

**Town of Coupeville
Regular Council Meeting
Tuesday, October 14, 2008
6:30 p.m.**

PRESENT: Mayor Nancy Conard, Councilmembers Dianne Binder, Bob Clay, Ann Dannhauer and Molly Hughes. A motion was made by Councilmember Clay, second by Councilmember Binder, to excuse Councilmember Jim Phay. The motion passed 4-0.

STAFF PRESENT: Public Works Director Malcolm Bishop, Town Marshal Dave Penrod, Fiscal Clerk Laurel Wilsey

Mayor Conard asked to add a new item #4 under New Business to reschedule the Council workshop to Wednesday, October 29, 2008. Councilmember Hughes asked if she could add another discussion item, the Town's Logo. There were no objections.

APPROVAL OF MINUTES

The minutes of the Regular Meeting of September 23, 2008 and Council Workshop of September 22, 2008 were approved with the following corrections: 1) Councilmember Binder stated that there was a typo on the first bullet, fifth sentence, of the Mayor's Report; a period needs to be added after "..., celebrate or memorialize persons_ 2) Councilmember Binder stated that on page 3 of 6, #6, second paragraph, change second sentence to, "Ms. Alspektor gave a copy of *Time Magazine featuring 100 Top Destinations* and latest issue of Sunset magazine, as both publications had articles about Coupeville."; 3) Under Council Reports, page 5 of 6, Councilmember Hughes stated that the third sentence "She attended the Chamber of Commerce Local Affairs Committee meeting." needs to be changed stating that the Chamber of Commerce Local Affairs Committee meeting *was cancelled this month—so I did not attend it.*; 4) On page 4 of 6 under Discussion at top of page, Councilmember Dannhauer stated that she did not say "that she could not make a good choice because she did not have access to the interview and did not know who all the applicants were." Councilmember Dannhauer asked that the sentence be omitted. Councilmember Dannhauer stated that the last sentence under Discussion should read "Councilmember Dannhauer added that she was not aware that a *change had been made to include* a councilmember to participate in the interviews."

There were no corrections made to the Council Workshop minutes of September 22, 2008.

MAYOR'S REPORT

- Mayor Conard reported that the Harvest Festival and the Uniquely Whidbey Trade Fair were both successful. Councilmember Hughes added that the first Farmers Relay Races were very successful. Total funds raised for the food bank was \$4,566.95. It brought a lot of people to the market. The team with the best time was the High School team and they won a prize and the crowd favorite was the Town of Coupeville's team consisting of Councilmembers Bob Clay, Dianne Binder and Molly Hughes, Mayor Nancy Conard and Marshal David Penrod.
- She explained that at the other end of town was the Uniquely Whidbey Business Expo; and one of the exhibits at the fair was the Neighborhood Emergency team. They made direct contact with over 100 residents of Coupeville and at their booth, they gave out refrigerator magnets identifying emergency numbers and identifying locations where there will be signs placed manually for information. The team even recruited some new volunteers.

- The Coupeville Library is having an Open House, 'A Thank You celebration' on Tuesday, October 28, 2008, from 6:00 – 8:00 PM; thanking the community for their support and votes for the bond funding the library construction
- The Library has appointed a building committee. Mayor Conard was asked to designate an appointee from the Town, and she selected Councilmember Dannhauer as she is the council liaison to the Library. Councilmember Dannhauer accepted.
- Mayor Conard made contact with the engineers at the Whidbey Island Conservation District to do some preliminary schematic work for the municipal lot and suggested that Sno-Isle Libraries talk with the Town (as they begin their planning process) on how to connect those two projects and improve the parking access that benefits both projects.
- She noted that the first newsletter on our Sustainable Community Climate Protection was sent out with the utility bills and is on the website. Cathy D'Almeida, the Sustainable Community Coordinator, is planning on attending the December Council meeting to give an update on the first quarter of that program. Ms. D'Almeida has been working with PSE, Coupeville School District and the Town of Coupeville and has done some preliminary energy audits on some of our facilities in Town and is arranging for another set of audits to occur October 29, 2008, at our Waste Water Treatment Plant and at the Coupeville School District.
- Mayor Conard will meet with the landscaping firm that is preparing a bid on redoing the South Main Street landscaping. Some of the Hawthorne trees along South Main are diseased and need to be replaced.
- Mayor Conard and four councilmembers attended the Association of Washington Cities Regional Meeting in Burlington on October 7th. Some of the topics discussed was a legislative update and what cities are doing concerning their budgets for 2009. It was a good opportunity to network with other cities.
- Island County's Rhododendron trail construction has begun at the intersection of Main Street and Highway 20 to Jacobs Road, short of the Rhododendron Park. This is a county project with grants that they obtained.
- She met with a couple of representatives in the community and from the Central Whidbey Lions Club to organize a Veterans program on Veterans' Day, Tuesday, November 11, 2008, at noon at the base of the flagpole at the Memorial Plaza at the Courthouse.
- Mayor Conard and Councilmember Clay will be attending a meeting of the Port Townsend Keystone Ferry Partnership in Port Townsend on October 21, 2008. Discussion will be about operational issues; how the reservation system worked this summer and what things can be improved about it; and the maintenance scheduled for the boat that is in service now. Prior to the meeting, Mayor Conard and Councilmember Clay will meet with the members of the Ferry Mitigation Committee to make sure they can represent their concerns at that meeting.

