

**City of DuPont
Regular City Council Meeting
November 27, 2007
7:00 p.m.**

- Call To Order:** Mayor Young called the meeting to order at 7:00 p.m.
- Roll Call:** Those present were Mayor Young and Councilmembers Coffey, Cumberbatch, Ehrenreich, Pottorff, Westman, and Wilcox.
- Staff Present:** Those present were, Assistant City Administrator Schauer, City Administrator McDonald, City Attorney Kerslake, City Clerk Larsen, Community Development Director Darling, Fire Chief Jensen, Assistant Fire Chief Easton, Police Sergeant Cummings (Acting Chief) and Public Works Director Zahn.
- Pledge:** Mayor Young led the flag salute.
- Approval of Agenda:** Mayor Young changed the order of items e and f under new business. A motion was made and seconded to approve the agenda as amended. Pottorff/Cumberbatch 7/0 motion carried.
- Public Comment:** None

Approval of Consent Agenda Items:

- Regular City Council Meeting Minutes – November 13, 2007;
- Budget Workshop Minutes – October 16, 2007;
- Budget Workshop Minutes – October 29, 2007;
- Budget Workshop Minutes – November 5, 2007;
- Claim Vouchers List – November 27, 2007;
- Amendment to the G&O Contract for Civic Center Stormwater Design;
- Approval of the Parkview Multi-Family Pedestrian Easement.

A motion was made and seconded to approve the consent agenda. Crouse/Coffey 7/0 motion carried.

Mayor's Report:

- Budget meeting scheduled for December 4th cancelled;
- Joint Meeting with Council and Parks Agency December 3rd 7p.m.

Department Reports:

Councilmember Wilcox requested that the Council reschedule the budget meeting.

Councilmember Westman concurred with Councilmember Wilcox and added that he would like the opportunity to explain issues and concerns regarding the budget.

A budget meeting was scheduled on December 6, 2007, at 6p.m.

New Business:

Ordinance Adopting the 2008 Budget – First Reading

Assistant City Administrator/Finance Director Schauer provided copies of the changes discussed at the budget meeting on November 20th. She highlighted the changes and recommended moving the Ordinance to a second reading.

There being no public comments Mayor Young moved the Ordinance to a second reading.

Ordinance amending DMC Chapter 25 Land Use Code - First Reading

Community Development Director Darling provided background information on the proposed amendments, stating that the changes are mostly to the definitions found throughout the code.

Councilmember Westman inquired about home occupation permits.

Mayor Young recommended that Councilmember Westman discuss this topic under the Ordinance amending Chapter 2.

Councilmember Ehrenreich inquired about the process used to determine the amendments.

Community Development Director Darling highlighted the Planning Agency process.

There being no public comments Mayor Young moved the Ordinance to a second reading.

Ordinance for Repealing Base Plan Review – Second Reading

Community Development Director Darling provided background information on the Base Plan Review Ordinance and recommended approval.

A motion was made and seconded to adopt an Ordinance repealing Ordinance No. 00-676 and Chapter 12.05 of the DuPont Municipal Code. Pottorff/Cumberbatch 7/0 motion carried Ordinance No. 07-847

Cable Franchise Process Ordinance – Second Reading

City Administrator McDonald stated that the proposed Ordinance would provide a process for the City to utilize if a cable franchise was filed. We currently do not have a process.

A motion was made and seconded to adopt an Ordinance adopting a competitive cable franchise application and a review and evaluation process in connection with any franchise application submitted pursuant to §76.41 of title 47 of the Code of Federal Regulations and declaring an emergency. Coffey/Crouse 7/0 motion carried. Ordinance No. 07-848

Resolution Adopting a New Fee Schedule

Mayor Young presented the Ordinance for discussion.

Council inquired about the home occupation permit fee, the purpose of the permit, a grandfather clause, and enforcement.

Staff clarified that it is not the intention of the City to charge a home occupation permit fee to those home businesses that existed before the permit fee was adopted in 1998. Staff stated that these small home businesses would be covered by a grandfather clause. Staff further clarified

the purpose of the home occupation permit and that it is a onetime fee; however, the DuPont home business license fee is an annual fee.

A motion was made and seconded to adopt a Resolution adopting fees and charges. Pottorff/Westman 7/0 motion carried Resolution No. 07-330

Ordinance Amending Chapter 2 of the DMC – Second Reading

City Administrator McDonald stated that as a follow up to the Resolution, this Ordinance will repeal the previous fees. He recommended approval.

A motion was made and seconded to adopt an Ordinance amending DuPont Municipal Code Title 2. Crouse/Wilcox 7/0 motion carried. Ordinance No. 07-849

Ordinance Amending Chapter 5 of the DMC – First Reading

Assistant City Administrator/Finance Director Schauer stated that the changes to the B&O Tax section of the DMC will bring the City into compliance as required by the Legislature. Cities are required to adopt allocation and apportionment provisions by January 1, 2008.

A motion was made and seconded adopt an Ordinance amending DuPont Municipal Code Chapter 5.01 regarding business and occupation taxes; adopting a new DMC Chapter 5.13 regarding administrative provisions for business and occupation taxes. Crouse/Wilcox 7/0 motion carried. Ordinance No. 07-850

Ordinances Setting the Regular, Excess, and EMS tax Levies for 2008 – Second Readings

Assistant City Administrator/Finance Director Schauer provided background information on the proposed property tax Ordinances. She highlighted the tax rate that would be set by each Ordinance and recommended adoption by separate motions.

A motion was made and seconded to adopt an Ordinance of the City of DuPont, Washington, relating to regular property taxes; establishing the amount in 2008, by taxation on assessed valuation of the property of the City; and setting the Regular Property Tax Levy Rate for the year 2008. Pottorff/Cumberbatch 7/0 motion carried. Ordinance No. 07-851

A motion was made and seconded to adopt an Ordinance of the City of DuPont, Washington, relating to EMS Levy property taxes; establishing the amount in 2008 by taxation on assessed valuation of the property of the City; and setting the EMS Levy rate for the year 2008. Crouse/Coffey 7/0 motion carried. Ordinance No. 07-852

A motion was made and seconded to adopt an Ordinance of the City of DuPont, Washington, establishing the Excess Tax Levy for 2008 as approved by Bond Ordinance No. 381. Wilcox/Coffey 7/0 motion carried. Ordinance No. 07-853

Public/Council Comment:

Councilmember Cumberbatch requested that Councilmember Westman send his budget concerns to the City Administrator for Council to review before the budget meeting on December 6th.

Agenda Item: 6a

Councilmember Crouse stated that their home would be on the market in the coming week and that when it sells she would be resigning from Council.

Mayor Young recommended cancelling the December 25th Meeting as it falls on a holiday. Council concurred to cancel the meeting.

Adjournment:

Mayor Young adjourned the meeting at 7:53 p.m.

City of DuPont:

Steve Young, Mayor

Attest:

Erin Larsen CMC, City Clerk