



SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, June 6, 2013 – Council Chambers – Afternoon Session

CALL TO ORDER

Mayor Lacher called the regular session of the Town Council at order at 12:00 p.m.

ROLL CALL

Councilmembers: Position No. 1, Steve Hushebeck; Position No. 2, Noel Monin; Position No. 3, Anna Maria de Freitas; and Position No. 5, Barbara Starr.

Other Present: Town Administrator, Duncan Wilson; Town Treasurer, Wendy Picinich. Attorney Adina Cunningham was available via telephone.

Position No. 4, Felix Menjivar was not present.

EXECUSED ABSENCE

Mayor Lacher asked if the Council wished to excuse the absence of Councilmember Menjivar. Council unanimously excused his absence.

FLAG SALUTE

Mayor Lacher led the flag salute.

PUBLIC ACCESS TIME

Several citizens expressed their support for the Town Council's proposed public art ordinance. Diane Martinson offered support of the program and Barbara Marrett encouraged the Council to use an open process to choose public art and involve people who know art. Steve Simpson recommended establishing an art commission and suggested looking at the City of Edmond's model.

ACTION AND DISCUSSION ITEMS

San Juan Island Garden Club

Treasurer Picinich presented the members of the San Juan Island Garden Club a plaque expressing the Town's appreciation of their many years of financial support of the Town's hanging baskets.

Front Street Informational Kiosk

At 12:10 p.m., Sandy Strehlou, Historic Preservation Coordinator, explained the proposed changes to the sign layout. Monin suggested that all restroom directional signs in Town should match the restroom sign on the kiosk. Council agreed that the painting of the "kiosk frame" should wait until all to the sign pieces are in place. Council approved the design, content and layout of the kiosk sign as presented.

Urban Planning Design Services RFQ

At 12:30 p.m., Mayor Lacher introduced a request for qualifications for Urban Planning Design services relating to improvements to Sunshine Alley. Administrator Wilson explained that the Town anticipates selecting a consultant to provide urban architectural services required for site planning, design and construction of improvements within Sunshine Alley. Discussion followed. Council approved advertising for these services.

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Tourism Master Plan

At 12:43 p.m., Mayor Lacher introduced a request for proposal for Consulting Services for the Preparation of a Tourism Master Plan. Administrator Wilson explained the proposal. Discussion followed. Council approved advertising for these services.

Resolution No. 1955

At 1:04 p.m., Mayor Lacher introduced Resolution No. 1955, a Resolution adopting amended policies and procedures for administering the Hotel/Motel Tax Grant Program. Administrator Wilson explained that the Resolution expanded the Lodging Tax Grant Program to allow the use of funds to promote year round tourism promotion activities instead of limiting promotions to only shoulder season events. Moved by Hushebeck, seconded by Monin, to adopt Resolution No. 1955, the motion was approved 4 to 0 with Menjivar absent.

Presentation by the San Juan Islands Visitors Bureau

At 1:15 p.m., Debra Hopkins, Executive Director of the San Juan Islands Visitors Bureau, explained the Bureau request for Hotel/Motel Tax funds for its 2013 summer tourism promotional campaign. Councilmember de Freitas excused herself from the discussion. Moved by Monin, seconded by Starr, to grant the San Juan Islands Visitor Bureau \$50,000 from the Town's promotional (second 2%) hotel/motel tax fund for the Bureau's 2013 summer campaign. The motion was approved by 3 to 0 with de Freitas abstaining and Menjivar absent.

Public Art

At 1:40 p.m., Mayor Lacher introduced a draft ordinance regarding the placement of public art. The draft ordinance outlines the process to consider public art, the criteria to determine whether art work should be placed on Town property and the requirements for the placement of public art. After discussion it was decided to schedule further discussion of this Ordinance on a future Council agenda.

Administrator's Report

At 1:56 p.m., Administrator Wilson presented the Town Council an update on the following:

- The glass in several Council Chamber window panes and the glass in the front door will be replaced due to broken seals.
- The banners for the summer season have been ordered and include several for different summer events.
- The Town has matched the San Juan Island Chamber of Commerce's fourth of July fireworks display.
- The opening of the Brickworks is scheduled for Saturday June 15th.
- San Juan Island School District is working on its land donation for the sidewalk on Blair Street.
- The law firm of Foster Pepper PLLC has reviewed the Town's proposed Shoreline Master Plan. Staff will review the recommended changes and incorporate them into the Town's document.
- The Washington State Department of Ecology has contacted the Town regarding some stormwater issues and possible grant funding to help solve the problems.
- The vacancy in the Sewer Department will not be filled immediately. Instead of hiring a certified treatment plant operator at this time, a seasonal employee will be hired to maintain the treatment plant properties.
- Public Works Director Haeffle is working with the State Transportation Improvement Board to obtain funding for the future improvement on Blair Street between Reed Street and Spring Street.

- 94 • A draft agreement with San Juan County for use of the Town’s Sutton Road property is almost
95 completed.
- 96 • The Town’s Street Department received a \$1,000 grant from the Association of Washington
97 Cities Risk Management for sidewalk repairs. The Town also received an AWC grant for the
98 purchase of a digital camera for the sidewalk inventory program.
- 99 • Staff is developing a comprehensive nuisance ordinance that will be scheduled for discussion at
100 a future Council meeting.
- 101 • The Town received a request to change the street sign at the corner of Court and First Streets
102 from a yield sign to a stop sign. Council approved the request.
- 103 • The failed hot water tank at the Fire Hall has been replaced.

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105 **PAYMENT OF CLAIMS AND APPROVAL OF PAYROLL**

106 Moved by Monin, seconded by deFreitas, to approve the payment of Claims Warrants #38021 through
107 #38081 in the amount of \$161,688.92 and affirm the payment of Payroll Warrant # 15813 through
108 #15842 and direct deposit run of May 31, 2013. The motion passed 4-0 with Menjivar absent.

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110 **APPROVE OF MINUTES**

111 Moved by Hushebeck, seconded by Starr, to approve the minutes of the May 2, 2013 afternoon
112 meeting, the May 2, 2013 evening meeting and the May 16, 2013 afternoon meeting. Motion passed 4
113 to 0 with Menjivar absent.

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115 **FUTURE ADGENDA ITEMS**

116 Councilmember Hushebeck requested that the review of the Town’s street standard be set for a future
117 Council meeting.

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119 **CITIZEN RESPONSE**

120 Liz Illg applauded the Council for its draft ordinance regarding public art and suggested the ordinance
121 include the formation of a public arts committee.

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123 **ADJOURMENT**

124 Hearing no further business and no objection, Mayor Lacher adjourned the meeting at 2:12 p.m.

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127 **These minutes were approved on June 20, 2013. The original document is retained by the**
128 **Clerk in the Town Council’s permanent records. Attest: Amy Taylor, Town of Friday**
129 **Harbor Clerk**