AUDIENCE INPUT

Roxallanne Medley, 701 NW Madrona Way, Coupeville, questioned why pervious material was being used instead of impervious material for the sidewalk along NW Coveland Street. Public Works Director Bishop stated that this road had not been designed for the sidewalk and that using impervious material would allow water to run under the road bed and cause damage to Coveland Street. A short discussion followed concerning cost and low impact development. Ms. Medley asked why the landscaping along South Main Street is being redone, as it was not that long ago that it had been done. Mayor Conard responded that the landscaping planted by

volunteers has become too large causing a visual problem and the plant type is not good for trimming.

Gordon Burton, Coupeville, stated that the video taping of the council meetings is wonderful. He asked about the progress of the recycling bins. Mayor Conard responded that the Town is waiting on the County's RFP for a recycling contractor.

PRESENTATION

Ebey's Landing National Historic Reserve 30th Anniversary Ebey's Forever Conference

Mark Preiss, Ebey's Reserve Manager, presented an overview of the upcoming Ebey's Forever Conference to be held November 7 & 8, 2008. He thanked the Town of Coupeville for their leadership and sponsorship of this event. We have twenty partners/sponsors and Whidbey Island Bank has agreed to become a sponsor. On Friday, November 7th there will be field trips and in the evening there will be a potluck, live skits, live music and much more. On Saturday, November 8th there will be keynote speakers. In the afternoon they will hold panels in historic preservation, sustainable agriculture, education, and interpretation; in the evening there will be a barn dance.

NEW BUSINESS

Approval of Special Event Permit for Coupeville Historic Waterfront Association's Halloween Parade on October 25, 2008 - *Staff recommends approval of the special event permit.*

Mayor Conard explained that the Coupeville Historic Waterfront Association is seeking approval for the Special Event Permit for the Halloween Parade on October 25, 2008. Central Whidbey Island Fire & Rescue will hand out flashlights and there will also be a PTA carnival at the school. Island Transit will provide transportation between the parade and carnival.

Council Action: A motion was made by Councilmember Hughes, second by Councilmember Binder, to approve the special event permit for the Coupeville Historic Waterfront Association's Halloween Parade on October 25, 2008 as recommended by Staff. The motion passed 4-0.

Set date for Public Hearings - 2009 Revenue Sources - 2009 Property Tax - 2009 Budget - *Staff recommends a motion to set Public Hearings on November 25, 2008 for the 2009 Revenue Sources, the 2009 Property Tax Levy and the 2009 Budget.*

Council Action: A motion was made by Councilmember Binder, second by Councilmember Clay, to set Public Hearings on November 25, 2008 for the 2009 Revenue Sources, the 2009 Property Tax Levy and the 2009 Budget. The motion passed 4-0.

Rescheduling Budget Workshop

Mayor Conard asked to reschedule the budget workshop scheduled for Tuesday, October 28, 2008, to Wednesday, October 29, 2008, at 5:30 PM. Mayor Conard stated that this allows the Council more time to go over the budget line by line.

Council Action: A motion was made by Councilmember Clay, second by Councilmember Hughes, to set the budget workshop on October 29, 2008 at 5:30 p.m. The motion passed 4-0.

Mayor Conard called for a five minute recess at 7:30 pm and reconvened the meeting at 7:35 pm.

DISCUSSION

Review of Proposed User Fees

Mayor Conard reported that there are proposed changes to the Town's General Fee Schedule in the areas of Burglary/Fire False Alarm; Photocopying; Rec Hall & Pavilion Rentals; Stormwater Management Permit; Transient Merchant License; and Work on Town Right-of-Way.

Proposed fee changes to the Town's Land Use Action are in the areas of Conditional Use Permit; Design Review; EIS Preparation; Latecomers Agreement; Planned Unit Development; Shoreline Permits; Short Plat for 1 to 4 lots; and Variances. A discussion followed describing the proposed fee changes in both the General Fee Schedule and Land Use Action would help cover costs of copying, maintenance, processing permits and general staff time expended on researching, design review and the time in helping applicants' to complete their projects.

Council Policies and Procedures

The councilmembers had some additional changes to the draft Council Policies and Procedures. Councilmembers Binder and Hughes will incorporate the changes and bring it back to the Council for action.

Revised Town Logo

Councilmember Hughes discussed revising the Town of Coupeville's Logo. A short discussion followed and she will make the suggested changes and bring it back to the council at the October 28, 2008 meeting.

AUDIENCE INPUT

David Day, Coupeville, commented on the Council Policies and Procedures regarding the word "questioning". He was taught to question authority, in a respectful manner.

ADJOURNMENT: 9:05 pm.

Respectfully Submitted:

MAYOR:

Laurel Wilsey, Fiscal Clerk

Nancy Conard, Mayor