

**Town of Coupeville
Regular Council Meeting
Tuesday, June 24, 2008
6:30 p.m.**

PRESENT: Mayor Nancy Conard, Councilmembers Dianne Binder, Bob Clay, Ann Dannhauer, Molly Hughes, and Jim Phay.

STAFF PRESENT: Public Works Director Malcolm Bishop, Clerk Treasurer Judy Thomas

Mayor Conard welcomed members of the Boy Scout Troop #4058. Scout Dustin Mirabal thanked the Mayor and Council and introduced the other members of the troop, who are working on their citizenship badge.

APPROVAL OF MINUTES

The minutes of the regular meeting of May 27, 2008 were approved, as submitted.

MAYOR'S REPORT

- Mayor Conard noted that we received notification from Department of Ecology that the Town will receive a second grant related to stormwater discharge and the reuse of stormwater.
- She explained that we are looking for temporary help with weeding. This is just temporary for a couple of weeks and she asked that anyone interested to please contact her.
- Mr. Kwarsick filed and recorded the boundary line adjustment for the old fire hall property and we are now developing easement language, then we will be able to complete the sale of the property.
- She discussed an article in the *Nations Cities Weekly* newsletter about a plan to develop an emergency text message system to broadcast to all cell phones within certain area codes, in the event of an emergency, and they want to have it in place by 2010.
- She received letters from the Island Count Sheriff Department, one from Lt. Holly and one from Sheriff Mark Brown, commending Deputy Jim Covert and the Coupeville Marshal's Department for their help with the recent jail fire. Sheriff Brown thanked Town Marshal Dave Penrod and the department and noted that he is an advocate of 'no boundaries' when help is needed.
- One of the suggestions at the Town Meeting was to set up some 'pea patches' in one or more places in town, and Roxallanne Medley has offered to help with that project.
- There have been some initial problems with Channel 10 but it now seems to be working properly and the Town Council meetings are being broadcast Monday through Friday at 7:00 pm and Saturdays at 3:00 pm. She received a comment that the broadcast is appreciated.
- Earlier today the Neighbor Emergency Team (NET) met and they are working on having a 'mock shelter emergency' and some other training opportunities for the members.
- The Utility Advisory Committee met today and is working on revising the capital improvements plan.
- Tomorrow, June 25th, the Department of Ecology will conduct a public hearing in this room on the Town's Shoreline Master Plan.
- Also tomorrow, is the Council of Governments meeting and the agenda will cover sustainable communities and recycling in the county.

- Friday, June 27th, the Island County Health Department is conducting a meeting/tour promoting walkable communities; developing paths and trails. She and Councilmember Dannhauer plan to attend.
- Monday, June 30th, 6:00 - 8:30 p.m., Whidbey Family Farm will conduct a session at the Ausable Institute to promote farm sustainability, with an update on agricultural products on Whidbey Island. There will be representatives from several agencies including WSU Extension Services and Ebey's Reserve.
- Tuesday, July 1st, Ebey's Reserve Trust Board will have a retreat to discuss next year's activities.
- Tuesday, July 10th from 8:30 a.m. to 3:00 p.m. Island County, on behalf of the Island County Council of Governments, will hold an affordable housing summit. Elected officials are invited to attend.

Audience input

Jerome Rosen, Coupeville, questioned Mayor Conard about an email between Roxallanne Medley and Mayor Conard regarding travel costs for the Mayor and three Council members to attend the AWC Conference. He felt that the money could have been better spent on improvements to the Town. Mayor Conard responded that the AWC Conference is a great educational opportunity for those who are making decisions for the Town. She believes it to be very important to have exposure and information from a broader base than just our community and she appreciates that council members are willing to take vacation from their work and commitments to take advantage of this educational conference.

Will Jones, Coupeville, spoke about how much was spent on Council travel over the past few years and explained that he sat through council meetings and he couldn't see much difference in the council and suggested council share how they will apply what they learned to their job on the council. Mayor Conard explained that there is a discussion item later in the meeting for Council to report on the conference.

PRESENTATION

Saratoga Community Housing - Island County's Community Land Trust

Donna Keeler, Saratoga Community Housing Boardmember, discussed affordable housing on Whidbey and high housing costs. The average home on South Whidbey is about \$392,000, Central Whidbey is about \$382,000 and North Whidbey at about \$319,000. The average household median income in 2005 was \$51,600. Student enrollment has decreased over the past three years indicating that we are losing our young families. First time buyers cannot afford to purchase a home. SCH is a land trust that owns the land and builds houses to sell to qualified applicants.

Sandra Stipe, SCH Executive Director, explained that Steve Gulliford, President of SCH, had worked with the Housing Authority of Island County for many years and has watched housing costs in Island County skyrocket over the past decade; but income levels have not kept the same pace; and the need for affordable housing. SCH Mission Statement: Stewardship of our land to build affordable communities for generations to come. SCH is based on a traditional community land trust (CLT) model, which acquires land with the intention to retail title in perpetuity, thus removing the land from the speculative market. The land then may be used to provide housing opportunities for individuals and families who would otherwise be squeezed out of the housing market due to their income level. CLTs sell homes to people who are credit-worthy but whose incomes are so limited they are closed out of the traditional real estate market. While buyers own the home, the land beneath their home belongs to the CLT and is leased to them for a

nominal fee through a long-term, renewable and inheritable lease. She noted that we are about building communities. The homes will sell for \$125,000 to \$150,000. CLTs create opportunities for home ownership based on a shared appreciation model. Community investment in partnership with the home buyers allows the buyer to purchase the home on CLT land at a price well below the market value. In exchange, homebuyers agree to a resale formula that enables them to capture a fair share of the homes appreciation rather than profiting from the current market value. In practice, the resale formula allows for a one-time investment from the community that is maintained over the life of the home. When you sell the home you cannot sell it for market value but the purchase price plus 1.5% compounded interest annually (if you sell in the first ten years); 2% compounded interest annually (if you sell in the second ten years). This is for people who want to own a home and the benefits to the home owner; giving a feeling of stability, earned equity with an active role in the community, education and support for the communities. She explained that membership is currently over 100 members and that the cities of Langley and Oak Harbor have signed on. They are looking for membership. She responded to Councilmember Clay's question that they were targeting larger pieces of land rather than individual size lots.

Councilmember Dannhauer asked about property taxes and Ms. Stipe replied that these homes will never be sold at market value and they are working with the county so the taxes will be assessed on the resale value of the home.

Ms. Keeler added that these can be single family homes, condominiums or townhouses and she will provide some models for a small community. She noted that there will be an 'affordable housing workshop' held on July 10th, beginning at 8:30 a.m. at the High School Commons building. The workshop is targeted towards elected officials, planners, non-profit organizations, lenders and others, interested in learning more about affordable housing issues in Island County and to begin formulating strategies for addressing them.

Additions to the Council Agenda

Mayor Conard added two items to the agenda as follows: #6. Approve the Memorandum of Understanding between the National Park Service Ebey's Landing National Historical Reserve, Ebey's Land National Historical Reserve Trust Board and the Town of Coupeville regarding the South Main Street Stormwater Management Initiative; and #7. Schedule a Town Council Workshop.

Mayor Conard called for a recess at 7:35 p.m. and reconvened at 7:48 p.m.

NEW BUSINESS

Authorize Mayor to sign grant agreement with Community, Trade and Economic Development for Keystone Ferry Mitigation

Mayor Conard explained that this is the grant proposed by Community Trade and Economic Development (CTED) for the \$25,000 allocation of ferry mitigation funds. The grant is with the Town of Coupeville and we will then subcontract most of the work directly to the Central Whidbey Chamber of Commerce according to the marketing plan that was developed. The first reimbursement request must be submitted by June 30th; which is the \$5,000 for the visitors guide printing and distribution on the ferries. Councilmember Hughes explained that the committee did a good job of distributing the funds to a number of areas and spent a lot of time developing a marketing plan.

Council Action: A motion was made by Councilmember Hughes, second by Councilmember Binder, to authorize Mayor to sign grant agreement with Community Trade and Economic Development for Keystone Ferry Mitigation. The motion passed 5-0.

Approve Interagency Agreement with Island County Public Works for asphalt overlay - Staff recommends authorizing the Interagency Agreement with the County for hot mix asphalt overlay for 2008 for a total amount not to exceed \$45,000.

Council Action: A motion was made by Councilmember Clay, second by Councilmember Phay, to approve the Interagency Agreement with Island County Public Works for the 2008 pavement overlay of NE Fourth Street between Main and Gould Streets for a total amount not to exceed \$45,000. The motion passed 5-0.

Appointment of Mayor Pro-Tem -- Council appoints Mayor Pro-Tem every six months.

Mayor Conard explained that the Council must elect a mayor pro-tem every six months.

Council Action: A motion was made by Councilmember Binder, second by Councilmember Phay, to appoint Bob Clay to serve as Mayor Pro-Tem for the period July through December 2008. The motion passed 4-0-1 (Dannhauer).

Approval of June Claims and May Payroll Vouchers - Staff recommends approval of the June 24, 2008 claims vouchers/warrants #20913 through #20991 for a total of \$148,874.33; and May payroll warrants #11985 through #12020 for a total of \$90,926.15.

