



SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, August 21, 2014 – Council Chambers – Afternoon Session

CALL TO ORDER

Mayor Lacher called the regular session of the Town Council to 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; Position No. 4, Farhad Ghatan; and Position No. 5, Barbara Starr.

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

FLAG SALUTE

Mayor Lacher conducted the flag salute.

PUBLIC ACCESS TIME

Treasurer Wilson introduced new employee, Janis Betts, new Customer Service Clerk in the Finance Office. Employee Paula Bey has accepted the position for Assistant Finance Officer.

ACTION AND DISCUSSION ITEMS

Island Rec

At 12:02 p.m., Mayor Lacher introduced Sally Thomsen, Director of Island Rec, to provide an update on the "Movies in the Park" event; and temporary operations agreement between Island Rec and School District 149.

Ms. Thomsen explained that 2014 Movies is successful and they would like to extend use of Sunken Park for the event throughout September. The Council concurred.

Ms. Thomsen explained that Island Rec and the School District have come to an agreement for maintenance and operations for the new sports fields on Carter Avenue. A one million dollar grant donation was received with conditions that Island Rec would take over responsibility for the Fields and that completion of the fields would be professionally designed and constructed, including master planning for future improvements. Island Rec has agreed with additional conditions. Island Rec would require that the Fields be supported by a voter approved levy and if adopted a thirty year operations agreement with the District. Ms. Thomsen described the temporary operations agreement which includes access and hours of operation and maintenance of facilities.

John Kurtz, Chairman of Friday Harbor Fields Board, provided an update on status of the sidewalk improvements. Mr. Kurtz assured the Council that sidewalks would be complete by October. Lowe Construction has been contracted for overview of the construction. Mr. Kurtz emphasized the need to complete the conditions of the permit in order to provide a place for youth sports.

Administrator Wilson suggested that the Council consider a temporary occupancy permit in light of the fact that operations and maintenance agreements are being executed, pedestrian improvements are well underway, and youth sports are in desperate need of the space. Mr. Wilson explained that with the recent donation he felt comfortable that the conditions of the permit would be met in a reasonable

47 timeframe. Discussion followed regarding public access, organized use, hours of operation and
48 monitoring.

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50 **Council consensus to consider a temporary operations agreement at the evening session.**

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52 Resolution No. 2052

53 At 12:30 p.m., Mayor Lacher introduced discussion of draft Resolution No. 2052, *authorizing the Mayor*
54 *to execute an interlocal agreement with San Juan Island Parks and Recreation District for the annual*
55 *“Touch-A-Truck” event.* The event is scheduled for Friday, October 10, 2014. No discussion followed.

56
57 **Moved by Ghatan, seconded by de Freitas, to adopt Resolution No. 2052, authorizing the**
58 **Mayor to execute an interlocal agreement with San Juan Island Parks and Recreation**
59 **District for the annual “Touch-A-Truck” event. Motion passed unanimously.**

60
61 Kenyon Disend – Legal Services

62 At 12:31 p.m., Mayor introduced discussion of Town Attorney and legal services. Administrator Wilson
63 introduced Michael Kenyon, of Kenyon Disend, PLLC. Mr. Wilson explained that since Ms.
64 Cunningham’s resignation, Town has continued with services of her former firm which is located in
65 Oregon. This has, at times, been an issue because of the firm’s proximity to Friday Harbor. Other
66 options include finding a local attorney or a firm based in Washington that specializes in municipal law.

67
68 Mr. Kenyon introduced himself and provided information regarding his firm and experience. Discussion
69 followed regarding his ability to attend meetings if contracted.

70
71 Mayor Lacher and the Council thanked Mr. Kenyon. No action was taken.

72
73 Transportation Benefit District

74 At 12:51 p.m., Mayor Lacher recessed to the Transportation Benefit District meeting. Mayor Lacher
75 reconvened the Council meeting at 1:03 p.m.

76
77 **ADMINISTRATOR’S REPORT**

78 At 1:03 p.m., Administrator Wilson presented the Town Council with an update of the following:

- 79
- 80 • Conditional Use Permit Application No. 69 - The American Legion has filed a LUPA for review of
81 the Council’s decision. Staff will schedule an executive session when appropriate. The hearing
82 to formalize scheduling is scheduled August 29th.
 - 83 • Friday Harbor Ball Fields – Island Rec may come forward with a formal budget request.
 - 84 • Day of Caring – The Day is scheduled on September 13th. Discussion followed regarding
85 potential projects.
 - 86 • Brand Committee – Roger Brooks has requested that Town establish a Brand Committee. Staff
87 is in the process of identifying stakeholders.
 - 88 • Friday Harbor Film Festival – Town provided a letter of endorsement for inclusion in their 2014
89 program.
 - 90 • SJC Legislative Agenda – Town attended a meeting regarding SJC legislative priorities. Senator
91 Ranker and Representative Lytton are requesting support of legislation for a transportation
92 package which would include sustainable funding for Washington State Ferries. Discussion
93 followed. Council consensus to draft joint letter of support with San Juan County provided that
94 any Transportation Bill would specifically include sustainable funding for WSF.
 - 95 • Transportation Benefit District – An interlocal agreement will be considered to provide risk pool
96 insurance for the District.

- 97 • Investment strategy – KeyBank has noted that there are several options available to invest
98 monies currently in reserve. Discussion followed regarding developing an investment policy.
- 99 • Assistant Finance Officer – Paula Bey has accepted the position. Town will solicit for a
100 replacement at Public Works.
- 101 • Blair Avenue Reconstruction Project – A construction status report was provided for the project.
102 The Town and Contractor have experienced several unanticipated issues as construction
103 progresses, including replacement of substandard utility infrastructure.
- 104 • **Resolution No. 2055 – Moved by Starr, seconded by Hushebeck, to adopt Resolution**
105 **No. 2055, authorizing the Mayor to execute Change Order No. 1 with Mike Carlson**
106 **Enterprises for the Blair Avenue Reconstruction Project. Motion passed**
107 **unanimously.**
- 108 • **Resolution No. 2056 – Moved by Monin, seconded by Starr, to adopt Resolution No.**
109 **2056, authorizing the Mayor to execute Change Order No. 2 with Mike Carlson**
110 **Enterprises for the Blair Avenue Reconstruction Project. Motion passed**
111 **unanimously.**

112 **PAYMENT OF CLAIMS**

114 Moved by Monin, seconded by de Freitas, to approve the payment of Claim Warrant Nos. 39529
115 through 39578 in the amount of \$134,871.16. Motion passed unanimously.

116 **APPROVAL OF MINUTES**

118 Moved by Freitas, seconded by Starr, to approve the minutes of **August 7, 2014 as submitted.**
119 Motion passed unanimously.

120 **FUTURE AND NON-AGENDA ITEMS**

122 No future agenda items were forthcoming.

123 **CITIZEN RESPONSE**

125 No citizen response was forthcoming.

126 **ADJOURNMENT** – Hearing no further business and no objection, Mayor Lacher adjourned the
127 meeting at 1:41 p.m. The next regular meeting is scheduled for Thursday, September 4, 2014 at 12:00
128 p.m.

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132 **These minutes were approved on September 4, 2014. The original document is retained**
133 **by the Clerk in the Town Council’s permanent records. Attest: Amy Taylor, Town of Friday**
134 **Harbor Clerk**