Town of Coupeville

4 NE Seventh ▪ PO Box 725 ▪ Coupeville WA 98239
360.678.4461 ▪ 360.678.3299 Fax ▪ www.townofcoupeville.org

TOWN COUNCIL MEETING
AGENDA
Island County Hearing Room
May 10, 2016
6:30 pm

CALL TO ORDER

PLEDGE OF ALLEGIANCE

CHANGES AND APPROVAL OF AGENDA

APPROVAL OF MINUTES

- Council Meeting of April 26, 2016

MAYOR'S REPORT

AUDIENCE INPUT - See ***NOTE***

NEW BUSINESS

1. **Confirmation of Historic Preservation Commission Appointment** – *Mayor recommends a motion to reappoint Ron VanDyk to Position 4 and appoint Ben Lovejoy to Position 3 of the Historic Preservation Commission.*
2. **Resolution 16-04 Acknowledging Island Transit Regional Transportation Planning Organization** - *Mayor recommends a motion to authorize the Mayor to sign Resolution 16-04 acknowledging the Island Regional Transportation Planning Organization and authorizing the Town of Coupeville's membership.*
3. **Confirmation of Planning Commission Appointment** – *Mayor recommends a motion to appoint Michael Moore to Position 3 of the Town of Coupeville Planning Commission.*

AUDIENCE INPUT - See ***NOTE***

STAFF REPORTS

DISCUSSION

- I-502 Recreational Marijuana Policy
- Senate Bill 6328, Regulation of Vapor Products
- LED Street Lights

ADJOURN

***NOTE*: Audience Input** - *This is time set aside for members of the public to speak to the Council about subjects of concern or interest, or items not already set aside for a public hearing. Questions presented may not be answered immediately if all information is not available, but will be responded to as soon as possible. To ensure your comments are recorded properly, you need to state your name and address clearly into the microphone. Please limit your comments to 5 minutes. Input requiring more lengthy comment is best submitted in writing.*

NOTE: Persons with disabilities requiring elevator access to the Hearing Room, please call twenty-four (24) hours prior to the scheduled event to Clerk-Treasurer (360) 678-4461, ext.7.

Eco-Friendly SOY INK

Town of Coupeville
Regular Council Meeting
April 26, 2016
6:30 p.m.

PRESENT: Mayor Molly Hughes, Councilmembers Pat Powell, Catherine Ballay, Jackie Henderson, Dianne Binder and Lisa Bernhardt.

STAFF PRESENT: Clerk Treasurer Kelly Beech, Planning Director Owen Dennison

CHANGES AND APPROVAL OF THE AGENDA

Mayor Hughes requested the Council add an Executive Session to review the performance of a public employee, to last approximately 10 minutes.

Council Action: A motion was made by Jackie Henderson, second by Councilmember Dianne Binder, to approve the agenda with the addition of an Executive Session to review the performance of a public employee. The motion passed unanimously.

APPROVAL OF MINUTES

The minutes of the Regular Meeting of March 22, 2016 were approved with the following correction on Page 4:

> **AUDIENCE INPUT**
>
> A local resident shared his concern *about* the process followed to recruit and hire the new Planning Director.

MAYOR'S REPORT

- Mayor Hughes welcomed new Planning Director Owen Dennison and spoke briefly about his qualifications and past experience in the field.
- Mayor Hughes informed the Council that Madrona Way is officially open to through traffic and that the project is very near to complete.
- Mayor Hughes attended the first part of the Trust Board of Ebey's Landing NHR annual planning retreat and expressed how impressed she is with the amount the group is able to accomplish with such little resources.
- Mayor Hughes thanked the Council for attending the joint workshop with the Coupeville Planning Commission.
- Mayor Hughes attended the Coupeville Chamber's annual volunteer appreciation luncheon.
- Finally, Mayor Hughes informed the Council that Central Whidbey Fire and Rescue is working on an update of their strategic plan and they have invited input from the Town.

NEW BUSINESS

Approval of Special Event Permit #2016-04 for 2016 Penn Cove Water Festival

Council Action: A motion was made by Councilmember Jackie Henderson, second by Councilmember Pat Powell to Special Event Permit #2016-04, Penn Cove Water Festival with the attached conditions. The motion passed unanimously.

Approval of Special Event Permit #2016-07 for 2016 Memorial Day Parade & Remembrance Ceremony

Council Action: A motion was made by Councilmember Jackie Henderson, second by Councilmember Lisa Bernhardt approving Special Event Permit #2016-07, Memorial Day Parade & Remembrance Ceremony with the attached conditions. The motion passed unanimously.

Approval of Interlocal Agreement between Town of Coupeville and City of Oak Harbor for Auction Services

Council Action: A motion was made by Councilmember Catherine Ballay, second by Councilmember Jackie Henderson to authorize the Mayor to sign the Interlocal Agreement for Mutual Aid and Cooperation of Auction Services between the City of Oak Harbor, Washington and the Town of Coupeville, Washington, approved as to form by Grant Weed. The motion passed unanimously.

Approval of Resolution 16-03, adopting the Island County Multi-Jurisdictional Hazard Mitigation Plan

Council Action: A motion was made by Councilmember Jackie Henderson, second by Councilmember Catherine Ballay to approve Resolution 16-03, adopting the Island County Multi-Jurisdictional Hazard Mitigation Plan. Questions were asked and answered. The motion passed unanimously.

Authorize the Mayor to sign a letter of support for the removal of Coupeville's Joint Planning Area in Island County's Comprehensive Plan

Council Action: A motion was made by Councilmember Jackie Henderson, second by Councilmember Dianne Binder to authorize the Mayor to sign authorize the Mayor to sign a letter of support for the removal of Coupeville's Joint Planning Area in Island County's Comprehensive Plan. The motion passed unanimously.

Confirm Appointment to Planning Commission

Council Action: A motion was made by Councilmember Jackie Henderson, second by Councilmember Dianne Binder to reappoint Ricardo Reyes to the Town of Coupeville's Planning Commission. The motion passed unanimously.

Set Day and Time for Council Workshop

Council Action: A motion was made by Councilmember Jackie Henderson, second by Councilmember Dianne Binder to set May 31st at 5:00pm as the date and time for a Council workshop. The motion passed unanimously.

Approval of March 2016 Payroll an April 2016 A/P transactions and warrants

Council Action: A motion was made by Councilmember Dianne Binder, second by Councilmember Catherine Ballay to approve March 2016 payroll warrants #31498 to #31502 for

a total of $67092.96; and the April 2016 A/P transactions and warrants #31504 to #31574 for a total of $135,427.85. Questions were asked and answered. The motion passed unanimously.

COUNCIL REPORTS

Councilmember Jackie Henderson reported that Island Transit's new Director, Mike Nortier, will start on May 2nd. He has already begun investing time in riding some of the routes, which has impressed some Island Transit staff. Island Transit will resume the route from Camano Island to Everett and will implement a nominal fare in June. The Board of Directors is also still assessing the connector routes to see if fares need to be implemented on those routes as well.

Councilmember Lisa Bernhardt reported that she attended the second half of the annual planning retreat for Ebey's Trust Board and she continues to be impressed with the group. The Board has also passed a resolution clarifying their role as it pertains to the National Park System.

Councilmember Pat Powell had nothing to report, but she did hand out information about LED street lights.

Councilmember Dianne Binder reported she attended April's UAC meeting and the rate study is coming along. She looks forward to the workshop scheduled for May.

Councilmember Catherine Ballay reported that the Law and Justice Council received an update from the jail review committee and that they were pleased with all of the progress that has been made so far. The Island County Sheriff presented the results of an outside review of their policies and procedures and let the Council know that he had already implemented some of the recommended changes. Councilmember Ballay also shared that there has been a rash of burglaries at construction sites on the south end of the island.

EXECUTIVE SESSION

The Mayor stopped the Regular Meeting at 8:05pm for a five minute break before entering into Executive Session to review the performance of a government employee. The council returned from Executive Session at 8:54pm and the Regular Meeting resumed. No action was taken.

ADJOURNMENT: 8:54pm

Respectfully Submitted: MAYOR:

_____ _____

Kelly Beech, Clerk Treasurer Molly Hughes

A complete audio recording of this meeting is available upon request from the Clerk-Treasurer.

TOWN OF COUPEVILLE

From the Desk of Molly Hughes, Mayor

MEMORANDUM

May 6, 2016

TO: Coupeville Town Council

FROM: Mayor, Molly Hughes

RE: Historic Preservation Commission Appointments

It is with great pleasure I recommend Ron VanDyk and Ben Lovejoy to the Historic Preservation Commission.

Ron VanDyk has served one term on the HPC and has reapplied to serve another. Ron is a lifetime resident of the island and lives in an historic home on Front Street. He has served his community on Ebey's Trust Board and worked to establish the Reserve. He served on the Historical Advisory Committee and volunteers with the Island County Historical Society. His knowledge of local history coupled with his interest in preservation makes him a positive, contributing member of the HPC.

Ben Lovejoy (yes, those Lovejoy's!) and his wife have recently retired to Coupeville. Ben spent a good deal of his childhood vacationing and visiting family here. He intentionally choose to retire to the Island because of the fact it has not changed much from his childhood memories. He respects what we have been able to preserve in Ebey's Landing Reserve and in Coupeville and would like to contribute his time as an HPC Member to help guide future development of Central Whidbey.

Recommendation: Move to reappoint Ron VanDyk to Position 4 and appoint Ben Lovejoy to Position 3 of the Historic Preservation Commission.

RECEIVED
FEB 23 2016
TOWN OF COUPEVILLE

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4 NE Seventh
PO Box 725
Coupeville WA 98239
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NANCY CONARD *Mayor*
MALCOLM BISHOP *Public Works Director*
LARRY KWARSICK *Town Planner*
DAVID PENROD *Town Marshal*
JUDY THOMAS *Clerk-Treasurer*

VOLUNTEER APPLICATION

Historic Preservation Commission
Position

Van Dyk	Ronald	NELSON
Name: Last	First	Middle

307 N.E. Front Street	H 360-678-4000
Street Address	Phone

Same
Mailing Address (if different)

Coupeville	W.A.	98239	ronvandyk@ymail.com
City	State	Zip	email address

Are you a registered voter in Island County? ☒ Yes ☐ No

BACKGROUND:

Education 12th

Occupation (s): Electrician (RETIRED)

Other Volunteer Positions: Island County Historical Society
Port of Coupeville Commisioner
Hobbies: Woodworking/Computers/Restoration/Collecting ie Antiques Etc,
Other applicable experience: Served on Steering Committee establishing Ebey's Historical Reserve/ served on Ebey's Trust Board, Serve
SKILLS: on Historical Advisory Committee, served on
List Applicable Skills Conservation Futures board.

DESIRE:

Briefly describe why you are interested in volunteering: (continue on back page if needed)

I have had an ongoing interest in Whidbey Island
History since I grew up in Oak Harbor, the community (over)

Signature: Ron Van Dyk Date: 23 Feb. 2016

itas no interest in their past so shun trying to preserve any of their History. As a youngster I became aquainted with the Historic Value & interest instilled in the residents of Central Whidbey. I had the good fortune to be employed by the Telephone Company in servicing & maintaining the phone system in Central Whidbey. I met through my work here the "movers & shakers" of this community. I was introduced to the fledgeling Island County Historical Society. Through this organization I was introduced to so many of the desendents of the Pioneers that settled our Island. One of these was Jimmy Jean Cook. She was the town of Coupevilles unofficial Historian. She could see that we needed to preserve our past to insure our future. Jimmy Jean and many of the other ladies were the backbone of the ICHS. They all shared thier love of our community. As History constantly evolves so too does the life of our History. As our History evolved so too does the lives of our fellow Citizens. At the demise of our friend & neighbor "~~King~~ Knight Smith" (the masked marvel) his wife Roberta was left with a tremendous tax liability. She was advised to sell off the Smith farm. The community was thrown into a minor panic when earth movers moved into the prairie & began carving out ~~the~~ streets & roads. The community rallied and sought ways to preserve Ebey's prairie. Jimmy Jean Cook was instrumental in obtaining inclusion of the Town of Coupeville on the "National Register of Historic Places". She felt that this concept might apply to preserving the Prairie. Was good theory but did nothing to bail out the Smith Family from their financial woes. Enter the stage Herb Rickard and two of his "Cronies". Senators (Scoop) Jackson and Warren Magnuson. Two very influential U.S. Senators. With thier influence and senterity they persuaded Congress to appropriate ~~pri~~ Five Million dollars to establish "Ebey's Landing National Historic Reserve". First in the Nation. Thus central Whidbey became a distinctive place on the map. The Town of Coupeville is now the "Heart of The Reserve" — Respectfully Ken Jones

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JUDY THOMAS *Clerk-Treasurer*

VOLUNTEER APPLICATION

EBEY'S LANDING HISTORIC PRESERVATION COMMISSION
Position

LOVEJOY	F.	BENTLEY
Name: Last	First	Middle

2127 SKYCREST DR.			360-720-2125
Street Address			Phone
COUPEVILLE	WA	98239	FBENTLEYLOVEJOY@MSN.COM
City	State	Zip	email address

Are you a registered voter in Island County? ☑ Yes ☐ No

BACKGROUND:

Education _____

Occupation (s): PLEASE SEE ATTACHED

Other Volunteer Positions: _____

Hobbies: GOLF, CYCLING, GARDENING

Other applicable experience: MANAGED PROJECTS DIVISION FOR SEAFIRST/BOA WITH RESPONSIBILITY FOR SITE LOCATION, DESIGN, CONSTRUCTION & MAINTENANCE FOR ALL BANK OWNED PROPERTY.

SKILLS:

List Applicable Skills LEADERSHIP, SUPERVISORY, CONFLICT RESOLUTION, LISTENING.

DESIRE:

Briefly describe why you are interested in volunteering: (continue on back page if needed)

MY INTEREST STEMS FROM MY LIFETIME CONNECTION TO THIS AREA DUE TO MY FAMILY

Signature: _____ Date: 5/5/16

over

HISTORY HERE AND THE IMPACT OF THE RESERVE AS IT ESSENTIALLY LOOKS AND REMAINS AS IT WAS WHEN I BEGAN SPENDING TIME HERE AS A YOUNG BOY. IT IS THIS PRESERVATION THAT CALLS TO ME AND I WOULD LIKE TO BECOME INVOLVED TO HELP INSURE OUR RURAL CHARACTER WHILE OFFERING SUPPORT FOR NEW DEVELOPMENT.

F Bentley Lovejoy
2127 Skycrest Drive
Coupeville, WA 98239
360 720 2125
fbentleylovejoy@msn.com

Education and Qualifications:

BS in Economics from Central Washington University
Post Graduate degree in Management Development from University of Washington
Post Graduate degree from Pacific Coast Banking School

Professional Experience:

Senior Vice President/Division Manager; Bank of America (30 years)
Controller/Human Resource Manager; Barnes, Campbell and Smith (7 years)
Trustee; Washington Association for Healthcare Insurance Trust (19 years)

Civic and Non Profit Experience:

Chairman, Board of Trustees; Overlake Hospital Medical Center
President, Board of Directors; Washington State Chapter, Arthritis Foundation
Vice Chairman, Board of Directors; National Arthritis Foundation
President; Lake Washington Rowing Club
Board Member; George Pocock Rowing Club
Treasurer/Board Member; Washington Healthcare Association

TOWN OF COUPEVILLE

From the Desk of Molly Hughes, Mayor

MEMORANDUM

May 6, 2016

TO: Coupeville Town Council

FROM: Mayor, Molly Hughes

RE: Island Regional Transportation Planning Organization

For many years the Town was a partner in a multi-regional transportation planning organization which included Island the Snohomish Counties. There were many benefits to regional planning of transportation needs and Island County did not have a high enough population to qualify on its own as a regional organization. However, Snohomish County has decided they no longer wish to partner with Island County.

Thanks to Representative's Dave Hayes and Norma Smith, an amendment to RCW 47.80.020 was approved this year to allow Island County to form its own Regional Transportation Planning Organization, see underlined amendment in the Resolution. Bylaws for the new group have been approved and the next step is confirming membership with all governmental agencies. The final step will be creating an Interlocal Agreement between agencies.

Coupeville benefits when it is included in transportation planning and funding on a larger scale, county wide, and I recommend approval of membership in this new RTPO. Our Town Attorney has reviewed and approved the Resolution as to form and content.

Recommendation Move to authorize the Mayor to sign Resolution 16-04 acknowledging the Island Regional Transportation Planning Organization and authorizing the Town of Coupeville's membership.

RESOLUTION NO. 16-04
A RESOLUTION BY THE TOWN COUNCIL OF COUPEVILLE, WA ACKNOWLEDGING THE ISLAND REGIONAL TRANSPORTATION PLANNING ORGANIZATION (ISLAND RTPO) AND AUTHORIZING MEMBERSHIP THEREIN

WHEREAS, Island County, the City of Oak Harbor, the City of Langley, the Town of Coupeville, the Port of South Whidbey and the Port of Coupeville find it appropriate to form a county-wide, regionally focused transportation planning organization hereby known as the ISLAND REGIONAL TRANSPORTATION PLANNING ORGANIZATION; and

WHEREAS, effective July 1, 2016 Island County will qualify to be an RTPO under revised RCW 47.80.020 which authorizes the creation or regional transportation planning organizations (RTPOs) within the state and each organization shall be formed through the voluntary association of local governments within a county, or within geographically contiguous counties. Each organization shall;
1) Encompass at least one complete county;
2) Have a population of at least one hundred thousand, have a population of at least seventy-five thousand and contain a Washington State ferries terminal, or contain a minimum of three counties; and
3) Have as members all counties within the region, and at least sixty percent of the cities and towns within the region representing a min8imum of seventy-five percent of the cities' and towns' population; and

WHEREAS, an Interlocal Agreement and Bylaws for the Island RTPO need to be established and the Town of Coupeville intends to enter into an Interlocal Agreement under the authority of Chapter 39.34 RCW to provide for the joint and/or cooperative exercise of their powers, privileges, and authorities for comprehensive transportation planning; and

WHEREAS, the Town of Coupeville desires to become a member of the Island RTPO; and

WHEREAS, the Town of Coupeville supports Island County to serve as the lead planning agency until such time as a decision of the Island RTPO Policy Board designates a different lead planning agency;

NOW, THEREFORE, BE IT RESOLVED the Town of Coupeville acknowledges the Island RTPO and authorizes membership of the Town of Coupeville therein.

PASSED by the Town Council of the Town of Coupeville and APPROVED by the Mayor
This _____day of _____, 2016

Town of Coupeville:

By_____
Molly Hughes, Mayor

Attest:

By_____
Kelly Beech, Clerk-Treasurer

TOWN OF COUPEVILLE

From the Desk of Molly Hughes, Mayor

MEMORANDUM

May 6, 2016

TO: Coupeville Town Council

FROM: Mayor, Molly Hughes

RE: Planning Commission Appointment

It is with great pleasure I recommend Michael Moore for position three on the Town's Planning Commission. Mike and his wife retired to the island two years ago. He was a municipal attorney for years working in and around Boise.

You will note that his resume letter stresses his love of history and his interest in possibly serving on our Historic Planning Commission. During his interview, when I realized his background with land use, community boards and law, I encouraged him to consider using those skills as a member of our Planning Commission. He considered the options and graciously applied to the Planning Commission where he felt he could best serve his community. I would especially appreciate his background as we move into the process of updating our Comprehensive Plan.

Recommendation: Move to appoint Michael Moore to position three on the Town of Coupeville Planning Commission.

