



## SUMMARY OF THE MINUTES TOWN COUNCIL

Thursday, April 7, 2016 – 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. (Starr excused at 2:00 p.m.)

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

Treasurer, Kelle' Wilson was absent.

### FLAG SALUTE

Mayor Lacher conducted the flag salute.

### PUBLIC ACCESS TIME

Tim Dustrude, Town resident, requested time on the agenda to present a slideshow regarding connectivity for pedestrians ("walkable Town".) The Mayor thanked Mr. Dustrude and requested that time be scheduled on a future agenda.

### ACTION AND DISCUSSION ITEMS

#### Proclamation – Great Island Cleanup Day

At 12:06 p.m., Mayor Lacher proclaimed Saturday, April 23, 2016 as "Great Islands' Cleanup Day" in the Town of Friday Harbor. Lori Stokes accepted the proclamation and spoke about the event. The Council and Mayor thanked Ms. Stokes for her efforts on the event.

#### Visitors Bureau Annual Report

At 12:10 p.m., Mayor Lacher introduced Deborah Hopkins, Visitors Bureau (VB) Executive Director, to present the annual report for 2015. Ms. Hopkins reported that lodging tax was up 8% to date; website is receiving increased traffic; and reviewed marketing efforts for 2016. Ms. Hopkins distributed a written report. The Council and Mayor thanked Ms. Hopkins.

### DEPARTMENT REPORTS

#### SJC Update

At 12:23 p.m., Mayor Lacher introduced SJC Councilman Bob Jarman to discuss issues of mutual concern. Mr. Jarman provided an update on Washington State Ferries; retail marijuana licenses; Whidbey Island Naval Station; Department of Ecology permitting; status of international flights to Victoria, BC; and traffic control in San Juan County. Discussion followed regarding speed signage. The Council and Mayor thanked Mr. Jarman.

#### US Border Protection

At 12:34 p.m., Mayor Lacher introduced Officer Thomas Barnes, Director of the local Custom Office. Officer Barnes reported on their new headquarters; processing of vessels and aircraft entering the San Juan Islands; and affordable housing issues for their temporary officers and summer staff. Officer Barnes commented that Friday

46 Harbor has the most traffic (the #1 Port) for processing of small vessels in the continental United States. Mayor  
47 Lacher thanked Officer Barnes.

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49 Fire District 3  
50 At 12:45 p.m., Mayor Lacher introduced District #3 Fire Chief, Brad Creesy. Chief Creesy, distributed written  
51 information regarding types of services provided to the community and for the volunteer fire fighters for year  
52 2016. Chief Creesy reviewed incidents by area and type. Discussion followed regarding logistical issues such as  
53 training and response time. The Council and Mayor thanked Chief Creesy.

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55 Historic Preservation  
56 At 12:54 p.m., Historic Preservation Coordinator, Sandy Strehlou reported on the membership of the HPRB,  
57 interpretive signage project, Preservation Month events, and anniversaries of landmark buildings including the  
58 Historical Museum. Discussion followed regarding installation of interpretive signage for the FH Fire Department.  
59 The Council and Mayor thanked Ms. Strehlou.

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61 System Administration  
62 At 1:00 p.m., System Administrator, Steve Dubail reported on the school field trips, Town website, system security,  
63 email archiving and computer viruses and phishing. Discussion followed regarding the Wastewater Treatment  
64 Plant. The Council and Mayor thanked Ms. Strehlou.

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66 Community Development  
67 At 1:16 p.m., Land Use Administrator, Mike Bertrand, presented a status report for the department. Information  
68 included types of permits and fees taken year-to-date, annexation petition in circulation, and other building  
69 projects taking place in Town. The Council and Mayor thanked Ms. Strehlou.

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71 **ACTION AND DISCUSSION ITEMS (continued)**  
72 Mural Permit Application – 1M2016  
73 At 1:23 p.m., Mayor Lacher introduced discussion of a mural permit application proposed for Blair Avenue. Land  
74 Use Administrator, Mike Bertrand, recommended approval of the mural permit with the FHAC recommendations  
75 regarding scale and color. No public comment was received regarding the mural. Discussion followed with the  
76 Artist, Annie Howell-Adams, regarding materials, medium, scale and color of the project. Mayor Lacher allowed  
77 public comment.

