

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

Thursday, January 3, 2008 – Town Council Chambers – Afternoon Session

CALL TO ORDER

The Town Council met in regular session with Mayor Jones presiding. Mayor Jones called the regular session to order at 12:00 p.m.

ROLL CALL

Council members: Lacher, Wolf, Illg, Balcomb-Bartok, and Brooks.

Others Present: Mayor, David Jones; Town Administrator, C. King Fitch; and Clerk, Amy Taylor. Attorney, Don Eaton and Treasurer, Wendy Picinich were not present.

Reverend Nancy Copass Tiederman of Saint David's Episcopal Church gave an invocation.

Mayor Jones conducted the flag salute.

PUBLIC ACCESS TIME

Debbie Pigman, SJI Chamber of Commerce Director, thanked the Council for their support and provided an update on the holiday tree lighting removal.

DEPARTMENTAL REPORTS

Community Development

At 12:07, a departmental report dated January 2, 2008 was distributed. The report included reclassification requests for 2008 changes to the Comprehensive Plan. Land Use Administrator Mike Bertrand was unavailable for the meeting. Mayor Jones inquired if the reclassification requests are a quasi-judicial matter. Administrator Fitch commented on the process for reclassifications. No discussion followed.

Historic Preservation

At 12:11, Historic Preservation Coordinator Sandy Strehlou distributed and summarized a year-end report dated January 3, 2008. The report provided a brief summary of information on the following: Historic Preservation Review Board (HPRB) priorities and accomplishments; 2007 SJC Fair; 2008 Dozen Distinctive Destination Designation; TFH Landmark Registry; design reviews; HPRB manual update; HPRB retreats; and website updates. Inquiry followed regarding resent projects.

Utilities Department

At 12:20 p.m., Utilities Superintendent Mike Wilks reported that the Trout Lake water levels are 46" below the dam spillway; and listed the recent repairs and project schedule for the street and utility departments. Discussion and inquiry followed regarding specific projects and the Trout Lake Watershed.

Fire Department

At 12:32 p.m., Fire Chief Vern Long provided an update on the January 3, 2008 dispatch to the SJC Sheriff's office. Chief Long reported that the Fire Department responded to 107 fire-calls during 2007 and mitigated a loss of approximately 6 million dollars in potential damages. An official year-end report will be available within the month. No discussion followed.

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System Administration

At 12:38 p.m., System Administrator Steve Dubail distributed and summarized a year-end report. The report provided a brief summary of information on the following: updates to the finance server; migration to new finance software; current traffic counts; Water Department camera; Town website; and onsite support for Town operations. Discussion followed regarding the annual fieldtrip to the Town Water Treatment Facilities hosted by Mr. Dubail; and providing interpretive language services on the Town website.

ACTION AND DISCUSSION ITEMS

Lodging Tax Advisory Committee (LTAC) Update

At 12:49 p.m., Councilmember Balcomb-Bartok provided an update on the recent Lodging Tax Advisory Committee meeting, noting anticipated changes to the process for disbursement of 2009 Hotel Motel Tax funding. Councilmember Balcomb-Bartok informed the Council that the LTAC has expressed an interest in making recommendations for the disbursement of the "first 2% Hotel Motel Tax". Discussion followed. **Council consensus that the "first 2% Hotel Motel Tax" will remain with the Capital Reserve Fund for the purpose of funding the construction and maintenance of Public Restrooms Facilities; and will not be used for tourism promotion.**

Resolution Nos. 1610 through 1615

At 1:01 p.m., Mayor Jones introduced the following draft resolutions for consideration:

Resolution No. 1610 - Authorizing the Mayor to execute an agreement with Westcott Bay Institute to provide a tourism promotion program for 2008.

Resolution No. 1611 - Authorizing the Mayor to execute an agreement with Business Association of San Juan County (dba Visitor's Bureau) to provide a tourism promotion programs for 2008.

Resolution No. 1612 - Authorizing the Mayor to execute an agreement with The Whale Museum to provide a tourism promotion programs for 2008.

Resolution No. 1613 - Authorizing the Mayor to execute an agreement with San Juan Island Chamber of Commerce to provide a tourism promotion programs for 2008.

Resolution No. 1614 - Authorizing the Mayor to execute an agreement with Art Studio Tour to provide a tourism promotion programs for 2008.

Resolution No. 1615 - Authorizing the Mayor to execute an agreement with Town Graphics to provide a tourism promotion programs for 2008

Administrator Fitch explained that the Northwest Workforce Development Council, who was awarded 2008 funding, is not prepared to move forward with the offered contract for their 2008 Ambassador Program. Discussion followed regarding the proposed contracts.

Moved by Balcomb-Bartok, seconded by Illg to adopt said Resolution Nos. 1610 through 1615, as stated above, per the recommendation of the Town Lodging Tax Advisory Committee. Motion passed unanimously.

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Resolution No. 1616

At 1:13 p.m., Mayor Jones introduced draft Resolution No. 1616, authorizing the Mayor to execute an interlocal agreement with SJC to provide drug and alcohol treatment services. Administrator Fitch explained the purpose of this annually mandated agreement. No discussion followed.

Moved by Lacher, seconded by Wolf to adopt Resolution No. 1616, as stated above.
Motion passed unanimously.

Resolution No. 1617

At 1:15 p.m., Mayor Jones introduced draft Resolution No. 1617, accepting the bill of sale from Y&J Ventures, LLC for certain improvements to the Town water, sanitary, and stormwater systems within the East Street and Harrison Street public right-of-way (ROW). Administrator Fitch provided background on the subject portion of the water system and the basis for such gifting. No discussion followed.

Moved by Brooks, seconded by Ilig to approve Resolution No. 1617, as stated above.
Motion passed unanimously.

Review of Town Fee Schedule

At 1:17 p.m., Mayor Jones opened the annual review of the Town Fee Schedule for services, publications and applications. Administrator Fitch noted the fees which were added or increased and items which are free of charge; such as Street Closure Permits and Fire Safety Inspections. Discussion followed regarding a tiered fee schedule for Parade Permits.

Moved by Wolf, seconded by Balcomb-Bartok to adopt the 2008 Town Fee Schedule, as submitted. Motion passed unanimously.

ADMINISTRATOR'S REPORT

At 1:30 p.m., Administrator Fitch presented the Town Council with an update of the following:

- Guard Street Phase 4 - Utilities: Undergrounding of utilities for the Guard Street Phase 4 project is 40% complete.
- Guard Street Phase 4 – ROW Acquisition: Town has one remaining property easement to acquire for the Guard Street Phase 4 project.
- Water Treatment Facilities Tour: New Councilmembers were offered a tour of the Town Water Treatment Facilities.
- 2008 Comprehensive Plan Update: It was clarified that the 2008 updates to the Comprehensive Plan are a legislative matter; therefore Councilmembers may make inquiries regarding all submitted requests.

PAYMENT OF CLAIMS AND PAYROLL

Moved by Lacher, second by Brooks to affirm the payment of Payroll Warrant Nos. 12701 through 12782 in the amount of \$203,741.68. Motion passed unanimously.

Moved by Lacher, seconded by Brooks to approve the payment of Claim Warrant Nos. 30287 through 30325 in the amount of \$121,158.03. Motion passed unanimously.

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APPROVAL OF MINUTES

Moved by Brooks, seconded by Balcomb-Bartok, to approve the minutes of **December 20, 2007 as submitted**. Motion passed 3-0 with Wolf and Lacher abstaining.

NON-AGENDA ITEMS

Mayor Jones introduced draft Ordinance 1357, establishing the date, time, and place for a meeting of the Friday Harbor Town Council, to take place at a location other than that specified by Ordinance No. 1135. Mayor Jones explained that there shall be a special joint meeting of the Town and County Council at noon on January 15, 2008 in the San Juan County Council Hearing Room.

Moved by Balcomb-Bartok, seconded by Illg to adopt Ordinance 1357, as stated above. Motion passed unanimously.

ADJOURNMENT – Hearing no further business and no objection, Mayor Jones adjourned the meeting at 1:40 p.m. The next regular meeting is scheduled for Thursday, January 3, 2008 at 5:30 p.m.

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These minutes were approved on [date]. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, January 3, 2008 – Town Council Chambers –Evening Session

CALL TO ORDER

The Town Council met in regular session with Mayor Jones presiding. Mayor Jones called the regular session to order at 5:30 p.m.

ROLL CALL

Council members: Lacher, Wolf, Illg, Balcomb-Bartok, and Brooks.

Others Present: Mayor, David Jones; Town Administrator, C. King Fitch; and Clerk, Amy Taylor. Attorney, Don Eaton; and Treasurer, Wendy Picinich were not present.

Mayor Jones conducted the flag salute.

PUBLIC ACCESS TIME

Judy Gilson Moody, FH resident, read into the record a letter stating that although she supports the efforts to provide affordable housing, she has concerns that, "the Town and the County have approved Phase One [of the Friday Harbor Urban Growth Area (FHUGA) boundary expansion] without going through the required transportation planning, infrastructure assessments, and other important analyses associated with adding new areas to the Town." She urged the Council "to make the FHUGA expansion and annexation process from this point on fair, orderly, open and deliberate."

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ACTION AND DISCUSSION ITEMS

Resolution No. 1618

At 5:36 p.m., Mayor Jones introduced draft Resolution No. 1618, authorizing the Mayor to execute a contract with the engineering firm of Gray & Osborne, Inc. for inspecting the Foxhall and Village Grove stormwater detention systems. Administrator Fitch explained that "Condition M" of Conditional Use Permit No. 62 requires that a Town approved engineer inspect and report on the two stormwater detention systems to determine whether they are operating as designed; and that the SJI School District No. 149 has remitted to the Town \$4,200.00 to pay for Gray & Osborne to provide said services. Discussion followed.

Moved by IIIg, seconded by Balcomb-Bartok, to approve Resolution No. 1618, as stated above. Motion passed unanimously.

2008 Committee Assignments

At 5:43 p.m., Mayor Jones introduced discussion of 2008 Committee assignments for Town Councilmembers. Administrator Fitch provided information on the various regulated and non-regulated boards, commissions and committees; including duties and frequency of meeting. Mayor Jones provided recommendations as to who should serve on each body. Discussion followed regarding the appointments.

The 2008 Committee Assignments for regulated boards, commissions and committees are as follows:

Board of Health – Councilmember IIIg

Emergency Management Council – Mayor, Town Administrator and Fire Chief

Housing Bank Commission – Councilmember Lacher

Law and Justice Council – Councilmember Wolf

Marine Resources Committee – Councilmember Balcomb-Bartok

Solid Waste Advisory Committee – Councilmember Lacher

TFH Lodging Tax Committee – Councilmember Balcomb-Bartok & Brooks

Water Resources Management Committee – Town Administrator

The 2008 Committee Assignments for non-regulated boards, commissions and committees are as follows:

Centennial Planning Committee – Mayor, Clerk, and Councilmember IIIg & Brooks

Chamber of Commerce – Councilmember IIIg

Economic Development Council – Mayor

Intermodal Transportation Commission – Land Use Administrator

Scenic Byways Committee – Land Use Administrator

SJI Trails Committee – Land Use Administrator and Councilmember Wolf

Transportation Ferry Taskforce – Land Use Administrator and Councilmember IIIg

Utilities Committee – Town Administrator

Watershed Planning Committee – Mayor and Councilmember IIIg

2008 State Legislative Agenda Items, Joint Meeting and Town Council Retreat

At 5:55 p.m., Mayor Jones introduced discussion of the topics for the Town Council Retreat. The conjunctive topics for the joint County and Town Council meeting on January 15, 2008, and 2008 State Legislative Priorities were added to the dialogue. Mayor Jones began by citing his

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topics of interest and invited each Councilmember to cite theirs in turn. Discussion regarding the placement and priority for each topic ensued.

Town Council Retreat: The Council opted to hold the Town Council Retreat on Saturday, February 9, 2008 from noon to 5:00 p.m. Topics for the agenda include:

- Emergency Management Services
- Infrastructure Planning
- Trout Lake Watershed Planning
- Effective Town Communications
- Centennial Committee Planning

Joint Town and County Council Meeting: The Council discussed topics and purpose for the January 15, 2008 quarterly meeting. Discussion followed regarding if the Councils should focus on the predetermined topics or hold an open discussion to develop methods to produce effective outcomes and results from the quarterly meetings. Topics for the agenda include:

- Solid Waste Transfer Station Update
- Joint SJC / TC Meeting Room Update
- Roads and Infrastructure Discussion
- Quarterly Meeting Planning

2008 State Legislative Topics: The Town Council discussed each of the legislative priorities set by the County Council; priority of each item as they relate to the Town; if there were other Town related issues that should be endorsed; and whether it would be loquacious to discuss these items at the joint quarterly meeting on January 15, 2008. The Council came to a consensus that because the County Council is already endorsing these issues at the State Legislative level, it would be more productive to discuss other local issues during the joint meeting. **The Council came to consensus to direct the Town Administrator to write a letter to the County Council indicating strong endorsement of the following:**

- Affordable Housing
- Washington State Ferries (WSF)

NON-AGENDA ITEMS

Councilmember Balcomb-Bartok requested an update on Friday Harbor Athletic Association (FHAA) Sport Fields Project as it relates to the Village Grove cul-de-sac revisions and fencing. Councilmember Balcomb-Bartok acknowledged that the FHAA are making progress on the project and suggested the Town apply pressure to the FHAA to complete said improvements as he did not want these be the last tasks completed. Administrator Fitch provided the current status of the project, noting that the School District has received a letter from the Town informing them of the construction revision. The Town has not received a formal response from the School District. Discussion followed. Councilmember Illg requested a review of FHAA Sport Fields Project and Conditional Use Permit No. 62 be added to a future agenda.

Councilmember Balcomb-Bartok stated that journalist, Richard Walker, published an article in the Journal of the San Juans indicating that he was paid \$100 on November 26, 2007 by the San Juan Islands Visitors Bureau (SJIVB) for a photograph to be used in the Visitors Guide. Councilmember Balcomb-Bartok felt his vote was not a conflict of interest because the latest Visitors Guide was produced using funds approved in 2006 prior to him becoming a councilmember; and because the Visitors Guide is not funded by Town funds. Administrator

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Fitch advised Councilmembers about appearance of fairness of receiving money from a business or organization which depends on a Council vote for a contract.

Councilmember Brooks provided an update about a "Centennial Book" being compiled by the local churches. Discussion followed regarding historical landmarks in Town.

ADJOURNMENT – Hearing no further business and no objection, Mayor Jones adjourned the meeting at 7:19 p.m. The next regular meeting is scheduled for Thursday, January 17, 2008.

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These minutes were approved on [date]. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, January 15, 2008 – SJC Council Chambers – Joint Session

CALL TO ORDER

The Town Council met in special session with Mayor Jones presiding. Mayor Jones called the regular session to order at 12:00 p.m.

ROLL CALL

Council members: Lacher, Wolf, Illg, Balcomb-Bartok, and Brooks.

Others Present: Mayor, David Jones; Town Administrator, C. King Fitch; and Clerk, Amy Taylor. Attorney, Don Eaton; and Treasurer, Wendy Picinich were not present.

PUBLIC ACCESS TIME

There were no public access items forthcoming.

PUBLIC HEARINGS/MEETINGS/WORK SESSIONS

At 12:00 p.m., Mayor Jones and the Town Council held a joint public meeting with the SJC Council to address issues of mutual concern. The County provided an update regarding the Solid Waste Transfer Station and the legislative priorities of Washington State Ferries and Affordable Housing. The Town initiated discussions regarding the upcoming 2008 AWC Legislative Conference; proposed joint-use meeting space; and roads and infrastructure planning. The Town and County pondered ways to better facilitate future joint meetings. Ideas included joint Council retreats and subcommittees.

ADJOURNMENT – Hearing no further business and no objection, Mayor Jones adjourned the Town Council portion of the meeting at 12:58 p.m. The next regular meeting is scheduled for Thursday, January 17, 2008.

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These minutes were approved on [date]. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

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Thursday, January 17, 2008 – Town Council Chambers – Afternoon Session

CALL TO ORDER

The Town Council met in regular session with Mayor Jones presiding. Mayor Jones called the regular session to order at 12:00 p.m.

ROLL CALL

Council members: Lacher, Wolf, Balcomb-Bartok, Illg, and Brooks.

Others Present: Mayor, David Jones; Town Administrator, C. King Fitch; Treasurer, Wendy Picinich; and Clerk, Amy Taylor. Attorney, Don Eaton was not present.

Mayor Jones conducted the flag salute.

PUBLIC ACCESS TIME

There were no public access items forthcoming.

ACTION AND DISCUSSION ITEMS

Presentation - SJC Economic Development Council (EDC) – Annual Report

At 12:03 p.m., Mayor Jones introduced Ralph Hahn, EDC Executive Director, to present the 2007 Annual report. Mr. Hahn distributed the report which consisted of 2007 accomplishments and 2008 objectives; and provided a copy of the 2008 SJC Economic Almanac which summarized statistics pertinent to SJC including income, population, real estate and taxables. Mr. Hahn requested that the Councilmembers complete the questionnaire provided therein regarding EDC performance. Discussion and inquiry followed regarding challenges to our local economy and the role the EDC plays. Mr. Hahn stated that the EDC believes it would be beneficial to the Town to continue to have representation on the Farmhouse Gang; and volunteered his and EDC staff services to attend those meetings on behalf of the Town.

Council consensus to appoint Ralph Hahn and Bill Watson to represent the Town Council at the Farmhouse Gang meetings.

Resolution No. 1609

At 12:17 p.m., Mayor Jones introduced draft Resolution No. 1609, authorizing the Mayor to execute an agreement with the SJC Economic Development Council to promote economic development within the Town for 2008. Councilmember Illg disclosed a conflict of issue. Per Councilmember Wolf's inquiry, Mr. Hahn listed the EDC's funding sources.

Moved by Brooks, seconded by Balcomb-Bartok to adopt Resolution No 1609, as stated above. Motion passed 4-0 with Illg abstaining.

Presentation – SJI Chamber of Commerce (Chamber) – Annual Report

At 12:20 p.m., Mayor Jones introduced Debbie Pigman, SJI Chamber Director, to present the 2007 Annual Report. Ms. Pigman distributed and summarized the Annual Report which included the Chamber's mission, staffing, programs, membership, funding, conferences, and events for 2007. Discussion and inquiry followed regarding deliverables for 2007 and the Chamber's funding. No action was taken.

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Presentation – Gray & Osborne Engineering (G&O) – Larson Street Storm Drainage Improvement Project

At 12:37 p.m., Mayor Jones opened discussion of the Larson Street Storm Drainage Improvement Project. Administrator Fitch explained the purpose of said project; and introduced Nancy Lockett and Stacey Clear, Gray & Osborne Engineers, to present an overview. Ms. Lockett provided a revised cost estimate in the amount of \$838,750. Referring to a site map, Ms. Clear explained the source of the existing flooding; areas of concern and failure points in the system; how and where stormwater is currently diverted; and the proposed method for conveyance. Briefly, a 24" culvert will be installed at the Carter Avenue and Larson Street intersection and extend approximately 1200 lineal feet east; and a 18" culvert will be installed at the base of Village Grove and extend approximately 600 lineal feet south; where both will join and connect to the existing Tucker Avenue storm drainage system. Ms. Clear explained the proper documents and easements are underway and noted the Engineers' efforts to minimize the project's impact on property owners and utility companies. Discussion and inquiry followed.

Councilmember Brooks asked Ms. Clear to clarify how the stormwater will enter the system at the Carter Street and Larson Avenue intersection and how that point in the system failed. Ms. Clear referred to the site map.

Councilmember Balcomb-Bartok noted the revised engineering estimate reflected a reduction in project cost. Ms. Clear explained that the costs were updated to stay consistent with the estimates for the Guard Street Phase 4 project scheduled for construction beginning in May.

Councilmember Illg inquired if alternative stormwater treatment and mitigation had been considered in the project design; and if so, how would it alleviate or contribute to the flooding problem. Ms. Lockett explained the logistics of said project inhibit the use of alternative mitigation, noting soil conditions and ditching; and the purpose of the system was for conveyance rather than treatment, as treatment is being provided downstream at the Town owned wetlands.

Councilmember Illg noted the importance of preserving as many of the existing trees as possible. Council concurred.

Mayor Jones asked if any of the audience would like to comment.

Forbes Powell, property owner, explained how the stormwater situation in the area has effected his property; and cited concerns that the proposed 18" diameter piping improvements will not be adequate. Mr. Powell advocated the use of 24" pipe for the entire project. Discussion followed regarding culvert capacity and engineer modeling used for the project.

Peter Wangoe, Sr., property owner, stated similar concerns and provided an historical reference regarding past flooding in the area. Mr. Wangoe also advocated the use of 24" pipe for the entire project. Discussion followed regarding the potential difference in cost of installing a 24" pipe verses an 18" pipe.

Ms. Lockett explained that currently G&O engineers Town projects using a "25-year storm" standard; and to increase to a "50-year" or greater standard would increase costs to the Town

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significantly. Administrator Fitch noted that the Town cannot afford to build to the highest standard available for every proposed project.

Ms. Lockett stated G&O will provide additional engineering estimates for review and comparison.

The Council thanked G&O for their presentation.

ADMINISTRATOR'S REPORT

At 1:22 p.m., Administrator Fitch presented the Town Council with an update of the following:

- Trihalomethane Level (THM): The Water Distribution and Treatment System measured the THM levels at 76.2 ug/L for the forth quarter average of 2007. The Town met the State threshold THM level of 80.0 ug/L for the forth quarter; however is currently non-compliant with the 12-month average of 88.23 ug/L. The Town will circulate another letter to all water users regarding the drinking water and continue to work towards alleviating the problem.
- Water Training Seminar: Town Staff attended a "performance based training" seminar sponsored by the State Board of Health (BOH) at Roche Harbor. The purpose of the seminar was to bring the six SJC surface water systems together to discuss common problems and better the performance of the six water treatment plants. A staff recommendation will be returned to the Council regarding the continuation of program as there are financial and staffing ramifications anticipated. Councilmember Illg noted there is a joint SJC and State BOH meeting on May 14, 2008 at Rosario Resort regarding related issues.
- Trout Lake Utility Easement: Orcas Power & Light (OPALCO) needs a utility easement for the placement of the primary power to Trout Lake. Attorney Eaton is discontented with the notion of Town signing a "blanket easement" with OPLCO; therefore Town will have the area surveyed for a definitive easement. The survey estimate is \$4,500.
- Warbass Way Geotechnical Report: The report is available for review. Items contained in Chapter 6 – Recommendations and Conclusions were listed. Discussion of the report will be added to a future agenda.
- Guard Street Phase 4 - Utilities: Undergrounding of utilities for the Guard Street Phase 4 project are 65% complete. Shortage of gravel on San Juan Island was noted as a key delay.
- Spring Street and Argyle Avenue Intersection: Gray & Osborn Engineers are requesting Council input regarding the design of the Spring Street and Argyle Avenue. Discussion of the intersection will be added to the next agenda.

NON-AGENDA ITEMS

Per Councilmember Balcomb-Bartok inquiry, Treasurer Picinich stated the monthly financial report is available and it includes the year-end cash carry-over for the 2008 Budget.

PAYMENT OF CLAIMS

Moved by Brooks, second by Lacher to approve the payment of claim warrants Nos. 30328 through 30370 in the amount of \$ 66,479.88 and 30371 through 30381 in the amount of \$15,902.90. Motion passed unanimously.

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APPROVAL OF MINUTES

Moved by Illg, seconded by Lacher, to approve the minutes of **January 3, 2008 as submitted**. Motion passed unanimously.

CITIZEN RESPONSE

Ms. Pigman clarified a comment from the earlier presentation of the Chamber's Annual Report regarding the number of visits their website receives.

Mr. Powell commented that he desired the preservation of as many trees as possible during the Larson Street Storm Drainage Improvement Project.

ADJOURNMENT – Hearing no further business and no objection, Mayor Jones adjourned the meeting at 1:38 p.m. The next regular meeting is scheduled for Thursday, January 17, 2008 at 5:30 p.m.

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These minutes were approved on [date]. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, January 17, 2008 – Town Council Chambers – Evening Session

CALL TO ORDER

The Town Council met in regular session with Mayor Jones presiding. Mayor Jones called the regular session to order at 5:30 p.m.

ROLL CALL

Council members: Lacher, Wolf, Illg, Balcomb-Bartok, and Brooks.

Others Present: Mayor, David Jones; Town Administrator, C. King Fitch; Attorney, Don Eaton; Treasurer, Wendy Picinich; and Clerk, Amy Taylor.

Mayor Jones conducted the flag salute.

PUBLIC ACCESS TIME

Derek Windham, Town resident, read a letter to the Mayor dated October 1, 2007 regarding improvements of Grover Street as a provision to any annexation of land by the Town east of Hunt Street and Sunday Drive.

ACTION AND DISCUSSION ITEMS

Resolution No. 1619

At 5:34 p.m., Mayor Jones introduced draft Resolution No. 1619, authorizing the Mayor to execute Change Order No. 1 on the contract with McConnell Construction for the Wastewater Treatment Plant Reclaimed Water Improvement Project. Administrator Fitch explained that in an effort to make cost effective efficiencies on said project, the Town and McConnell Construction

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have mutually agreed that several items could be changed or deleted, resulting in the deductive amount of \$6,346.10. No discussion followed.

Moved by Balcomb-Bartok, seconded by Wolf to adopt Resolution No. 1619, as stated above. Motion passed unanimously.

Resolution No. 1620

At 5:36 p.m., Mayor Jones introduced draft Resolution No. 1612, authorizing the Mayor to execute an amendment to the Agreed Compliance Order with the Department of Ecology regarding violations to the Town Wastewater Treatment Plant discharge permit. Administrator Fitch explained that said order amends Agreed Order No. 2746 signed by the Town on September 22, 2005; and that it extends the timelines imposed by the Department of Ecology for compliance through the replacement of the submarine sewer line. No discussion followed.

Moved by Brooks, seconded by Balcomb-Bartok to adopt Resolution No. 1612, as stated above. Motion passed unanimously.

Resolution No. 1621

At 5:38 p.m., Mayor Jones introduced draft Resolution No. 1612, authorizing the Mayor to execute a grant agreement with the Washington State Transportation Improvement Board for funding improvements to Malcolm Street and Hillcrest Place. Administrator Fitch explained that the purpose of the \$60,300 grant is to fund the resurfacing of Malcolm Street from Argyle Avenue to its east terminus and Hillcrest Place from Park Street to the cul-de-sac. Discussion followed regarding the availability of this type of funding for future projects.

Moved by IIIg, seconded by Balcomb-Bartok to adopt Resolution No. 1621 as stated above. Motion passed unanimously.

Review – Conditional Use Permit No. 62 (CUP-62)

At 5:40 p.m., Mayor Jones introduced discussion of CUP-62. Land Use Administrator, Mike Bertrand explained that the purpose of CUP-62 is to allow the development of tax parcel nos. 351161001 and 351192304 for use as a community park facility and sports fields in two phases with associated parking, and buildings for restrooms and concessions; consistent with the Findings of Fact and Conclusions of Law approved on December 15, 2005 by the Town Council. Mr. Bertrand reviewed Conditions "A" through "N" of the Findings of Fact, and noted the progress of the multi-phase sequence of work. Inquiry followed concerning Conditions "E, H, L and M."

Councilmember Balcomb-Bartok requested the Council consider the approval of funding to assist in the removal of the extruded concrete curbing portion of the Coho Drive cul-de-sac "in order to bring that portion of the project back to ground zero." The request coincides with the October 18, 2007 decision of the Town Council to require that the construction of the cul-de-sac to conform to the requirements as noted on the face of the "Alteration of the Plat of Village Grove-Phase I" which states said cul-de-sac be "designed and constructed to Town standards." Discussion followed regarding said funding, Town standards and Administrator Fitch's offer to personally pay for the removal of the extruded concrete curbing.

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[Clerk's Note: The wording of this initial motion was revised during session and later a friendly amendment added. Please find the final motion stated at the conclusion of this topic.]

Moved by Balcomb-Bartok, seconded by Lacher to authorize of \$4,500 for the removal and disposal of extruded concrete curbing in the Coho Drive cul-de-sac; and site preparation for concrete curb, gutter and sidewalk.

Councilmember Brooks inquired if the requirement for concrete curb, gutter and sidewalk were adopted at the time of the signing of the plat. Administrator Fitch explained similar standards were in place and provided a historical representation concerning the plat agreement.

Councilmember Balcomb-Bartok requested the friendly amendment of **revisions to the Coho Drive be completed during Phase I** added to the original motion. Council debated the wording and intention of the motion and expenditure of said funds.

Mayor Jones asked if any members of the audience would like to speak.

Michael Soltman, School Superintendent, thanked the Council for their comments; stated he is unaware of the source of the \$3,000 estimate which was mentioned during discussion; and suggested the Town look into finding a "real number" if it's considering mitigating the situation. Mr. Soltman questioned the reasonableness of revisions to the cul-de-sac and requested the situation be undergo more discussion before a final decision is made. Councilmember Balcomb-Bartok reiterated that construction of the cul-de-sac to Town standards is a condition of the Plat.

Lee Sturdivant, Larson Street resident, asked if the proposed fencing for the project could be relocated to the opposite side of the grove of trees along Larson Street. Mrs. Sturdivant stated neighbors are concerned about the loss of additional trees and privacy issues.

Final Motion and vote:

Moved by Balcomb-Bartok, seconded by Lacher to authorize a contribution of \$4,500 toward the removal and disposal of extruded concrete curbing; site preparation for concrete curb, gutter and sidewalk; and other revisions as funding allows; to the Coho Drive cul-de-sac in accordance with Condition B of Conditional Use Permit No. 62. Motion passed unanimously.

NON-AGENDA ITEMS

Mayor Jones noted the Watershed Planning Committee will be meeting at noon on January 23, 2008 in the Whidbey Island Bank Community Meeting Room; and Town Centennial Committee will be meeting at noon on January 22, 2008 in the Town Council Chambers. Both meetings have been duly advertised.

Mayor Jones provided a resume and endorsed the appointment of Stephen J. Hushebeck to the Town Planning Commission vacancy. Council will discuss the appointment at the February 7, 2008 meeting.

Mayor Jones informed the Council that the Town contracted the services of Alisa Schoultz to help coordinate and facilitate the Town's Centennial Celebration.

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Councilmember Balcomb-Bartok stated he had a conversation with SJC Councilmember Rosenfeld regarding government transparency and the current public disclosure issue concerning the SJC Ferry Advisory Committee.

Per Councilmember Illg inquiry, Attorney Eaton stated the Environmental Impact Statement and other information regarding the SEPA process for the SJC Transfer Station are available on the County website.

Councilmember Balcomb-Bartok relayed comments from SJC Administrator Pete Rose regarding future joint Town and SJC meetings.

Administrator Fitch stated he appreciated the Council's kind comments regarding his decisions concerning Conditional Use Permit No. 62.

CITIZEN RESPONSE

There were no public access items forthcoming.

EXECUTIVE/CLOSED SESSION

At 7:04 p.m., Mayor Jones announced that the Council would be holding an executive session to consider real estate property acquisition and potential litigation in accordance with the provisions of RCW 42.30.110(B) and 42.30.110(i). Participants: Town Council, Mayor Jones, Administrator Fitch, Attorney Eaton, and Clerk Taylor. The session ended at 8:02 p.m. for an actual session time of 58 minutes. **No action was taken.**

ADJOURNMENT – Hearing no further business and no objection, Mayor Jones adjourned the meeting at 8:04 p.m. The next regular meeting is scheduled for Thursday, February 7, 2008 at 12:00 p.m.

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These minutes were approved on [date]. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, February 7, 2008 – Town Council Chambers – Afternoon Session

CALL TO ORDER

The Town Council met in regular session with Mayor Jones presiding. Mayor Jones called the regular session to order at 12:00 p.m.

ROLL CALL

Council members: Lacher, Wolf, Balcomb-Bartok, Illg, and Brooks.

Others Present: Mayor, David Jones; Town Administrator, C. King Fitch; Treasurer, Wendy Picinich; and Clerk, Amy Taylor. Attorney, Don Eaton was not present.

Mayor Jones conducted the flag salute.

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

PUBLIC ACCESS TIME

Debbie Pigman, SJI Chamber of Commerce Executive Director, provided an update on the 2008 Summer Arts Fair and Lavender Festival; which are being partially funded by Town Hotel Motel Tax grant program.

Ron Bates, owner of the Mosquito Fleet Mercantile, located in Churchill Square, requested to speak regarding temporary parking on Harrison Street. Due to the full agenda, Mayor Jones requested that he return at 5:30 p.m. for the evening meeting. Mr. Bates agreed.

ACTION AND DISCUSSION ITEMS

2008 Dozen Distinctive Destination Designation

At 12:03 p.m., Mayor Jones invited Sandy Strehlou, Historic Preservation Coordinator, to introduce the Dozen Distinctive Destination presentation. Ms. Strehlou briefly described what it will mean to be named a Distinctive Destination by the National Trust for Historical Preservation (NTHP); and introduced Elaine Stiles, NTHP Program Coordinator. Ms. Stiles announced the NTHP has named Friday Harbor one of its 2008 Dozen Distinctive Destinations. Each year since 2000, the NTHP has selected 12 vacation destinations across the United States that offer an authentic visitor experience by combining dynamic downtowns, cultural diversity, attractive architecture, cultural landscapes, and commitment to historic preservation and revitalization. Ms. Stiles introduced her colleagues, Jennifer Meisner, Executive Director of Washington Trust for Historic Preservation; and Michael Sullivan, NTHP Washington Advisor. Ms. Meisner congratulated the Council on the designation and spoke about the heritage tourism industry. Mayor Jones accepted a plaque on behalf of the Town. Debbie Hopkins, SJI Visitor's Bureau Executive Director, congratulated the Town on the designation; praised Ms. Strehlou for her work on attaining the distinction; and spoke about the Bureau's upcoming promotion campaign. Ms. Strehlou noted that the Town launched a new historic preservation website today.

Town Planning Commission Nomination

At 12:18 p.m., Mayor Jones asked the Council to confirm the appointment of Stephen J. Hushebeck for the vacant Town Planning Commission position. The Council indicated approval of said nomination.

Moved by Balcomb-Bartok, seconded by Brooks to affirm the appointment of Stephen J. Hushebeck to the vacant position on the Town Planning Commission.

Resolution No. 1622

At 12:21 p.m., Mayor Jones introduced discussion of draft Resolution No. 1622, authorizing the Mayor to execute Change Order No. 2 on the contract with McConnell Construction for the Wastewater Treatment Plant Reclaimed Water Improvement Project. Administrator Fitch explained this Change Order has a value of \$5,294.87.

Moved by Brooks, seconded by Wolf to adopt Resolution No. 1622, as stated above. Motion passed unanimously.

ADMINISTRATOR'S REPORT

At 12:23 p.m., Administrator Fitch presented the Town Council with an update of the following:

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

- Performance-Based Training (PBT): A memo regarding the financial and staffing commitments for the continuation of the PBT for the Water Treatment Department was discussed. The overall increase in labor and equipment costs for the continuation of the program is estimated to be \$6,000. Mike Wilks, Utilities Superintendent, explained the particulars for the continuation of said program. **Council consensus for the Water Treatment Department to continue with the PBT for the Town's surface water system.**
- Foster Pepper – Eminent Domain: The legal services of the Law Firm of Foster Pepper were secured regarding acquisition of a property through means of eminent domain for the Guard Street – Phase 4 Improvement Project. After the fact, Town and the Property Owner were able to reach a settlement for said property; and the matter will be discussed at the evening meeting. Status of other easements along Guard Street for the project was noted.
- Emergency Management Council (EMC): The EMC, defined by FHMC Chapter 2.62, met on February 1, 2008 to discuss its annual budget and to review the annual report outlining goals and objectives for 2008. With the passage of SJC Ordinance 4-2008, the FHMC will need to be amended in order to better intergrade and be consistent with said County Ordinance. The annual report was provided. Inquiry followed regarding the Emergency Management Plan.
- **Reclaimed Water Tank: The installation of the Wastewater Treatment Plant (WWTP) reclaimed water tank will begin on February 11, 2008.**
- L&I Refund Check: Town received a L&I refund check in the amount of \$3,470. Background regarding this service through AWC Risk Management Insurance Pool was provided.
- Larson Street Improvement Project: Gray & Osborne Engineering (G&O) returned the revised construction cost estimate for the Larson Street Improvement Project. The use of 24" diameter pipe for the entire project will add approximately \$32,000. G&O have assumed worst-case flooding scenarios and continue to recommend the 18" diameter pipe heading south from the Village Grove detention pond to the connection point on Larson Avenue. Inquiry followed regarding the construction schedule, scope of work, and Village Grove stormwater detention facility.

APPROVAL OF MINUTES

Moved by Balcomb-Bartok, seconded by Lacher, to approve the minutes of **January 15, 2008 and January 17, 2008, as corrected.** Motion passed unanimously.

PAYMENT OF CLAIMS AND PAYROLL

Moved by Balcomb-Bartok, seconded by Lacher to affirm the payment of Payroll Warrant Nos. 12784 through 12829 in the amount of \$214,845.68; and approve Claim Warrants Nos. 30386 through 30485 in the amount of \$372,283.97. **Motion passed unanimously.**

NON-AGENDA ITEMS

Administrator Fitch noted that Mr. Bates will return at 5:30 p.m., for Public Access to discuss temporary parking on Harrison Avenue near Churchill Square; and provided the Council with a diagram of the area.

Councilmember Lacher thanked the Council for allowing her to attend the Newly Elected Official Workshop and expressed interest in pursuing other AWC sponsored training and events.

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

Councilmember Lacher praised the Friday Harbor Fire Department for the excellence of the Awards Banquet and their response to the January 31, 2008 apartment fire on Carter Avenue.

Councilmember Wolf inquired if the Council could be outfitted with Town email addresses rather than Councilmembers using their personal email for Town business. Discussion followed. Administrator Fitch will explore the feasibility of such.

Councilmember Balcomb-Bartok distributed information packets from the SJC Noxious Weed Control Board (NWCB). The NWCB is requesting contact information for Town residents so that they can begin to investigate how invasive plants are spreading in Town. Discussion followed. Administrator Fitch will contact the System Administrator to post the weed information on the Town website.

Councilmember Brooks noted Town addresses are not accessible through the SJC Assessor's Website. Administrator Fitch will contact System Administrator and SJC Assessor's office to inquire why.

Per Councilmember Balcomb-Bartok's inquiry, Administrator Fitch explained the construction crane on Front Street has been removed. Discussion followed regarding changing the process and fee structure for Street Closure Applications.

Councilmember Illg reported the SJC Agricultural Resources Committee (ARC) has been attempting to establish a year-round permanent Farmer's Market. The ARC is in the process of creating a non-profit organization to provide for this goal; and may approach the Council to request funds.

Administrator Fitch reported Town Hall has "Wi-Fi" capability in the Council Chambers.

Administrator Fitch stated the Bio-fuel Cooperative is working to attain a non-profit designation and has requested that the Town stockpile the waste cooking oil from restaurants until they are able to start producing the fuel. Administrator Fitch explained the Fire Marshal is not keen on the notion; and suggested the most responsible solution may be for the Town to continue to discard the waste cooking oil at the Transfer Station and let the Cooperative work with the County. This would lessen potential liability for the Town.

Mayor Jones attended the 2008 Legislative Conference and reported on the Washington State Ferries and proposed House Bill 4258.

CITIZEN RESPONSE

There were no public access items forthcoming.

ADJOURNMENT – Hearing no further business and no objection, Mayor Jones adjourned the meeting at 1:13 p.m. The next regular meeting is scheduled for Thursday, February 7, 2008 at 5:30 p.m.

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MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

These minutes were approved on February 21, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Saturday, February 9, 2008 – Town Council Chambers – Continued Session

CALL TO ORDER

The Town Council met in continued session with Mayor Jones presiding. Mayor Jones called the continued session to order at 8:35 a.m.

ROLL CALL

Council members: Lacher, Wolf, Balcomb-Bartok, Illg, and Brooks.

Others Present: Mayor, David Jones; and Town Administrator, C. King Fitch. Attorney, Don Eaton; Treasurer, Wendy Picinich; and Clerk, Amy Taylor were not present.

The Council discussed the following items as part of their Retreat:

- Trout Lake Watershed planning
- Effective Councilmember communications
- Emergency Management Services

ADJOURNMENT – Hearing no objection, Mayor Jones adjourned the meeting at 12:00 p.m. The next regular meeting is scheduled for Thursday, February 21, 2008.

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These minutes were approved on February 21, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, February 21, 2008 – Town Council Chambers – Afternoon Session

CALL TO ORDER

The Town Council met in regular session with Mayor Pro-Tem Brooks presiding. Mayor Pro-Tem Brooks called the regular session to order at 12:01 p.m.

ROLL CALL

Council members: Lacher, Wolf, Balcomb-Bartok, Illg, and Brooks.

Others Present: Town Administrator, C. King Fitch; and Clerk, Amy Taylor. Mayor, David Jones; Attorney, Don Eaton; and Treasurer, Wendy Picinich were not present.

Mayor Pro-Tem Brooks conducted the flag salute.

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

ANNOUNCEMENTS/SCHEDULE CHANGES

At 12:02 p.m., Administrator Fitch explained that the Public Access portion of sessions has been moved to the end of meetings in order to give those who have appropriately scheduled agenda time priority over those who attend on an impromptu basis.

ACTION AND DISCUSSION ITEMS

Presentation – SJC Department of Emergency Management (DEM)

At 12:04 p.m., Mayor Pro-Tem Brooks welcomed Brendan Cowan, DEM Director, to make a presentation to the Council regarding disaster preparedness. Mr. Cowan explained the DEM's facilitative role during a disaster situation; the department's public education campaign; how a disaster works; and the role of elected officials during a declared emergency. Discussion followed including the Incident Command System; Washington State Ferries (WSF) disaster incidents; local media; preparedness as a private individual; resources available to the DEM; and recent regional events. Administrator Fitch inquired if the annual contribution at this time of \$5,000 to the DEM by the Town was adequate. Mr. Cowan responded that it was a reasonable contribution and that he will continue to work with Administrator Fitch regarding such matters. Mayor Pro-Tem Brooks thanked Mr. Cowan for the presentation.

Resolution No. 1625

At 1:04 p.m., Mayor Pro-Tem Brooks introduced draft Resolution No. 1625, authorizing the Mayor to execute an agreement with the engineering firm of Gray & Osborne, Inc. for preparing a preliminary engineering study for the Mullis and Spring Street intersection. Administrator Fitch explained the particulars of said agreement and study. Briefly, the recent development and increased pedestrian activity in the area warrants the two-phase study that will attempt to determine whether a three-way stop and/or marked crosswalk are necessary to minimize vehicular and pedestrian conflicts. Discussion followed regarding the development and traffic flow.

Moved by Lacher, seconded by Wolf to adopt Resolution No. 1625 as stated above. Motion passed unanimous.

ADMINISTRATOR'S REPORT

At 1:12 p.m., Administrator Fitch presented the Town Council with an update of the following:

- SJC Water Resource Management Committee (WRMC): The 2007 Annual Report and 2008 Scope of Work for the WRMC were discussed. It was noted that Department of Ecology (DOE) was again processing water rights and DOE had issued a general permit for SJC rainwater catchment systems.
- Councilmember Email: Councilmembers were issued Town email addresses in lieu of them using their personnel email accounts for Town business. Discussion followed regarding the reasoning for and policies relating to said email addresses.
- WSF Letter: A letter dated February 12, 2008 was sent by WSF which provides updated information regarding work being done to address the long-term sustainability of the ferry system.
- Recycle Routes: Town added a third recycling pickup route to address its volume demands. An additional date for pickups has been requested; however, would cause staffing ramifications. Said request may be examined when Town Staff prepares the preliminary 2009 budget.

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

- Engine No. 7 Repairs: Said fire engine requires repairs to its hydraulic systems. Fire Chief Long has indicated repairs can not be done locally and are estimated to cost \$5,000 to \$8,000 without accounting for transportation.
- Joint Town and County Meeting Room: SJC has opted to postpone the joint use meeting space agreement in order to develop a schedule for use by SJC boards and committees. In the meantime, Land Use Administrator Mike Bertrand has been given authority to explore options to expand and/or remodel the current space in Town Hall. Discussion followed.
- Preliminary Utility Rate Analysis: Administrator Fitch and Treasurer Picinich held a conference call with Financial Consultant Services regarding said rate analysis. The final study should be available within the next month. **Councilmember Illg requested a review of Town owned assets.**
- Guard Street Phase 4 – Right of Way (ROW) Acquisition: Town anticipates an additional \$4,000 in ROW acquisition fees from Certified Land Services.
- Guard Street Phase 4 – Underground Utilities: Weather permitting, this portion of said project is anticipated to be complete by March 1, 2008.
- Trout Lake Water Level: The lake reached full capacity on February 16, 2008.
- Trihalomethane Level (THM): The Town received a violation notice from DOE for not meeting the State threshold THM level of 80.0 ug/L. The Town met the State threshold THM level of 80.0 ug/L for the forth quarter; however is currently non-compliant with the 12-month average of 88.23 ug/L. The Town will circulate another letter to all water users regarding the drinking water and continue to work towards alleviating the problem.
- Trout Lake Watershed Tour: System Administrator Dubail will be providing the annual beachwatchers fieldtrip on March 11, 2008 to tour the water and sewer facilities. Councilmembers are invited to attend.
- 2007 Town Annual Report: Copies of said report are available for review.
- Council Retreat: Per the direction of Mayor Jones, Administrator Fitch inquired if Councilmembers are available on Saturday, April 12, 2008 for a second Council Retreat. The Council declined said date and tentatively discussed April 26, 2008. No decision was made.

PAYMENT OF CLAIMS

Moved by Lacher, second by Illg to approve the payment of claim warrants Nos. 30488 through 30552 in the amount of \$173,207.29. Motion passed unanimously.

APPROVAL OF MINUTES

Moved by Illg, seconded by Balcomb-Bartok, to approve the minutes of **February 7, 2008 and February 9, 2008 as submitted.** Motion passed unanimously.

PUBLIC ACCESS TIME

There were no public access was forthcoming.

NON-AGENDA ITEMS

Non-Agenda items were postponed until the February 21, 2008 evening session.

CITIZEN RESPONSE

There were no citizen response items forthcoming.

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

ADJOURNMENT – Hearing no further business and no objection, Mayor Pro-Tem Brooks adjourned the meeting at 1:43 p.m. The next regular meeting is scheduled for Thursday, February 21, 2008 at 5:30 p.m.

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These minutes were approved on March 6, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, February 21, 2008 – Town Council Chambers – Evening Session

CALL TO ORDER

The Town Council met in regular session with Mayor Pro-Tem Brooks presiding. Mayor Pro-Tem Brooks called the regular session to order at 5:30 p.m.

ROLL CALL

Council members: Lacher, Wolf, Balcomb-Bartok, Illg, and Brooks.

Others Present: Town Administrator, C. King Fitch; Attorney, Don Eaton; and Clerk, Amy Taylor. Mayor, David Jones; and Treasurer, Wendy Picinich were not present.

Mayor Pro-Tem Brooks conducted the flag salute.

ACTION AND DISCUSSION ITEMS

Yard Waste Program Update

At 5:31 p.m., Mayor Pro-Tem Brooks opened discussion of the Yard Waste Program. Councilmember Illg had requested the topic be added to the agenda after reviewing a bill for "Greenwaste Site Preparation" during the afternoon session. Administrator Fitch provided the budget for the Yard Waste Program; 2007 Refuse and Recycling Report; and Yard Waste Program brochure. Utilities Superintendent, Mike Wilks, explained that said bill was for site preparation for a tub grinder to chip debris; the Town collects yard debris the third Thursday of the month; and to date Town has collected 44 cans of debris. Inquiry followed regarding said service. Mr. Wilks noted that debris may be bundled up to a certain size in lieu of using a garbage can.

520 Guard Street – Code Amendment Proposal

At 5:37 p.m., Mayor Pro-Tem Brooks opened discussion of a land use code amendment proposal dated January 20, 2008 by Bob Querry, Land Use Consultant. Administrator Fitch explained that David Taylor, owner of 520 Guard Street, is requesting that FHMC Chapter 17.28.060 be amended to exempt his parcel [Tax Parcel No. 351150521] from the requirement that it be accessed from Jensen Alley. Mr. Querry explained that he understood the situation as that the Planning Department are unauthorized to act on Mr. Taylor's request; however, if the Council gave a positive inclination that they would consider such code amendment change, he could move forward with a complete proposal to Town Staff and Council. Discussion followed

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regarding the procedure for such a request. Mr. Taylor stated the nature of the request is safety and handicap accessibility related. **Town Staff will meet with Attorney Eaton to further discuss the procedure for said request and Mr. Querry will return with a formal proposal. Council took no action.**

Larson Street Storm Drainage Improvement Project

At 6:01 p.m., Mayor Pro-Tem Brooks introduced discussion of the Larson Street Storm Drainage Improvement Project. Administrator Fitch explained that the purpose of the discussion was for Council to resolve whether to use 18" or 24" diameter pipe for said project. Administrator Fitch provided the recommendations of Nancy Lockett, Gray & Osborne Engineer (G&O) and read the preliminary results regarding the Village Grove detention facility associated with School District No. 149 / Conditional Use Permit No. 62 (CUP-62). Council discussion followed regarding the adequacy of 18" piping and preliminary findings of G&O associated with said detention facilities. Mayor Pro-Tem Brooks invited Forbes Powell, abutting property owner, to remark on the issue. Mr. Powell stated that he believed 18" diameter pipe would be sufficient for said project once the detention facilities are remedied. Further, Mr. Powell encouraged Town to pressure the School District to fix the Village Grove detention facility. Per Council inquiry, Administrator Fitch explained that that Town has no mechanism available outside the conditions of CUP-62 to make the School District expedite such repairs on the School's private property. **Council consensus to use 18" diameter pipe for the Larson Street Storm Drainage Improvement Project.**

Friday Harbor Urban Growth Area (FHUGA) Boundary Expansion

At 6:16 p.m., Mayor Pro-Tem Brooks introduced discussion of the FHUGA Expansion and other planning updates by Land Use Administrator, Mike Bertrand. Mr. Bertrand introduced SJC Planning Director Ron Hendricksen, to provide an update regarding the draft settlement between SJC and John Campbell, who filed an appeal with the Growth Management Hearings Board. Mr. Hendricksen assured the Council that the appeal should not effect the proposed FHUGA boundary expansion. Mr. Bertrand indicated that the Town and SJC are still in the drafting a growth area management agreement; and that the Town Planning Commission will review said agreement on March 13, 2008. Discussion followed. Attorney Eaton requested the settlement agreement with John Campbell include specific language regarding the FHUGA expansion and the opportunity to review the settlement agreement before it is filed.

Planning Department Updates

Mr. Bertrand inquired if the Council would like to attend the Planning Commission's Public Hearing regarding 2008 Comprehensive Plan amendments. Discussion followed. **Council consensus to not hold a joint Public Hearing with the Planning Commission on April 10, 2008.**

Mr. Bertrand invited the Council to review the draft schematics for the expansion of Town Hall.

Councilmember Illg inquired if the Town and SJC Planning Commissions will jointly attend State sponsored planning training in 2008. Mr. Bertrand stated the new members will attend.

Councilmember Balcomb-Bartok inquired of County Administrator, Pete Rose if the County is making any progress with the request to build a new Turn Point/Pear Point Road connection.

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

Mr. Rose stated that the item was added to the SJC Six-Year Transportation Improvement Plan for study.

Mayor Pro-Tem Brooks thanked Mr. Rose, Mr. Hendrickson and Mr. Bertrand for the updates.

PUBLIC ACCESS TIME

Michael Mayes, Finnegan Ridge property owner, requested the Town provide sufficient water infrastructure in the University Road area in the north part of Town before considering expanding the Town's boundaries and/or annexation of properties. Briefly, he explained that there are 20+ multi-family parcels on University Road which are unable to attain building permits for large multi-family structures because Town is unable to provide sufficient water pressure for fire suppression.

NON-AGENDA ITEMS

Councilmember Illg provided an update on the status of the ferries. WSF is shifting ferries within the Sound as vessels go into dry dock for maintenance and repairs. The San Juans/Anacortes route capacity will be reduced by 20 vehicles as of February 20, 2008; and Inter-island route capacity downsized by 53 vehicles until summer. Councilmember Illg noted concerns about economic impact. Councilmember Brooks suggested the Town send a joint letter with the County to the State legislature regarding this issue. **No action was taken.**

Councilmember Balcomb-Bartok requested a cost estimate for development of a sidewalk along Spring Street between Marguerite Place and Price Street that meets Town standards of concrete curb, gutter and sidewalk. Discussion followed regarding the development of an "off-road/trail" standard.

Administrator Fitch provided a list of Town assets and Incident Command System organizational chart per the February 21, 2008 afternoon meeting. No discussion followed.

CITIZEN RESPONSE

There were no public access items forthcoming.

ADJOURNMENT – Hearing no further business and no objection, Mayor Pro-Tem Brooks adjourned the meeting at 6:55 p.m. The next regular meeting is scheduled for Thursday, March 6, 2008.

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These minutes were approved on March 6, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, March 6, 2008 – Town Council Chambers – Afternoon Session

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

CALL TO ORDER

The Town Council met in regular session with Mayor Pro-Tem Brooks presiding. Mayor Pro-Tem Brooks called the regular session to order at 12:00 p.m.

ROLL CALL

Council members: Lacher, Wolf, Balcomb-Bartok, Illg, and Brooks.

Others Present: Town Administrator, C. King Fitch; Treasurer, Wendy Picinich; and Clerk, Amy Taylor. Mayor, David Jones; and Attorney, Don Eaton were not present.

Mayor Pro-Tem Brooks conducted the flag salute.

ANNOUNCEMENTS/SCHEDULE CHANGES

The posted agenda was revised.

PUBLIC ACCESS TIME

There were no public access items forthcoming.

ACTION AND DISCUSSION ITEMS

Proclamation

At 12:02 p.m., Mayor Pro-Tem Brooks presented Joyce Sobel, San Juan Island Family Resource Center Director, with a proclamation for the Week of the Young Child which will be celebrated April 13th through April 19th, 2008. Ms. Sobel talked about the Week of the Young Child and regional events such as artwork being displayed at the library and local banks. Ms. Sobel thanked the Mayor and Council for their continuing support. The Council thanked Ms. Sobel for her continuing efforts. Councilmember Brooks noted that Saturday, March 8, 2008 is National Woman's Day.

Presentation – SJC Economic Development Council (EDC) Regional Transportation Planning Organization (RTPO)

At 12:06 p.m., Mayor Pro-Tem Brooks introduced Bill Watson EDC Coordinator, to make a presentation regarding SJC joining Skagit and Island County (S/I) RTPO. Mr. Watson reviewed the steps SJC would undertake to participate in the RTPO; and obligations and benefits if SJC joins. Briefly, SJC would form a local "San Juan Sub-Regional Transportation Planning Organization (SJO)" and petition the S/I RTPO to join. If accepted, the SJO will work with Skagit and Island Counties to produce an updated Regional Transportation Plan. Mr. Watson requested the Council affirm its support to form a SJO. Discussion and inquiry followed including the obligations and benefits of joining a RTPO; and structure of the SJO. **Council Consensus to support the creation of a local "San Juan County Sub-Regional Transportation Planning Organization."** Mayor Pro-Tem Brooks thanked Mr. Watson for the presentation.

Update – County Councilmember Howard Rosenfeld – SJC Resolution No. 8-2008

Per the request of Councilmember Howard Rosenfeld, the presentation was rescheduled until the evening meeting at 5:30 p.m. on March 6, 2008.

Resolution No. 1626

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

At 12:25 p.m., Mayor Pro-Tem Brooks introduced draft Resolution No. 1626; accepting the bill of sale from San Juan Assisted Living, LLC for certain improvements to the Town water, sewer, and stormwater systems within the Market Street public right-of-way (ROW). Administrator Fitch provided background on the subject portion of the water system. Councilmember Illg inquired about the gifting process. Councilmember Balcomb-Bartok inquired about the value of the gifted improvements.

Moved by Balcomb-Bartok, seconded by Wolf, to approve Resolution No. 1626, as stated above. Motion passed unanimously.

Resolution No. 1627

At 12:28 p.m., Mayor Pro-Tem Brooks introduced draft Resolution No. 1627; authorizing the Mayor to execute amendment #4 to the contract with the engineering firm of Gray & Osborne, Inc. for preparing plans and specifications for the construction of Guard Street. Administrator Fitch explained the particulars of said resolution. Briefly, additional easement acquisition services were required in order to purchase necessary ROW for the Guard Street Phase 4 Improvement Project. No discussion followed.

Moved by Balcomb-Bartok, seconded by Lacher, to adopt Resolution No. 1627, as stated above. Motion passed unanimously.

Resolution No. 1628

At 12:30 p.m., Mayor Pro-Tem Brooks introduced draft Resolution No. 1628; authorizing the Mayor to execute an inter-local agreement with the Washington State Patrol for fire mobilization reimbursement. Administrator Fitch explained the purpose of the agreement is to provide for the State reimbursement of allowable costs incurred by the Friday Harbor Fire Department if Town assets and/or personnel are mobilized under the Washington State Fire Services Resource Mobilization Plan per RCW 43.43.960 through 43.43.964. No discussion followed.

Moved by Balcomb-Bartok seconded by Illg to adopt Resolution No. 1628, as stated above. Motion passed unanimously.

Letter of Support – HB 2718

At 12:34 p.m., Mayor Pro-Tem Brooks introduced discussion of the draft letter supporting Substitute House Bill 2718; an act relating to reasonable fares for frequent users of Washington State Ferries; and amending RCW 47.60.290 through RCW 47.60.315. Councilmember Illg explained the background of HB 2718; and noted that HB 2718 “died in committee” at some point in February 2008. Discussion followed regarding drafting a letter with similar content to the Washington State Ferries or to our State Representatives. No action was taken.

ADMINISTRATOR'S REPORT

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

- Letter from State Transportation Commission – A letter was provided regarding scheduling meeting time on September 18, 2008 between the Transportation Commission and Town Council and Mayor.

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

- Performance Base Training (PBT) – Water Treatment staff will attend PBT for the Town's surface water system on Friday, March 7, 2008. A poster was displayed which lists the items a municipality treats surface and ground water for.
- Spring Street and Argyle Avenue Intersection Analysis – A preliminary analysis by Gray & Osborne (G&O) was provided regarding the implications of making the area a controlled intersection.
- Foxhall & Village Grove Stormwater Detention Facilities – The G&O analysis of the Foxhall & Village Grove Detention Facilities was provided for review. Several deficiencies exist that will need to be corrected, then reinspected.
- School District letter – A letter to the School District dated February 27, 2008 was provided.
- Request by Friday Harbor Athletic Association (FHAA) – The letter of request by the FHAA which was cancelled from the evening agenda was noted. Administrator Fitch explained the letter was a request of the FHAA regarding assistance to help develop an operations and maintenance budget for the Athletic Sportfields Project. No action was taken.
- Collective Bargaining Agreement – A request was received by the Union to begin negotiations to renew the Collective Bargaining Agreement.

PAYMENT OF CLAIMS AND PAYROLL

Moved by Lacher, second by Wolf, to affirm the payment of Payroll Warrants Nos. 12830 through 12875 in the amount of \$200,684.50; and approve the payment of Claim Warrant Nos. 30555 through 30616 in the amount of 349,267.35. Motion passed unanimously.

APPROVAL OF MINUTES

Moved by Illig, seconded by Balcomb-Bartok, to approve the minutes of **February 21, 2008 as corrected**. Motion passed unanimously.

NON-AGENDA ITEMS

Councilmember Illig inquired what the Town is doing to alleviate the situation with the Trihalomethane Levels (THM). Administrator Fitch described options which include the continued testing of chemicals and activated carbon filters. Discussion followed regarding how THMs occur.

Councilmember Lacher requested the Council consider the writing a letter of complaint and concern to Immigration and Customs Enforcement (ICE) regarding random checks on WSF non-international runs. Discussion followed regarding civil liberties, constitutionality and the effects these checks are having locally.

Councilmember Wolf requested Administrator Fitch look into the feasibility of a controlled intersection at corner of Larson and Carter Avenue. The Council concurred.

CITIZEN RESPONSE

There were no public access items forthcoming.

ADJOURNMENT – Hearing no further business and no objection, Mayor Pro-Tem Brooks adjourned the meeting at 1:24 p.m. The next regular meeting is scheduled for Thursday, March 6, 2008 at 5:30 p.m.

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

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These minutes were approved on March 20, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, March 6, 2008 – Town Council Chambers – Evening Session

CALL TO ORDER

The Town Council met in regular session with Mayor Pro-Tem Brooks presiding. Mayor Pro-Tem Brooks called the regular session to order at 5:30 p.m.

ROLL CALL

Council members: Lacher, Wolf, Balcomb-Bartok, Illg, and Brooks.

Others Present: Town Administrator, C. King Fitch; Attorney, Don Eaton; and Clerk, Amy Taylor. Mayor, David Jones; and Treasurer, Wendy Picinich were not present.

Mayor Pro-Tem Brooks conducted the flag salute.

ANNOUNCEMENTS/SCHEUDLE CHANGES

Depending on the time of adjournment, Councilmember Lacher may be leaving session early. The posted agenda was revised.

ACTION AND DISCUSSION ITEMS

At 5:31 p.m., Mayor Pro-Tem Brooks invited SJC Councilmember Rosenfeld to provide an update regarding County business and issues. Councilmember Rosenfeld briefed the Town Council on the following:

- David Moseley, Assistant Secretary for Washington State Ferries (WSF), will attend a special meeting of the County Council on Wednesday, March 12, 2008 to discuss ridership issues. The Council was invited to attend. Discussion followed. **Council consensus for Councilmember Balcomb-Bartok and Brooks to attend the County Council meeting.**
- SJC adopted Ordinance 6-2008; authorizing the impoundment of vehicles for driving under the influence of drugs and alcohol. The Town Council was urged to implement a similar ordinance.
- Immigration and Customs Enforcement (ICE) agents have been conducting random checks on WSF non-international runs. While this is legal, the County Council has concerns over the lack of information and facts being received from ICE regarding the findings of their agents.
- SJC Resolution 8-2008 regarding climate change has been passed and is in effect for SJC owned properties and buildings.

Mayor Pro-Tem Brooks thanked Councilmember Rosenfeld for the updates.

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

PUBLIC HEARINGS/MEETINGS/WORK SESSIONS

Public Hearing - Rezone Application No. 57

At 5:41 p.m., Mayor Pro-Tem Brooks opened the public hearing to consider Rezone Application No. 57, a request for a zoning designation change from Professional Services to Multi-Family Residential by Farhad Ghatan, located at 325 Blair Avenue and identified as tax parcel no. 351491011.

Mayor Pro-Tem Brooks asked if any Councilmember wished to excuse themselves from participating. Council answered in the negative. There was no response to Mayor Pro-Tem Brooks' inquiry if anyone objected to her or any Councilmember's participation in the public hearing process. Council responded in the negative to Mayor Pro-Tem Brooks' inquiry regarding personal interest in the properties or issue. Council responded in the negative to Mayor Pro-Tem Brooks' inquiry regarding personal gain or loss of financial benefit; and communication with opponents or proponents regarding said permit. Council answered in the affirmative regarding hearing and considering the matter in a fair and objective manner.

Mayor Pro-Tem Brooks asked Land Use Administrator, Mike Bertrand to present the staff report. Mr. Bertrand entered Exhibit A, notification map depicting subject property, into the record; and described the background of the application; subject property; and staff evaluation. He recommended the Town Council approve the application based on the following criteria: 1) the request is consistent with the adopted Comprehensive Plan; 2) the request is consistent with the classification of the subject property on the Amended 2002 Comprehensive Plan Land Use Map; 3) the residence meets all requirements of the multi-family zone; and 4) the proposal meets all criteria of the FHMC that are most applicable to this proposal.

Mayor Pro-Tem Brooks asked if the proponents or their agent would like to comment. Neither the applicant nor their agent was present to testify. Mayor Pro-Tem Brooks opened the public testimony portion of the hearing.

Trudy Lehn, Blair Avenue resident, stated concerns regarding the width of the easement used to access the property; and the diversion of surface water from the property which is causing soil erosion and excessive puddling in front of her home.

Mayor Pro-Tem Brooks asked for additional public testimony. Hearing none, she asked if Attorney Eaton or Staff wished to make additional comments. Attorney Eaton had no comment. Mr. Bertrand stated that many issues, including those of which Ms. Lehn spoke of, can be remedied at the building permit and development stage of the property rather than the rezoning phase. Mr. Bertrand requested Ms. Lehn leave her contact information and concerns with the Building Department Staff for investigation. Mayor Pro-Tem Brooks opened the hearing to Council questions.

Per Councilmember Illg's inquiry, Mr. Bertrand stated that any development would require onsite parking as no "pay-in-lieu" options are available for said parcel.

Per Councilmember Balcomb-Bartok's inquiry, Ms. Lehn stated that she did not have any objection to said parcel being rezoned to multi-family residential, however she requested that the previously stated concerns and issues be addressed.

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

With Mayor Pro-Tem Brooks' permission, Jennifer Travers, Ms. Lehn's daughter-in-law, inquired how vehicles would access the parcel. Mr. Bertrand stated that access to said parcel would be accessed from the easement on Blair Avenue; depicted on the Exhibit A between tax parcel nos. 1491045 and 1491044.

Mayor Pro-Tem Brooks asked for additional audience comments. Hearing none, Mayor Pro-Tem Brooks closed the public input portion of the hearing at 6:07 p.m., reserving the right to reopen if needed, and opened Council deliberations. Councilmembers took turns expressing their views of the application.

Moved by Lacher, seconded by Balcomb-Bartok, to adopt the staff report dated February 21, 2008; approve Rezone Application No. 57, a request for a zoning designation change from Professional Service to Multi-Family Residential; and direct staff to prepare Facts and Findings and Conclusions of Law. Motion passed unanimously.

ACTION AND DISCUSSION ITEMS

Request for funding – Friday Harbor Athletic Association

This topic was removed from the agenda per the request of Don Galt, Sr., Executive Director of the Friday Harbor Athletic Association (FHAA).

PUBLIC ACCESS TIME

Friday Harbor Athletic Sportfields Project

Noel Monin, Carter Avenue property owner, provided an update on the consensus of the Carter/Larson/Terra Bella Neighborhood regarding issues relating to the Friday Harbor Athletic Association Sportfields Project. Mr. Monin stated that the neighborhood at-large is experiencing trust issues with the FHAA and San Juan Island School District No. 149. Mr. Monin reported 1) that the neighborhood at-large feels the FHAA and School District are not honoring promises to the neighborhood unless they have been obtained in writing; 2) that the FHAA and School District are not interested in hearing the views of the neighborhood at-large; and 3) that the neighborhood at-large is considering legal representation to address these emerging issues. Mr. Monin stated his personal concerns relating to his property which shares a property line with the School District; and described negative experiences he has had with Don Galt, Sr., FHAA Executive Director and Michael Soltman, School Superintendent. Councilmember Lacher requested Mr. Monin expand on his relationship with the School District and comments regarding broken promises. Councilmember Balcomb-Bartok stated his dismay with the current situation. Discussion followed regarding verbal promises, conditions of Conditional Use Permit No. 62 (CUP-62), and the deteriorating relationship between the groups. **Councilmember Brooks will request a meeting with and pursue mediation between the neighborhood at-large, Friday Harbor Athletic Association and School District.**

Attorney Eaton told the Council that they are not to discuss any issues relating to the FHAA's new application for revisions to CUP-62, as it would come before the Council as a quasi-judicial matter. Further, Mr. Eaton warned the Council and public to not put the Town in a situation for potential litigation.

Request and Concerns by the Hillview Terrace III Homeowner Association

Jon Zerby, Hillview Terrace III Homeowner Association President, distributed a letter dated November 28, 2007 from the Association to Mayor Jones; which expressed objection to and

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

concerns over the proposal by Thor Black Enterprises, Inc. to place a tub grinder on the Town's Sutton Road/Roche Harbor Road property. Mr. Zerby verbally expressed those concerns which included yardwaste storage, noise, and environmental impacts.

Mr. Zerby stated the neighborhood has gone through considerable efforts to become certified as a "Firewise Community" and requested the Town place a fire break along Roche Harbor Road bordering said property.

Barbara Merrit, Hillview Terrace III Homeowner Association Secretary, expressed fire hazard concerns resulting from the storage of yardwaste on said property. **Mayor Pro-Tem Brooks requested that Fire Chief Long inspect said property.**

Kris Kozine, Hillview Terrace Resident, shared her observations regarding the noise level resulting from said tub grinder when it was operated in the past on property owned by the Schuman family approximately one mile from the neighborhood.

Per Councilmember Balcomb-Bartok inquiry, Administrator Fitch provided the status of the proposal.

Mr. Monin conveyed empathy for the Hillview Terrace neighborhood; suggested the Town seek alternative ways to store and dispose of yardwaste; and suggested that Town should cease consideration of moving a tub grinder to a location in close proximity of any neighborhood.

Mayor Pro-Tem Brooks thanked the audience for their comments.

NON-AGENDA ITEMS

Mayor Pro-Tem Brooks requested the Council discuss possible dates for the next Town Council Retreat. The Council settled preliminarily on Saturday, May 10, 2008 in the Council Chambers. The Council will finalize a date at the March 20, 2008 meeting.

Mayor Pro-Tem Brooks inquired if the Council still wants to consider a joint letter with the Council to WSF regarding frequent user fares. Councilmember Illg noted that the Council came to a consensus at the afternoon meeting to table discussion of the letter until after David Moseley visits.

Councilmember Lacher suggested that on the next agenda, the Council consider the writing a letter of complaint and concern to ICE regarding random checks on WSF non-international runs. Discussion followed regarding civil liberties.

Mayor Pro-Tem Brooks noted a Community Alerts System Grant listed on the Grant Station Newsletter for providing emergency communication devices. No discussion followed.

Councilmember Illg inquired if SJC Ordinance 6-2008 applies to vehicles within Town boundaries. Attorney Eaton stated he needs to review said ordinance before commenting. This discussion topic will be added to the next agenda.

Administrator Fitch requested direction whether to facilitate the request of the FHAA regarding assistance to help develop an operations and maintenance budget for the Athletic Sportfields

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

Project. Discussion followed. **Council consensus that staff will not devote any effort to this task until several construction related items are resolved with the School District.**

CITIZEN RESPONSE

There were no public access items forthcoming.

ADJOURNMENT – Hearing no further business and no objection, Mayor Pro-Tem Brooks adjourned the meeting at 6:50 p.m. The next regular meeting is scheduled for Thursday, March 20, 2008 at 12:00 p.m.

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These minutes were approved on March 20, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, March 20, 2008 – Town Council Chambers – Afternoon Session

CALL TO ORDER

The Town Council met in regular session with Mayor Jones presiding. Mayor Jones called the regular session to order at 12:00 p.m.

ROLL CALL

Council members: Lacher, Balcomb-Bartok, Illg, and Brooks.

Others Present: Mayor, David Jones; Town Administrator, C. King Fitch; Treasurer, Wendy Picinich; and Clerk, Amy Taylor.

Councilmember Wolf and Attorney, Don Eaton; were not present.

Mayor Jones conducted the flag salute.

EXCUSED ABSENCES

Mayor Jones asked the Council if they wished to excuse Councilmember Wolf. Council unanimously approved his absence.

ANNOUNCEMENTS/SCHEDULE CHANGES

The posted agenda was revised.

PUBLIC ACCESS TIME

There were no public access items forthcoming.

ACTION AND DISCUSSION ITEMS

Council Update – Visit by David Mosley, WSF Secretary of Transportation

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At 12:01 p.m., Councilmember Brooks, Illg and Balcomb-Bartok provided an update on the March 12, 2008 special meeting of the San Juan County Council in which Brooks and Balcomb-Bartok were in attendance and Illg a non-participating member of the audience. Briefly, David Moseley, Washington State Ferries (WSF) Secretary of Transportation, was present for a "get acquainted" session with the San Juan County and Town officials. Mr. Moseley promised to consider ways to involve the County in planning and policy discussions for WSF. Discussion followed regarding comments from said meeting. Mayor Jones noted the Washington State Transportation Commission meeting on September 18, 2008. Councilmember Illg requested that the local Transportation Summit on September 17, 2008 be added to a future agenda as a topic of discussion. No action was taken.

Council Discussion – WSF Spot Checks by Immigration and Customs Enforcement (ICE)

At 12:08 p.m., Mayor Jones introduced discussion of spot checks on WSF vessels by ICE agents. Councilmember Lacher requested this topic be postponed until the evening session, where SJC Councilmember Howard Rosenfeld plans to give an update on the recent March 18, 2008 meeting in which Joseph Giuliano, ICE Border Patrol Chief, was in attendance. The Council concurred.

Resolution No. 1629 – WWTP Contract Amendment

At 12:09 p.m., Mayor Jones introduced discussion of draft Resolution No. 1629, authorizing the Mayor to execute Change Order No. 3 on the contract with McConnell Construction for the Wastewater Treatment Plant Reclaimed Water Improvement Project. Administrator Fitch explained the particulars of said resolution; notably that this Change Order has a value of \$2,543.81. No discussion followed.

Moved by Lacher, seconded by Balcomb-Bartok to adopt Resolution No. 1629, as stated above. Motion passed unanimously.

Ordinance No. 1359 – Increasing refuse utility rates

At 12:11 p.m., Mayor Jones introduced discussion of draft Ordinance No. 1359, amending Ordinance No. 1093 and Chapter 13.28 of the Friday Harbor Municipal Code (FHMC) concerning refuse rate tables and repealing Ordinance No. 1350 in its entirety. Administrator Fitch explained that as was discussed in November and December 2007, the Town expects an increase of approximately \$23K in tipping fees at the County Transfer Station in 2008 due to SJC Council approval of a 7.3% solid waste rate increase in effect as of April 1, 2008. Discussion followed regarding the Town's rate structure and reasons for SJC's rate increases.

Moved by Lacher, seconded by Illg to adopt Ordinance No. 1359, as stated above. Motion passed unanimously.

ADMINISTRATOR'S REPORT

At 12:22 p.m., Administrator Fitch presented the Town Council with an update of the following:

- Gray & Osborne (G&O) Invoice Adjustments – G&O made adjustments to 2 invoices in which they chose to absorb approximately \$1,300 in differences from their contractual amount rather than requesting that the Town issue contract amendments.
- Village Grove Sidewalk Repair / Retaining Wall – Town received a request by Kevin Holmes, Coho Drive property owner, requesting that the Town contribute \$2,500

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towards materials (eco-blocks) to repair the deteriorating slope abutting his property along Roche Harbor Road. Mr. Holmes is contributing approximately \$8,000 to construct a retention wall below said portion of sidewalk to stabilize the embankment which is falling away onto his property. Inquiry and discussion followed regarding the effects on the 2008 budget. **Council consensus to allow Staff to proceed with said request.**

- Fire Engine No. 5 – The Friday Harbor Firefighter's Association (FHFFA) desires to renegotiate the terms for the lease (with an option to purchase) agreement for the Spartan Van Pelt fire truck (Fire Engine No. 5) which expired February 2008; for the annual sum of \$1,000 per year for 5 years. **Council consensus to allow the Administrator to proceed with said negotiations and draft a new lease agreement for Fire Engine No. 5.**
- Increased Mileage Allowance: The current mileage allowance for Town is \$0.445 per mile for employees and officials traveling on Town business in their privately owned vehicles. Staff recommended that the amount be raised to \$.048 to align with escalating fuel costs. Discussion followed regarding said recommendation. **Council consensus to draft for consideration, a resolution to increase the current mileage allowance to \$.50 per mile for Town employees and officials traveling on Town business in privately owned vehicles.**
- Guard Street Improvement Project – Phase 4 – Town received certification from the WA State Department of Transportation for the recently acquired right-of-ways for said project. Discussion followed regarding the curb, gutter and sidewalk for the Homes for Islanders project on the corner of Guard and Park Street.
- Infrastructure Study – The Association of Washington Cities (AWC)'s study titled "2008 Washington's Invisible Backbone: Infrastructure Systems in Cities and Towns" was distributed. The content of the study was discussed. The full report is available on AWC's website.
- Argyle Avenue and Spring Street Intersection Traffic Analysis – Administrator Fitch inquired if the Council had additional feedback for G&O regarding said analysis. Council consensus to wait for the Spring and Mullis Street Intersection Traffic Analysis to be completed before making further decisions regarding Argyle Avenue and Spring Street Intersection Traffic Analysis.
- FH Athletic Sportfields Project – Two letters of response dated March 20, 2008 from the San Juan Island School District No. 149 were distributed regarding the FH Athletic Sportfields Project. One letter was regarding the status of the Coho Drive cul-de-sac; and other regarding the status of improvements to the stormwater detention systems.
- Financial Consultant Services (FCS) Rate Study – Administrator Fitch and Treasurer Picinich have been meeting via conference call with FCS regarding the Town's Utility Rate Analysis. Administrator Fitch requested direction as to 1) when the Council would institute the anticipated rate increases; and 2) if the Council prefers instituting "gradual" or "spiked" rate increases. Discussion followed regarding cost of living on the island. **Council consensus to institute gradual increases beginning January 1, 2009.**
- Submarine Sewer Replacement Project –The Town received a lower bid than anticipated for said project. Because of this, the State has revised their grant and loan amount accordingly.
- Trout Lake – The Lake level is at +3 1/2".
- Joint SJC/Town Council Meeting – A potential date for the next quarterly joint SJC and Town Council Meeting were discussed. Agenda topics will be discussed at the evening

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

meeting. Moved by Illg, seconded by Balcomb-Bartok, to adopt Ordinance No. 1360, establishing April 8, 2008 at 12:00 p.m., in the SJC Council Hearing Room for the joint meeting of the Town and County Councils.

[Clerk's Note: The Council amended this motion at the March 20, 2008 evening meeting.]

PAYMENT OF CLAIMS AND PAYROLL

Moved by Lacher, second by Balcomb-Bartok, to approve the payment of Claim Warrants Nos. 30623 through 30686 in the amount of \$151,938.88. **Motion passed unanimously.**

APPROVAL OF MINUTES

Moved by Brooks, seconded by Illg, to approve the minutes of **March 6, 2008 as corrected.** **Motion passed unanimously.**

NON-AGENDA ITEMS

Councilmember Illg congratulated the Town and County on our recent Scenic Byways designation; and discussed the schedule for the Scenic Byway workshop hosted by the State between April 30 – May 2, 2008.

Councilmember Balcomb-Bartok noted Non-Agenda items that he will bring forth for discussion at the evening meeting. Items included changing the direction of Jensen Alley to one-way.

Councilmember Lacher announced that she will need to leave the evening meeting by 7:00 p.m.

Mayor Jones confirmed that the date for the next Council Retreat is May 10, 2008 from 8:00 a.m. to 12:00 p.m.

CITIZEN RESPONSE

There were no public access items forthcoming.

ADJOURNMENT – Hearing no further business and no objection, Mayor Jones adjourned the meeting at 1:16 p.m. The next regular meeting is scheduled for Thursday, March 20, 2008 at 5:30 p.m.

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These minutes were approved on April 3, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, March 20, 2008 – Town Council Chambers –Evening Session

CALL TO ORDER

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

The Town Council met in regular session with Mayor Jones presiding. Mayor Jones called the regular session to order at 5:30 p.m.

ROLL CALL

Council members: Lacher, Wolf, Balcomb-Bartok, Illg, and Brooks.

Others Present: Mayor, David Jones; Town Administrator, C. King Fitch; Attorney, Don Eaton; Treasurer, Wendy Picinich; and Clerk, Amy Taylor.

Mayor Jones conducted the flag salute.

ANNOUNCEMENTS/SCHEDULE CHANGES

The posted agenda was revised.

ACTION AND DISCUSSION ITEMS

Finding of Fact and Conclusions of Law – 325 Blair Avenue

At 5:31 p.m., Mayor Jones introduced the Findings of Fact and Conclusions of Law for Rezone Application No. 57, regarding a request by Farhad Ghatan, pertaining to property located at 325 Blair Avenue. The subject property was granted a rezone by Council motion and staff directed to prepare Findings of Fact and Conclusions of Law for Council review and approval per the public hearings of March 6, 2008. Councilmember Brooks complimented Staff on preparation of said document. No discussion followed.

Moved by Brooks, seconded by Lacher, to adopt the Finding of Fact as stated above. Motion passed unanimously.

Ordinance No. 1358 – Rezone 325 Blair Avenue

At 5:33 p.m., Mayor Jones introduced draft Ordinance No. 1358, rezoning Lot 1 of the Blair Avenue Gardens, Tax Parcel #351491011, located at 325 Blair Avenue from Professional Services to Multi-family Residential. No discussion followed.

Moved by Brooks, seconded by Wolf, to adopt Ordinance No. 1358, as stated above. Motion passed unanimously.

Council Discussion – DUI Ordinance

At 5:34 p.m., Mayor Jones introduced discussion of SJC Ordinance 6-2008 regarding the impoundment of vehicles from operators for driving under the influence of drugs and alcohol. Administrator Fitch noted an email from Attorney Eaton which informed the Council that after reviewing said ordinance and RCW 46.55.113, it appears that the ordinance would not apply to vehicles traveling within the corporate boundaries of Friday Harbor. Administrator Fitch requested the Council review said ordinance and determine if they want any additional requirements drafted. Attorney Eaton recommended the adoption of an identical ordinance. Discussion followed regarding the adoption of an identical ordinance or one with minor changes by the Town.

Council consensus to direct Staff to draft an ordinance for Council consideration, regarding the impoundment of vehicles for driving under the influence of drugs and alcohol within the corporate limits of Friday Harbor, with identical restrictions and limitations as SJC Ordinance 6-2008.

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Resolution No. 1630 – Increasing Mileage Allowance

At 5:41 p.m., Mayor Jones introduced draft Resolution No. 1630, authorizing an increase in the mileage allowance for the use of privately owned vehicles for Town business by Town employees and officers in the exercise of their duties and the course of their employment and repealing Resolution No. 1483 in its entirety. Discussion followed regarding the effective dates of the mileage policy.

Moved by Illg, seconded by Balcomb-Bartok, to adopt Resolution 1630, as stated above. Motion passed unanimously.

Churchill Square Parking Proposal

At 5:44 p.m., Administrator Fitch distributed a proposal submitted by Ron Bates and Sandy Montana, owners of Mosquito Fleet Mercantile, requesting limited parking on Harrison Street in front of Churchill Square. Administrator Fitch informed the Council that the owners have requested time on a future agenda to present the proposal. No discussion followed.

Quarterly Joint Town and SJC Council Meeting

At 5:46 p.m., Mayor Jones requested the Council reschedule the date for the quarterly joint Town and SJC Council. At the March 20, 2008 afternoon session, the Council has made a motion to schedule the meeting on April 8, 2008. Discussion followed regarding a new date and potential agenda topics.

Moved by Brooks, seconded by Balcomb-Bartok to reschedule the joint meeting of the Town and County Council on April 22, 2008 at noon in the County Council Hearing Room; and revise Ordinance No. 1360 to reflect said date. Motion passed unanimously.

County Council Update

At 5:49 p.m., SJC Councilman Howard (Howie) Rosenfeld provided the Town Council with an update on the recent visit by Joseph Giuliano, US Border Patrol Agent, regarding Immigration and Customs Enforcement (ICE) agents conducting random checks on WSF non-international runs. Councilman Rosenfeld stated that while this is legal, the County Council has concerns over the lack of information and facts being received from ICE regarding the findings of their agents. Discussion followed regarding the impacts these checks are having on the community. The topic may be added to the agenda for the quarterly joint Town and County Council meeting on April 22, 2008. No action was taken.

PUBLIC ACCESS TIME

Doug Brow, 525 Alder Court, commented on the quality of Town water; proposed rate increases; and current stormwater runoff and street conditions in the Evergreen Subdivision. Mr. Brow urged the Council to inspect the state of the streets in the area. Councilmember Balcomb-Bartok requested an invitation to the next Evergreen Subdivision Association meeting in order to propose the concept of a Local Improvement District to address some of the development's street and lighting issues.

NON-AGENDA ITEMS

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

Councilmember Balcomb-Bartok requested consideration of changing the direction of Jensen Alley from two-way to one-way traveling west. Discussion followed regarding the "need" for said change and its impact on the neighborhood. No action was taken.

CITIZEN RESPONSE

There were no public access items forthcoming.

ADJOURNMENT – Hearing no further business and no objection, Mayor Jones adjourned the meeting at 6:44 p.m. The next regular meeting is scheduled for Thursday, April 3, 2008.

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These minutes were approved on April 3, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, April 3, 2008 – Town Council Chambers – Afternoon Session

CALL TO ORDER

The Town Council met in regular session with Mayor Jones presiding. Mayor Jones called the regular session to order at 12:00 p.m.

ROLL CALL

Council members: Lacher, Wolf, Balcomb-Bartok, Illg, and Brooks.

Others Present: Mayor, David Jones; Town Administrator, C. King Fitch; Treasurer, Wendy Picinich; and Clerk, Amy Taylor. Attorney, Donald Eaton was not present.

Mayor Jones conducted the flag salute.

ANNOUNCEMENTS/SCHEUDLE CHANGES

The posted agenda was revised due to time constraints.

PUBLIC ACCESS TIME

Steven Dubail, President of the Local 1849F, distributed a memo dated April 3, 2008 from Vinnie O'Connor, Union Representative, requesting that the Town Administration engage in "Interest Based Bargaining" for the upcoming collective bargaining agreement negotiations.

DEPARTMENTAL REPORTS

Emergency Management

At 12:02 p.m., Emergency Management Director, Brendan Cowan, reported on the recent and upcoming events that the SJC Department of Emergency Management (DEM) have been engaging. Included are the organization of an emergency communication radio station; a "Mass Casualty Disaster Drill"; recent "K-9 Carnival"; and LIDAR flight flyover (topographical photographing of SJC for disaster information distribution purposes). Discussion and inquiry followed.

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

System Administration

At 12:06 p.m., System Administrator, Steven Dubail, distributed a quarterly staff report. Mr. Dubail reported the WSU Beach Watchers Program field trip to the Town's Water Treatment Facilities and Trout Lake was a success. Mr. Dubail noted that these type of field trips act as an excellent public relations tool. Mr. Dubail continued to report on the items listed in said staff report which included an update on the website; Town Maintenance Shop security; and current rotation of equipment. Inquiry followed.

Community Development

At 12:15 p.m., Land Use Administrator, Mike Bertrand, reported on the following: 1) the Planning Commission will hold a public hearing on April 10, 2008 [in which Councilmember Brooks and Balcomb-Bartok will be of attendance] to consider changes to the 2002 Comprehensive Plan; 2) a public hearing will be scheduled in May or June 2008 for the Council to consider changes to the FHMC Titles 17 regarding Development Regulation Amendments; 3) the draft Management Agreement between the Town and SJC regarding the proposed Friday Harbor Urban Growth Area (FHUGA) boundary expansion should be available later this month; and 4) the Council will be hearing an application for a Shoreline Substantial Development Permit by the Harbor View Marina on May 1, 2008. The hearing will be of a quasi-judicial matter. Inquiry followed.

Historic Preservation

At 12:19 p.m., Historic Preservation Coordinator, Sandy Strehlou, distributed and summarized a year-end report dated April 3, 2008. The report provided a brief summary of information on the following: Historic Preservation Review Board (HPRB) priorities and accomplishments; 2008 SJC Fair; 2008 Dozen Distinctive Destination Designation; TFH Landmark Registry; design reviews; HPRB manual update; HPRB retreats; Certified Local Government designation; and website updates. At 12:32, Ms. Strehlou introduced David Waldron, HPRB member, to make a presentation regarding the HPRB's contribution to the Centennial Celebration. Mr. Waldron provided an overview of the "Waterfront History Project". Inquiry followed regarding said project.

Utilities

At 12:35 p.m., Utilities Superintendent, Mike Wilks, reported on the following: 1) the Town Maintenance Shop received a new roof plus other improvements; 2) the water in Trout Lake continues to flow over the dam spillway; 3) recent testing results for the Town drinking water; 4) maintenance to the Town's water treatment facilities; and 5) meeting, training and construction schedules for staff and budgeted projects. Administrator Fitch inquired if the Council was inclined to reopen Nash Street for the summer. **Council consensus for Nash Street remain closed through the summer.** Mr. Wilks noted new technology which some municipalities are using to reduce Trihalomethane (THM) levels through intense aeration of their water supplies. **Council consensus to allow Staff to experiment with aeration to reduce THM levels.** Discussion and inquiry followed regarding specific projects and the Trout Lake Watershed.

Fire

Fire Chief, Vern Long was unavailable to present a departmental report. Chief Long's presentation will be added to a future agenda.

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

ACTION AND DISCUSSION ITEMS

Resolution No. 1631

At 12:49 p.m., Mayor Jones introduced discussion draft Resolution No. 1631, authorizing the Mayor to execute a renewal lease with option to purchase agreement with the FH Firefighters Association for one (1) Spartan Van Pelt fire truck. Administrator Fitch explained that as was discussed at the March 20, 2008 meeting; the Friday Harbor Firefighter's Association (FHFFA) desires to renegotiate the terms for said lease for the annual sum of \$1,000 per year for 5 years. No discussion followed.

Moved by Balcomb-Bartok, seconded by Wolf to adopt Resolution 1631, as stated above. Motion passed unanimously.

Resolution No. 1635

At 12:51 p.m., Mayor Jones introduced discussion of draft Resolution No. 1635, authorizing the Mayor to execute an agreement for administering a utility reimbursement program with the Family Resource Center (FRC). Administrator Fitch explained that this annual program with the FRC is designed to provide financial assistance to help offset the cost of the Town's monthly utility charges. Discussion followed regarding low-income households and qualifications for such programs.

Moved by Balcomb-Bartok, seconded by Wolf, to adopt Resolution No. 1635, as stated above. Motion passed unanimously.

Resolution No. 1632

At 12:57 p.m., Mayor Jones introduced discussion of draft Resolution No. 1632, authorizing the Mayor to execute an agreement with Foster Pepper, PLLC to provide labor negotiation services. Mayor Jones and Administrator Fitch explained that Foster Pepper will assist the Town during the pending negotiations with the Local 1849F, including addressing Town interests and Union proposals during negotiations for a new collective bargaining agreement (CBA). The CBA will replace the current agreement, which will expire December 31, 2008. Discussion followed regarding the letter from the Union which was distributed during Public Access Time; pros and cons of Interest Based Bargaining; the need or lack thereof for legal assistance in this matter; and postponing adoption of said resolution for further discussion. Administrator Fitch was requested by the Council to provide all correspondence relating to CBA negotiations.

Moved by Lacher, seconded by Balcomb-Bartok, to adopt Resolution No. 1632, as stated above. Motion passed 3-2 with Wolf and Illg against.

ADMINISTRATOR'S REPORT

The Administrator's Report was postponed until the evening session due to time constraints.

PAYMENT OF CLAIMS AND PAYROLL

Moved by Lacher, seconded by Wolf to affirm the payment of Payroll Warrant Nos. 12876 through 12959 in the amount of \$212,334.37; and approve Claim Warrants Nos. 30689 through 30754 in the amount of \$194,577.83. **Motion passed unanimously.**

APPROVAL OF MINUTES

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

Moved by Brooks, seconded by Lacher, to approve the minutes of **March 20, 2008** as submitted. **Motion passed 4-0 with Wolf abstaining due to his excused absence on the afternoon of March 20, 2008.**

NON-AGENDA ITEMS

Non-Agenda was postponed until the evening session due to time constraints.

CITIZEN RESPONSE

There were no public access items forthcoming.

ADJOURNMENT – Hearing no further business and no objection, Mayor Jones adjourned the meeting at 1:25 p.m. The next regular meeting is scheduled for Thursday, April 3, 2008 at 5:30 p.m.

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These minutes were approved on April 17, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, April 3, 2008 – Town Council Chambers – Evening Session

CALL TO ORDER

The Town Council met in regular session with Mayor Jones presiding. Mayor Jones called the regular session to order at 5:30 p.m.

ROLL CALL

Council members: Lacher, Wolf, Balcomb-Bartok, Illg, and Brooks.

Others Present: Mayor, David Jones; Town Administrator, C. King Fitch; Attorney, Don Eaton; Treasurer, Wendy Picinich; and Clerk, Amy Taylor.

Mayor Jones conducted the flag salute.

ANNOUNCEMENTS/SCHEUDLE CHANGES

The posted agenda was revised due to time constraints during the afternoon session.

PUBLIC ACCESS

Don Jarrell, SJI Trails Committee member, requested the following items be added to the joint Town and SJC Council meeting on April 22, 2008: 1) adoption of 2006 SJI Trails Plan; 2) discussion of the "Pipe Line Trail"; and 3) discussion and/or adoption of the "SJC Non-Motorized Transportation Plan". Mayor Jones requested that Mr. Jarrell forward his comments to SJC Commissioner Howard Rosenfeld as well. Discussion followed regarding Town and County cooperation for the "Pipeline Trail".

ACTION AND DISCUSSION ITEMS

Presentation – Request for Parking – Churchill Square

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

At 5:40 p.m., Mayor Jones invited Sandy Montana, owner of Mosquito Fleet Mercantile, to make a presentation regarding a revised proposal for parking on Harrison Street in front of Churchill Square. Ms. Montana presented the Council with a written proposal dated March 18, 2008; petition of approximately 450 signatures in support of offering minimal ten minute parking; and photographs of said area. The proposal included the monitoring of said spaces by WSF workers and shop owners for safety and traffic congestion; in addition to the ability of ferry workers to prohibit parking at their discretion. Mike Atkin, WSF agent, sympathized with the tenants of Churchill Square for their parking situation, but adamantly opposed the proposal stating safety and traffic congestion concerns. Discussion followed regarding the proposal.

Moved by Brooks, seconded by Wolf, to reconsider the issuance of one temporary parking space on Harrison Avenue in front of Churchill Square after road striping of the area is completed on May 12, 2008. Motion passed 4-1 with Lacher opposed.

Resolution No. 1633

At 6:17 p.m., Mayor Jones introduced consideration of draft Resolution No. 1633, authorizing the Mayor to execute an agreement with Anchor Management Services, Inc. for 2008 summer control services. Mr. Akin explained the particulars of said resolution and draft Resolution No. 1634. Inquiry followed.

Moved by Balcomb-Bartok seconded by Wolf, to adopt Resolution No. 1633, as stated. Motion passed unanimously.

Resolution No. 1634

Moved by Balcomb-Bartok, seconded by Wolf, to adopt Resolution No. 1634, authorizing the conditional private use of a portion of Court Street by Anchor Management Services, Inc. Motion passed unanimously.

Spring and Mullis Street Intersection

At 6:27 p.m., Mayor Jones introduced discussion of a 3-way stop at the intersection of Mullis and Spring Street. Mayor Jones asked Mr. Atkin if installing a 3-way stop at said intersection would impede the off-loading of ferry traffic. Mr. Atkin stated a 3-way stop at Spring and Mullis Street would not impact unloading as much as a controlled intersection at Spring Street and Argyle Avenue. Administrator Fitch explained that in essence the preliminary study finds a 3-way stop allowable but not necessary. Mayor Jones requested Council direction. Discussion followed regarding reasons for installing a 3-way stop, impacts to traffic, safety concerns, and alternatives. Administrator Fitch suggested the discussion be postponed until Jim Cole, EMS Director, could be present to testify.

Moved by Balcomb-Bartok, seconded by Illg to direct Staff to move forward with the design of a 3-way stop, with crosswalks and options for "on demand" pedestrian crossing devices, at the intersection of Spring and Mullis Street. Motion passed 4-1 with Brooks opposed.

ADMINISTRATOR'S REPORT

At 6:49, Administrator Fitch reported on the following:

- Nash Street – The south half of Nash Street will be opened on April 8, 2008 to detour Argyle Avenue traffic away from construction for a new water and sewer connection. Discussion followed regarding keeping the south portion of Nash Street open throughout

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the summer. **The majority of the Council preferred that the south half of Nash Street remain closed to vehicular traffic year-round.**

- Larson Street and Carter Avenue Controlled Intersection – Councilmember Wolf came forward with a request to control the increasing traffic at said intersection for safety reasons. Discussion followed. Administrator Fitch will confer with Gray & Osborne, Engineering regarding its need and design.
- Trihalomethane (THM) Level – The THM level for Town drinking water was measured at 77.5 ug/L for the first quarter of 2008; and 85.7 for the 12-month average.
- Drinking water aeration process – Administrator Fitch will seek a cost estimate to conduct a pilot testing program of an aeration system for the Town drinking water.
- Town policy on refreshments – Town is drafting a policy regarding providing refreshments for meetings such as retreats, special events and/or training sessions.

ACTION AND DISCUSSION ITEMS (cont.)

Transportation summit

At 7:04, Mayor Jones introduced discussion of the Transportation Summit on September 17, 2008. Councilmember Illg explained the vision of the Summit is to create an opportunity for those effected by transportation issues to come together to discuss the reality, preferences and possibility of sustainable transportation for the County; and requested the Town Council participate by being an exhibitor at the Summit. Discussion followed. Councilmember Illg requested that any thoughts or ideas regarding the Summit be forwarded to her for consideration. No action was taken. The topic will be added to a future agenda.

NON-AGENDA ITEMS

Councilmember Lacher requested background information regarding stormwater issues and Town policies relating to stormwater regulations. Administrator Fitch defined the current stormwater regulations and addressed alternative mitigation measures. Discussion followed. This topic will be added to the agenda for the Town Council Retreat in May 2008.

Mayor Jones reported that the County is willing to lease but not sell a portion of the hearing room located at the SJC Legislative Building for a joint use meeting space. **Council consensus to not lease the space.**

Councilmember Brooks stated former Councilmember Hedda King is moving to Oregon and suggested the Town Council in some way recognize her efforts. Councilmember Brooks suggested an ordinance regulating the removal of trees from private property.

Councilmember Balcomb-Bartok noted that SJC Administrative Services Director, Dave Zeretzke is retiring after 20+ years of service.

Councilmember Balcomb-Bartok provided an update on the April 2, 2008 WSF meeting at the Mullis Center regarding ferry issues. Key concepts of the meeting included instituting "flex-car" services and how to achieve a better level of service.

Councilmember Balcomb-Bartok noted that the Puget Sound Partnership will hold a public meeting on Lopez on April 19, 2008.

Councilmember Illg noted the community forum on April 15, 2008 regarding teenage drinking.

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Clerk Taylor requested the Council discuss issues for the joint meeting with the County Council. Ferry issues, immigration and border patrol, and the "Pipeline Trail" will be added to the agenda. Administrator Fitch provided background information on issues relating to the "Pipeline Trail". Discussion followed regarding if said trail is feasible.

CITIZEN RESPONSE

There were no public access items forthcoming.

ADJOURNMENT – Hearing no further business and no objection, Mayor Jones adjourned the meeting at 7:54 p.m. The next regular meeting is scheduled for Thursday, April 17, 2008 at noon.

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These minutes were approved on April 17, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, April 17, 2008 – Town Council Chambers – Afternoon Session

CALL TO ORDER

The Town Council met in regular session with Mayor Jones presiding. Mayor Jones called the regular session to order at 12:00 p.m.

ROLL CALL

Council members: Lacher, Wolf, Balcomb-Bartok, Illg, and Brooks.

Others Present: Mayor, David Jones; Town Administrator, C. King Fitch; Treasurer, Wendy Picinich; and Clerk, Amy Taylor. Attorney, Don Eaton was not present.

Mayor Jones conducted the flag salute.

PUBLIC ACCESS TIME

Debbie Pigman, Chamber of Commerce Director, announced that San Juan Television will be producing a documentary on traveling to the San Juan Islands. The featurette will begin in Burlington at the Highway 20 exit for the San Juan Islands/Washington State Ferries and end with "where they find parking" in Friday Harbor. Councilmember Illg suggested that it may be appropriate to invite San Juan Television to attend the Scenic Byways meeting in April 2008.

ACTION AND DISCUSSION ITEMS

Sheriff's Report

At 12:05 p.m., Sheriff Cumming distributed the San Juan County Law and Fire/EMS reports for the first quarter of 2008. Sheriff Cumming reported on the County impound ordinance; pending ordinance to ban fireworks; current staffing of the Sheriff's Office; and current marine equipment and training. Sheriff Cumming addressed questions relating to the aforementioned subjects and of how the Sheriff's Office addresses situations with those whom may have citizenship/immigration status issues. Sheriff Cumming stated the Department takes a "thinking

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globally, acting locally" approach; stressed that residents need to feel safe to report a crime regardless of legal status; and described the current education and outreach which includes Deputies acting as liaisons to the Hispanic community. Discussion followed. The Council thanked Sheriff Cumming for the report.

Fire Department Report

At 12:33 p.m., Fire Chief Vern Long distributed a quarterly staff report dated April 1, 2008. (Chief Long was unavailable for the April 3, 2008 quarterly departmental reports.) Chief Long voiced his support of the proposed ban of fireworks. Discussion followed. Chief Long reported that the Fire Department responded to 30 emergencies between January 1, 2008 and March 31, 2008 and mitigated a loss of approximately \$3 million dollars in potential damages. Chief Long added that the response and training hours for the Fire Department in said time period totals 1407 hours. Discussion and inquiry followed. Chief Long discussed the bids he will bring forth for Council consideration which include 1) a new fire engine with a "Compression Air Foam System" to replace Fire Engine 6; and 2) ballast and lamp replacements for the entire Town Fire Station. Administrator Fitch noted that funding for replacement lighting is not included in the 2008 Town Budget, but sufficient funds are available in the Capital Reserve Account. Further discussion ensued. **Council consensus to allow Administrator Fitch and Chief Long to continue pursuing estimates to replace the lighting in the Town Fire Station.** The Council thanked Chief Long for his report.

Resolution No. 1636

At 12:57 p.m., Mayor Jones introduced draft Resolution No. 1636, authorizing the Mayor to execute Amendment No. 1 to Grant Agreement No. G0800266 with the Department of Ecology (DOE) for construction of the Sewer Replacement Project. Administrator Fitch explained that the DOE has adjusted the original grant amount of \$2,846,000 to \$2,078,677.50 based on the Town entering into a contract with Strider Construction, Inc. for construction of said project in the amount of \$3,513,497. Discussion and inquiry followed regarding the revisions to the project budget and available funding.

Moved by Wolf, seconded by Balcomb-Bartok, to adopt Resolution No. 1636, as stated above. Motion passed unanimously.

Resolution No. 1637

In conjunction with the previous resolution, Mayor Jones introduced draft Resolution No. 1637, authorizing the Mayor to execute Amendment No. 1 to Loan Agreement No. L0800010 with the DOE for a State Revolving Fund (SRF) loan to fund construction of the Sewer Replacement Project. Administrator Fitch explained that as with Resolution No. 1636, the DOE has adjusted the original loan amount of \$2,846,000 to \$2,254,352.50 based on the Town entering into a contract with Strider Construction, Inc. No discussion followed.

Moved by Wolf, seconded by Balcomb-Bartok, to adopt Resolution No. 1637, as stated above. Motion passed unanimously.

Resolution No. 1638

At 1:04 p.m., Mayor Jones introduced draft Resolution No. 1638, accepting the bills of sale from San Juan Island School District No. 149 for certain improvements to the Town water, sewer, and stormwater systems. Administrator Fitch explained that the District is gifting said

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improvements within both the Carter Avenue public right-of-way (ROW) and on private property and has granted all necessary easements to the Town. Administrator Fitch indicated the location of said improvements and improvements indicated in draft Resolution No. 1639, on the Town of Friday Harbor map. Inquiry followed.

Moved by Wolf, seconded by Brooks, to approve Resolution No. 1638, as stated above. Motion passed unanimously.

Resolution No. 1639

In addition to the previous resolution, Mayor Jones introduced draft Resolution No. 1639, accepting the bill of sale from the Port of Friday Harbor for certain improvements to the Town water system adjacent to Airport Circle Drive. Administrator Fitch provided background on the subject portion of the water system. No discussion followed.

Moved by Wolf, seconded by Brooks, to approve Resolution No. 1639, as stated above. Motion passed unanimously.

Community Housing Development Organization

At 12:45 p.m., Mayor Jones opened discussion of selecting a Councilmember to act as a board member for the Community Housing Development Organization (CHDO). Administrator Fitch explained that the Town received a letter dated April 9, 2008 from Homes for Islanders (HFI) stating that as a CHDO, they are obligated to include on their governing Board representatives from both Town and County government. Councilmember Brooks provided further background on the CHDO model, however declined serving on the Board due to time constraints. Councilmembers Lacher, Wolf and Illg declined for similar reasons. Councilmember Balcomb-Bartok volunteered to speak with HFI to determine the feasibility of serving as a representative. No action was taken.

ADMINISTRATOR'S REPORT

At 1:12 p.m., Administrator Fitch presented the Town Council with an update of the following:

- Sewer Replacement Project – Notice to Proceed for said project is May 5, 2008. The draft construction schedule was distributed and reviewed.
- Guard Street Phase 4 – Bid for the reconstruction of Guard Street Phase 4 are due Tuesday, May 6, 2008. The project includes, but is not limited to, furnishing the necessary labor, materials, and equipment to construct roadway, storm drain, and other miscellaneous improvements from the intersection of Marguerite Place to the intersection of Park Street. Construction costs are estimated at \$1,240,000.00.
- Performance Based Training (PBT) – The next PBT session is scheduled on May 16, 2008 from 10:00 a.m. until 2:00 p.m. in the Friday Harbor Fire Hall. The State has agreed to pay for lunch and refreshments. An additional PBT session has been scheduled for September 18, 2008.
- Financial Consulting Services (FCS) – FCS will present the Town Water, Sewer, and Stormwater Rate Study during the afternoon Town Council meeting on May 1, 2008.
- Malcolm Street and Hillcrest Place – Construction bids for the asphalt/concrete overlay of Malcolm Street and Hillcrest Place are due on April 30, 2008. Construction costs are estimated at \$60,000.

