

**Town of Coupeville
Regular Council Meeting
Tuesday, April 8, 2008
6:30 p.m.**

PRESENT: Mayor Nancy Conard, Councilmembers Ann Dannhauer, Molly Hughes, and Jim Phay.

A motion was made by Councilmember Hughes, second by Councilmember Phay, to excuse Councilmembers Dianne Binder and Bob Clay. The motion passed 3-0.

STAFF PRESENT: Public Works Director Malcolm Bishop, Town Marshal Dave Penrod, Clerk-Treasurer Judy Thomas

Mayor Conard asked that one item be added to the agenda to confirm an appointment to the Civil Service Commission

APPROVAL OF MINUTES

The minutes of the regular meeting of March 25, 2008 were approved as submitted.

MAYOR'S REPORT

- Mayor Conard reported sad news that former Town Deputy Marshal Chuck Charleton passed away earlier today.
- She received the results of the 'conduct of council meetings' from Emily Ramsey, League of Women Voters, and will provide copies to Council.
- She noted that Sno-Isle Libraries is working with Grant Weed on the draft documents for the library expansion; which will be provided to Council at the next meeting. Once the documents are approved by the Sno-Isle Board, they will be presented to the Town Council for approval, probably at the May 13th meeting.
- She spoke about the \$25,000 allocated from the State (related to the interruption of ferry service); and explained that Councilmember Hughes is on the committee to develop a marketing plan. So far, the committee recommends a visitor information guide for distribution on the ferries; which will cost about \$5,000; and will be focusing on Central Whidbey.
- Advertisements have been published in the *Whidbey News Times* and *The Daily Journal of Commerce*, inviting RFP's for the Reclaimed Water study.
- She asked Council members to please let her know if they plan to attend the AWC conference June 17th to the 20th, in Yakima, so that they can get registered.
- She explained that six candidates for the Deputy Marshal position met with the Oral Board on April 7th and we have good candidates.

AUDIENCE INPUT

Peggy Burton, Coupeville, thanked the Mayor and Council for removing the barriers between Council and audience.

NEW BUSINESS

Approval of the Special Event Permit Application for the Penn Cove Water Festival on May 17, 2008 - Staff recommends approval of the special event permit application
Mayor Conard explained that this application is the same as last year.

Council Action: A motion was made by Councilmember Phay, second by Councilmember Dannhauer, to approve the Special Event Permit Application for the Penn Cove Water Festival on Saturday, May 17, 2008. The motion passed 3-0.

Approval of the Special Event Permit Application for the Tour de Whidbey Bike Ride on September 27, 2008 - Staff recommends approval of the special event permit application.

Council Action: A motion was made by Councilmember Hughes, second by Councilmember Phay, to approve the Special Event Permit Application for Tour de Whidbey Bike Ride on September 27, 2008.

Marshal Penrod spoke with Event Coordinator Beverley Walton, and she assured him that there would be no congestion at Cook's Corner Park because the bikes will be completely off the road and in the park. Councilmember Hughes suggested the cyclists use the boat launch (Captain Coupe's Park) rather than Cooks Corner Park because there is more room to come off the road and there is a restroom at that location.

Council expressed concerns about using Cook's Corner for the rest stop. They agreed to wait (on approval of the application) until the next Council meeting and suggested that the applicant attend the meeting so she could respond to some of their concerns.

Council Action: A motion was made by Councilmember Hughes, second by Councilmember Phay, to table the decision on the Special Event Permit Application for Tour de Whidbey Bike Ride to the April 22, 2008 Council meeting. The motion passed 3-0.

Confirm appointment to the Civil Service Commission

Mayor Conard explained that we currently have two vacancies on the three-member Civil Service Commission and we need a quorum to certify the eligibility list for the Deputy Marshal position. She explained that Frank Tippetts had expressed an interest in serving on the Commission.

Council Action: A motion was made by Councilmember Hughes, second by Councilmember Phay, to confirm the appointment of Frank Tippetts to the Civil Service Commission. The motion passed 3-0. *(This appointment is for position #3 for the term expiring December 31, 2013.)*

DISCUSSION (continued from Council Workshop)

2008 Community Meetings

Mayor Conard asked Council for topics to be discussed at community meetings. Should the community meetings be broke down by neighborhoods? The Neighborhood Emergency Team (NET) would like the opportunity to talk about emergency preparedness. The following were

suggested topics: design guidelines; parking on Front Street; the need for parking in general; reclaimed water grant/project (later in the year); restrooms and where they could be located; other topics that Council like to discuss.

Councilmember Hughes suggested a meeting format used by the School District for a community café and described how the meeting could be set up; and how well it worked for getting a lot of information at one time.

Front Street Deck Design

Mayor Conard spoke with Larry Kwarsick about pursuing grant funding for a deck for the Front Street lots. We will need to decide what type of deck we want, so we can move forward on the design; and then we can pursue funding that may be available. She expects to begin discussions on the deck design later this year.

Website/Channel 10

Mayor Conard and Council discussed video taping Council meetings for viewing on Channel 10. The cost would be approximately \$100 to \$150, per month. Mayor Conard thought it would be interesting to try it. It was suggested to try it once or twice and run a banner at the bottom of the screen asking, "If you watch this and would like us to continue broadcasting the Town Council meeting, please send an email to mayor@whidbey.net or call Town Hall at 678-4461." It could also be advertised on the water bill. Mayor Conard will arrange for Renee Mulholland to video record the next meeting, and provide copies to Council to view and decide if they want to try this.

Streetlights

Mayor Conard and Council discussed street lights; where we should have them and the criteria for placement; and light pollution. She asked that when Councilmembers are out in the evening to observe where street lights may be needed, to raise their awareness so they can develop some firm policies on street lighting. Also discussed, was bright lights on private property and how intrusive it can be to neighboring properties.

2008 Budget Revision

Mayor Conard explained that, as in the past, we will be addressing the budget revision in June or July, prior to beginning the preparation of the 2009 budget.

Councilmember Hughes asked about the report from the traffic engineer and Mayor Conard will provide copies of the report to Council at the next meeting.

Councilmember Dannhauer suggested extending the time allocation from five to ten minutes per person during audience input; and to allow overhead projectors to be used during meetings. Mayor Conard and Council explained that it is difficult to see the overhead projection and they asked that hard copies be provided to Council, with copies of the supporting documentation. Councilmember Hughes felt like five minutes was adequate and the information should be provided in writing. She added that she and Councilmember Binder will be working on the council rules and time limits will be considered.

Mayor Conard welcomed the conversation and that she needs Council direction on these issues. This topic can be discussed further at the next meeting.

ADJOURNMENT – 7:28 p.m.

Respectfully Submitted:

MAYOR:

Judy A. Thomas, Clerk Treasurer

Nancy Conard, Mayor