Several questions were asked and answered by Council with no changes to what was submitted.

Council Action: A motion was made by Councilmember Hughes, second by Councilmember Binder, to approve the June 24, 2008 claims vouchers/warrants #20913 through #20991 for a total of \$148,874.33; and May payroll warrants #11985 through #12020 for a total of \$90,926.15. The motion passed 5-0.

Memorandum of Understanding (MOU) between the U.S. Department of Interior National Park Service (NPS) and the Ebey's Landing National Historical Reserve (EBLA and the Reserve), and the Trust Board of Ebey's Landing National Historical Reserve (Trust Board) and the Town of Coupeville (Town) regarding the South Main Street Stormwater Management Initiative

Mayor Conard explained that these agencies have come together to develop a plan to discharge stormwater to the retention pond and then out to the Prairie. This is a very viable way to manage stormwater in the South Main area. She added that this MOU provides us the most flexibility until the feasibility studies are done. This project can stand alone even if the potential irrigation project is not viable.

Councilmember Clay stated that he is excited about the management of stormwater; and speaking for Island Transit, they want to be good stewards and make this work.

Councilmember Phay felt this is the greatest help to the farmers on the Prairie and it is about the 'greenest' thing we could do.

Councilmember Dannhauer expressed concerns about approving the MOU before the feasibility study was complete. Mayor Conard explained that we have three applications coming up for development on South Main that will need to address the stormwater issue. We have to decide how to direct their engineers. Mr. Bishop added that if this is not approved at this time we could lose considerable developer funding to get it done.

Council Action: A motion was made by Councilmember Phay, second by Councilmember Binder, to authorize Mayor to sign the Memorandum of Understanding (MOU) between the U.S. Department of Interior National Park Service Ebey's Landing National Historical Reserve and the Trust Board of Ebey's Landing National Historical Reserve and the Town of Coupeville regarding the South Main Street Stormwater Management Initiative. The motion passed 4-1 (Dannhauer).

Schedule a Council Workshop

Council discussed several dates and agreed to set the Council Workshop for Wednesday, August 13, 2008. Mayor Conard noted that the date will be set at a later Council meeting.

STAFF REPORTS

Ms. Thomas provided a written report and offered to answer questions.

Mr. Bishop reported that the decommissioning of the fuel tank on Front Street was complete. He added that the Laurens Woods development is progressing with more than 50% of the sewer and water infrastructure complete; the water mains are in and pressure tested; and the lift station is in. The Well 4 Rehab project is complete and the hydrogeologist is waiting on a couple tests. There were a couple of places on the sidewalk ramps, on Front and Alexander Streets, that have been ground down to reduce the lip for ADA accessibility. The roof at the Water Treatment Plant is now sealed and the re-roofing is nearly complete, along with some other work to the building. The sanitary sewer survey was completed on June 11th and it went well. He responded that the test report on Well 1-07 was good, with about 250 gallons per minute. In response to her questions, he said that he would get the water quality report to Councilmember Dannhauer in a couple of weeks.

COUNCIL REPORTS

Councilmember Hughes explained that WharfFest and the Lions Club Annual Garage Sale are this weekend, June 28th and 29th.

Councilmember Binder explained that she attended the Utility Advisory Committee (UAC) meeting earlier today. They reviewed the water reports and prioritizing projects on capital projects plan.

Councilmember Clay attended Island Transit meeting and they have been authorized to purchase another park-and-ride lot in Freeland; they also gave authorization for the boundary line adjustment on the lot on South Main, in Coupeville. Island Transit signed an agreement for an electric hybrid bus to be developed in partnership with Western Washington University and other transit systems. Also attended the RTPO meeting and they voted on a design for the scenic byway sign. Law and Justice Council met and had a presentation about registered sex offenders in Island County. At this time, there are 88 registered sex offenders in Island County, with six in Coupeville and three living within the city limits. At this time there are no homeless sex offenders living in Island County. They reason they did this presentation is due to revised legislation about how sex offenders are released, and who has to accept them.

Councilmember Dannhauer attended two low impact development workshops, one on rain gardens and the other was on pervious pavement. She plans to attend the June 27th Island County Health Department meeting/tour promoting walkable communities.

AUDIENCE INPUT

Gordon Burton asked if Island Transit has considered running the buses in the evenings and Sundays. Councilmember Clay explained that it would cost a lot of money but that is something they look at periodically; he suggested Mr. Burton write a letter to Martha Rose, Director of Island Transit, expressing his suggestion.

Mayor Conard called for a recess at 9:05 p.m. and reconvened at 9:15 p.m.

DISCUSSION

Review notes from June 10, 2008 Town Meeting

Mayor Conard noted that she received several positive comments about the Town Meeting and some of the suggestions were to make sure there was more opening remarks and better scripts at each table. Peggy Burton asked that each person be given ample time to discuss their concerns.

Councilmember Clay thought that there was not enough time for some topics and some topics too heavy for one table.

Mayor and Council agreed that the Town Meeting was a good format for a meeting and they would like to do it again.

The following are some of the comments received:

- Everyone loves the newsletter on the utility bill.
- Front Street Lots - Some people like the idea of having a deck at street level; maybe extend the existing observation deck and stairs; concerns about the trees whether they should stay or go.
- Johnson Building Site - Some did not want to extend the park; merchants want more parking; maybe some parking with a grassy area and a gazebo and if that is done then stop signs may have to be placed on Main and Coveland Streets.
- Parking - Suggestion of making Front Street a one-way street with angle parking on one side; closing Grace Street and put in some picnic tables and landscaping.
- Trails and Parks - People would like some kind of a roadmap of the area, showing the walkways and trails; where the public areas are to walk.
- Trees - People don't want trees ruining their views; the design review code should discuss trees on public land, what type to plant and how to take care of the trees.
- Parks - One person thought there should be more parks; another said the parks didn't get used much; one person questioned why the delay in implementing the design for the Captain Coupe park; some thought there should be more recreational opportunities like bocce ball. Some suggested open space could be used for wild life corridors.
- Miscellaneous comments - lawns and long grass; some kind of enforcement of cats; permits required for tree removal; the affects on wildlife when trees are cut down; a two-way stop on Coveland and Main Streets; plans to remodel kitchen at Rec Hall; enforce no-parking on sidewalk on Birch Street; kayak storage at Captain Coupe Park; a community pea patch.
- Design Review Board - It was suggested that some of the DRB issues could be addressed administratively rather than board approval.

Mayor Conard asked that Council think about these topics and what could be incorporated or added to the work list. They will be discussed further at the next Council workshop.

Share information from AWC Conference

Mayor Conard responded to a comment earlier that funds have been budgeted each year since 2006 for travel to the AWC conference. She explained that once at the conference they meet, review the schedule of workshops and divide the workshops amongst themselves, to get the most coverage of the information provided. The benefit is to learn about more about what we are all dealing with and it is important to see how other cities do things.

Councilmember Hughes attended the following workshops: 1) Communicating with your citizens is a two-way street including an idea to have the ‘Town Tent’ (a meeting) manned of the Council, Mayor or staff for people to come up and talk to the elected officials and ask the community what they want; 2) Long-term planning and the steps we should be going through (which we already do); 3) Meeting the challenges of affordable housing, which is no longer marketed to low income - and what larger cities are doing; 4) Land Use for small towns – good refresher on executive sessions and appearance of fairness, etc.; 5) Sustainability and how to work together; 6) Going Green; 7) Puget Sound Partnership - describing who they are and what they do. She noted that all the handouts that were given in each workshop are available on the AWC website.

Councilmember Phay felt that the money spent was well worth it for Council members to attend the conference. It was an excellent training opportunity to learn what is happening around in the state; and what other cities are doing with fiscal policies, stormwater, and a multitude of issues we all deal with. He was not aware of anywhere that we could get this training. Some of the workshops he attended included sustainable communities and Puget Sound Partnership. Each day was a fantastic training experience and he looks forward to next year.

Mayor Conard attended several leadership workshops; Open Public Meetings; Streamlined Sales Tax workshop which was presented by the Department of Revenue explaining about the new destination-based sales tax; Responding to natural disasters workshop; Budgeting workshop and how to make it a useful tool for everyone.

Councilmember Clay estimated that according to his calculations it cost the Town about \$600 per person to attend the conference. He attended and discussed briefly the following workshop sessions: 1) Finance 101 and the Council’s responsibilities for the financial statement; 2) Mobile tour of Yakima to see what they are doing and have done; 3) Leadership and Accountability workshop and noted that we get good reports; 4) Infill housing and development workshop; 5) Going green and sustainability strategies; 6) Puget Sound Partnership and we were told that we’re doing a great job in Coupeville. Every year there are vendor displays and we always learn about something that we can use, such as LED crosswalks. He added that it is always good to hear what other cities are doing. He’s proud that the Town pays for this opportunity for Council members.

Mayor Conard added that when you live in a remote area it is great to be able to travel once to get to this intense training.

ADJOURNMENT: 10:23 p.m.

Respectfully Submitted:

MAYOR:

Judy A. Thomas, Clerk Treasurer

Nancy Conard, Mayor