



SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, June 20, 2013 – Council Chambers – Evening Session

CALL TO ORDER

Mayor Lacher called the regular session of the Town Council to order at 5:30 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.

Others Present: Mayor, Carrie Lacher; Treasurer, Wendy Picinich; Town Administrator, Duncan Wilson; and Clerk, Amy Taylor.

Position No. 4, Felix Menjivar was not present. Attorney, Adina Cunningham was available by telephone for the scheduled executive session.

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 conducted the flag salute.

ANNOUNCEMENTS/SCHEDULE CHANGES

The afternoon session of Thursday, June 20, 2013 was cancelled. In accordance with FHMC 02.04.030, the regular meetings of Thursday, July 4, 2013 will be rescheduled to Thursday, July 11, 2013 due to the legal holiday.

PUBLIC ACCESS TIME

SJC Councilman Bob Jarman said that the County is looking forward to the addition of the new County Administrator, Thomas Martin.

ACTION AND DISCUSSION ITEMS

Resolution No. 1957

At 12:32 p.m., Mayor Lacher introduced draft Resolution No. 1957, *authorizing conditional private use of a portion of Front Street by the Rotary Club of San Juan Island*. Administrator Wilson explained that additional conditions are required due to some of the requested activities. If approved, the Rotary's event permit will allow alcohol to be served and extended hours for music while using the public right of way located near the Port of Friday Harbor. Jack Cory, Rotary representative, thanked the Council and explained that proceeds from the fundraiser go to the charity for the prevention of Polio disease. No discussion followed.

Moved by de Freitas, seconded by Starr, to adopt Resolution No. 1957, authorizing conditional private use of a portion of Front Street by the Rotary Club of San Juan Island. Motion passed 4-0 with Menjivar absent.

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2014/2019 Six Year Transportation Improvement Plan

At 5:37 p.m., Mayor Lacher introduced discussion of the draft 2014/2019 Six Year Transportation Improvement Plan. Administrator Wilson described projects on the Plan and requested that the Council forward additions, deletions and revisions to staff prior to the public hearing dated July 11, 2013. Discussion and inquiry followed regarding the priority of projects. Staff distributed a revised plan with priority and date changes. **Council consensus to present the revised 2014/2019 Six Year Transportation Improvement Plan for public hearing on July 11, 2013.**

Finding of Fact - SSDP No. 96

At 5:53 p.m., Mayor Lacher introduced discussion of Findings of Fact, Conclusion of Law and Decision for SSDP No. 96 by the Seattle Yacht Club proposing to replace and add to their existing house and deck located on Warbass Way. Administrator Wilson explained that the Findings are based on the merits and deliberation of the Council during the public hearing held on June 6, 2013. No discussion or inquiry followed.

Moved by Hushebeck, seconded by Monin, to adopt the Findings of Fact, Conclusion of Law and Decision for SSDP No. 96 by the Seattle Yacht Club proposing to replace and add to their existing house and deck located on Warbass Way. Motion passed 4-0 with Menjivar absent.

Resolution No. 1953

At 5:55 p.m., Mayor Lacher introduced discussion of draft Resolution No. 1953, *authorizing the Mayor to execute an agreement with San Juan County for building inspection and plan review services.* Administrator Wilson explained that this agreement is for temporary, on-call services until the Community Development and Planning Department makes future arrangements for vacant positions in the department. The Town Planning Department is performing said services, however an agreement was desired for mutual aid if needed. Discussion followed regarding why the agreement was postponed by the County and timeframe needed by the County if called upon.

Moved by Monin, seconded by de Freitas, to adopt Resolution No. 1953, authorizing the Mayor to execute an agreement with San Juan County for on-call building inspection and plan review services. Motion passed 4-0 with Menjivar absent.

Resolution No. 1958

At 6:02 p.m., Mayor Lacher introduced discussion of draft Resolution No. 1953, *authorizing the Mayor to execute Amendment No. 1 to the agreement between the Town of Friday Harbor and Business Association of San Juan County, dba Visitors Bureau, to provide additional summer tourist promotion for the year 2013.* Administrator Wilson explained that the amendment provides up to \$50,000 for additional television, radio and print advertising during this summer. Mayor Lacher described some of the recent and upcoming media promotion.

Moved by Starr, seconded by de Freitas, to adopt Resolution No. 1953, authorizing the Mayor to execute Amendment No. 1 to the agreement between the Town of Friday Harbor and Business Association of San Juan County, dba Visitors Bureau, to provide additional summer tourist promotion for the year 2013. Motion passed 4-0 with Menjivar absent.