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DAVID PENROD *Town Marshal*
JUDY THOMAS *Clerk-Treasurer*

VOLUNTEER APPLICATION

Position Planning Commission

Name: Last Moore First Michael Middle Carl

Street Address 110 Wilkes St. Phone (360) 632-4588

Mailing Address (if different)

City Coupeville State WA Zip 98239 email address mcm@msbtlaw.com

Are you a registered voter in Island County? ☑ Yes ☐ No

BACKGROUND:

Education B.A. (History), Dartmouth College; J.D. University of Ill. College of Law; M.A. (History), Boise State University

Occupation (s): Retired Attorney

Other Volunteer Positions: Board Member, The Frank Church Institute at Boise State University

Hobbies: Reading, writing, hiking

Other applicable experience: Lengthy service as local government attorney and bond counsel

SKILLS:

List Applicable Skills

DESIRE:

Briefly describe why you are interested in volunteering: (continue on back page if needed)

I wish to be of service to the community in a capacity in which my background might be useful

Signature: Michael C. Moore Date: May 3, 2016

110 Wilkes Street
Coupeville,WA 98239-3135
18 April 2016

Mayor Molly Hughes
Town of Coupeville
P. O. Box 725
Coupeville, WA 98239

Re: Ebey's Landing Historic Preservation Commission

Dear Mayor Hughes:

According to Harry Anderson's column in the local newspaper last week, the Town of Coupeville is seeking applicants to serve on the Historic Preservation Commission. I would like to be considered for appointment to the Commission.

I am a graduate of Dartmouth College in Hanover, N. H. (B.A. 1964) and the University of Idaho College of Law (J.D. 1968). I practiced law in Idaho for 45 years. My law practice was concentrated almost exclusively in local government work. I represented several cities in Idaho as city attorney and as municipal bond counsel. I am now retired from the active practice of law, but am still a member both of the Idaho State Bar and the Washington State Bar Association. I have also had a long-time interest in history, especially the history of the Pacific Northwest. I majored in history as an undergraduate, and was active in historical societies both at the state and local levels in Idaho. A few years prior to my retirement from law practice, I enrolled in the graduate history program at Boise State University and received the Master of Arts degree in History in 2009. Since moving the Coupeville, I have been a member of the Island County Historical Society and have read and enjoyed most of the available literature on local history.

My wife, Linda Schrock, and I purchased our home in Coupeville in 2009. We used it primarily as a vacation home at first, and, following my retirement from law practice, we sold our home in Boise and have lived full-time in Coupeville for the past two years. One of the major attractions this community held for us was the natural beauty of the area, not least of all the beautiful Ebey's Prairie. It would be a privilege to serve on the Commission and to further its preservation aims.

My telephone number is (360) 632-4588, and my email address is mcm@msbtlaw.com. I will be traveling the rest of this week and part of next week as well, but I can be available for a personal interview at your convenience next Monday the 25th, or nearly any day after May 1.

Thank you for your consideration, and I look forward to discussing this with you.

Sincerely,

Michael C. Moore

STAFF REPORT

DATE:	**April 26, 2016**
TO:	**Mayor Hughes and Members of the Town Council**
FROM:	**Owen Dennison, Town Planner**
RE:	**Initiative 502 Recreational Marijuana Uses**

The purpose of this agenda item is to seek the Town Council's discussion and direction to the Administration on whether any actions are deemed necessary or appropriate at this time to ban, temporarily ban, or further regulate State-licensed marijuana uses.

In 2012, Washington voters approved Initiative 502, which legalized possession of small amounts of marijuana and provided for its legal production, processing, and retail sales. As directed by I-502, the Washington State Liquor and Cannabis Board (LCB) has implemented a regulatory framework for licensing and oversight of marijuana businesses. In 2015, the legislature combined the medical marijuana industry, which has existed since its inception without State licensing and with minimal state regulation and oversight, with the more tightly controlled recreational marijuana uses.

State regulations contain certain limitations on locations for which State licenses may be issued. In general, the LCB will not issue a new marijuana license for sites within 1,000 feet of an elementary or secondary school, playground, recreation center or facility, child care center, public park, public transit center, library, or any game arcade that does not restrict admission to persons age 21 or older. An exception is provided in RCW 69.50.331(8) to allow local jurisdictions to adopt smaller buffers of no less than 100 feet around facilities other than elementary and secondary schools and playgrounds. As the Town has not specified any buffer width in its regulations, the 1,000 feet in State law applies.

This issue came to light with a recent inquiry as to where Town zoning or other regulation would allow the establishment of a recreational marijuana retailer. The question highlighted the fact that the Town currently has no adopted policy on the regulation of State-licensed recreational marijuana production, processing, and retail land uses. While the Town has received other informal inquiries on where the Town's marijuana regulations, staff is not aware of any formal applications to date. As the State has raised the number of available licenses, it is possible that interest in a Town location may increase. An application received for any of these uses would be reviewed according to the regulations currently adopted in the Coupeville Town Code (CTC), which does not specifically address marijuana businesses.

When this item was placed on the Town Council's agenda, it was staff's expectation that potential locations for recreational marijuana businesses may exist even with consideration of buffers imposed by statute. However, a subsequent analysis to identify lands zoned for retail sales that are outside all required buffers suggests that no licensable sites exist. Public school sites preclude locations south of State Route 20 and, north of the highway, to a point north of

First Street. Elsewhere north of the highway, the buffers around parks and the Boys and Girls Club (interpreted to be a recreation center) preclude the establishment of retail outlets in the remaining commercial zones. Therefore, without Town Council action to reduce the buffer widths, there appear to be no opportunities for a marijuana retailer to locate in the Town.

However, it may be beneficial to review how marijuana production, processing, and retail uses are interpreted to align with permitted and conditional uses currently listed for zoning districts in Chapter 16.08 CTC.

Marijuana production. Production may be interpreted as the raising of a crop. *Small-scale agriculture* is defined in CTC 16.04.060 as "the tilling of soil, raising of crops, horticulture, viticulture, livestock, farming, poultry, dairying, and animal husbandry including all uses customarily incidental thereto." *Small-scale agriculture* is a permitted use in the Residential Reserve and Low Density Residential districts. Certain locations within these zoning districts lie outside of any 1,000-foot buffer.

Marijuana processing. Processing is interpreted as primarily an industrial use. However, the definition of *light industry* in CTC 16.04.060 is limited to "the manufacture and assembly of light and small items made from previously repaired materials . . ." Clearly, the processing of an agricultural crop would not meet this definition. Therefore, it is staff's interpretation that the CTC would not allow marijuana processing uses except, possibly, where combined with and incidental to a production operation.

Marijuana retailing. *Retail sales and service* uses are permitted in the Historic/Limited Commercial District, Town Commercial, and General Commercial districts. *Retail sales and service* is defined as "establishments engaged in selling goods, merchandise or services to the general public for personal or household consumption." Nothing in this definition would differentiate marijuana sales from the sales of other consumer products. Staff is aware of no provisions of the CTC that would restrict marijuana sales differently from other retail sales. As noted above, there do not appear to be sites currently within any of the Town's commercial zones that would comply with the State's locational criteria.

Town Council options. According to staff's analysis, there do not appear to be sites eligible for a marijuana retailer license from the LCB. In staff's view, the likelihood of a producer license application within the Town may be low due to Ebey's Reserve design requirements for new structures as well as the cost of public water. Processor uses are generally precluded by the zoning code. Therefore, staff does not perceive urgency in amending the CTC and no need for a moratorium.