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- Carter and Larson Street Intersection – Traffic counters have been placed at said intersection. Counts will be forwarded to Gray and Osborne Engineering for future recommendation. Discussion followed regarding if traffic counts should be measured at this time or whether it is better to wait until after the sport fields project are open to the public.
- Spring and Mullis Street Intersection Design – Two (2) preliminary designs were distributed for consideration. Councilmember Balcomb-Bartok requested that the cost for an alternative pedestrian crossing device, similar to the one at the Elementary School in Anacortes, be obtained.
- Pandemic Flu Update - Dr. James, SJC Health Officer, has requested that Pandemic Flu planning and preventive efforts begin again May 2008.

PAYMENT OF CLAIMS

Moved by Illg, second by Lacher to approve the payment of Claim Warrant Nos. 30756 through 30831 in the amount of \$125,814.31. Motion passed unanimously.

APPROVAL OF MINUTES

Moved by Brooks, seconded by Lacher, to approve the minutes of **April 3, 2008 as submitted**. Motion passed unanimously.

NON-AGENDA ITEMS

Non-Agenda Items were postponed until evening session.

CITIZEN RESPONSE

There were no public access items forthcoming.

ADJOURNMENT – Hearing no further business and no objection, Mayor Jones adjourned the meeting at 1:26 p.m. The next regular meeting is scheduled for Thursday, April 17 at 5:30 p.m.

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These minutes were approved on May 1, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, April 17, 2008 – Town Council Chambers – Evening Session

CALL TO ORDER

The Town Council met in regular session with Mayor Jones presiding. Mayor Jones called the regular session to order at 5:30 p.m.

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

ROLL CALL

Council members: Lacher, Wolf, Balcomb-Bartok, Illg, and Brooks.

Others Present: Mayor, David Jones; Town Administrator, C. King Fitch; and Clerk, Amy Taylor. Attorney, Don Eaton; and Treasurer, Wendy Picinich were not present.

Mayor Jones conducted the flag salute.

ACTION AND DISCUSSION ITEMS

At 5:35 p.m., the Council reviewed the following topics in anticipation of the joint meeting of the Town and County Councils on April 22, 2008:

- San Juan Island Trails Plan / Pipeline Trail – Louise Dustrude, David Dehlendorf and Don Jarrell, members of the Trails Committee, provided background on the formation of the Trails Committee and Trails Plan; and requested that the Council support the intention and vision to develop a trail along the Town’s Water Transmission Main from Trout Lake. Administrator Fitch explained the “As Built” drawings depicting the location of the water line for the Town Water Transition Main and read aloud portions of the existing utility easements granted by private property owners.
- San Juan County Non-motorized Transportation Plan – Councilmember Illg requested that the Town “seek connectivity between the SJC Non-motorized Transportation Plan to the non-motorized elements of the Town Comprehensive Plan”. Councilmember Illg requested that the Council consider a “trail” standard in addition to the curb, gutter and sidewalk standard. No action was taken.
- Town Water Transmission Main – Administrator Fitch enumerated items which need to be considered and/or determined by the Council and Engineers before said project can move forward. Issues include: future population growth and expansion of Town; existing and future easements; water treatment and capacity factors; engineering, environmental and construction factors; and financing of said project. **Council consensus to allow Staff to move forward with preparing a Public Work Trust Fund loan application to begin infrastructure planning of the Town Water Transmission Main.**

At 6:57 p.m., the Council added an item to the following list of topics for the Council Retreat on May 10, 2008:

- Border Patrol
- Tree Ordinance
- Stormwater Regulations
- Smart Growth Analysis by Alan Licher
- SJI Trails Plan

PUBLIC ACCESS

David Dehlendorf emphasized that the County is entering into Phase I of the resurfacing of San Juan Valley Road; reiterated the request that the Council endorse the conceptual intent and vision of the Trails Plan; and described locations of existing trails. Discussion followed. Administrator Fitch cautioned against adopting various documents rather than properly incorporating them into the Town’s Comprehensive Plan. No action was taken.

NON-AGENDA ITEMS

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

Councilmember Illg requested that the Town participate in the local Transportation Summit on September 17, 2008. Discussion followed. No action was taken.

Councilmember Illg requested Council endorsement to continue talks with private landowners regarding the leasing private property within the downtown core for short-term public parking during the summer months. Discussion followed regarding the feasibility and funding of such a proposal. The Council did not express objection. No action was taken.

CITIZEN RESPONSE

There were no public access items forthcoming.

ADJOURNMENT – Hearing no further business and no objection, Mayor Jones adjourned the meeting at 7:26 p.m. The next regular meeting is scheduled for Thursday, May 1, 2008 at 12:00 p.m.

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These minutes were approved on May 1, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Tuesday, April 22, 2008 – SJC County Hearing Room – Joint Session

CALL TO ORDER

The Town Council and SJC Council met in special session with Mayor Jones presiding. Mayor Jones called the meeting to order at 12:03 p.m.

ROLL CALL

Council members: Lacher, Wolf, Balcomb-Bartok, Illg, and Brooks.

Others Present: Mayor, David Jones; Town Administrator, C. King Fitch; and Clerk, Amy Taylor. Attorney, Don Eaton; and Treasurer, Wendy Picinich were not present.

PUBLIC HEARINGS/MEETINGS/WORK SESSIONS

At 12:03 p.m., Mayor Jones and the Town Council held a joint public meeting with the SJC Council to address issues of mutual concern. Issues brought forth for discussion by the SJC Council, Mayor and representatives of the Town were: Washington State Ferries, immigration issues and Border Patrol spot checks, and development of the Trails Committee's Pipeline Trail.

Town and County officials agreed to draft a joint letter to our State representatives stating that the Councils are concerned that the spot checks by the Border Patrol are having a negative impact to our communities; and requesting that the Border Patrol cease and desist said spot checks if they are not fully justified to the Town and County.

Town and County officials agreed to form a sub-committee to address Washington State Ferries issues.

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ADJOURNMENT – Hearing no further business and no objection, the session adjourned at 1:13 p.m. The next regular meeting is scheduled for Thursday, May 1, 2008.

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These minutes were approved on May 1, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, May 1, 2008 – Town Council Chambers – Afternoon Session

CALL TO ORDER

The Town Council met in regular session with Mayor Jones presiding. Mayor Jones called the regular session to order at 12:00 p.m.

ROLL CALL

Council members: Lacher, Wolf, Balcomb-Bartok, and Brooks.

Others Present: Mayor, David Jones; Town Administrator, C. King Fitch; Treasurer, Wendy Picinich; and Clerk, Amy Taylor. Councilmember Illg and Attorney Don Eaton were not present.

Mayor Jones conducted the flag salute.

EXCUSED ABSENCES

Mayor Jones asked the Council if they wished to excuse Councilmember Illg. The Council unanimously approved her absence.

ANNOUNCEMENTS/SCHEDULE CHANGES

There were no announcements.

PAYMENT OF CLAIMS AND PAYROLL

Moved by Lacher, second by Brooks to affirm the payment of Payroll Warrants Nos. 12961 through 13007 in the amount of \$211,335.93; and approve the payment of Claim Warrants Nos. 30835 through 30890, and 30393 through 30394 in the amount of \$200,797.31. Motion passed 4-0.

APPROVAL OF MINUTES

Moved by Brooks seconded by Wolf, to approve the minutes of **April 17, 2008 and April 22, 2008 as submitted**. Motion passed 4-0.

PUBLIC ACCESS TIME

There were no public access items forthcoming.

ACTION AND DISCUSSION ITEMS

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

Presentation of the Water, Sewer and Stormwater Utility Rate Study

At 12:04 p.m., Mayor Jones introduced Angie Sanchez-Virnoche and Sergey Tarasov, analysts from Financial Consultant Services (FCS) Group to present the preliminary findings of the Water, Sewer and Stormwater Utility Rate Study. FCS presented a power point presentation, which is on file with the Town Clerk. At 12:57 p.m., Ms. Sanchez-Virnoche accepted specific questions relating to said findings. Discussion followed regarding the model on which the rates were based, consumer affordability, future financial goals for the Town, and possible alternatives for funding. Administrator Fitch clarified/corrected two points which were presented in the preliminary findings regarding right-to-connection charges. In answer to Councilmember Lacher's concerns relating to current stormwater quality issues and future regulations, Administrator Fitch stated that 1) the goal of this study is to develop a rate structure that is explainable, defensible and equitable; 2) that the proper course of action if the Council wishes to expand the scope of work in the Stormwater utility to include treatment is to develop a new Capital Facilities Plan for the Stormwater Utility and then request the Town's economist to make recommendations thereto; and 3) the Council has the ability to adjust its utility rate at any point in time. Mayor Jones and Councilmember Balcomb-Bartok suggested the Stormwater element be focused on at the Town Council Retreat. No action was taken.

CITIZEN RESPONSE

There were no public access items forthcoming.

ADJOURNMENT – Hearing no further business and no objection, Mayor Jones adjourned the meeting at 1:27 p.m. The next regular meeting is scheduled for Thursday, May 1, 2008 @ 5:30 p.m.

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These minutes were approved on May 15, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, May 1, 2008 – Town Council Chambers – Evening Session

CALL TO ORDER

The Town Council met in regular session with Mayor Jones presiding. Mayor Jones called the regular session to order at 5:30 p.m.

ROLL CALL

Council members: Lacher, Balcomb-Bartok, Illg, and Brooks. Councilmember Wolf arrived late. Others Present: Mayor, David Jones; Town Administrator, C. King Fitch; Attorney, Don Eaton; and Clerk, Amy Taylor. Treasurer, Wendy Picinich was absent.

Mayor Jones conducted the flag salute.

ANNOUNCEMENTS/SCHEDULE CHANGES

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

The posted agenda was revised due to time constraints.

ACTION AND DISCUSSION ITEMS

National Historic Preservation Month

At 5:30 p.m., Mayor Jones proclaimed May 2008 as National Historic Preservation Month and urged citizens to promote preservation of our heritage resources by participating in this special observance. The proclamation was presented to Sandy Strehlou, Historic Preservation Coordinator. Ms. Strehlou distributed a Historic Preservation postcard that was published for the month of May.

PUBLIC HEARINGS/MEETINGS/WORK SESSIONS

SSDP No. 86 and SEPA No. 264 – Harbor View Marina – Marina Slip Replacement and Tramway

At 5:35 p.m., Mayor Jones opened the public hearing to consider Shoreline Substantial Development Permit Application No. 86 and SEPA Checklist No. 264; a request by XL, LLC to allow full replacement of an existing twenty-six (26) slip marina and a new access tramway on the upland parcel, located at 622 Warbass Way [Tax Parcel Nos. 351391213 and 351345006].

Mayor Jones asked if any Councilmember wished to excuse themselves from participating. Council answered in the negative. There was no response to Mayor Jones' inquiry if anyone objected to his or any Councilmember's participation in the public hearing process. Council responded in the negative to Mayor Jones' inquiry regarding personal interest in the properties or issue. Council responded in the negative to Mayor Jones' inquiry regarding personal gain or loss of financial benefit; and communication with opponents or proponents regarding said permit. Council answered in the affirmative regarding hearing and considering the matter in a fair and objective manner.

Mayor Jones asked Land Use Administrator, Mike Bertrand to present the staff report. Mr. Bertrand entered Exhibit A, site map depicting subject property, into the record; and described the background of the application, staff evaluation and recommendation, and applicable permitting process. Mr. Bertrand noted that Condition No. 7 will be revised and the word "dock" omitted from the Staff Report. Mr. Bertrand concluded that the application the will meet the requirements, along with the conditions as listed in the staff report dated April 23, 2008, for granting said permit as regulated by Chapters 17.68 and 19.04 of the Friday Harbor Municipal Code.

Mayor Jones asked the proponents if they would like to comment.

Tim Judkins, XL, LLC member, described the proposed design of the tramway and reconstructed marina slips; noting improvements to accessibility, safety and environmental benefits.

At 5:38 p.m., Mayor Jones opened the public hearing to audience comments.

Francine Shaw, legal representative for Capron's Landing, stated support for Harbor View Marina's application and submitted Exhibit B - "Fairway", into the record. Ms. Shaw stated concerns that vessels could encroach into the boating fairway between Capron's Landing and Harbor View Marina and requested the language to Condition No. 4 of the Staff Report be strengthened and impose the maximum length limit of forty feet for vessels.

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David Cable, representative of the Seattle Yacht Club, inquired about the width of the fairways between the Yacht Club and Harbor View Marina. Mr. Bertrand stated the fairway distances have not changed from the original court documents and agreement. Mr. Cable reiterated his question. Mr. Bertrand explained that the fairway distances between the marinas are whatever exists presently and that this and future applications can not affect those distances. Mr. Cable stated concerns that there may not be a safe amount of room for vessels to maneuver if the piers at Harbor View Marina extend beyond a certain length or into the fairway; and requested that the Conditions of the Staff Report state that no portion of a vessel may extend beyond the slip length.

Harold Harrison, XL, LLC Member, stated that the proposed slips at Harbor View Marina were configured diagonally so that they could specifically accommodate vessels up to forty feet in length; and that Harbor View Marina has the full intention of meeting the conditions of the original court decision pertaining to fairway distances. Mr. Harrison noted that moored vessels would be prohibited from extending beyond the slips.

David Dubbell, neighboring homeowner, thanked the Harbor View Marina owners for keeping him apprised of the process; and stated that he and his wife were comfortable with all aspects of the project.

Wayne Kaemingk, owner of upland parcel at Capron's Landing, stated support for Harbor View's application and offered to answer any questions the Council may have.

Ms. Shaw withdrew her request to impose a length limit of forty feet and requested that the language to Condition No. 4 of the Staff Report be revised to state that no portion of the vessel, including swim steps, equipment, dingy, etc., may extend beyond the slip or into the boating fairway.

Mr. Bertrand read aloud a portion of a court decision referring to boating fairway distances between Capron's Landing, Seattle Yacht Club and Harbor View Marina. The fairway distance between Capron's Landing and Harbor View Marina is sixty-two (62) feet and the fairway distance between the Seattle Yacht Club and Harbor View Marina is eighty (80) feet.

At 6:15 p.m., Mayor Jones asked if any members of the audience wished to provide non-repetitive public testimony. Hearing none, he opened the hearing to Council questions.

Councilmember Brooks inquired about parking. Mr. Bertrand answered that Harbor View Marina has a small parking/loading area on Warbass Way and off site parking which complies with the original permitting requirements.

Councilmember Brooks inquired if any aspect of the application would interfere with the Town's Sewer Replacement Project. Administrator Fitch answered in the negative.

Councilmember Illig inquired if language of Condition No. 12 should be stronger. Mr. Bertrand stated that the language is sufficient.

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

Councilmember Illg inquired if the road stability of Warbass Way was considered and if destabilization of the roadbed from setting the pilings is a possibility. Mr. Bertrand stated that the proposed project did not threaten the stability of the Warbass Way roadbed.

Councilmember Illg inquired if there were stormwater issues associated with the application. Mr. Bertrand answered in the negative.

Councilmember Balcomb-Bartok inquired about the removal of sewage. Administrator Fitch answered that it is conveyed to the Town for treatment.

Councilmember Balcomb-Bartok inquired about the demobilization of the existing slips. Mr. Bertrand answered that the existing floats will be disassembled and hauled to Anacortes where they will be salvaged or disposed of.

Councilmember Wolf inquired if there would be noise or other nuisance associated with the proposed tramway. Joel Munsen, Munsen Engineering, spoke about the mechanics, specifications, safety factors, and emergency access of the system.

Councilmember Lacher noted that the tramway seemed like a substantial change to the hillside. Mr. Bertrand stated that in actuality, the proposed tramway is less obtrusive than a building or stairway and that Staff views the tramway as equipment rather than a structure.

Councilmember Lacher inquired about stormwater mitigation. Mr. Bertrand answered that the Department of Ecology monitors this item, however little is anticipated.

Councilmember Illg inquired if the proposed tramway is an additional access. Mr. Bertrand stated that it is a new access and the stairs will remain in place.

Councilmember Illg inquired about the visual impact of the tramway. Mr. Bertrand explained that the impact would be minimal.

Councilmember Brooks inquired about public access to the marina. Mr. Bertrand explained that public access is to the loading area and that the dock and slips are privately owned and no public access is allowed.

Mayor Jones asked if there were additional comments from the audience.

Linda Goring, board member of Capron's Landing, stated concern relating to the boating fairway width.

Mr. Judkins responded to Mr. Cable's comments with agreement regarding vessels not being allowed to extend beyond the dock or encroach into the fairway.

At 6:37, Mayor Jones closed the public input portion of the hearing, reserving the right to reopen if needed, and opened Council deliberations. Mayor Jones asked if Attorney Eaton or Staff wished to make additional comments. None were forthcoming. Councilmembers took turn expressing their views of the application. Administrator Fitch requested that Condition No. 15 of the Staff Report be revised to state that a license will be required for private use of the public right-of-way. Mr. Bertrand concurred.

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

Moved by Illg, seconded by Balcomb-Bartok to adopt the staff report as revised [Condition Nos. 7 and 15] for the Shoreline Management Substantial Development Permit Application No. 86 and SEPA Checklist No. 284; and, direct staff to prepare Findings of Fact and Conclusions of Law for said application. Motion passed unanimously.

ACTION AND DISCUSSION ITEMS (cont.)

Presentation by Chinmayo regarding a Public Mural

At 6:43 p.m., Mayor Jones introduced discussion of a permanent public display on private property for the Town's Centennial Celebration and invited Chinmayo and Beth Spadefora to make a presentation. Ms. Chinmayo explained the purpose of appearing before the Council was to "sanction" the project in order to proceed forward with the permitting process, which includes filing for a Conditional Use Permit (CUP).

Chinmayo explained that said mural would be affixed to the 220 foot wall located on Blair Street, in a series of panels which would depict the history of the islands. The project would be done in collaboration with anyone who wishes to participate. Discussion and inquiry followed.

Consensus by the Council to for Staff to start the process for a Conditional Use Permit and the Town will pay the permitting fees associated with said project.

Centennial Celebration Birthday Party

This item was postponed until the May 10, 2008 Town Council Retreat due to time constraints.

Stormwater Quality Issues

At 7:00 p.m., Mayor Jones introduced Mike Kaill to present a preliminary report regarding stormwater quality issues and their effect on the Spring Street Aquarium. Mr. Kaill theorized that the cause for the sudden die-off of the aquatic life in the marina and Spring Street Aquarium is attributed to a high level of detergent bound to the silt that gets washed into the marina with the stormwater runoff. Mr. Kaill explained that there is no "best available science" at this point in time and that he is making continuing attempts to pin-point the cause. Mr. Kaill requested the Town's support and cooperation to find a solution for the problem. Discussion and inquiry followed. No action was taken.

Planning Commission Update and draft FHUGA Management Agreement

At 7:27 p.m., Mayor Jones introduced discussion of the Planning Commission's recommendations for changes to the 2002 Comprehensive Plan and update on the draft Friday Harbor Urban Growth Area Boundary Expansion (FHUGA) Management Agreement.

Mr. Bertrand presented a Staff Report dated April 23, 2008, which included two reclassification requests; one of which the applicant withdrew/cancelled. The Planning Commission's recommendation was to approve the application by the Port of Friday Harbor to reclassify one lot at the Airport from Commercial to Public Service Zone.

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Moved by Brooks, seconded by Lacher to adopt the Planning Commissions recommendations for 2008 amendments to the 2002 Comprehensive Plan Land Use Map and text revisions to the Comprehensive Plan Table 6-1, Summary of Capital Facilities Improvements. Motion passed unanimously.

In relation to the draft FHUGA Management Agreement, Mr. Bertrand explained the Planning Commission recommendations. SJC Administrator Pete Rose submitted a letter requesting a different approach to be taken to amend the agreement both procedurally and substantively; further requesting that said agreement be withdrawn from consideration by the Town Council at this time; and requesting a meeting to negotiate the terms of the amendments and discussion of process for approval. Attorney Eaton, Administrator Fitch and Mr. Rose discussed the reasons for the County's requests, and it was clarified that the purpose of this evening's discussion was for review of the document as opposed to adoption. Following discussion, Administrator Fitch suggested that the Council review both the Town and County draft Management Agreements; and that Attorney Eaton and Prosecuting Attorney meet to finalize said document, with the understanding that substantive revisions to said document undergo additional review by the Town Planning Commission. The Council concurred.

Resolution No. 1640

At 7:38 p.m., Mayor Jones introduced draft Resolution No. 1640, authorizing the Mayor to execute a contract with Richard Lawson Construction, Inc. for Asphalt Concrete Overlay on Malcolm Street and Hillcrest Place. Administrator Fitch explained the particulars of said resolution. No discussion followed.

Moved by Wolf, seconded by Lacher to adopt Resolution No. 1640 as stated above. Motion passed unanimously.

Resolution No. 1641

At 7:41 p.m., Mayor Jones introduced draft Resolution No. 1641, authorizing the Mayor to grant a Utility Easement to Orcas Power and Light Cooperative on property owned by the Town of Friday Harbor. Administrator Fitch explained the particulars of said resolution. Councilmember Illig inquired about the mitigation of noxious weeds and public access to the utility easement right-of-way. Discussion followed regarding the conditions and maintenance for said easement.

Moved by Balcomb-Bartok, seconded by Wolf to adopt Resolution No. 1641 as stated above. Motion passed unanimously.

ADMINISTRATOR'S REPORT

At 7:50 p.m., Administrator Fitch presented the Town Council with an update of the following:

- Emergency Generator – The emergency generator at the Water Treatment Plant needs repair. Costs for repair and equipment rental are estimated to be approximately \$10K+.
- Guard Street Phase 4 Project Schedule Update – Five (5) contractors attended the Pre-Bid Conference and walked the project site; four (4) additional contractors requested project plans pursuant to said meeting; the Bid Opening is scheduled on May 6, 2008; and Award of Contract is anticipated on May 15, 2008. Discussion followed including pedestrian and vehicular access during the project.

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- Temporary Construction Parking Permits – The Town Marshal has been experiencing problems with the enforcement of Temporary Construction Parking Permits. Administrator Fitch explained that these permits are frequently abused and noted that he may draft a revision to the policy in the near future.

NON-AGENDA ITEMS

Councilmember Brooks stated concerns regarding the Town's Stormwater Technical Manual and requested they be discussed at the Council Retreat.

Councilmember Illg inquired about the status of the parking lot proposal that was discussed with Mayor Jones on April 22, 2008. Mayor Jones explained the proposal has been turned over to Dan Ward, owner of San Juan Taxi, to pursue the feasibility of a privately owned and run parking lot with Browne Lumber, owner of the proposed site. Discussion followed.

Councilmember Balcomb-Bartok noted that the Centennial Community Photograph has been rescheduled from April 26, 2008 to September 20, 2008. A press release has been issued.

Councilmember Lacher provided additional information regarding the letter dated April 9, 2008 from Homes for Islanders (HFI) that was discussed on April 17, 2008. Administrator Fitch will clarify the request of HFI regarding Town representation on their executive board of directors.

The Council took a moment to review the Council Retreat Agenda and written materials they may want to review for that session. In regard to the tree ordinance topic, Councilmember Illg noted a bulletin that was issued by AWC regarding "urban forestry".

CITIZEN RESPONSE

There were no public access items forthcoming.

ADJOURNMENT – Hearing no further business and no objection, Mayor Jones adjourned the meeting at 8:19 p.m. The next regular meeting is scheduled for Thursday, May 15, 2008.

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These minutes were approved on May 15, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Saturday, May 10, 2008 – Town Council Chambers – Continued Session

CALL TO ORDER

The Town Council met in continued session with Mayor Jones presiding. Mayor Jones called the continued session to order at 8:35 a.m.

ROLL CALL

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Council members: Lacher, Wolf, Balcomb-Bartok, Illg, and Brooks.

Others Present: Mayor, David Jones; and Town Administrator, C. King Fitch. Attorney, Don Eaton; Treasurer, Wendy Picinich; and Clerk, Amy Taylor were not present.

The Council discussed the following items as part of their Retreat:

- Border Patrol
- Tree Ordinance
- Stormwater Regulations and Quality Issues

The Council postponed discussion of the following items to a later date:

- Smart Growth Analysis by Alan Lichter
- Trail Plan by the SJI Trails Committee
- Centennial Celebration

ADJOURNMENT – Hearing no objection, Mayor Jones adjourned the meeting at 12:10 p.m. The next regular meeting is scheduled for Thursday, May 15, 2008.

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These minutes were approved on May 15, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, May 15, 2008 – Town Council Chambers – Afternoon Session

Hearing no objection, Mayor Jones cancelled the afternoon session meeting due to lack of administrative business. The next regular meeting is scheduled for Thursday, May 15, 2008 at 5:30 p.m.

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These minutes were approved on June 5, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, May 15, 2008 – Town Council Chambers – Evening Session

CALL TO ORDER

The Town Council met in regular session with Mayor Jones presiding. Mayor Jones called the regular session to order at 5:30 p.m.

ROLL CALL

Council members: Lacher, Wolf, Balcomb-Bartok, Illg, and Brooks.

Others Present: Mayor, David Jones; Attorney, Don Eaton; Treasurer, Wendy Picinich; and Clerk, Amy Taylor. Town Administrator, C. King Fitch was not present.

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Mayor Jones conducted the flag salute.

ANNOUNCEMENTS/SCHEDULE CHANGES

At 5:31 p.m., Mayor Jones proclaimed May 17th through May 26, 2008 as Poppy Days in the Town of Friday Harbor and urged citizens to support their Veterans and the efforts of the American Legion Auxiliary.

ACTION AND DISCUSSION ITEMS

SJI Chamber of Commerce – Directional Signage

At 5:33 p.m., Mayor Jones introduced discussion of a request by the SJI Chamber of Commerce regarding directional signage. Nancy Hansen, on behalf of the Chamber, requested approval and financing from the Town to place four informational signs in the downtown core of Town; located on First, Argyle and Nichols Streets. The cost for the signs is approximately \$255.

Moved by Balcomb-Bartok, seconded by Lacher to approve the request by the SJI Chamber of Commerce for approximately \$255 to purchase four signs which will be placed in the downtown area of Friday Harbor. Motion passed unanimously.

Solar Bee Presentation

At 5:36 p.m., Mayor Jones introduced Joe Eilers, NW Regional Manager for Solar Bee, to make a presentation regarding aeration of the municipal drinking water supply. Mr. Eilers explained how Solar Bee technology can be adapted for use in the Town water storage tanks. Discussion and inquiry followed regarding the benefits of aerating the tanks and reduction of Trihalomethanes (THMs). The Council was favorable to Staff continuing to work with Solar Bee to develop a proposal. Mike Deegan, Water Department, spoke favorably to the Town piloting an aeration study to attempt to alleviate problems with organic matter and THMs. Mayor Jones and the Council thanked Mr. Eilers for his presentation.

Resolution No. 1642

At 6:16 p.m., Mayor Jones introduced draft Resolution No. 1642, authorizing the Mayor to execute Change Order No. 4 on the contract with McConnell Construction for the Wastewater Treatment Plant Reclaimed Water Improvement Project. Mayor Jones explained that said resolution has a deductive value of \$687.58. No discussion followed.

Moved by Wolf, seconded by Balcomb-Bartok, to adopt Resolution No 1642, as stated above. Motion passed unanimously.

Resolution No. 1643

At 6:17 p.m., Mayor Jones introduced draft Resolution No. 1643, authorizing the Mayor to execute a contract with JS & S Excavation, Inc. for construction of the Guard Street Improvement Project, Phase 4. JS & S Excavation, Inc. submitted the lowest responsive bid of \$1,210,849.89. Discussion followed regarding the expected construction schedule and concern for pedestrian safety and access.

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Moved by Wolf, seconded by Balcomb-Bartok, to adopt Resolution No. 1643 as stated above. Motion passed unanimously.

Ordinance No. 1361

At 6:21 p.m., Mayor Jones introduced draft Ordinance No. 1361, establishing a grant program for the use of funds generated from the "Affordable Housing For All Surcharge" authorized by RCW 36.22.178. Councilmember Brooks provided a historical reference of said funds. Discussion followed regarding to whom and how the funds will be distributed.

Moved by Brooks, seconded by Balcomb-Bartok, to adopt Ordinance No. 1361 as stated above. Motion passed unanimously.

Resolution No. 1644

At 6:27 p.m., Mayor Jones introduced discussion of draft Resolution No. 1644, authorizing the Mayor and Town Finance Officer to apply for a low-interest loan from the Public Works Trust Fund. Treasurer Picinich explained that the application is for a planning loan to complete the necessary documents for the Town's Transmission Water Line Project. No discussion followed.

Moved by Balcomb-Bartok, seconded by Wolf, to adopt Resolution No. 1644 as stated above. Motion passed unanimously.

Joint County and Town Sub-Committee

At 6:29 p.m., Mayor Jones introduced discussion of the joint County and Town Ferry Strategy Committee. Per the April 22, 2008 joint meeting, the Town and County Councils reached consensus to form a joint sub-committee to address sustainable funding for Washington State Ferries as the State continues to develop next years budget. The Council discussed their availability. Mayor Jones volunteered to participate on said sub-committee "in good faith on behalf of the Council". The sub-committee will be comprised of Mayor Jones and SJC Councilmembers Rosenfeld, Peterson and Ranker. No action was taken.

PAYMENT OF CLAIMS

Moved by Illg, second by Lacher to approve the payment of Claim Warrants Nos. 30896 through 30973 in the amount of \$138,016.60. Motion passed unanimously.

APPROVAL OF MINUTES

Moved by Brooks, seconded by Lacher, to approve the minutes of **May 1, 2008** as corrected. Motion passed 4-0 with Illg abstaining.

Moved by Wolf, seconded by Balcomb-Bartok, to approve the minutes of **May 10, 2008** as submitted. Motion passed unanimously.

NON-AGENDA ITEMS

Councilmember Lacher stated the SJC Affordable Housing Bank (HB) and others have expressed concerns regarding the delay of the Friday Harbor Urban Growth Area (FHUGA) Management Agreement. The HB is dismayed that after eleven months there is still no draft management

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agreement for consideration. On behalf of the HB, Councilmember Lacher urged Prosecuting Attorney Gaylord and Attorney Eaton to finish said draft post-haste.

Councilmember Lacher commented that she had spoken with Attorney Tony Vivenzio regarding Interest Based Bargaining (IBB); and that he was of the opinion that IBB is a "win-win" method of negotiating. Councilmember Lacher inquired if the Town should seek training in IBB. Mayor Jones stated that her comments were noted; however, he preferred that all discussion regarding upcoming labor negotiations be held in executive session.

Councilmember Brooks commented that she would like more information regarding Interest Based Bargaining. Mayor Jones stated that he preferred the Council not discuss upcoming labor negotiations during open session.

Councilmember Balcomb-Bartok requested that a portrait of Mayor David Jones and former-Mayor Gary Boothman be added to the Chambers to complete the photo gallery of Mayors. The SJ Historical Museum is currently searching for a portrait of H. H. Davis (1923).

Councilmember Balcomb-Bartok provided an update on the Lodging Tax Advisory Committee. The Committee has approved the application packet for 2009 funding, noting that there will be special consideration for events and promotion which encompass the Centennial Celebration; and that they are working to approve the rating criteria for grant requests.

Councilmember Balcomb-Bartok commented that SJC Councilmembers receive healthcare benefits and inquired if the Town Councilmembers are or were ever eligible for benefits through the Town. Treasurer Picinich answered that it is a matter of funding.

The Council discussed the draft joint letter to U.S. Senators Murray, Cantwell, and Representative Larsen, protesting the negative impacts of the on-going border spot checks at Anacortes Ferry Terminal by the Town and County Councils. The County Council forwarded the said letter on Tuesday, May 13, 2008. Of concern was the fact that for reasons unknown, the County Council neglected to make a motion to approve the letter before signing. Discussion followed regarding the wording and sentiment of the letter; and whether the Council should act independently from the SJC Council.

Moved by Lacher, seconded by Wolf to approve the joint letter by the Town and County Councils protesting negative impacts of the on-going border spot checks at the Anacortes Ferry Terminal that had been signed by County Councilmembers and make said letter available for signing by any Town Council members who wished to do so. Motion passed unanimously.

The letter was returned to the County Council for consideration.

Councilmember Illg commented on a letter received from the Department of Ecology selecting the Town of Friday Harbor Wastewater Treatment Plant for a 2007 Outstanding Wastewater Treatment Plant Award. Councilmember Illg stated that the Town should do something to recognize the Treatment Plant staff. Mayor Jones requested that Councilmember Illg work with Administrator Fitch regarding recognizing the staff. Discussion followed regarding the media the Town has received regarding recent stormwater issues.

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CITIZEN RESPONSE

There were no public access items forthcoming.

ADJOURNMENT – Hearing no further business and no objection, Mayor Jones adjourned the meeting at 7:10 p.m. The next regular meeting is scheduled for Thursday, June 5, 2008 at noon.

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These minutes were approved on June 5, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, June 5, 2008 – Town Council Chambers – Afternoon Session

CALL TO ORDER

The Town Council met in regular session with Mayor Jones presiding. Mayor Jones called the regular session to order at 12:00 p.m.

ROLL CALL

Council members: Lacher, Balcomb-Bartok, Illg, and Brooks.

Others Present: Mayor, David Jones; Treasurer, Wendy Picinich; and Clerk, Amy Taylor. Town Administrator, C. King Fitch; Attorney, Don Eaton and Councilmember Wolf were not present.

Mayor Jones conducted the flag salute.

EXCUSED ABSENCES

Mayor Jones asked the Council if they wished to excuse Councilmember Wolf. Council unanimously approved his absence.

PUBLIC ACCESS TIME

There were no public access items forthcoming.

ANNOUNCEMENTS/SCHEDULE CHANGES

Mayor Jones proclaimed June 5, 2008 as "Kelley Balcomb-Bartok Day" in recognition of Councilmember Balcomb-Bartok's service to the Town of Friday Harbor, and urged all our citizens to join in acknowledging the many accomplishments of Kelley Balcomb-Bartok.

ACTION AND DISCUSSION ITEMS

Traffic Analysis Impact – Potential Beaverton Valley Solid Waste Site

At 12:05 p.m., Mayor Jones introduced discussion of traffic impacts to Guard Street resulting from the proposed relocation of the SJC Solid Waste Facility/Public Works Facilities to the Kellsey South Property off of Beaverton Valley Road. Mike MacDonald, County resident, expressed concerns relating to traffic safety and congestion, especially on the length of roadway between Marguerite Place to the Foxhall Subdivision; and requested that the Town ask

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the County to conduct additional traffic analysis studies to discern safety issues and increased risk factors, including changes to visibility and increased truck traffic, and the impact they will have on cars, bicyclists and pedestrians on Guard Street. Discussion followed regarding said impacts and how the locations of the San Juan School Community Sport Fields Project, Homes for Islanders Affordable Housing Project; and San Juan Island Library potentially increase safety risks. Councilmember Illg requested that Mr. MacDonald forward his concerns and request in writing. Mayor Jones thanked Mr. MacDonald for appearing before the Council.

Ordinance No. 1362

At 12:22 p.m., Mayor Jones introduced discussion of draft Ordinance No. 1362, amending the 2002 Town of Friday Harbor Comprehensive Plan and Comprehensive Plan Land Use Map and repealing Ordinance No. 1336 in its entirety. Mike Bertrand, Land Use Administrator, explained that said draft encompasses the Planning Commission's recommendations which were adopted by the Council on May 1, 2008; that said ordinance will replace the Comprehensive Plan Land Use Map; and that said ordinance includes text revisions to Comprehensive Plan Table 6-1, Summary of Capital Facilities Improvements. Discussion followed.

Moved by Brooks, seconded by Balcomb-Bartok, to approve Ordinance No. 1362 as stated above. Motion passed 4-0 with Wolf absent.

Finding of Fact and Conclusions of Law – 622 Warbass Way

At 12:26 p.m., Mayor Jones introduced adoption of the draft Findings of Fact and Conclusions of Law for Shoreline Development Permit No. 86 (SEPA Checklist No. 264), regarding a request by XL,LLC – Harbor View Marina, pertaining to property located at 622 Warbass Way. Staff was directed to prepare Findings of Fact and Conclusions of Law for Council review and approval per the public hearings of May 1, 2008. No discussion followed.

Moved by Balcomb-Bartok, seconded by Lacher, to adopt the Finding of Fact as stated above. Motion passed 4-0 with Wolf absent.

Town Centennial Celebration

At 12:35 p.m., Mayor Jones introduced discussion of the Town "Birthday Party" event of February 9, 2009. The Council brainstormed ideas and general direction for the theme, size, location and other logistical considerations for the event. No action was taken.

PAYMENT OF CLAIMS AND PAYROLL

Moved by Balcomb-Bartok, second by Lacher to affirm the payment of Payroll Warrant Nos. 13008 through 13054 in the amount of \$214,096.70 and approve the payment of Claim Warrants Nos. 30977 through 31063 in the amount of \$597,369.22. Motion passed unanimously.

APPROVAL OF MINUTES

Moved by Lacher, seconded by Illg, to approve the minutes of **May 15, 2008 as submitted.** Motion passed unanimously.

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NON-AGENDA ITEMS

Councilmember Lacher expressed interest in attending the AWC Workshop in August 2008. Mayor Jones encouraged her to register for said conference.

Councilmember Balcomb-Bartok stated that he would be available on June 11, 2008 to attend the Lodging Tax Advisory Committee (LTAC) meeting and would consider postponing the date of his resignation until June 11, 2008. Council consensus for Councilmember Balcomb-Bartok to attend; however, there was some question as to whether he would attend as an audience member or committee member.

[Clerk's Note: It was later confirmed that Councilmember Balcomb-Bartok could not extend his resignation to June 11, 2008, therefore he had forfeited his seat on the LTAC and will attend as a non-voting member of the public.]

Mayor Jones and the Council discussed the appointment process to replace Councilmember Balcomb-Bartok who submitted his resignation effective June 5, 2008 following the adjournment of the evening Town Council meeting. The Town will solicit letters of interest until June 27, 2008; interview applicants by July 17, 2008; and anticipate appointing a candidate by August 7, 2008. Committee vacancies created by said resignation were noted. Councilmember Brooks thanked Councilmember Balcomb-Bartok for his participation on the LTAC and Town Council. The Council and Mayor concurred.

CITIZEN RESPONSE

There were no public access items forthcoming.

ADJOURNMENT – Hearing no further business and no objection, Mayor Jones requested a motion to adjourn. The next regular meeting is scheduled for Thursday, June 5, 2008 at 5:30 p.m.

Moved by Balcomb-Bartok, seconded by Brooks, to adjourn the meeting at 12:57 p.m. Motion passed 5-0 with Wolf absent.

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These minutes were approved on June 19, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, June 5, 2008 – Town Council Chambers – Evening Session

CALL TO ORDER

The Town Council met in regular session with Mayor Jones presiding. Mayor Jones called the regular session to order at 5:30 p.m.

ROLL CALL

Council members: Lacher, Balcomb-Bartok, Illig, and Brooks.

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Others Present: Mayor, David Jones; Town Administrator, C. King Fitch; Treasurer, Wendy Picinich; and Clerk, Amy Taylor. Attorney, Don Eaton and Councilmember Wolf were not present.

Mayor Jones conducted the flag salute.

EXCUSED ABSENCES

Councilmember Wolf's absence was unanimously excused by the Council at the afternoon meeting.

PUBLIC ACCESS TIME

Rob Low, Evergreen Subdivision resident and on behalf of the Evergreen Association, described the conditions of the streets in the Subdivision; requested that a Councilmember attend an Association meeting; and requested for various reasons that Nash Street be opened for vehicular use.

Doug Brow, Evergreen Subdivision resident, affirmed Mr. Low's statements.

Councilmember Balcomb-Bartok suggested that an Evergreen Subdivision resident apply for the soon-to-be vacant position on the Town Council; and requested that the issue of Nash Street be discussed during Non-Agenda time. The Council did not object.

ACTION AND DISCUSSION ITEMS

Resolution No. 1645

At 5:41 p.m., Mayor Jones introduced discussion of draft Resolution No. 1645, authorizing the Mayor to execute Change Order No. 1 on the contract with Strider Construction, Inc. for the Sewer Replacement Project – Phase 4. Administrator Fitch explained the particulars of said contract amendment. Inquiry followed regarding the project's available funding.

Moved by Brooks, seconded by Balcomb-Bartok, to approve Resolution No. 1645 as stated above. Motion passed 4-0 with Wolf absent.

Resolution No. 1646

At 5:45 p.m., Mayor Jones introduced draft Resolution No. 1646, authorizing the Mayor to execute a contract with the engineering firm of Gray & Osborne, Inc. to provide construction management services for the Guard Street Improvement Project – Phase 4. Administrator Fitch explained the particulars of said contract.

Moved by Brooks, seconded by Balcomb-Bartok, to adopt Resolution No. 1646, as stated above. Motion passed 4-0 with Wolf absent.

Resolution No. 1647

In conjunction with Resolution No. 1646, Mayor Jones introduced draft Resolution No. 1647, authorizing the Mayor to execute a contract with the engineering firm of Gray & Osborne, Inc. to provide construction management services for the water main installation associated with the Guard Street Improvement Project – Phase 4. Administrator Fitch explained that management services for the water main installation are not allowable expenditures of the Federal Highway

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Administration grant funding associated with this project; and therefore a separate contract was warranted. No discussion followed.

Moved by Brooks, seconded Balcomb-Bartok, to adopt Resolution No. 1647 as stated above. Motion passed 4-0 with Wolf absent.

Ferry Traffic Parking and Staging

At 5:48 p.m., Mayor Jones introduced discussion of a request to revise the parking and staging areas near the ferry terminal. Representatives from the ferries, taxis, bus, hotel and kayak tour companies were present. Councilmember Brooks explained the background and nature of the request; proposed an initial revision to the parking zones on East and Front Streets; and requested an open discussion to determine an alternative configuration to help alleviate the vehicular and pedestrian congestion and delays experienced with the current configuration during the unloading of the ferries during the peak sailings, especially in summer. Discussion followed regarding changing the various time limitations and zoning locations; enforcement; and having dual time zones. Per inquiry, Administrator Fitch explained the pertinent sections of Friday Harbor's Traffic Code. The final draft proposal for the area resulted in: relocated the Commercial Loading Zone to the northwest portion of Front Street; the standing and handicap for general public to the southwest portion of Front Street; keep thirty minute parking on the east side of Front Street; and relocate all commercially tourism related transit to designated areas on East Street. Mr. Bertrand noted enforcement issues for parking times less than 30 minutes.

Councilmember Balcomb-Bartok suggested that this model be effective between the hours of 9 a.m. until 1:00 p.m., and revert to thirty minute parking between the hours of 1:00 p.m. until 5:00 p.m.; with the exception of the Shuttle area and Commercial Loading Zone.

Councilmember Lacher expressed reluctance to adopt any proposal that didn't originate from the Town's traffic engineers.

Mayor Jones suggested that Councilmember Brooks coordinate with staff to develop a proposal for consideration. The Council concurred.

ADMINISTRATOR'S REPORT

At 6:21 p.m., Administrator Fitch presented the Town Council with an update of the following:

- Guard Street Improvement Project - Phase 4 – The preconstruction meeting for the project is scheduled for June 9, 2008. The construction schedule was reviewed and anticipated disruptions noted. The Council was advised to forward complaints and issues from the public directly to the Town Administrator for mitigation. The Council was reminded that per agreement the Contractor has the right to utilize the right-of-way during construction of the project.
- Sewer Replacement Project – The project has begun and construction update given on the activity currently taking place near Friday Avenue. Per inquiry, Administrator Fitch explained the process for opening the unopened right-of-way off Beach Court for pedestrian use.

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- Interest Based Bargaining (IBB) – Administrator Fitch attended an IBB training seminar and invited interested Councilmembers to schedule time with him for questions relating to IBB.
- AWC Stormwater Regulations Conference – Overview of the conference was given. Administrator Fitch requested that the Council schedule a special workshop to review the new regulations and “best practices” in the near future. Brief discussion followed regarding the new regulations being developed.
- Employee Stormwater Training – Public Works and Planning Staff will attend a Department of Ecology sponsored training seminar relating to stormwater in the fall.
- Stormwater Testing – Testing results for detergent tests have come back below the levels that Mr. Mike Kaill had previously detected. Town will continue to sample and test until a baseline is developed.
- Misty Todd Project, 151 West Street – Said project continues to be delayed as more petroleum contaminated soil has been discovered in the Front Street right-of-way while attempting to install utilities. Chevron will most likely be required to reclaim the entire area. Chevron has agreed to reimburse Ms. Todd for costs incurred.
- Public Works Trust Fund (PWTF) Loan – Town has applied for a PWTF loan for the Water Transmission Pipeline replacement planning.
- Public Facilities Finance Assistance Program (PFFAP) – Town will apply for PFFAP funding from the County for the Guard Street Improvement Project-Phase 4.
- Personnel – Treatment Plant – Joseph Cheney was injured on the job and has been assigned to light duty for 4-8 weeks. Town is hiring a seasonal/short-term employee to fulfill some of Mr. Cheney’s job responsibilities.
- Personnel – Fire Department – Fire Chief Long is undergoing surgery and is expected to be unavailable for several weeks while recuperating. Frank Chaffee, Training Officer, will be assigned Duty Officer during this time period. The budget will reflect up to \$1,400 per month in additional personnel costs during said time period.
- Friday Harbor Urban Growth Area (FHUGA) Management Agreement - The Prosecuting Attorney’s May 29, 2008 draft of the FHUGA Management Agreement has changed substantially from the version that the Planning Commission approved. Staff will meet on June 10, 2008 to review said revisions. The finalized draft will be forwarded to the Planning Commission for review. Councilmember Lacher expressed her disappointment with the timing of this phase of the process.
- Evergreen Subdivision – For the record per the previous comments of Mr. Low, it was clarified that Town does acknowledge that the streets in the Evergreen Subdivision were gifted to and accepted by the Town.

NON-AGENDA ITEMS

Councilmember Balcomb-Bartok expressed interest in reopening Nash Street. Discussion and inquiry followed.

Moved by Balcomb-Bartok, seconded Brooks, to direct Staff to reopen Nash Street to vehicular traffic. Motion passed 3-1 with Lacher opposed and Wolf absent.

Administrator Fitch requested that the evening’s executive session be expanded by 20 minutes to include “potential litigation”.

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Councilmember Illg requested a 10 minute recess to enjoy cake and coffee, in honor of Councilmember Balcomb-Bartok.

Councilmember Illg expressed her desire to have the Town re-institute an Employee Recognition Program.

Councilmember Illg noted that there is an open house on Monday, June 9, 2008 for the low impact development project on Argyle Avenue.

EXECUTIVE SESSION

At 7:18 p.m., Mayor Jones announced that the Council would be holding an executive session regarding labor negotiations in accordance with the provisions of RCW 42.30.110(G) and RCW 42.30.140(4); and potential litigation in accordance with the provisions of RCW 42.30.110(I) which will be estimated to last 15 minutes. Participants: Town Council, Mayor Jones, Administrator Fitch, Clerk Taylor, and Treasurer Picinich. The session ended at 7:52 p.m. for an actual session time of 34 minutes. No action was taken.

CITIZEN RESPONSE

There were no public access items forthcoming.

ADJOURNMENT – Hearing no further business and no objection, Mayor Jones requested a motion to adjourn. The next regular meeting is scheduled for Thursday, June 19, 2008 at 12:00 p.m.

Moved by Balcomb-Bartok, seconded by Illg, to adjourn the meeting at 7:56 p.m. Motion passed 4-0 with Wolf absent.

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These minutes were approved on June 19, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, June 19, 2008 – Town Council Chambers – Afternoon Session

CALL TO ORDER

The Town Council met in regular session with Mayor Pro-Tem Brooks presiding. Mayor Pro-Tem Brooks called the regular session to order at 12:00 p.m.

ROLL CALL

Council members: Lacher, Wolf, Illg, and Brooks.

Others Present: Town Administrator, C. King Fitch; Treasurer, Wendy Picinich; and Clerk, Amy Taylor. Mayor, David Jones and Attorney, Don Eaton were not present. Council Position No. 3 is vacant due to the resignation of Councilmember Balcomb-Bartok.

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

Council appointed Councilmember Brooks to act as Mayor Pro-Tem for the afternoon and evening meeting of June 19, 2008.

Mayor Pro-Tem Brooks conducted the flag salute.

PUBLIC ACCESS TIME

Debbie Pigman, Executive Director for the Chamber of Commerce, commented on the 2008 Fourth of July fireworks display; "adopt a tree-well" plantings by local business owners; placing of information/directional signage; and "shop local" campaign. The Council thanked Ms. Pigman.

ACTION AND DISCUSSION ITEMS

2007 Outstanding Wastewater Treatment Plant Award

At 12:06 p.m., Mayor Pro-Tem Brooks introduced Shawn Fitzpatrick and Kevin McKone, Department of Ecology (DOE) representatives, to present the 2007 "Outstanding Wastewater Treatment Plant" Award to the Wastewater Treatment Plant staff. Of approximately 300 plants statewide, the Town was 1 of 78 that achieved full compliance with its discharge permit in 2007. The Council presented Don Reitan, Leadman; Bill Crosby, Utility Worker I; Kevin Kirk, Lab Technician; Herb Mason, Utility Worker II; Matt Pranger, Utility Worker II; and Joe Cheney, Utility Worker I; with a special commendation for their extraordinary level of work.

Administrator Fitch noted that during the evening session, the Council will review the 2008 Water, Sewer and Stormwater Utility Rate Study; and that in order for the Town to continue to be good stewards to the environment, it is important for the Town to build adequate revenues to accomplish needed capital facilities projects. Mr. McKone commented that the Town's sewer recommendations were necessary and appropriate. Mayor Pro-Tem Brooks thanked Mr. Fitzpatrick and Mr. McKone.

Employee Recognition

At 12:17 p.m., an Employee Recognition Ceremony was held to recognize Steven Dubail, Systems Administrator and former Town Clerk, for his 20 years of service to the Town of Friday Harbor. Mayor Pro-Tem Brooks presented a certificate and letter of appreciation to Mr. Dubail.

Fire Engine No. 6

At 12:19 p.m., Mayor Pro-Tem Brooks introduced discussion of the status of Fire Engine No. 6. Fire Chief Vern Long explained that Engine No. 6 is out of service due to a failed pump; that the Friday Harbor Fire Department is borrowing a pump truck from the Orcas Island Fire Department; and that he will be requesting bids for a new pump truck. Per inquiry from Mayor Pro-Tem Brooks, Chief Long explained that he estimated \$500,000 for a new pump truck; safety regulations; and factors and options for dealing with Engine No. 6. The Council thanked Chief Long for the update. No action was taken.

Resolution No. 1648

At 12:25 p.m., Mayor Pro-tem Brooks opened discussion of draft Resolution No. 1648, authorizing conditional private use of a portion of Front Street by the Rotary Club of San Juan Island. Jack McKenna, current Rotary Club President, introduced President-elect John Kalbert and explained the particulars of the 2008 "Rock the Dock" event. Discussion followed regarding alcohol consumption. The Council thanked Mr. McKenna and Mr. Kalbert.

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

Moved by Lacher, seconded by Wolf, to adopt Resolution No. 1648 as stated above. Motion passed 4-0.

Resolution No. 1649

At 12:40 p.m., Mayor Pro-Tem Brooks introduced draft Resolution No. 1649, authorizing the Mayor to award grant funding generated from the "Affordable Housing For All Surcharge. Administrator Fitch explained the particulars of said resolution. Discussion followed regarding function of the "revolving internal loan fund" and affordable housing.

Moved by Illg, seconded by Wolf, to adopt Resolution No. 1649 as stated above. Motion passed 4-0.

