



SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, July 16, 2015 – 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.

ANNOUNCEMENTS/SCHEDULE CHANGES

Mayor Lacher announced that Council would hold an Executive Session regarding real estate acquisition at the conclusion of regularly scheduled items.

PUBLIC ACCESS TIME

Bryce Ecklein, 475 Harrison Street, requested that Council give serious consideration to a round-about at Argyle Avenue and Spring Street. Mr. Ecklein explained that he is an urban planner and would offer his services to make the round-about functional and attractive. Administration Wilson provided an update on the current study with MNS Engineers.

ACTION AND DISCUSSION ITEMS

Resolution No. 2125

At 12:08 p.m., Mayor Lacher introduced discussion of draft Resolution No. 2125, *authorizing the Mayor to execute an interlocal agreement between the Town and County for mutual assistance related to public works projects*. Administrator Wilson explained that the interlocal would be used as the instrument between the agencies for requesting mutual assistance. This agreement will supersede the 1976 agreement. No discussion followed.

Moved by de Freitas, seconded by Hushebeck, to adopt Resolution No. 2125, authorizing the Mayor to execute an interlocal agreement between the Town and County for mutual assistance related to public works projects. Motion passed unanimously.

Resolution No. 2126

At 12:11 p.m., Mayor Lacher introduced discussion of draft Resolution No. 2126, *authorizing the Mayor to execute a Request for Interlocal Services between the Town of Friday Harbor and San Juan County for administration of federal funding for the Tucker Avenue Reconstruction Project – Phase 2*. Administrator Wilson explained that the monies are federal STP funds which require administration by a "certified agency". The County has offered those services on a time and material basis estimated to cost \$50,000. Discussion followed regarding the lack of fee schedule.

Moved by Ghatan, seconded by Starr, to adopt Resolution No. 2126, authorizing the Mayor to execute a Request for Interlocal Services between the Town of Friday Harbor and San

48 **Juan County for administration of federal funding for the Tucker Avenue Reconstruction**
49 **Project – Phase 2. Motion passed unanimously.**

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51 Urban Planning – Pocket Park
52 At 12:18 p.m., Mayor introduced discussion of planning and design for the Spring Street Breezeway and
53 Pocket Park. Administrator Wilson requested that Town utilize the services of an urban or landscape
54 architect to design of the park because the area is highly visible and will be heavily used. Administrator
55 Wilson inquired if the Council wanted to go through a public participation process to seek input.
56 Discussion followed regarding public participation, including holding a public meeting and conducting
57 surveys. The Council commented that the park should be flexible for change and complement the design
58 of the Sunshine Alley Breezeway when it's installed. Council requested

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60 **Council consensus to issue a Request For Proposals for architectural services up to \$7,500**
61 **to \$10,000; and direct the Historical Preservation Coordinator to forward a position paper**
62 **for design review elements and/or how the HRPB should participate in the process.**

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64 **ADMINISTRATOR’S REPORT**

65 At 12:50 p.m., Administrator Wilson presented the Town Council with an update of the following:

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- 68 • School District 149 – Town is participating in surveys regarding school facilities. Comments are
69 being solicited regarding existing facilities and needed improvements for its capital improvement
70 plan.
 - 71 • Friday Harbor Fields – The Fields are close to receiving occupancy. Council requested a
72 presentation and update.
 - 73 • Whale Museum – The Museum will be submitting an application to install a mural during their
74 “Super-Pod” event.
 - 75 • Trout Lake – The Lake currently measures 19 ½” below the spillway. Town has returned to
76 traditional pattern of drawing water. Strider Construction has requested to be informed of the
77 status of buying bulk water. Council consensus to continue selling bulk water to Strider
78 Construction for the Cattle Point Reconstruction Project through July 31st.
 - 79 • Water Transmission Line Replacement Project – The UDSA will be reconsidering the grant denial.
80 Town staff will be revising the Capital Facilities Plan.
 - 81 • Nichols Walk – Town received a request by Nichols Walk to remove a driveway cut. In exchange,
82 Town would acquire additional parking. **Council consensus to remove the driveway cut**
83 **and restore normal sidewalk.**
 - 84 • Phone system – Town will be going to bid on a new phone system for Town Hall.
 - 85 • Garbage truck – Town will receive on Tuesday.
 - 86 • Spring Street Rain Gardens – The University has requested to take over the maintenance of Rain
87 Garden. A contract will be proposed for a 2 year commitment. Discussion followed regarding
88 use of the unmetered water spigot during dry weather. **Council consensus allow continued**
89 **use of the unmetered water spigot for the Rain Garden by the University for 2 years**
90 **if they assume maintenance; and seek to install a permanent meter.**
 - 91 • Mullis Senior Center – The Center forwarded a letter thanking the Town for maintenance of the
92 parking lot.

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PAYMENT OF CLAIMS AND PAYROLL

Moved by Monin, seconded by de Freitas, to approve the payment of Claim Warrant Nos. 40616 through 40668 in the amount of \$ \$180,403.83. Motion passed unanimously.

APPROVAL OF MINUTES

Moved by de Freitas, seconded by Ghatan, to approve the minutes of **July 2, 2015 as submitted.** Motion passed unanimously.

FUTURE AND NON-AGENDA ITEMS

No future agenda items were forthcoming.

CITIZEN RESPONSE

No citizen response was forthcoming.

EXECUTIVE SESSION

At 1:26 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(1)(b); which was estimated to last 25 minutes. Participants: Town Council, Mayor Lacher, Administrator Wilson, Treasurer Picinich, and Clerk Taylor. The session ended at 1:49 p.m. for an actual session time of 26 minutes. No action was taken.

ADJOURNMENT – Hearing no further business and no objection, Mayor Lacher adjourned the meeting at 1:50 p.m. The next regular meeting is scheduled for Thursday, August 6, 2015 at 12:00 p.m.

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These minutes were approved on August 6, 2015. The original document is retained by the Clerk in the Town Council’s permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk