

**Town of Coupeville
Council Workshop
Thursday, February 18, 2010
3:00 p.m.
Coupeville Rec Hall**

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

STAFF PRESENT: Larry Kwarsick, Malcolm Bishop, Judy Thomas

The meeting convened at 3:05 pm. The following topics were discussed by Mayor, Council and Staff:

Meeting Dates and Times

All were agreeable to the current Council meeting schedule. Upcoming meetings and events are: February 23rd - Joint Workshop with Island County Commissioners 1:00 pm; February 24th - COG meeting at 9:00 am; March 4th - Low Carbon Diet 5-week film series; March 10th - Joint Workshop with Island County Commissioners 9:00 am - 2:00 pm; March 20th - Master Gardening Workshop at Coupeville High School; April 3rd - Town Spring Clean-Up.

Training and Conferences – Over the past few years all Councilmembers have been encouraged to attend the AWC Conference, especially new council members. Each year the Mayor and two councilmembers are budgeted to attend a national conference. The following are Trainings and Conferences in 2010, and who expressed interest in attending:

- AWC Annual Conference June 22-25, 2010 Vancouver, WA (Clay, Tack)
- AWC Budget Workshop August 4-6, 2010 Leavenworth, WA
- August 18-20, 2010 Lynnwood, WA (Tack)
- NLC Conference Nov. 30-Dec 4, 2010 Denver, CO (Tack)
- Nov. 8-12, 2011 Phoenix, AZ
- NTHP Annual Conference Oct 27-30 2010 Austin, TX (Hughes probably)
- Downtown Revitalization May 19-20, 2010 Pt. Townsend, WA (Hughes)
- Quasi-Judicial Decision Making Training Workshop by Grant Weed, March 23rd 4:00-6:00 pm for Council and Planning Commission.
- Other Training Interests: AWC land use in Pt Angeles

Budget Issues - Mayor Conard explained that the General Fund beginning fund balance was higher than budgeted and suggested some possibilities to be included in the 2010 budget revision, as follows:

- Allocation for Trees to be planted - \$4,000
- New Computer Server with digital backup, additional - \$4,000
- Rec Hall Insulation - \$5,200
- Town Hall Insulation –\$1,400
- Carpet for Town Hall – waiting for cost estimate on carpet tiles, estimate \$10,000
- Workstation (PC's) replacement at Town Hall – \$25,000
- Rec. Hall Furnace – \$6,000 to replace
- Rec Hall Sound System –\$2,000
- Bike Racks budgeted in Fund 109 but can not be covered by Park Impact Fees and will be paid from General Fund - \$2,000
- Larry Smith asked about the possibility of purchasing a vacuum truck for pumping out lift stations - more information will be provided.

The Council was agreement with these items.

Mayor and Council discussed adding CWA to tourism contracts; additional funding for climate control/sustainability funding for 2010; hot water on-tap system included with Rec Hall kitchen remodel.

Planning Work List - Current Year Issues

The following issues were discussed by Larry Kwarsick and Mayor Conard:

- Joint Design Guidelines & Related Development Regulations
- Tree Committee
- Open Space Zone
- Signs
- Parking
- Inclusion of MOA in Comprehensive Plan and Zoning Code
- Transportation Plan Element (Waiting on County)
- Certified Local Government
- Schedule for Future Comp Plan Update and Development Regulation Updates

Park Impact Fees

- Current Issues
- Potential Uses

Capital Improvement Plan

- Streets
- Parks, Open Space and Trails were discussed and are included in the Capital Facilities Plan and the Comp Plan. These park improvements could be paid by either impact fees, developer, grant, REET.
- Other Capitol Improvements that were discussed: municipal parking lot; restrooms; visitor information center.

Project Update

- Reclaimed Water Feasibility Study final report will be presented at the March 9th Council meeting by John Wilson.
- Stormwater Activities Study
- Phytoremediation Pilot Project
- Municipal Parking Lot Planning meeting will be held on February 22nd and they will discuss wheel stops; Improvements and Possible Restrooms
- S. Main Landscaping - The Parks & Rec Commission and the Tree Committee want to provide input on the landscaping plans for South Main Street.
- Rec Hall Kitchen –What is being proposed will meet the requirements of a certified commercial kitchen.
- Records Storage - This project is really coming along with all the drawers and boxes being indexed and some fine tuning.
- Johnson Building Site Remediation
- Storage Building at Ft. Casey

Town Hall Paint Choice

Schedule for Next Workshop

The next workshop will be on Thursday, May 6th from 4:00 to 8:00 pm.

Adjourn: 7:50 pm

Respectfully Submitted:

MAYOR:

Judy A. Thomas, Clerk Treasurer

Nancy Conard