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79 **Moved Ghatan, seconded by Starr, to approve Art Mural Permit Application 1-M-2016, a proposal to place an**  
80 **art mural on private property located on Blair Avenue. Motion passed unanimously.**

81  
82 Planned Residential Development – Maypole Meadows  
83 At 1:54 p.m., Mayor Lacher introduced discussion of the Planning Commission recommendations for the Maypole  
84 Meadows Planned Residential Development submitted by Homes for Islanders (HFI). Land Use Administrator,  
85 Mike Bertrand, explained that it is recommended to approve the preliminary plat and incorporate language into  
86 the Homeowner’s restrictions to insure that no additional dwelling units will be allowed; and not allow fencing on  
87 the west side of the entrance road where it abuts the neighboring property. Administrator Wilson inquired how  
88 the common area and right of way tie in to the plat for pedestrian access. Bill Gendren, Applicant, explained that  
89 HFI tried to ensure access through other easements, but at this time they do not have access to Linder Street.  
90 Discussion followed regarding amending the preliminary plat to ensure future access.

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92 **Moved by Hushebeck, seconded by Ghatan, to approve the staff recommendation contained in the Staff**  
93 **report(s) dated February 29<sup>th</sup> and March 31<sup>st</sup>, 2016 for Maypole Meadows; and require a pedestrian easement**  
94 **on the north part of the plat. Motion passed 4-0 with Starr absent.**

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Art Benches

At 2:12 p.m., Mayor Lacher introduced discussion of the Park Bench Sculpture Project. Diane Martindale, FHAC member, explained that Town Memorial Benches provide necessary resting places, but also take up a substantial amount of potential art site spaces. The FHAC would like to turn the benches into a form of art themselves by incorporating sculpture with the benches. This would be an on-going project with one to two pieces recommended to the Council per year for installation. Ms. Martindale described the art work. Discussion followed regarding safety concerns.

**Moved by Monin, seconded by de Freitas, to approve the Friday Harbor Arts Commission to develop the Park Bench Sculpture Project. Motion passed 4-0 with Starr absent.**

**PAYMENT OF CLAIMS**

Moved by Monin, seconded by de Freitas, to affirm the payment of Payroll Warrant Nos. XXXXX through XXXXX; and approve the payment of Claim Warrant Nos. XXXXX through XXXXX in the amount of \$. Motion passed 4-0 with Starr absent.

**APPROVAL OF MINUTES**

Moved by Ghatan, seconded by Monin, to approve the minutes of **March 17, 2016 as submitted**. Motion passed unanimously.

**ADMINISTRATOR’S REPORT**

At 2:23 p.m., Administrator Wilson presented the Town Council with an update of the following:

- Spring Street Utility Project – A construction update was presented.
- Spring Street Pocket Park – The Park is scheduled to be built in September.
- Bus Shelters – The Rotary would like to fundraise to build bus shelters in the public right of way for school students. Discussion followed regard safety and aesthetic concerns. **Council consensus that Town reserves the right to approval of placement, design, materials used, etc.**
- Employment – Town is currently advertising two positions.
- Street naming policy – Staff continues to work on the street naming policy.
- Utility video – The Consultant’s offered a preview of the Utility Video. The footage is “spectacular”.
- SJI Museum of Art – The Director resigned.
- Tucker Avenue Reconstruction Phase 1 – Award is scheduled during the evening session.
- International flights – Stakeholders are meeting to discuss international flights from Sidney to the Friday Harbor Airport.

**FUTURE AND NON-AGENDA ITEMS**

Mayor Lacher scheduled Mr. Dustrude’s request to make a presentation.

**CITIZEN RESPONSE**

No citizen response was forthcoming.

**ADJOURNMENT** – Hearing no further business and no objection, Mayor Lacher adjourned the meeting at 2:59 p.m. The next regular meeting is scheduled for Thursday, April 7, 2016 at 5:30 p.m.

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**These minutes were approved on April 21, 2016. The original document is retained by the Clerk in the Town Council’s permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk**