



SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, October 16, 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. 2, Noel Monin; Position No. 3, Anna Maria de Freitas; Position No. 4, and Farhad Ghatan.

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

Position No. 1, Steve Hushebeck; and Position No. 5, Barbara Starr; were absent.

EXECUSED ABSENCE

Mayor Lacher asked if the Council wished to excuse the absence of Councilmembers Hushebeck and Starr. Council unanimously excused their absence.

FLAG SALUTE

Mayor Lacher conducted the flag salute.

ANNOUNCEMENTS/SCHEDULE CHANGES

Mayor Lacher announced that Councilmember Monin was on call. If the meeting adjourns early for loss of quorum, unfinished business will be taken during the evening agenda.

PUBLIC ACCESS TIME

No public access was forthcoming.

ACTION AND DISCUSSION ITEMS

Proclamation – Friends of the Library Week

At 12:01 p.m., Mayor Lacher proclaimed October 19th through 25th, 2014 Friends of the Library Week in appreciation of their time and commitment to the San Juan Island Library. Friends raise over \$30,000 per year that helps the Library provide additional resources for equipment, educational programming and events. The proclamation was presented to Judy Bentzen, Friend and Lauri Orton, Library Director. Ms. Bentzen spoke about upcoming events and volunteer opportunities for Friends.

Historic Preservation Review Board

At 12:08 p.m., Mayor Lacher appointed Jeff Iverson and Steven Revella to current vacancies on the Historic Preservation Review Board. Mr. Iverson's appointment will expire March 2015 and Mr. Revella's appointment will expire March 2016. Sandy Strehlou, Historical Preservation Coordinator, described Mr. Iverson and Revella's experience. Mr. Revella and Iverson introduced themselves. The Council and Mayor thanked the members for their participation. No discussion followed.

Moved by Monin, seconded by Ghatan, confirm the appointments of Jeff Iverson and Steve Revella to the Historic Preservation Review Board. Motion passed 3-0 with Hushebeck and Starr absent.

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49 Friday Harbor Transportation Benefit District

50 At 12:14 p.m., Mayor Lacher recessed to the Transportation Benefit District meeting. Mayor Lacher
51 reconvened the Council meeting at 12:16 p.m. See minutes for the District for details.

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53 Small Works Roster

54 At 12:17 p.m., Mayor Lacher introduced discussion of joining the Municipal Research Services Center
55 (MRSC) Roster program. Administrator Wilson explained that MRSC hosts individual Small Works,
56 Consultant and Vendor Rosters for an annual fee based on total capital expenditures. The annual fee
57 for the Town is estimated at \$120. Administrator Wilson described the process and benefits of
58 subscribing to the service. Discussion and inquiry followed regarding business support and the current
59 interlocal agreement with the SJI Library. If Town subscribes, it would need to discontinue its agreement
60 with the Library.

61

62 **Moved by Monin, seconded by de Freitas, to direct staff to join the Municipal Research**
63 **Services Center (MRSC) Roster program. Motion passed 3-0 with Hushebeck and Starr**
64 **absent.**

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66 Comprehensive Plan Amendments

67 At 12:27 p.m., Mayor Lacher introduced discussion of draft amendments to the 2002 Town
68 Comprehensive Plan. Land Use Administrator Mike Bertrand explained that the Planning Commission
69 held a public hearing on September 25, 2014. The Planning Commission recommends two land use
70 reclassification requests; map changes and various text changes including updated Capital Facilities
71 Improvement Plan and Six Year Transportation Improvement Plan. Mr. Bertrand noted that the
72 Comprehensive Plan is scheduled for a full revision by year 2016. Discussion followed regarding new
73 street projects for the Six Year Transportation Improvement Plan. Administrator Wilson described the
74 importance of updating the Capital Facilities Improvement Plan. See Ordinance No. 1543 for action.

75

76 Ordinance No. 1543

77 **Moved by Ghatan, seconded by de Freitas, to adopt Ordinance No. 1543, amending the 2002**
78 **Town Comprehensive Plan. Motion passed 3-0 with Hushebeck and Starr absent.**

79

80 Ordinance No. 1545

81 At 12:37 p.m., Mayor Lacher introduced discussion of draft Ordinance No. 1545, *regarding West Street*
82 *Park*. Administrator Wilson explained that the ordinance renames West Street Park to Overlook Park.
83 Administrator Wilson described potential improvements to the public right of way down to the Port's
84 property. Discussion followed regarding lease of the public right of way by Friday Harbor House and
85 public access to the bluff area.

86

87 **Moved by de Freitas, seconded by Monin, to adopt Ordinance No. 1545, renaming West**
88 **Street Park to Overlook Park. Motion passed 3-0 with Hushebeck and Starr absent.**

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90 **ADMINISTRATOR'S REPORT**

91 At 12:43 p.m., Administrator Wilson presented the Town Council with an update of the following:

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- 93 • Town Records – A proposal will be coming back to the Council for a temporary position or
94 contracted service to help purge and organize records.
- 95 • Town Investment Update – Town is working with KeyBank to form an investment plan through
96 use of US Governmental Securities as an option to our current Local Government Investment
97 Pool. Town currently has \$16 million invested; and could potentially designate \$2 Million through
98 KeyBank.

- 99 • January 2015 – The Council will meet on January 8th and 22nd, 2015 instead of the regular 1st and
100 3rd Thursdays.
- 101 • New Refuse Truck – Staff is requesting an interfund loan to finance the remaining balance of the
102 planned refuse truck. **Council consensus to prepare the necessary paperwork for**
103 **consideration.** Discussion followed regarding the health of the enterprise funds.
- 104 • Holiday Lights – Flemming Lighting is installing the holiday lights at Memorial Park. No concerns
105 have come up.
- 106 • Retreat Agenda – The preliminary agenda for the Council Retreat on October 25th was distributed.
107 Discussion followed regarding topics.
- 108 • Carter Avenue Sidewalk – Opalco has caused delay of the project for necessary improvements.
109 Discussion followed regarding an extension of the temporary occupancy permit until November
110 16th. **Moved by Monin, seconded by Ghatan, to extend the temporary occupancy permit**
111 **for use of the Carter Avenue Ball Fields through November 16th. Motion passed 3-0**
112 **with Hushebeck and Starr absent.**
- 113 • Blair Avenue Improvement Project – A construction update was provided. The Spring Street end
114 of the project may be open to traffic by weekend.
- 115 • Homes for Islanders – HFI is developing a plan to relocate and rehab older homes for affordable
116 housing.
- 117 • I-502 – The EDC has been approached to support I-502.

118 **PAYMENT OF CLAIMS**

119 Moved by Monin, seconded by Ghatan, to approve the payment of Claim Warrant Nos. 39712 through
120 39771 in the amount of \$350,222.48. Motion passed 3-0 with Hushebeck and Starr absent.
121 Councilmember de Freitas noted that she wanted to abstain from approval of the payment to the Visitors
122 Bureau due to possible remote conflict of interest.

123 **APPROVAL OF MINUTES**

124 Moved by de Freitas, seconded by Ghatan, to approve the minutes of **October 2, 2014 as submitted.**
125 Motion passed 3-0 with Hushebeck and Starr absent.

126 **FUTURE AND NON-AGENDA ITEMS**

127 Councilmember Ghatan complimented Janis DeBardi for her services on the Blair Avenue Improvement
128 Project.

129 **CITIZEN RESPONSE**

130 No citizen response was forthcoming.

131 **ADJOURNMENT** – Hearing no further business and no objection, Mayor Lacher adjourned the meeting
132 at 1:21 p.m. The next regular meeting is scheduled for Thursday, October 16, 2014 at 5:30 p.m.

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134 **These minutes were approved on November 6, 2014. The original document is retained by**
135 **the Clerk in the Town Council’s permanent records. Attest: Amy Taylor, Town of Friday**
136 **Harbor Clerk**