Employee Recognition and Appreciation Program

At 12:43 p.m., Mayor Pro-Tem Brooks introduced discussion of the re-establishment of an Employee Recognition and Appreciation Program. Clerk Taylor offered to coordinate a program for staff that has been in the employ of Town for 5, 10, 15, 20 or more years. **Council consensus to re-establish an employee recognition program for staff with employment longevity.**

ADMINISTRATOR'S REPORT

At 12:49 p.m., Administrator Fitch presented the Town Council with an update of the following:

- Trout Lake Dam – Town received a safety compliance letter from DOE stating that the Town should begin additional structural analysis of the dam.
- Front Street Right-of-Way (ROW) Reclamation – Town received a letter from DOE stating that they will conduct a site assessment of the ROW because additional petroleum products have been detected since the initial reclamation. Town will most likely be directed to reclaim the area again.
- Washington State Ferries (WSF) – Town received a letter from WSF that lists the upcoming public meetings in June for ferry communities regarding sustainable ferry funding.
- 6-Year Transportation Improvement Plan (TIP) – Administrator Fitch asked the Council to begin thinking about priorities for the 2009-2014. The Public Hearing for the TIP will be July 17, 2008.
- Fireworks Ban – Administrator Fitch inquired if the Council had an interest to pass an ordinance to ban the use of fireworks. The Council requested an ordinance for consideration.
- Friday Harbor Urban Growth Area (FHUGA) Management Agreement – The County made substantive changes to the FHUGA Management Agreement (Section 7-5); therefore it needs to be reviewed by the Planning Commission (PC). The Agreement will go before the PC on June 26, 2008; Town Council on July 3, 2008; and public hearing by the County Council on July 8, 2008. Town has received a letter of intent to request annexation for the Buck Property affordable housing project. Discussion followed regarding the process for annexation.
- PC Member Reappointment – Sally Thomsen and Gina Creone requested reappointment to the PC. The Council will consider and confirm their appointment on July 3, 2008.

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

- Martin Street ROW– Eco-blocks fell away from the wall on the embankment of the unopened ROW. The Sandpiper Condominiums, owner, will need to fix the wall. Town will coordinate with the owner as the Sewer Replacement Project moves through Martin Street. Discussion followed regarding the unopened Beach Court ROW.
- Preliminary Design for Town Hall – The preliminary designs that were provided by the Land Use Administrator are ready to be turned over to an architect if the Council wants to consider moving forward with an expansion. David Kinderfather offered his services to design conceptual drawings for the 3000 square foot expansion. Services are expected to cost approximately \$13,500. Discussion followed.
- Thank You Letter – A thank you note from an Evergreen Subdivision resident regarding the placement of a street sign was read into the record.
- Trihalomethane Levels (THM) – The second quarter THM level is 82.9 ug/L and 12-month average is 83.25 ug/L.
- Centennial Fair Booth – Kevin and Ann Petersen requested \$6,000 for the Centennial Fair Booth. **Council consensus to approve the expenditure.**
- Town Pump Station – Three pump stations are operational for the sewer replacement project.
- Gasoline Theft – Someone stole the gasoline out of the vehicles at the Town Shop. The Sheriff's Department affirmed that this is becoming more common. Town may need to consider installing a surveillance system if there are future incidents.
- Stormwater Outfall – Town continues to monitor the stormwater outfall on a weekly basis for detergents. To date, Town is still unable to replicate the measurements taken by Mike Kaill at the Spring Street Aquarium.
- Park Department – The Park Department is requesting a seasonal part-time employee to help maintain the Town landscaping. Administrator Fitch noted that Town is receiving complaints regarding noxious weeds. **Council consensus to hire a part-time employee.**

PAYMENT OF CLAIMS AND PAYROLL

Moved by Wolf, second by Illg to approve the payment of Claim Warrants Nos. 31065 through 31136 in the amount of \$278,373.62. Motion passed unanimously.

APPROVAL OF MINUTES

Moved by Lacher, seconded by Illg, to approve the minutes of **June 5, 2008 as submitted.** Wolf abstained.

NON-AGENDA ITEMS

Councilmember Lacher noted that the draft Environmental Impact Study for the County Solid Waste Transfer Station will be available for review on July 28, 2008 for 45 day comment period.

Councilmember Lacher reported that she received more complaints regarding the behavior of Mr. Don Galt, Sr. relating to the Friday Harbor Sport Fields Project. After a meeting of the parties involved, it was suggested that public access to the site be prohibited during construction hours.

Councilmember Illg inquired about the status of the traffic proposal for East and Front Street. The topic was added for the evening agenda.

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

CITIZEN RESPONSE

There were no items forthcoming.

ADJOURNMENT – Hearing no further business and no objection, Mayor Pro-Tem Brooks requested a motion to adjourn. The next regular meeting is scheduled for Thursday, June 19, 2008 at 5:30 p.m.

Moved by Illg, seconded by Wolf, to adjourn the meeting at 1:46 p.m. Motion passed unanimously.

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These minutes were approved on July 3, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, June 19, 2008 – Town Council Chambers – Evening Session

CALL TO ORDER

The Town Council met in regular session with Mayor Pro-Tem Brooks presiding. Mayor Pro-Tem Brooks called the regular session to order at 5:30 p.m.

ROLL CALL

Council members: Lacher, Wolf, Illg, and Brooks.

Others Present: Town Administrator, C. King Fitch; Treasurer, Wendy Picinich; Attorney, Don Eaton and Clerk, Amy Taylor. Mayor, David Jones was not present. Council Position No. 3 is vacant due to the resignation of Councilmember Balcomb-Bartok.

Mayor Pro-Tem Brooks conducted the flag salute.

PUBLIC ACCESS TIME

There were no public access items forthcoming.

PUBLIC HEARINGS/MEETINGS/WORK SESSIONS

Conditional Use Permit Application No. 64

At 5:33 p.m., Mayor Pro-Tem Brooks opened the public hearing to consider Conditional Use Permit Application No. 64; a request by Chinmaya and Beth Spadafora to designate an existing wall owned by Friday's Historic Inn II, LLC which fronts on Blair Avenue [Tax Parcel No. 351491027], as a public art mural; and to install mosaic tile panels created by the public located on said wall.

Mayor Pro-Tem Brooks asked if any Councilmember wished to excuse themselves from participating. Council answered in the negative. There was no response to Mayor Pro-Tem Brooks' inquiry if anyone objected to her or any Councilmember's participation in the public hearing process. Council responded in the negative to Mayor Pro-Tem Brooks' inquiry regarding personal interest in the properties or issue. Council responded in the affirmative to Mayor Pro-Tem Brooks' inquiry regarding personal gain or loss of financial benefit; and communication

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with opponents or proponents regarding said permit. Council disclosed that they were present during the initial presentation of the proposal before the CUP application was submitted. Council answered in the affirmative regarding hearing and considering the matter in a fair and objective manner.

Mayor Pro-Tem Brooks asked Land Use Administrator, Mike Bertrand to present the staff report. Mr. Bertrand described the background of the application, staff evaluation and recommendation, and applicable permitting process. Mr. Bertrand concluded that the application the will meet the requirements, along with the conditions as listed in the staff report dated June 10, 2008, for granting said permit as regulated by Chapters 14 and 17 of the Friday Harbor Municipal Code.

Mayor Pro-Tem Brooks asked the proponents if they would like to comment. Beth Spadafora submitted Exhibit A, project description, into the record; and provided a brief overview.

At 5:42 p.m., Mayor Pro-Tem Brooks opened the public hearing to audience comments.

Trudy Lehn, Blair Avenue resident, inquired if the project would be funded using public funds. Ms. Spadafora answered that the project will be funded through private donations.

Mr. Bertrand added that the project will be reviewed by the Historic Preservation Review Board.

Noel Monin, Carter Avenue resident, congratulated Ms. Spadafora for taking the initiative on the project.

Mayor Pro-Tem Brooks asked if Attorney Eaton or Staff wished to make additional comments. None were forthcoming. Mayor Pro-Tem Brooks opened the hearing to Council questions.

Councilmember Illg inquired if certain aspects of the project, such as having name tiles for donors, constituted advertising or signage. Discussion followed. Mr. Eaton and Administrator Fitch answered in the negative.

Mayor Pro-Tem Brooks asked for additional audience comments. Hearing none, Mayor Pro-Tem Brooks closed the public input portion of the hearing at 5:48 p.m., reserving the right to reopen if needed, and opened Council deliberations. Councilmembers took turns expressing their views of the application.

Moved by Lacher, by seconded Wolf, to adopt the staff report dated June 10, 2008; approve Conditional Use Permit No. 64, a request to designate an existing wall owned by Friday's Historic Inn II, LLC, which fronts on Blair Avenue, for a public art mural; and direct staff to prepare Facts and Findings and Conclusions of Law. Motion passed 4-0.

ACTION AND DISCUSSION ITEMS

Presentation by SJ Community Home Trust

At 5:52 p.m., Mayor Pro-Tem Brooks opened discussion of the Buck Property Affordable Housing Project. Nancy DeVaux, Executive Director for the SJ Community Home Trust, distributed and explained a memo addressing the preliminary sequencing of the proposed development of the Buck Property. Discussion and inquiry followed regarding the timeline for

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

the project, low impact development, zoning, and preliminary process for parcel annexation. No action was taken.

Resolution No. 1650

At 6:29 p.m., Mayor Pro-Tem Brooks introduced draft Resolution No. 1650, authorizing the Mayor to execute an agreement with SCS Engineers for 2008 groundwater monitoring program services at the Friday Harbor Landfill. Administrator Fitch explained the particulars of said resolution. Discussion and inquiry followed.

**Moved by Wolf, seconded by Lacher to adopt Resolution No. 1650, as stated above.
Motion passed 4-0.**

Resolution No. 1651

At 6:34, Mayor Pro-Tem Brooks introduced draft Resolution No. 1651, authorizing the Mayor to execute Change Order No. 2 on the contract with Strider Construction, Inc. for the Sewer Replacement Project. Administrator Fitch explained the particulars of said resolution. Discussion and inquiry followed.

**Moved by Illg, seconded by Wolf to adopt Resolution No. 1651 as stated above.
Motion passed 4-0.**

Utility Rate Study

At 6:37 p.m., Mayor Pro-Tem Brooks introduced discussion of the 2008 Water, Sewer and Stormwater Utility Rate Study. Administrator Fitch gave a brief overview of the final report. Discussion and inquiry followed regarding the proposed rates and capital facility projects. The Council requested that additional work sessions be scheduled prior to the adoption of the study. No action was taken.

NON-AGENDA ITEMS

Councilmember Illg provided an update on the recent discussions regarding the parking lot proposal and requested that the Council take action to approve the request of Dan Ward to make improvements to the proposed site. Mr. Ward explained his proposal to undertake the effort and risk of preparing and operating a parking facility at the former Browne Lumber site from July 3, 2008 to October 15, 2008, on the condition that the Town provides assistance in the form of time and materials to assist in improving the site. Discussion and inquiry followed. The Council requested that an agreement be brought forth for consideration at the next meeting. No action was taken.

Councilmember Brooks provided an update on the recent discussions regarding parking on Front and East Streets; provided a revised parking diagram; and requested that the Council take action to approve the proposed revisions. Mr. Ward expressed reservations about the proposal. Councilmember Lacher stated that she did not approve of the Council designing the proposal. Discussion followed. No action was taken.

CITIZEN RESPONSE

Bob Low, Spruce Street resident, commented on the newest utility user rates.

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ADJOURNMENT – Hearing no further business and no objection, Mayor Pro-Tem Brooks requested a motion to adjourn. The next regular meeting is scheduled for Thursday, July 3, 2008 at 12:00 p.m.

Moved by Wolf, seconded by Lacher, to adjourn the meeting at 8:10 p.m. Motion passed unanimously.

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These minutes were approved on July 3, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, July 3, 2008 – Town Council Chambers – Afternoon Session

CALL TO ORDER

The Town Council met in regular session with Mayor Jones presiding. Mayor Jones called the regular session to order at 12:00 p.m.

ROLL CALL

Council members: Lacher, Wolf, Illig, and Brooks.

Others Present: Mayor, David Jones; Town Administrator, C. King Fitch; Treasurer, Wendy Picinich; and Clerk, Amy Taylor. Attorney, Don Eaton was not present and Council Position No. 3 is vacant.

Mayor Jones conducted the flag salute.

PUBLIC ACCESS TIME

Kathleen Zuidema, Nash Street resident, requested that the Council rescind their decision to reopen Nash Street. Ms. Zuidema stated concerns regarding speed, traffic and increased dust.

Vick Woodward, Nash Street resident, also requested that the Council rescind their decision to reopen Nash Street. Mr. Woodward echoed Ms. Zuidema's concerns and added that the street was not wide enough for both vehicles and foot traffic.

David Eden, speaking on behalf of his elderly mother who is a Nash Street resident, requested that the Town address said safety issues concerning Nash Street and suggested that Town consider making the street one-way as a way to mitigate some of the traffic issues.

Dan Rice, Classic Cab Company, thanked Councilmember Brooks for her work on the parking proposal on Front and East Streets; expressed disappointed that the Council did not approve said proposal; and noted that he has been discussing with other taxi companies the possibility of registering as "commercial vehicles".

DEPARTMENTAL REPORTS

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

Emergency Management

At 12:05 p.m., Emergency Management Assistant Director, Dave Halloran, reported on the recent and upcoming items that the SJC Department of Emergency Management (DEM) has been engaging. Included is the cooperative agreement with the Incident Management Team for disaster response and development of a web hosted database for "mass" public alert purposes. Discussion and inquiry followed.

ACTION AND DISCUSSION ITEMS

Centennial Celebration Update

At 12:12 p.m., Alisa Schoultz, Centennial Celebration Coordinator, provided a year-to-date update on the Centennial Celebration; including the calendar, sanctioned events, budget, and kick-off at the County Fair.

DEPARTMENTAL REPORTS (cont.)

Historic Preservation

At 12:17 p.m., Historic Preservation Coordinator, Sandy Strehlou, distributed and summarized a quarterly report dated July 3, 2008. The report provided a brief summary of information regarding the Historic Preservation Review Board (HPRB) priorities and accomplishments; May 2008 Preservation Month; Historic Preservation website; 2008 Centennial Celebration; HPRB Candidates; and year-to-date design reviews. No discussion followed.

System Administration

At 12:26 p.m., System Administrator, Steven Dubail, distributed a quarterly staff report. Mr. Dubail reported on the May 2008 field trip to the Trout Lake Reservoir; system administration for the **Wastewater Treatment Plant** and Town Hall; current rotation of equipment; website updates; and traffic counts. Inquiry followed.

Fire Department

At 12:31 p.m., Fire Chief, Vern Long, reported that the Fire Department has eight new volunteers in recruit class, raising the total roster to 41; the Department received 58 total fire calls year-to-date; Centennial Celebration events; July schedule for the showing of the 1923 Cadillac; update on the maintenance of the Fire boat and Engine No. 6; and testimony regarding the proposed firework ban. Discussion and inquiry followed regarding wild land fire training.

Utilities

At 12:43 p.m., Utilities Superintendent, Mike Wilks, provided an update regarding the **Wastewater Treatment Plant Reclaimed Water Project and Sewer Line Replacement Project**; and meeting, training and construction schedules for staff and other budgeted projects; and the "Touch a Truck Day" sponsored by Island Rec. Discussion and inquiry followed regarding water conservation.

Community Development

At 12:51 p.m., Land Use Administrator, Mike Bertrand, reported on Planning Commission nominations; schedule for upcoming public hearings by both the Planning Commission and Town Council; and that year-to-date Town has received 33 building permits with a total valuation of \$3,393,314. No discussion followed.

ACTION AND DISCUSSION ITEMS (cont.)

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

Planning Commission

Mr. Bertrand noted the Planning Commission nominations during his departmental report. Mayor Jones stated that Gina Creone and Sally (Kerr) Thomsen have requested reappointment to the Planning Commission; and that he intended to fill the vacancy created by the resignation of Claudia Cross with one of the non-select Town Council applicants. No discussion followed.

Moved by Ilig, seconded by Lacher, to confirm the reappointment of Sally Thomsen and Gina Creone to the Planning Commission. Motion passed 4-0.

Historic Preservation Review Board

Ms. Strehlou noted the Historic Preservation Review Board nominations during her departmental report.

Moved by Brooks, seconded by Wolf, to confirm the reappointment of Mary Jane Anderson and appointment of Matt Schildneck to the Historic Preservation Review Board.

Resolution No. 1652

At 12:56 p.m., Mayor Jones introduced discussion of draft Resolution No. 1652, authorizing the Mayor to accept a proposal from, and execute a purchase agreement with, Vander Yacht Propane to provide propane fuel to the Town of Friday Harbor from August 1, 2008 through July 31, 2009. Administrator Fitch explained the particulars of said resolution. No discussion followed.

Moved by Lacher, seconded by Wolf, to adopt Resolution No. 1652, as stated above. Motion passed 4-0.

Resolution No. 1653

At 12:57 p.m., Mayor Jones introduced draft Resolution No. 1653, authorizing the Mayor to accept a proposal from, and execute a purchase agreement with, Petro San Juan to provide motor fuels to the Town of Friday Harbor from August 1, 2008 through July 31, 2009. Administrator Fitch explained that on an annual basis, the Town bids separately for different motor fuels, including bio-diesel; and that Petro San Juan was the only fueling company to submit a proposal. Administrator Fitch noted that the Town will continue to purchase bio-diesel from Island Petroleum Products for the street sweeper and refuse truck. Discussion and inquiry followed regarding the use of bio-diesel fuel in Town owned vehicles and equipment.

Moved by Lacher, seconded by Brooks, to adopt Resolution No. 1653 as stated above. Motion passed 4-0.

Resolution No. 1654

At 12:59 p.m., Mayor Jones introduced draft Resolution No. 1654, accepting the bills of sale from Baltic Avenue Properties, LLC for certain improvements to the Town water, sewer, and stormwater systems. Administrator Fitch explained the particulars of said Resolution. Discussion followed regarding stormwater specifications for the development.

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Moved by Wolf, seconded by Illg, to adopt Resolution No. 1654 as stated above. Motion passed 4-0.

Resolution No. 1655

At 1:01 p.m., Mayor Jones introduced draft Resolution No. 1655, authorizing the Mayor to execute Change Order No. 1 on the contract with JS & S Excavation, Inc. for construction of the Guard Street Improvement Project, Phase 4. Administrator Fitch explained the particulars of said resolution. No discussion followed.

Moved by Brooks, seconded by Illg, to adopt Resolution No. 1655, as stated above. Motion passed 4-0.

ADMINISTRATOR'S REPORT

At 1:04 p.m., Administrator Fitch presented the Town Council with an update of the following:

- Sales Tax – Current and past figures for sales tax were provided. Year-to-date sales tax is lower than 2007 figures. Treasurer Picinich explained how the new streamline sales tax law will affect the County and Town.
- Fire Department catch basin insert – The Fire Department purchased a stormwater catch basin insert for the washing of the fire trucks to prevent detergent from entering the storm water system.
- Detergent monitoring – Town detected a detergent spike on the June 19th. Town monitors for detergents in the stormwater every Thursday. Discussion followed.
- Homes for Islanders (HFI) Board position – HFI local by-laws call for a Town represented position. Discussion followed regarding conflicts of interest.
- Six (6) Year Transportation Improvement Plan (6YTIP) – The public hearing for the 6YTIP is scheduled for July 17, 2008. Priorities for the 6YTIP were discussed. Council consensus to add Grover Street to the priority list and lower the priority of Argyle / Spring Street intersection. Priorities will be discussed during the public hearing.
- Carter and Larson Street Intersection – Placement of a three (3) way stop at the intersection at Carter and Larson Street intersection was discussed. Administrator Fitch explained that the traffic volume may not warrant the three way stop, but an additional accident took place recently at this intersection. Discussion followed. **Moved by Wolf, seconded by Lacher to install a three way stop at the intersection of Carter and Larson Street.**
- Mullis Community Senior Center – The Senior Center has requested that the Town participate in the annual maintenance of their emergency generator. **Council consensus to direct staff to prepare a resolution for the annual maintenance of said generator for Council consideration.**
- Association of Washington Cities Risk Management Operations Committee (AWC-RMOC) – Administrator Fitch was selected to participate on the AWC-RMOC. The first meeting of the Committee is scheduled on September 4, 2008.
- Internal Revenue Service (IRS) Mileage Reimbursement Table – IRS has increased the mileage reimbursement from \$0.505 to \$0.585. Discussion followed. **Council consensus to direct staff to prepare a resolution to henceforth set the Town's mileage reimbursement allowance at that of the IRS.**
- Future Agenda items - A letter was received by Mary Nash, Front Street business owner, stating opposition to the proposed revisions to the traffic and parking layout on Front

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

Street; and concerns that said item was not listed on any agenda. Administrator Fitch noted that from now on, "non-agenda items" will be listed as "future agenda items" in order to provide full transparency of government.

PAYMENT OF CLAIMS AND PAYROLL

Moved by Lacher second by Wolf to approve the payment of Payroll Warrant Nos. 12960 along with 13055 through 13144 in the amount of \$218,769.74; and Claim Warrants Nos. 31140 through 31190 in the amount of \$364,458.51. **Motion passed 4-0.**

APPROVAL OF MINUTES

Moved by Lacher, seconded by Brooks, to approve the minutes of **June 19, 2008 as corrected. Motion passed 4-0.**

FUTURE AND NON-AGENDA ITEMS

Mayor Jones commented on "future agenda items" and transparency of government.

Mayor Jones stated that the applicants for the vacant Council position will be invited to attend the July 17, 2008 Town Council meeting for interviewing purposes.

Councilmember Illg inquired if the Town would like to discuss a tree policy for Town owned properties.

CITIZEN RESPONSE

Noel Monin, Carter Avenue resident, commented that the Town should consider a policy amendment to allow the Town Fire Department volunteers to join other Fire Districts in order to receive cross-training for wild land fires.

Dan Zaehring, Council position applicant, clarified that the display ad which was posted with the newspaper for the vacant Council position requested both a cover letter and resume.

ADJOURNMENT – Hearing no further business and no objection, Mayor Jones requested a motion to adjourn. The next regular meeting is scheduled for Thursday, July 3, 2008 at 5:30 p.m.

Moved by Brooks, seconded by Lacher, to adjourn the meeting at 1:42 p.m. Motion passed unanimously.

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These minutes were approved on July 17, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, July 3, 2008 – Town Council Chambers – Evening Session

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

CALL TO ORDER

The Town Council met in regular session with Mayor Jones presiding. Mayor Jones called the regular session to order at 5:30 p.m.

ROLL CALL

Council members: Lacher, Wolf, Balcomb-Bartok and Brooks.

Others Present: Mayor, David Jones; Town Administrator, C. King Fitch; Attorney, Don Eaton; Treasurer, Wendy Picinich; and Clerk, Amy Taylor. Councilmember Illg was not present.

Mayor Jones conducted the flag salute.

EXCUSED ABSENCES

Mayor Jones asked the Council if they wished to excuse Councilmember Illg. Council unanimously approved her absence.

ANNOUNCEMENTS/SCHEDULE CHANGES

The posted agenda was revised.

PUBLIC ACCESS TIME

Mayor Jones requested that the audience members whom wished to speak regarding the proposed ordinance to ban the use of personal fireworks, to hold their comments until the appointed time.

There were no other public access items forthcoming.

ACTION AND DISCUSSION ITEMS

Presentation – Request for Parking – Churchill Square

At 5:35 p.m., Mayor Jones invited Sandy Montana, owner of Mosquito Fleet Mercantile, to make a presentation regarding a revised proposal for parking on Harrison Street in front of Churchill Square. Ms. Montana recapped her proposal from April 3, 2008. The proposal included the monitoring of one parking space by WSF workers and shop owners for safety and traffic congestion; in addition to the ability of ferry workers to prohibit parking at their discretion. Administrator Fitch provided information regarding the roadway striping of the area. Mike Atkin, WSF agent, sympathized with the tenants of Churchill Square for their parking situation, but adamantly opposed the proposal stating safety and traffic congestion concerns. Discussion followed regarding the proposal.

Moved by Wolf, seconded by Lacher, to uphold staff's recommendation for no parking in front of the Churchill Square building on Harrison Avenue. Motion passed 3-0.

Ordinance No. 1363

At 5:46, Mayor Jones introduced draft Ordinance No. 1363, banning all fireworks without a permit and repealing Ordinance No. 907 in its entirety. Attorney Eaton explained the differences between said draft and the ordinance which the County had recently passed. Mayor Jones accepted limited public comment. Heather Hankins and Noel Morin expressed opposition to the ban. Howard Rosenfeld spoke for the ban. Attorney Eaton discussed process for public access and public hearings. Sharon Kivisto, reporter, inquired why the issue was not being

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decided at a public hearing in order to give the public an opportunity to weigh in on the subject. Discussion followed regarding the effective date of the ordinance.

Moved by Lacher, seconded by Brooks, to adopt Ordinance No. 1363, as stated above, with the revised effective date of July 3, 2009. Motion passed 2-1 with Wolf opposed.

Finding of Fact and Conclusions of Law – Public Art Mural

At 6:23 p.m., Mayor Jones introduced adoption of the draft Findings of Fact and Conclusions of Law for Conditional Use Permit No. 64, regarding a request by Chinmayo and Beth Spadafora designating an existing wall owned by Friday's Historical Inn II, LLC, which fronts on Blair Avenue as a public art mural. Staff was directed to prepare Findings of Fact and Conclusions of Law for Council review and approval per the public hearings of June 5, 2008. No discussion followed.

Moved by Lacher, seconded by Brooks, to adopt the Finding of Fact as stated above. Motion passed 3-0.

Resolution No. 1656

At 6:26 p.m., Mayor Jones introduced draft Resolution No. 1656, authorizing the Mayor sign the Unincorporated Urban Growth Area Management Agreement between the Town of Friday Harbor and San Juan County. Mr. Bertrand explained that the Planning Commission approved the document with the recommendation that additional verbiage be added to Section 7. Discussion and inquiry followed regarding the reasoning behind the Planning Commission's recommendation.

Moved by Wolf, seconded by Lacher to adopt Resolution No. 1656 as stated above and revise the Unincorporated Management Agreement as recommended by the Planning Commission. Motion passed 3-0.

Resolution No. 1657

Draft Resolution No. 1657, authoring the Mayor to execute an agreement with Dan Ward to administer a pilot parking lot program; was removed from the agenda.

Water, Sewer and Stormwater Utility Rate Study

Discussion of said Study was postponed until all Councilmembers could be present.

Resolution No. 1658

At 6:32 p.m., Mayor Jones introduced draft Resolution No. 1658, authorizing an increase in the mileage allowance for the use of privately owned vehicles for Town business by Town employees and officers in the exercise of their duties and the course of their employment. No discussion followed.

Moved by Brooks, seconded by Wolf, to adopt Resolution No. 1658 as stated above. Motion passed 3-0.

FUTURE AND NON-AGENDA ITEMS

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

Administrator Fitch and the Council discussed preliminary priorities for the Six year Transportation Improvement Plan. Administrator Fitch will prepare a draft document for the July 17, 2008 public hearing.

Administrator Fitch stated that the 2008 budget amendments are available for review.

Councilmember Brooks provided a brief update regarding the Lodging Tax Advisory Committee.