Jurisdictions throughout Washington State have addressed State-licensed marijuana facilities differently according to local values, preferences, and priorities. Out of concern that applications may become vested before codes could be updated, many cities and towns have adopted moratoria on the acceptance of marijuana use applications. While an option, the Town's circumstances do not appear to present a compelling reason for a moratorium.

If it is the intent of the Town Council to ensure that the CTC prohibits marijuana businesses, a code amendment can be prepared for Council's consideration with recommendations from the

Planning Commission. This would better inform prospective applicants of the Town's position and address future actions of the legislature to relax current State rules. Alternatively, if the Town Council wishes to allow any or all of the three types of marijuana facilities, Council has the ability to adopt reduced buffers widths and to modify the definitions in the CTC. Taking no action and continuing to operate under existing codes is also an option.

Recommendation
Direct staff on preferences for future actions related to regulation of State-licensed marijuana facilities.

Electronic Cigarettes / Vaping Devices

Discussion Item

Public Health Concerns

- Nicotine Addiction
  - Most e-cigarettes and vaping products contain nicotine
  - Nicotine is highly addictive
  - Studies of the developing brain shows that children, adolescents and young adults are especially vulnerable to nicotine addiction[1]
- Secondhand Aerosol & Chemicals
  - Vapor can contain heavy metals, nicotine, ultrafine particles and low levels of toxins[2]
- Increase in use among youth; Nationally and county wide- Island County Data shown below [3]

	8th Grade 2012	8th Grade 2014	10th Grade 2012	10th Grade 2014	12th Grade 2012	12th Grade 2014
Currently smoke cigarettes	3.6%	4.3%	7.1%	9.0%	14.3%	11.3%
Currently use e-cigarettes or vape pens	1.2%	7.0%	0.4%	18.3%	1.5%	18.0%

- Can be a "gateway drug"
  - Vaping devices can be used to smoke marijuana and other drugs [4]
- Poisoning
  - Calls to poison control about "nicotine exposure" have increased; especially with exposure to children [5]
- Marketing
  - Products are being marketed to youth; no regulation on advertising[6]

[1] E-cigarettes: Evidence and policy options for Washington State (2015) University of Washington, School of Public Health. Retrieved from http://www.governor.wa.gov/sites/default/files/documents/ECigWhitePaper.PDF

[2] Electronic Smoking Devices and Secondhand Aerosol (2016) Americans for Nonsmokers' Rights. Retrieved from http://no-smoke.org/download.php?file=/pdf/ecigarette-secondhand-aerosol.pdf

[3] Healthy Youth Survey, 2014, Island County. https://www.askhys.net/library/2014/Co15Gr10.pdf

[4] (Thomas A. Willis, January 2015)

[5] Toxic Trends Report - E-Cigarettes (2015). Washington Poison Center http://www.wapc.org/wp-content/uploads/WAPC-Toxic-Trends-E-Cigs-November-2015.pdf

6 E-cigarette Ads and Youth (2016) Center for Disease Control and Prevention. Retrieved from http://www.cdc.gov/vitalsigns/ecigarette-ads/

Senate Bill 6328

Signed by Governor Inslee 4/19/16

- Licensing required by the Washington State Liquor and Cannabis Board for vapor product retailers, distributors and delivery sellers
- Retailers must post signs stating that the selling of vapor products to persons under the age of 18 is prohibited by state law
- Mandates child resistant packaging and prohibits the sale of e-cig products from open display cases where kids can grab them
- Requires labels to be put on vaping products:
  - Warning about the harmful effects of nicotine
  - Warning to keep products away from children
  - Warning that vaping is illegal for those under 18
  - The amount of nicotine in milligrams per milliliter of liquid along with the total volume of the liquid contents of the product expressed in milliters
- Vaping is prohibited inside child care facilities, schools, within 500 feet of schools, school buses, and elevators. Outside it is prohibited on school property, child care facilities property and playgrounds between sunrise and sunset
- Restrictions on taste testing:
  - Can only be offered within a licensed premises
  - Tasting cannot contain nicotine unless the customer explicitly consents to tasting of a vapor product that contains nicotine
- Coupons:
  - Cannot give or distribute vapor products to a person free of charge by coupon
  - Can be used to receive a discount on a vapor product

***Preemption: preempts political subdivisions, from adopting or enforcing requirements for the licensure and regulation of vapor product promotions and sales at retail

  - Political subdivisions can regulate the use of vapor products in indoor public places

Document created by Emily Maughan, Public Health Coordinator
Island County Public Health Department
April 19, 2016 Island County Board of Health meeting

e-cigarettes

Delivering Chemicals, Cannabis and Nicotine to Growing Number of Washington Youth

ISSUE

The popularity of e-cigarettes and other "vapor products" is on the rise, posing a threat to youth health, yet these products are not adequately regulated at a federal or state level. The American Public Health Association has recommended that states and municipalities enact laws prohibiting the use of e-cigarettes in enclosed public areas and places of employment due to their potential as a source of pollutants.[1] These devices produce an aerosol of exhaled nicotine, ultra-fine particles and other toxins rather than a harmless water vapor.[2]

WHAT WE KNOW

- **One in five high school seniors** in Washington reported e-cigarette use in 2014, up from one in fourteen in 2012.[3] Nicotine is particularly harmful to brain development in children and a recent study found that teens who start using e-cigarettes are **8 times more likely to take up smoking**.[4]
- Recent studies have shown the increasing popularity among high school students of **using e-cigarettes to smoke cannabis**.[5] Kids who use nicotine or marijuana at a young age are susceptible to addiction and continued use in adulthood.[6] "As compared with persons who begin to use marijuana in adulthood, those who begin in adolescence are approximately 2 to 4 times as likely to have symptoms of cannabis dependence within 2 years after first use."[7]
- E-liquid, the nicotine-containing component, **can poison children** via ingestion, inhalation, ocular exposure, and skin contact. In 2015, at least 61 e-cigarette poisonings have been reported, with **59 percent involving 1 to 3 year olds.**[8] E-liquids are often sold without child resistant packaging and in **alluring candy-like flavors**, including caramel apple, wacky taffy and bubble gum.
- The FDA **does not currently regulate ingredients or safety claims** made by manufacturers. Some products that are labeled "nicotine-free" **actually contain small amounts of nicotine**.[9] A Harvard study also recently discovered diacetyl, an **ingredient known to cause "popcorn lung"** (bronchiolitis obliterans), in 75 percent of the flavored e-liquids they tested.[10]
- In Washington, state law prohibits the sale of e-cigarettes to minors, but **doesn't do anything else to regulate e-cigarettes** or the people who sell them (including online sellers). Grant, King, Pierce, Clark, and Snohomish Counties have passed ordinances regulating e-cigarettes. Other counties are considering similar ordinances.

American Cancer Society Cancer Action Network

American Heart Association

American Lung Association in Washington

Children's Alliance

Foundation for Healthy Generations

Mary Bridge Children's Hospital | Multicare Hospital System

Public Health - Seattle & King County

Public Health Roundtable

School Nurses of Washington

Tacoma-Pierce County Health Department

Washington Chapter of the American Academy of Pediatrics

Washington Poison Center

Washington State Association of Local Public Health Officials

Washington State Labor Council

Washington State Medical Association

Washington State Nurses Association

Washington State Public Health Association

[1] APHA *(https://www.apha.org/policies-and-advocacy/public-health-policy-statements/policy-database/2015/01/05/12/58/supporting-regulation-of-electronic-cigarettes)*

[2] PLOS ONE *(http://journals.plos.org/plosone/article?id=10.1371/journal.pone.0057987)*

[3] Washington State Department of Health *(http://www.doh.wa.gov/DataandStatisticalReports/DataSystems/HealthyYouthSurvey)*

[4] JAMA *(http://archpedi.jamanetwork.com/article.aspx?articleid=2436539)*

[5] American Academy of Pediatrics *(http://pediatrics.aappublications.org/content/early/2015/09/01/peds.2015-1727.abstract?sid=406ba54c-3fa9-448a-9153-c5b88b7bb8d1)*

[6] Surgeon General's Report *(http://www.surgeongeneral.gov/library/reports/preventing-youth-tobacco-use/factsheet.html)*

[7] The New England Journal of Medicine *(http://www.nejm.org/doi/full/10.1056/NEJMra1402309)*

[8] Washington State Poison Center *(http://www.wapc.org/wp-content/uploads/WAPC-Toxic-Trends-E-Cigs-November-2015.pdf)*

[9] FDA *(http://www.fda.gov/downloads/drugs/scienceresearch/ucm173250.pdf)*

[10] Harvard T.H. Chan School of Public Health *(http://ehp.niehs.nih.gov/15-10185/)*

TOWN OF COUPEVILLE

From the Desk of Molly Hughes, Mayor

MEMORANDUM

May 6, 2016

TO: Coupeville Town Council

FROM: Mayor, Molly Hughes

RE: LED Street Light Discussion

Councilmember Powell has provided you with information from the International Dark-Sky Association (IDA) about the effects of LED streetlights on night sky and wildlife. After reading the materials provided, I have done further research with PSE on this subject. Here is a summary of my notes:

-IDA recommends a Color Correlated Temperature (CCT) of 3,000 or lower. Higher CCT provides white/blue light and is most efficient, saves more energy and appears brighter. Lower CCT provides orange/yellow light and is 'warmer' and appears less glaring, but uses more energy. I have attached a copy of the Kelvin Temperature Chart. The PSE streetlight program uses lights rated at a CCT of 4,000.

The American National Standard (ANSI) Practice for Roadway Lighting, the American Association of State Highway and Transportation Office (AASHTO) and the International Illuminating Engineering Society (IES) all recommend a CCT of 4,000 for safety and visibility. PSE is aware of IDA's recommendation of a CCT of 3,000 or lower. PSE believes this rating is acceptable for outdoor decorative lighting but does not feel it meets the national safety standards. PSE will not install a LED with a CCT count of under 4,000..

PSE will not install shields or visors at the time of initial installation. They do have shields available and recommend waiting to asses which lights in Town may need them. They feel the LED Cobraheads direct the LED light down and meet IDA recommendations in this area.

Other notes about the PSE/TIB Relight Washington Program:
The Cobrahead fixture and bulbs PSE uses in this program are kept in stock and they can replace broken lights within three days.

The Cobrahead fixtures have a wholesale price of $300 each. PSE provides the fixtures and labor to install them and the TIB grant pays for this. No cost to the Town.

PSE reports that customers who have moved to LED street lighting are experiencing a 25% to 30% reduction in their street light energy bills. Kelly has provided this handy chart to show what this means for Coupeville. Thanks Kelly!

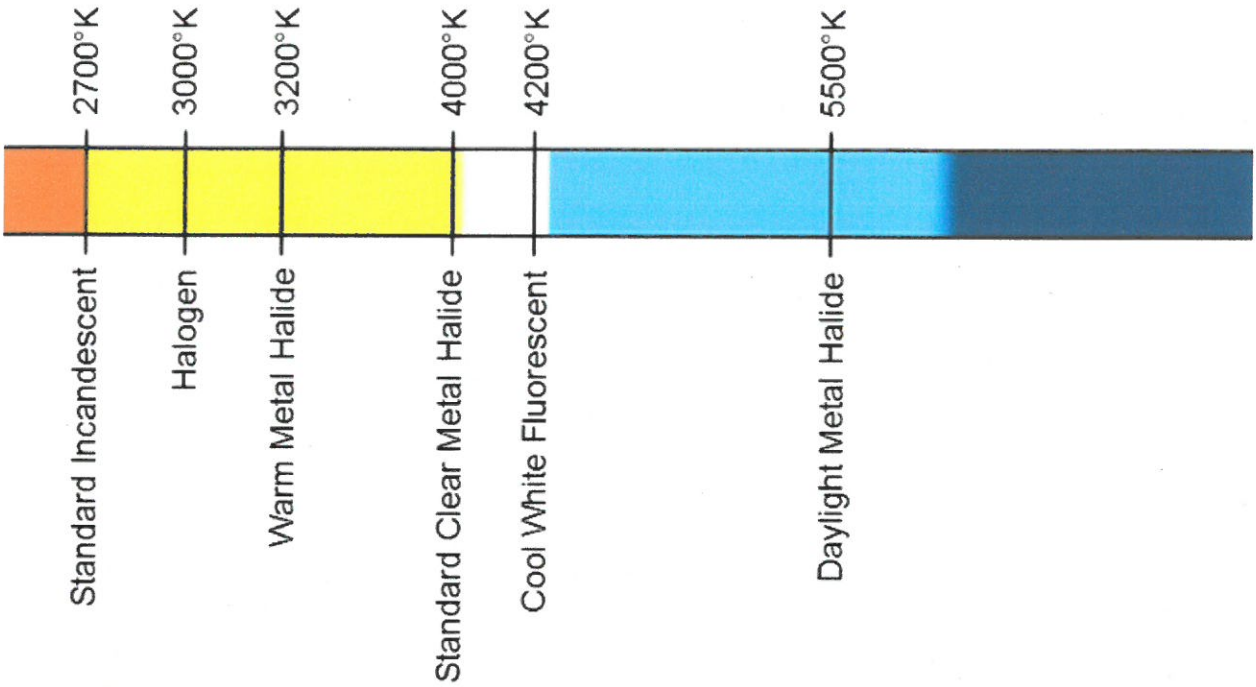
	Annual	**Monthly**
2015 Cost for Street Lighting	$ 21,522.49	$1,793.54
25% Savings	**$5,380.62**	**$448.39**
30% Savings	**$6,456.75**	**$538.06**

PSE has our TIB contract on hold as they know we are still discussing this conversion. They are waiting for our go ahead to include us in the schedule.

I appreciate your careful consideration of this important project and the diversity of our Council. I believe our residents are well represented!

Molly

Kelvin Temperature Chart



STAFF REPORT

DATE:	**May 5, 2016**
TO:	**Mayor and Town Council**
FROM:	**Clerk Treasurer Kelly Beech**
RE:	**April 2016**

The first four months of 2016 have gone by very quickly. There has been a tremendous amount of change, and now things are starting to settle down to a more predictable routine at Town Hall. For the first two months we operated at a staffing deficit of .7 FTE, causing a minor backlog of filing and other deferrable tasks. Amanda Apsey started on March 1st as our new Utility Clerk and we have been slowly chipping away at those tasks since then.

Listed below are some of the tasks completed in April that are unique to this time of the year.

Average Tasks for the month:

- The following reports were submitted in the month of April:
  - Quarterly Reporting related to payroll (L&I, Employers Federal Tax, Unemployment)
  - Annual Reporting to the Office of Financial Management for our population estimates. These estimates drive the calculation of our share of State-collected revenues from liquor receipts (profits and excise taxes) and motor vehicle fuel excise taxes.
  - Renewed the Town's SAM (System of Award Management) registration, which may be required to receive certain grant money.
- Special Events Permit Applications
  - We received 2 Special Events Permit Applications in April:
    - Fundraiser for Johnny Bulldog – reviewed/approved/issued on April 28, 2016
    - 5K to Remember – application tabled by applicant until next year
  - We issued 2 additional Special Event Permits in April:
    - 2016 Penn Cove Water Festival – received February 10, 2016
    - 2016 Memorial Day Parade – received March 8, 2016
  - We continue to work on the following Special Event Permit Applications:
    - 2016 Arts & Crafts Festival – received January 18, 2016
    - 2016 Race the Reserve – received December 9, 2015

Out of the Ordinary Tasks for the month:

- We have had two new hires in April (Temporary Seasonal Maintenance and Planning Director) which required a fair amount of paperwork, data entry and reporting to various agencies.
- Shelly Maier and I attended the Washington Public Treasurer's Association annual Conference in Chelan. The conference included workshops designed to give basic

training in records retention, basic municipal accounting and BARS codes, timelines for standard reporting to various agencies, best practices for establishing internal controls, a roundtable discussion led by the State Auditor's Office to discuss BARS updates, and a presentation by a former FBI agent turned cybersecurity consultant.
    - The cost of Shelly's attendance to this conference, including her registration fee, lodging and travel was covered by a scholarship from the Association.
- As part of the unpacking process, in connection with my recent move to my beautiful new office, I am applying what I know and have recently learned about records retention to pare down what we keep in Town Hall and better organize what goes to the archives. This means the unpacking process is taking a little longer than usual, but the outcome will be much easier to manage records.
- We received our new copier at the end of April – I was ecstatic. In addition to the huge paper drawer, we even have the ability to print directly to letterhead on our new machine.
- In early April Cascade Computer Maintenance discovered, by way of a questionable email I had received, that we had a Trojan on one of our computers. This discovery prompted a full scan of all machines and our server. No other anomalies were found and Cascade has since upgraded our security software.
- There has been continued work on the Rate Study. To give you an idea of how much is involved in the current stage of the study, the data is compiled in a 10 page document, where the three largest sheets have 122 rows and 17 columns of information.

Here are some things that will be coming up in May:

- Amanda will process Utility Billing by herself for the first time.
- I hope to tackle some much needed website updates by first finding a new host and then transitioning to our new website. It's important to note that during the transition not all of the pages you are used to seeing will be available. We will begin with those pages that are required by RCW and then add the remaining information over the course of the next few months.
- On May 16th I will be meeting with staff from Reichardt & Ebe and the Department of Transportation for a Pre-PMR (Project Management Review) for the Madrona Project, Phase II. This is preparation for the official PMR scheduled for June 1st. The Federal Highway Administration just recently began requiring PMRs for small entities.
- We will be receiving our new radios.
- Management Staff will be attending a demonstration on May 25th of Asset Management Software and Permit tracking software that integrates with our current Utility and Fiscal software.
- The Annual Financial Report is due to the State Auditor's Office by May 29th.

STAFF REPORT

DATE:	**May 10, 2016**
TO:	**Mayor Hughes and Members of the Town Council**
FROM:	**Owen Dennison, Town Planner**
RE:	**Monthly Planning, Historic Preservation, and Building Report**

Orientation to the Town's codes and land use and building review processes is ongoing.

Planning:

- Notice for a pending SEPA threshold determination for the Coupeville High School track improvement project was issued incorrectly on March 10. A corrected notice of Mitigated Determination of Non-Significance was published March 28. Final revisions to the drainage plan are still pending from the applicant pursuant to review comments from the Town's consulting engineer. A grading permit may be issued following conclusion of the SEPA process and drainage plan approval.
- A boundary line adjustment near Broadway and Fourth Streets was issued April 22, and two additional boundary line adjustments are under review.
- Staff is anticipating submittal of two short plats and, depending on code allowances, a condominium binding site plan in the Memorandum of Agreement area.

Historic Preservation:

- Two certificates of appropriateness for new single family homes were approved by the Historic Reserve Committee on April 13.
- Modifications to the Gould House will be reviewed by the Historic Preservation Commission on May 26.

Building:

- Building permit was issued to construct a single family residence.
- Two roofing permits were issued.
- One deck permit was issued and a second is in review
- Staff is reviewing a preliminary submittal for a new 2,376 square foot medical building on Birch Street.

MEMORANDUM

To: Mayor Molly Hughes and Members of the Town Council

From: William LaRue, Utilities Superintendent

Subject: Monthly Utilities Department Summary Report

Date: April 25, 2016

April saw a continuation of busy daily schedules with a bit of a shift away from weather related issues. Regulatory reporting continues to take a large portion of my time, due in April were the Wastewater plant's Lab accreditation renewal, DOE's Form 1A for connections reporting and fee calculations and the Annual Backflow Summary Report data verification required by the Department of Health.

Staff continues with manual meter replacement and upgrade to touch read meters. There are a total of 46 manual meters left in the system, these are the hardest and most time consuming ones to change out due to depth of meter, box configuration, and plumbing connections.

Staff has been meeting with roofing contractors obtaining quotes to replace the roofs on the treatment plant, restroom at Coupe's Park, and the kitchen and restroom in the Town Park.

Both the water and sewer service trucks were taken into the dealership for warranty recall repairs & class action repairs. The air bag was replaced in the sewer truck and the spark plugs were replaced in the water truck.

As part of our National Pollution Discharge Elimination Systems Permit (NPDES) requirements the Operations and Maintenance manual for the wastewater treatment plant needed to be reviewed and modified as required. Review of the manual has been completed and I am in the process of re-writing required sections. I plan to have the modifications completed and submitted for approval by DOE by the end of May. Our permit deadline is June 30, 2016.

Staff has also been busy investigating possible leaks for customers that have had higher than normal water bills or have had pressure inquires.

Staff continues to investigate polymer feed rate changes looking for the optimal dose for de-watering of the bio-solids. On April 27th staff worked with a polymer representative conducting jar testing with several different strengths and blends of polymers.

COUPEVILLE MARSHAL

ISLAND COMMUNICATIONS
CALLS FOR SERVICE

Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Alarm	3	3	5										11
Animial Complaint	5	1	2										8
Assault	3	1	1										5
Assist Agency	5	3											8
Assist Public	21	8	11										40
Burglary			1										1
Child Abuse/Neglect													
Court Order Viol													
Disorderly Conduct	5	4	5										14
Domestic Violence	1	4	2										7
Fire / Medical Call		1	5										6
Fraud / Forgery		5	3										8
Hang Up 911	6	8	9										23
Harassment													
Juvenile Complaint	1	2	1										4
Liquor Violation													
Malicious Mischief	1	3	1										5
Marine Incident		1											1
Mental	1												1
Missing Person													
Vehicle Accident	6	2	3										11
Nuisance		3	4										7
Sex Crime			1										1
Vehicle Theft													
Suicide Threat	4	1	1										6
Suspicious Activity	5	6	3										14
Theft	2	2	1										5
Threats		1	1										2
Traffic Complaint	5	4	10										19
Trespassing			2										2
Unsecure Premise													
Death Investigation	1												1
VUSCA - Drugs	1												1
Wanted Person	1	2											3
Weapons Violation	2	1											3
Welfare Check	1	4	6										11
Misc / Other Calls	7	7	7										21

Total Town calls	**87**	**77**	**85**										
CPD response in Town	61	50	69										
ICSO response in Town	26	27	16										
CPD response in County	20	22	19										

COUPEVILLE MARSHAL

CALL DISPOSITIONS

CALL DISPOSITION	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
Active													
Clrd - Adult Arrest	1	3	1										5
Clrd Juvenile Arrest		1											1
Case Closed	79	68	80										227
Clrd Adult Prosecution Declined													
Clrd Adult Victim/Uncooperative													
Clrd Juv Prosecution Declined		1											1
Clrd Juv Victim/Uncooperative													
Case Inactive													
Informational Report		1	2										3
Case Leads Exhausted	2	1											3
Non-Criminal Incident													
Refer to Other Agency	2	1											3
Report to Follow	3	1	2										6
Total Town Calls	**87**	**77**	**85**										249

COUPEVILLE MARSHAL

TRAFFIC OVERVIEW

Citations

DUI													
DWLS			1										1
NVOL													
Speed	7	7	7										21
Seatbelt													
No insurance	2	2	5										9
Cell phone		2	3										5
Vehicle Regs		1											1
Equipment													
Parking		3	12										15
Other	2												2

Warnings

NVOL W/ID													
Speed	14	40	37										91
Seatbelt		2	1										3
No Insurance													
Cell Phone													
Vehicle Regs	1	9	11										21
Equipment	2	3	3										8
Parking	2	27	31										60
Other	1	6	14										21

Total Contacts	**Jan**	**Feb**	**Mar**	**Apr**	**May**	**Jun**	**Jul**	**Aug**	**Sep**	**Oct**	**Nov**	**Dec**	**Total**
2016	31	102	125										258
2015	52	48	64	78	54	62	93	98	94	65	49	27	784
2014	89	17	17	34	33	17	54	64	57	32	69	39	522
2013	38	25	29	56	33	59	80	68	161	244	165	142	1100
2012	51	66	51	58	48	114	61	68	17	30	30	48	642
2011	18	26	43	28	48	44	95	59	42	29	42	38	512

COUPEVILLE MARSHAL

CALLS FOR SERVICE 5-YEAR HISTORY

Description	2015	2014	2013	2012	2011
Alarm	81	69	69	61	91
Animal Complaint	69	73	79	69	92
Assault	29	18	26	23	33
Assist Agency	20	29	39	43	50
Assist Public	185	193	223	249	250
Burglary	14	11	10	21	35
Child Abuse/Neglect	4	5	5	5	4
Court Order Viol	8	11	13	15	8
Disorderly Conduct	64	96	93	105	119
Domestic Violence	28	27	14	17	42
Fire Call	8	10	13	19	14
Fraud / Forgery	26	24	21	23	22
Hang Up 911	121	169	139	121	161
Harassment	9	14	15	17	18
Juvenile Complaint	11	6	4	12	17
Liquor Violation	4	4	4	2	6
Malicious Mischief	8	15	13	13	16
Marine Incident	12	6	9	8	4
Medical Call	15	14	22	24	22
Mental	8	5	3	4	5
Missing Person	9	6	8	7	10
Vehicle Aciident	25	50	37	56	44
Nuisance	22	13	12	19	23
Patrol Checks	1	8	8	6	3
Sex Crime	3	7	3	4	10
Vehicle Theft	4	5	6	6	2
Suicide Threat	20	11	9	10	12
Suspicious Activity	55	55	97	79	68
Theft	31	41	50	45	46
Threats	17	14	17	19	21
Traffic Complaint	104	88	109	99	106
Trespassing	19	21	17	19	19
Unsecure Premise	6	3	7	18	14
Death Investigation	4	4	6	1	5
VUCSA - Drugs	5	8	13	18	17
Wanted Person	19	32	35	34	30
Weapons Violation	9	9	3	15	16
Welfare Check	70	39	39	52	51
Misc / Other Calls	132	125	149	128	94
Total Town Calls	**1279**	1340	1440	1487	1606
County Calls	278	386	259	305	449
Combined Calls	**1557**	1726	1699	1792	2055
County % / Total	18%	22%	15%	17%	22%

STAFF REPORT

DATE:	**April 20, 2016**
TO:	**Mayor Molly Hughes and Members of the Town Council**
FROM:	**Kelly Riepma, Public Works Superintendent**
RE:	**Monthly Public Works Report**

Spring is here and we've been busy mowing and trimming. Morgan Payne joined our crew on April 1st filling the Seasonal 6 month position. We've had mowers out every day since we started the mowing season around the middle of March. It takes about 2 weeks (more if the weather doesn't cooperate) to get through a mowing cycle. We'll continue mowing every day we can until the grass begins to slow down.

We repaired a water main leak on a 4" main on Haller at 4th. We were able to get it repaired live without shutting any customers down. That area has older steel main lines that become rusty and brittle over time.

The remodel at Town Hall is going smoothly. The carpet that needed to be repaired is complete. Next week Public Works will be installing doors and repairing sheet rock.

Spring Cleanup was on April 2nd and went well. The amount of yard debris was less this year than in past years. We hauled out 8 dump truck loads of branches, brush and leaves.

The Madrona Project is nearing completion. This week Town Staff will be compiling the final list of discrepancies for the contractor to complete before the final sign off on the project is complete.