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93 2014 Hotel Motel Excise Tax Grant Program

94 At 6:12 p.m., Mayor Lacher introduced discussion of the 2014 Hotel Motel Excise Tax Grant Program.
95 Administrator Wilson explained that the Lodging Tax Advisory Committee will be reviewing 2014 Hotel
96 Motel Tax Grant Program applications later this summer and requests that the Council set a “ceiling”
97 amount for consideration. Staff recommended that the Town Council make a preliminary allocation
98 amount of up to \$199,000 from the 2nd 2% H/M excise tax for the program. The proposal would
99 account for special summer promotion if accepted. The actual allocation and contracts would be
100 adopted concurrently with the 2014 Town Budget. Discussion followed regarding the balance of the
101 fund. **Council consensus to move forward with advertising for the program and allocating**
102 **an amount of up to \$199,000.**

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104 Resolution No. 1959

105 At 6:16 p.m., Mayor Lacher introduced discussion of draft Resolution No. 1959, *accepting a Quit Claim*
106 *Deed for dedication of property from Pope Family Properties, LLC to the Town of Friday Harbor.*
107 Administrator Wilson explained that the Pope Family have donated undeveloped land abutting the
108 southwest corner of the Mullis and Spring Street intersection that will be used for the upcoming
109 improvements. The Town Council and Mayor thanked the Pope Family.

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111 **Moved by Hushebeck, seconded by Starr, to adopt Resolution No. 1959, accepting a Quit**
112 **Claim Deed for dedication of property from Pope Family Properties, LLC to the Town of**
113 **Friday Harbor. Motion passed 4-0 with Menjivar absent.**

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115 Warbass Way - Bike Path

116 At 6:21 p.m., Public Works Director, Wayne Haeefe, presented the Council with a concept of installing
117 a bike lane on Warbass Way. Mr. Haeefe suggested that other safety features, including traffic
118 slowing devices, be placed at both ends of the street. Discussion followed regarding safety and
119 congestion concerns; and installation of rumble strips where Harrison Street and Warbass Way
120 intersect. The Mayor and Council thanked Mr. Haeefe for his presentation. No action was taken.

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122 **ADMINISTRATOR’S REPORT**

123 At 6:41 p.m., Administrator Wilson presented the Town Council with an update of the following:

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- 125 • Recycling receptacles - Town is considering purchase of public recycling receptacles for
- 126 sidewalks in Town.
- 127 • Court Street Staircase – The stair repairs have been completed. Their condition was described.
- 128 • Stormwater event – Town is testing for detergents at the Spring Street outfall. A detergent
- 129 event was reported earlier in the week. The event may have been a result of one of the
- 130 carwashes or possible fire hose testing that occurred earlier in the week before the recent rain.
- 131 • Court Street - The yield sign has been replaced with a stop sign on Court Street.
- 132 • Seasonal Banners - Will be installed before the July 4th holiday. The company has an overrun
- 133 and offered to sell the extra banners to the Town at a discounted rate. **Moved by Starr,**
- 134 **seconded by de Freitas, to authorize the purchase of (5) new banners and**
- 135 **hardware. Motion passed 4-0 with Menjivar absent.**
- 136 • AWC Annual Conference - Administrator Wilson will be attending the annual conference the
- 137 week of June 24th.
- 138 • Skagit River Bridge - The temporary bridge has been opened to traffic. Construction on the
- 139 replacement bridge is scheduled in September.

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PAYMENT OF CLAIMS

Moved by Monin, seconded by de Freitas, to approve the payment of Claim Warrant Nos. 38082 through 38147 in the amount of \$192,633.35 Motion passed 4-0 with Menjivar absent.

APPROVAL OF MINUTES

Moved by Monin, seconded by Starr, to approve the minutes of **June 6th as amended.** Motion passed 4-0 with Menjivar absent.

FUTURE AND NON-AGENDA ITEMS

No future agenda items were forthcoming.

CITIZEN RESPONSE

No future citizen response.

EXECUTIVE SESSION

At 7:14 p.m., Mayor Lacher announced that the Council would be holding an executive session regarding real estate acquisition in accordance with the provisions of RCW 42.30.110; which was estimated to last 15 minutes. Participants: Town Council, Mayor Lacher, Administrator Wilson, Treasurer Picinich, Attorney Cunningham (telephone) and Clerk Taylor. The session ended at 7:31 p.m. for an actual session time of 16 minutes. No actions were taken.

ADJOURNMENT – Hearing no further business and no objection, Mayor Lacher adjourned the meeting at 7:33 p.m. The next regular meeting is scheduled for Thursday, July 11, 2013 at 12:00 p.m.

These minutes were approved on July 1, 2013. The original document is retained by the Clerk in the Town Council’s permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk