lakeside Industries has paved the parking lot at June Robinson Memorial Park. The City needs to thank them. Veterans Day is Wednesday and he thanked the Mayor for mentioning the Fort Hood incident. He has been trying to get Pioneer Park opened up for public use. The sign on the building says Pioneer Memorial Park privately owned by Sequim Prairie Garden Club. He thought the City owned the park. He would like to know the responsibilities for the City and the Garden Club.

Joeleen Goodrich, probation officer with Clallam County Juvenile Services, and Stephen Rosales expressed their support of the City providing funding for the Boys & Girls Club.

## **PUBLIC HEARINGS (Legislative)**

5. 2010 Budget Revenues, Review 2010 Fee Ordinance and Property Tax Levy

Mayor Dubois read the rules for the public hearing.

Goschen stated this includes all revenues for the City. The property tax ordinance includes a 1% increase. Based on information just received from the County, the amount will be changed to show a \$24 change. There have been minor changes in the fee ordinance. New fees are highlighted.

Lorenzen questioned the differences in the utility deposits. Goschen stated a letter of credit is not valid on sewer customers because there is no way to shut off sewer. That needs to be corrected. The 3.5% rate increase also needs to be reflected.

The public hearing was opened at 6:43 p.m.

Jeffrey Bruton, 640 W. Summer Breeze, spoke concerning the costs for permits in the various cities.

Felina Wech encouraged Council to meet with industry stakeholders that will be affected by the increases in fees that the City would like to charge.

Ritchie explained that the fees for water and sewer were set after an expert evaluated what was necessary to keep up with bond covenants, to meet water and sewer quality requirements, and to be in compliance with a federal court decision, Protect Peninsula Future vs. Sequim. The recommended rates were reduced by the Council. The City decisions were made based on consultant recommendations.

Mayor Dubois asked for additional speakers. Hearing no response the public hearing was closed at 6:57 p.m. The Council will discuss this again on November 23.

#### 6. 2009 Comprehensive Plan Amendments

Lefevre reviewed the proposed amendments.

The public hearing was opened at 7:18 p.m.

Mike McAleer, Vice President of the EDC; Dwight Hughes, Facility Manager at Battelle; and Andrew Shogren thanked staff for all the work and spoke in favor of the amendments.

Mayor Dubois asked for additional speakers. Hearing no response, the public hearing was closed at 7:25 p.m.

**MOTION** that the City of Sequim Comprehensive Plan Amendment for 2009 be approved, which shall include: the Capital Facilities Plan as amended November 9, 2009; the urban growth area expansion proposal for Battelle and the proposed new Land Use designation “Research and Development Park” and to direct staff to prepare an Ordinance to accomplish this by the December 14, 2009 meeting made by Hays; second by Lorenzen. **Carried Unanimously.**

**MOTION** that the City of Sequim Comprehensive Plan Amendment for 2009 be approved which shall include the Rezone and Comprehensive Plan Amendment CPA 08/003 and to direct staff to prepare an Ordinance to accomplish this by the December 14, 2009 meeting made by McHugh; second by Schubert.

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

## CONSENT AGENDA

7. Approve/Acknowledge
  - a. WRF Change Order #8
  - b. WRF Change Order #9
  - c. Acceptance of Work, Port Williams Well No. 3
  - d. Claim Voucher recap dated 11/9/09 total payments \$975,925.71

**MOTION** to approve as read made by Hays; second by Lorenzen. **Carried Unanimously.**

Mayor Dubois called a recess at 7:40 p.m. The meeting reconvened at 7:47 p.m.

## UNFINISHED BUSINESS

8. Priest Road Center continued Council discussion

Huizinga indicated he was not at the public hearing but did listen to a CD of the meeting and reviewed the packet. He wishes to participate in the vote.

**MOTION** to approve Major Binding Site Plan #08/003, subject to the mitigation measures established in SEPA File #08/005, and the Findings, Conclusions, Standard/Special Conditions of Approval as outlined in the staff report dated November 9, 2009 and to include the two options of 9b and 14c made by Hays; second by Lorenzen

There was discussion concerning the special conditions.

**Amendment** to the motion to approve special condition 9A instead of 9B made by Huizinga; second by McHugh.

**Vote** on the amendment. Aye by McHugh, Schubert, Huizinga. Nay by Lorenzen, Dubois, Hays, Erichsen. **Amendment fails.**

**Vote** on the main motion. **Carried Unanimously.**

9. Water Meter Replacement Project

Rankin explained the phasing of this project. The City may be able to partner with PUD. Stimulus money is becoming available for electric utilities so time frames may allow the partnership.

**MOTION** to approve Resolution No. R-2009-16 a resolution of the City Council of the City of Sequim regarding water meters replacement with United Pipe, Inc. and determination of sole source supplier and special circumstances and authorize the City Manager to enter into a contract with United Pipe of Tacoma for purchase of 1,107 Sensus Water Meters at a total cost of \$185,505.44 made by Lorenzen; second by Hays. **Carried Unanimously.**

10. Correction to Extension of Solid Waste Contract

**MOTION** to approve the solid waste contract amendment No. 2 labeled "Version for November 9, 2009" and rescind approval of the solid waste contract approved on October 26, 2009 made by Lorenzen; second by Schubert. **Carried Unanimously.**

**NEW BUSINESS**

**GOOD OF THE ORDER**

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

**EXECUTIVE SESSION** Mayor Dubois announced an executive session for potential litigation and property acquisition. It is anticipated to last approximately 10 minutes and action is anticipated. The Council adjourned to executive session at 8:25 p.m. At 8:35 it was extended 5 minutes.

**MOTION** to authorize the City Attorney to negotiate a standstill agreement not to exceed 60 days with Highland Hills and bring it back to the City Council for approval made by Hays; second by Lorenzen. **Carried Unanimously.**

**NEXT MEETING DATE**

Mayor Dubois announced the next meeting dates of November 12, 2009 at 5:00 p.m. and November 23, 2009 at 5:00 p.m.

**ADJOURNMENT**

**MOTION** to adjourn at 8:45 p.m. made by McHugh; second by Erichsen. **Carried Unanimously.**

Respectfully submitted,

---

Karen Kuznek-Reese, MMC  
City Clerk

---

Laura Dubois  
Mayor

Minutes approved at a regular Council meeting held on November 23, 2009.