Councilmember Brooks requested that the Centennial Birthday Party be added to future agendas. Councilmember Lacher suggested that an ad-hoc committee be appointed. No action was taken.

Councilmember Brooks requested that the issue of providing a designated space for taxi parking be added to the agenda.

Council consensus to add the issue of Nash Street to a future agenda.

CITIZEN RESPONSE

There were no public access items forthcoming.

ADJOURNMENT – Hearing no further business and no objection, Mayor Jones requested a motion to adjourn. The next regular meeting is scheduled for Thursday, July 17, 2008 at 12:00 p.m.

Moved by Wolf, seconded by Lacher, to adjourn the meeting at 7:01 p.m. Motion passed unanimously.

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These minutes were approved on July 17, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, July 17, 2008 – Town Council Chambers – Afternoon Session

CALL TO ORDER

The Town Council met in regular session with Mayor Jones presiding. Mayor Jones called the regular session to order at 12:00 p.m.

ROLL CALL

Council members: Lacher, Illg, and Brooks.

Others Present: Mayor, David Jones; Town Administrator, C. King Fitch; Treasurer, Wendy Picinich; and Clerk, Amy Taylor. Attorney, Don Eaton and Councilmember Wolf were not present. Council Position No. 3 is vacant.

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

Mayor Jones conducted the flag salute.

EXCUSED ABSENCES

Mayor Jones asked the Council if they wished to excuse Councilmember Chris Wolf. Council unanimously approved his absence.

PUBLIC ACCESS TIME

Barbara Cox, Nash Street property owner, read a letter into the record. The letter petitioned the Council that "Nash Street remain a fire lane, closed unless the Town renders it a proper street with adequate safety precautions to protect children, the elderly and all pedestrians in close proximity to the unfinished road."

Chris Carli, Nash Street resident, stated concerns regarding safety of pedestrians and the physical condition of the street.

Kathleen Zuidema, Nash Street resident, commented on the physical condition of Nash Street.

ACTION AND DISCUSSION ITEMS

Town Council (Vacant) Position No. 3

At 12:06 p.m., Mayor Jones welcomed the applicants for vacant Town Council Position No. 3 to the meeting. The applicants for said position are as follows: Anna Maria de Freitas, Dan Zaehring, Robert Low, Noel Monin, and Vincent Vela. (Mr. Vela did not attend the afternoon meeting.) The candidates explained to the Town Council why they wished to be appointed to the vacant Council position. Mayor Jones explained that an applicant will be selected and take oath of office for the vacant position on August 7, 2008 during the afternoon session. Administrator Fitch requested that a discussion take place at said meeting in order to disclose potential conflicts of interests the newly appointed official may have in regard to the quasi-judicial hearing scheduled for that evening's session. Mayor Jones and the Council thanked the applicants. No action was taken.

PUBLIC HEARINGS/MEETINGS/WORK SESSIONS

2008 Town Budget Amendments

At 12:21 p.m., Mayor Jones opened the public hearing on the amendments to the 2008 Town Budget. No public input was forthcoming. Administrator Fitch gave an explanation of said amendments and year-to-date balance which were listed as "Attachment A" to draft Ordinance No. 1364.

At 12:23 p.m., Mayor Jones inquired if any public input was forthcoming; seeing none, Mayor Jones closed the public hearing on amendments to the 2008 Budget.

Ordinance No. 1364 – Adopting 2008 Town Budget Amendments

Moved by Lacher, seconded by Brooks, to adopt Ordinance No. 1364, adopting 2008 Town Budget amendments. Motion passed 3-0.

ACTION AND DISCUSSION ITEMS (cont.)

Utility Rate Study

At 12:25 p.m., Mayor Jones introduced discussion of the 2008 Water, Sewer and Stormwater Utility Rate Study. Councilmember Illig inquired if the Town has considered expanding the "customer base" to account for costs of infrastructure. Discussion followed. Administrator Fitch

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

explained that the purpose of the study was to develop and adopt an "explainable, equitable and defensible" rate structure; and that this study was only an analysis of existing projects and directly representative of past Council discussions and actions. Administrator Fitch recommended adoption of the study. **Council consensus for staff to draft a resolution for adoption of said study to be considered at the August 21, 2008 meeting; when Councilmember Wolf can be present.** Discussion followed regarding affordable housing, sustainable growth, the reduced utility rate program.

ADMINISTRATOR'S REPORT

At 12:47 p.m., Administrator Fitch presented the Town Council with an update of the following:

- Guard Street Phase 4 – The project construction schedule was reviewed. Repaving of the road will begin October 11, 2008.
- Sewer Replacement Project – The project construction schedule was reviewed. The pavement on Tucker Avenue and Jensen Alley have been patched; and the Contractor is experiencing delays due to the solid rock within Martin Street.
- Town Pump Station – One additional pump stations will soon be operational for the sewer replacement project.
- Letter of Intent for Annexation – A letter of intent to request annexation was received from Robert and Julie Ross for the Country Village Estates development. Discussion of the annexation process will occur during the July 17, 2008 evening session.
- Performance Audit – The exit interview with the State Auditor is scheduled for Wednesday, July 23, 2008 @ 3:00 p.m. in the Council Chambers.
- **Wastewater Treatment Plant Reclaimed Water Project** – A motion was requested to accept the project. Councilmember Illg suggested the Town hold an open house at the Wastewater Treatment Plant at some point in the future. **Moved by Brooks, seconded by Lacher to accept the Wastewater Treatment Plant Reclaimed Water Project. Motion passed 3-0.**
- Stormwater Testing – Town was able to determine the point of origin for detergents that have been entering the stormwater system. The owner of the business is working cooperatively with Town to correct the issue. **Parties involved are speculating that a wastewater line was plumbed incorrectly.** Councilmember Lacher requested that the Town not abandon the stormwater issue, even though this particular event has been identified and corrected. Councilmember Illg noted that on a similar issue, Tom Eades of the Fire Department recently gave a presentation relating to stormwater issues.
- Commercial Vehicles – A letter was received from the local taxi companies requesting that they be designated as commercial vehicles. The topic will be discussed during the evening's session.
- Time Warner Cable Franchise – Time Warner Cable is being sold and the owners are requesting that the existing cable franchise for the right-of-way be transferred to the new buyer. Discussion will follow on a future agenda.
- Refund Check – Town received a refund check for insurance services in the amount of \$2,106 from the AWC Retro Refund Check Program.

PAYMENT OF CLAIMS

Moved by Illg, second by Lacher to approve the payment of Claim Warrants Nos. 31192 through 31276 in the amount of \$275,841.30 **Motion passed 3-0.**

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APPROVAL OF MINUTES

Moved by Brooks, seconded by Lacher, to approve the minutes of **July 3, 2008 as submitted**. Motion passed 3-0.

NON-AGENDA ITEMS AND FUTURE DISCUSSION ITEMS

Councilmember Brooks inquired if the Town had an incentive program for employees to make suggestions which can reduce the Town's overall costs. Administrator Fitch will research the issue and report back to the Council. No action was taken.

Councilmember Brooks requested that the Town's Centennial Birthday be added to the next agenda for discussion.

CITIZEN RESPONSE

There were no public access items forthcoming.

ADJOURNMENT – Hearing no further business and no objection, Mayor Jones requested a motion to adjourn. The next regular meeting is scheduled for Thursday, July 17, 2008 at 5:30 p.m.

Moved by Brooks, seconded by Illg, to adjourn the meeting at 1:13 p.m. Motion passed 3-0.

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These minutes were approved on August 7, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, July 17, 2008 – Town Council Chambers – Evening Session

CALL TO ORDER

The Town Council met in regular session with Mayor Jones presiding. Mayor Jones called the regular session to order at 5:30 p.m.

ROLL CALL

Council members: Lacher, Illg, and Brooks.

Others Present: Mayor, David Jones; Town Administrator, C. King Fitch; Attorney, Don Eaton; Treasurer, Wendy Picinich; and Clerk, Amy Taylor. Councilmember Wolf was not present. Council Position No. 3 is vacant.

Mayor Jones conducted the flag salute.

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EXCUSED ABSENCES

Mayor Jones asked the Council if they wished to excuse Councilmember Chris Wolf. Council unanimously approved his absence.

PUBLIC ACCESS TIME

Mike Kaill spoke regarding the detergent issue relating to the Spring Street Aquarium. Mr. Kaill reported that the decline of sea life in the area continues; and that he has filed a report with the Department of Ecology (DOE). Mr. Kaill requested that the Town continue to support efforts to divert gray water from car washes from entering the stormwater system; promote low-impact development; and coordinate with the Port and County to alleviate stormwater issues. Discussion followed regarding public awareness and low-impact development. No action was taken.

Eade Dechadenes, Alison Longley, and Wilma Munsey; members of Islanders for the Environment; provided a written report and requested that the Town consider the use of alternative piping materials such as high density polyethylene (HDPE) rather than polyvinyl chloride (PVC) or asbestos concrete for the municipal drinking water system projects due to adverse health and environmental impacts of said materials. Discussion followed. Mayor Jones thanked Ms. Dechadenes, Longley and Munsey for the information. No action was taken.

ACTION AND DISCUSSION ITEMS

Integrated Medical Center Presentation

At 5:49 p.m., Mayor Jones introduced Charles Anderson to make a presentation regarding the proposal for a San Juan Island Integrated Medical Center. Mr. Anderson explained the background, operation, staffing, and financial plan of said facility. Discussion and inquiry followed. The Council thanked Mr. Anderson for his presentation. No action was taken.

Resolution No. 1657

At 6:06 p.m., Mayor Jones introduced discussion of draft Resolution No. 1657, authorizing the Mayor to execute an agreement with the Senior Services Council of San Juan County regarding emergency generator maintenance services. Administrator Fitch explained that the agreement will cost the Town approximately \$700 per year.

**Moved by Ilig, seconded by Brooks, to adopt Resolution No. 1657 as stated above.
Motion passed 3-0.**

PUBLIC HEARINGS

2009-2014 Six Year Transportation Improvement Plan (TIP)

At 6:08 p.m., Mayor Jones opened the public hearing for the 2009-2014 Six-Year Transportation Improvement Plan. At Mayor Jones request, Administrator Fitch provided background for the program; introduced the 2009-2014 TIP; and identified its projects.

At 6:11 Mayor Jones opened the public hearing to audience comments. Hearing none, Mayor Jones closed the public input portion of the hearing and opened the hearing to Council questions.

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Per Councilmember Illg's request, Administrator Fitch explained that the TIP is a requirement of the State. The State uses the TIP to prioritize projects and as an aid in producing a State funding program for road and highways.

Councilmember Brooks inquired about the road designation for Grover Street and project dates.

Councilmember Lacher had no comment.

Resolution No. 1659

Moved by Brooks, seconded by Lacher, to adopt Resolution No. 1659; providing for a Six-Year Transportation Improvement Program for the years 2009 through 2014. Motion passed 3-0.

ACTION AND DISCUSSION ITEMS (cont.)

Annexation Process

At 6:13 p.m., Mayor Jones introduced discussion of the annexation process. Attorney Eaton summarized his memo dated July 11, 2008 which outlined the procedures to follow in response to the proposed Buck annexation, and summarized annexation-related issues that should be considered in responding to the proposal. Discussion followed regarding the request to circulate a petition for the Buck Property; and whether or not to allow a request from Country Village, LLC to circulate a petition for property adjacent to the Country Village Estates Subdivision at this point in time due to the requestor's absence at the meeting. The Council inquired about procedural issues and whether there was a disadvantage to granting the Buck family, whom was present at the meeting, the approval to move forward with circulating a petition for annexation.

Moved by Lacher, seconded by Illg, to grant the request by the Buck family to circulate a petition for annexation of Tax Parcel No. 351313005, the 46.5 acre parcel described in their request which is on the east side of Town. Per the request of the Land Use Administrator, Lacher amended the motion to include the two (2) parcels abutting said property to the north. Motion passed 3-0.

Ordinance No. 1365

At 6:50 p.m., Mayor Jones introduced draft Ordinance No. 1365, establishing the date, time, and place for a meeting of the Friday Harbor Town Council, to take place at a location other than that specified by Ordinance No. 1135. Said ordinance ordains that the Council shall convene at 5:30 on August 7, 2008 at the San Juan Island Grange Hall No. 966. No discussion followed.

Moved by Brooks, seconded by Lacher to adopt Ordinance No. 1365, as stated above. Motion passed 3-0.

Nash Street

At 6:40 p.m., Mayor Jones introduced discussion of closing the recently opened Nash Street right-of-way. Mayor Jones invited audience participation. Doug Brow, Evergreen Subdivision resident, presented a petition from Evergreen residents requesting that the portion of Nash Street remain open for vehicular use. Mr. Brow commented on the condition of the street. Discussion followed regarding the cost of maintenance, volume, and safety issues.

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Moved by Lacher, seconded by IIIg, for the Nash Street right-of-way to remain open; to revisit the issue in six months and direct staff prepare a staff report at said time addressing stated concerns; and direct staff to prepare a draft Ordinance for consideration in order to lower the speed limit and designate the portion of Nash Street as one-way. Motion passed 3-0.

Dedicated Taxi Parking Area

At 6:48 p.m., Mayor Jones introduced discussion of a dedicated parking area for taxis. Zed Park, manager of Bob's Taxi Company, presented a letter signed by the five taxi companies requesting that the Town designate the taxis as "commercial vehicles" in order to allow them a designated area on Front Street to load and unload passengers. Attorney Eaton explained that taxis are not commercial vehicles. Administrator Fitch explained that in order to facilitate the taxi's request to park in commercial loading areas, Town would designate the "commercial loading areas" as "commercial and taxi loading areas"; and said areas would then be used on a "first come, first serve" basis. Administrator Fitch warned about designating public space for commercial and/or private use. Discussion followed regarding regulating the times which the loading areas would be shared. Roger Bennett, Front Street business owner, testified that the use of the commercial loading area on Front Street usually ceases at approximately 10:00 a.m. Discussion followed regarding the need for a public hearing.

Moved by IIIg, second by Lacher set a public hearing to consider a draft ordinance to re-designate the commercial loading area located at the corner of East and Front Street as commercial loading all day and taxi loading area between 10:00 a.m. and 7:00 a.m. Further discussion ensued regarding the need for a public hearing. IIIg amended her motion to include the need and possible relocation of the commercial loading area on Front Street. Lacher withdrew her second. Motion failed.

After further discussion, the following actions were taken:

Moved by Brooks, seconded Lacher to direct staff install signage to designate the commercial loading area located at the corner of East and Front Street as commercial loading all day and taxi loading area between 10:00 a.m. and 7:00 a.m. Motion passed 3-0.

Moved by Brooks, seconded by Lacher to set a public hearing on October 2, 2008 to consider "traffic and parking solutions" for the ferry terminal area located on East and Front Streets. Motion passed 3-0.

Mayor Jones allowed Mr. Bennett to comment on the parking situation on Front Street.

FUTURE AND NON-AGENDA ITEMS

Councilmember Lacher noted that Dave Smith, Town Street Department, helped visually disabled person today.

CITIZEN RESPONSE

There were no public access items forthcoming.

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ADJOURNMENT – Hearing no further business and no objection, Mayor Jones requested a motion to adjourn. The next regular meeting is scheduled for Thursday, August 7, 2008 at 12:00 p.m.

Moved by Brooks, seconded by Illg, to adjourn the meeting at 7:35 p.m. Motion passed unanimously.

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These minutes were approved on August 7, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, August 7, 2008 – Town Council Chambers – Afternoon Session

CALL TO ORDER

The Town Council met in regular session with Mayor Jones presiding. Mayor Jones called the regular session to order at 12:00 p.m.

ROLL CALL

Council members: Lacher, Wolf, and Illg.

Others Present: Mayor, David Jones; Town Administrator, C. King Fitch; and Clerk, Amy Taylor. Treasurer, Wendy Picinich; Attorney, Don Eaton; and Councilmember Brooks were not present. Council Position No. 3 was vacant during the roll call and later filled by the appointment of Anna Maria de Freitas.

Mayor Jones conducted the flag salute.

EXCUSED ABSENCES

Mayor Jones asked the Council if they wished to excuse Councilmember Brooks. Council unanimously approved her absence.

ANNOUNCEMENTS

Mayor Jones commended Treasurer Picinich for meeting the Professional Finance Officer criteria established by the State for the eighteenth consecutive year; and the Washington Finance Officer's Association celebrating her achievement by bestowing the Professional Finance Officer Award for the State of Washington for her professional excellence.

Councilmember Lacher praised Treasurer Picinich and Administrator Fitch for the results of the 2008 State Audit of the Town.

PUBLIC ACCESS TIME

There were no public access items forthcoming.

ACTION AND DISCUSSION ITEMS

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

Vacant Council Position

At 12:01 p.m., Mayor Jones opened discussion of the appointment of vacant Council Position No. 3. Councilmember Brooks forwarded her recommendation to Mayor Jones prior to the meeting. Councilmember Illg and Wolf expressed appreciation for the caliber of applicants for said position.

Moved by Illg, seconded by Wolf, to appoint Anna Maria de Freitas to fill the unexpired term of Council Position No. 3. Motion passed 3-0.

The Council applicants that were not selected were requested to consider serving on other Town boards and committees; including the Town Planning Commission; and to run for Council Position No. 3 and San Juan County Council Position No. 3 when those appointments expire.

Oath of Office

At 12:04 p.m., Clerk Taylor administered the oath of office to newly appointed Councilmember de Freitas. Councilmember de Freitas' appointment will expire December 31, 2009.

Sheriff's Report

At 12:07 p.m., Sheriff Cumming distributed the San Juan County Law and Fire/EMS reports for the second quarter of 2008. Sheriff Cumming reported that there has been an increase in emergency response calls during the past year received by the Sheriff's department; how said increase in calls relate and contribute to staffing issues; and provided an overview of selected encounters the Sheriff's office has responded to over the last year. Sheriff Cumming addressed questions relating to the aforementioned subjects. Mayor Jones inquired about installing an emergency panic button in the Town Council's chamber. Discussion followed. The Council thanked Sheriff Cumming for the report.

Country Village Estates – Annexation

At 12:22 p.m., Mayor Jones introduced discussion of a request by Country Village Estates, LLC (Julie and Robert Ross) to circulate a petition for annexation of approximately 4 acres of land on the west side of Town. Administrator Fitch explained that Town received a letter of intent to commence with annexation proceedings pursuant to RCW 35.13.410 dated July 9, 2008 for Tax Parcel No. 351421003. Mayor Jones invited Mr. and Mrs. Ross to speak about their desire to have the Town annex the area. Mr. Ross explained that the infrastructure for the subdivision was designed with the notion that the subject parcel would eventually be annexed into the Town. No discussion followed.

Moved by Wolf, seconded by Lacher, to allow the request by Country Village Estates, LLC. (Julie and Robert Ross) to circulate a petition for annexation of Tax Parcel No. 351421003, the 4 acre parcel described in their request which is on the west side of Town. Motion passed 4-0.

Right-of-Way (ROW) License Application – 622 Warbass Way

At 12:26 p.m., Mayor Jones opened consideration of an application for a license to use a portion of the public ROW at 622 Warbass Way [Tax Parcel No. 351391213] made by the property owners; the Timmons and Rathburn families; and their agents. Administrator Fitch noted the process for said licensing and explained the application is a result of the applicants wanting to occupy approximately 200 square feet of the unimproved Warbass ROW to construct and

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operate a pedestrian access tramway; and that upon review finds the request to be consistent with the policies stated in the municipal code and a reasonable request. Discussion and inquiry followed.

Moved by Lacher, seconded by de Freitas, to accept the recommendation of the Town Administrator and approve a license for said owners to use a portion of the public ROW located at 622 Warbass Way. Motion passed 4-0.

Ordinance No. 1367

At 12:31 p.m., Mayor Jones introduced discussion of draft Ordinance No. 1367, amending Ordinance No. 945 and Chapter 10.04 of the Friday Harbor Municipal Code concerning speed reduction and one-way streets; and repealing 1341 in its entirety. Mayor Jones noted that pursuant to the July 17, 2008 meeting, said ordinance under consideration lowers the speed limit to twenty miles per hour and designates the portion of Nash Street from its intersection with Spruce Street to its intersection with Market Street as one-way in a northerly direction. Councilmember Wolf was not present at said meeting and was provided background information. Discussion followed regarding the Town's responsibilities for maintaining the street should the Council adopt said ordinance.

Moved by Illig, seconded by Lacher, to adopt Ordinance No. 1367, as stated above. Motion passed 4-0.

Ordinance No. 1366

At 12:37 p.m., Mayor Jones introduced draft Ordinance No. 1366, amending the Town of Friday Harbor 2002 Comprehensive Plan by adopting a revised Friday Harbor Urban Growth Area map designated as figure 3-1 in said plan. Administrator Fitch explained the particulars of said ordinance. No discussion followed.

Moved by Lacher, seconded by Wolf, to adopt Ordinance No. 1366, as stated above. Motion passed 4-0.

Resolution No. 1660

At 12:55 p.m., Mayor Jones introduced draft Resolution No. 1660, authorizing the Mayor to execute Change Order No. 3 on the contract with Strider Construction, Inc. for the Sewer Replacement Project. Administrator Fitch explained the particulars of said resolution. The Change Order has an additive value of \$24,261.85 for additional excavation on Jensen Alley and replacement of the sewer pipe lateral at the Community Theatre. Discussion and inquiry followed regarding the location of said sewer main. Administrator Fitch explained the contractor/client relationship and, in general, how the Town utilizes Change Orders for large scale capital improvement projects.

Moved by Illig, seconded by de Freitas, to adopt Resolution No. 1660, as stated above. Motion passed 4-0.

Resolution No. 1661

At 12:46 p.m., Mayor Jones introduced draft Resolution No. 1661, accepting the bills of sale from Tukang Enterprises, LLC for certain improvements to the Town water, sewer, and

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stormwater systems. Administrator Fitch explained the particulars of said resolution. No discussion followed.

Moved by de Freitas, seconded by Wolf, to adopt Resolution No. 1654 as stated above. Motion passed 4-0.

ADMINISTRATOR'S REPORT

At 12:47 p.m., Administrator Fitch presented the Town Council with an update of the following:

- Fire Truck Update – Fire Chief Vern Long reported that he was able to negotiate the sale price of \$4,500 for a used 1989 Emergency-1 Pumper (fire engine) with a 1500 gpm capacity to replace Fire Engine No. 6. Chief Long provided details of said fire engine; explained that this option to buy a temporary replacement is more cost effective than repairing Fire Engine No. 6 to meet State compliance; and requested the Council authorize the Fire Department to move forward with its purchase. Discussion and inquiry followed. **Moved by Lacher, seconded by Wolf to approve moving forward with the required paperwork for the purchase of said fire engine. Motion passed 4-0.**
- Sewer Replacement Project [Anchoring System] – An additional Change Order in the amount of \$41,000 is expected for changes to the underwater anchoring system. Said Change Order is attributed to submarine design issues, permitting, and delay of work. The Change Order will be presented at the next meeting.
- Sewer Replacement Project [Martin Street] – Additional work in the amount of \$25,000 is expected for the cost of time and materials for excessive rock removal.
- Guard Street Phase 4 - Water Main – The water main is being disinfected a third time before service will be allowed. Discussion and inquiry followed regarding the logistics of large construction projects.
- Larson Street Storm Drainage Project – Town has advertised the call for bids, which are due August 28, 2008; construction is expected to begin September 22, 2008. Town's engineers estimate the project to cost \$600,000.
- Stormwater / Detergent issue – The chronological report which will be sent to the Department of Ecology was provided to the Council. Administrator Fitch detailed key events; stated that testing has not provided conclusive evidence to determine the pollutant source; and noted steps that the Town is taking to mitigate the issue. Discussion and inquiry followed. The Council will schedule a Retreat to discuss stormwater pollution issues.
- Front Street Reclamation – As previously reported, additional contaminants have been detected in the Front Street ROW. Chevron representatives have reported that the reclamation process will begin September 15, 2008.
- Solid Waste Transfer Station – The draft Environmental Impact Study (EIS) is available through the County. Said report addresses traffic related issues. Councilmember Lacher noted that she had transmitted the comments that were presented to the Town regarding traffic related issues to the Solid Waste Advisory Committee.
- Chamber of Commerce – Town received an email from the Chamber of Commerce which commented on the street lighting on First Street; and requested that Town partner with them to increase and replace "tourist information" signage and install storage lockers for visitors. The issue will be added to a future agenda.

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- Taxi signage – Town is still in the process of installing signage on Front Street to allow taxis to park in the commercial loading area during designated times of the day. Administrator Fitch distributed a sample sign for approval. Discussion and inquiry followed. No action was taken.
- State Audit and State Department of Transportation Pre-audit (relating to Guard Street Phase 4) – The Town has passed both audits with above satisfactory ratings.
- Joint Planning Commission meeting – There will be no joint meeting of the Planning Commission and Town Council on August 14, 2008. The next regular meeting of the Town Council is scheduled August 21, 2008. The Council discussed the possibility of a Council Retreat. The issue will be added to the next agenda.
- Low Impact Development – Information on upcoming workshops will be distributed to staff and the Council. Discussion and inquiry followed. Council will schedule a retreat (combined with other topics) to discuss this issues.

PAYMENT OF CLAIMS AND PAYROLL

Moved by Illg, second by Wolf to affirm the payment of Payroll Warrants Nos. 13145 through 13192 in the amount of \$229,711.26; and approve the payment of Claim Warrant Nos. 31279 through 31358 in the amount of \$353,026.62. **Motion passed 4-0.**

APPROVAL OF MINUTES

Moved by Lacher, seconded by Illg, to approve the minutes of **July 17, 2008 as submitted.** Motion passed 2-0 with Wolf and de Freitas abstaining.

FUTURE AND NON-AGENDA ITEMS

Councilmember Lacher requested an excused absence from the September 18, 2008 meeting. **Council consensus to excuse her absence.**

Councilmember Illg requested an excused absence from the August 21, 2008 meeting. **Council consensus to excuse her absence.**

Mayor Jones noted that he may be unavailable for the September 4, 2008 meeting due to the possibility of jury duty.

Council discussed the logistics of the Transportation Summit on September 18, 2008. No action was taken.

Councilmember Wolf volunteered per the request of the Mayor to chair the "Centennial Birthday Party" Committee. Councilmember de Freitas and Clerk Taylor answered in the affirmative to Councilmember Wolf's request to participate.

CITIZEN RESPONSE

There were no public access items forthcoming.

ADJOURNMENT – Hearing no further business and no objection, Mayor Jones requested a motion to adjourn. The next regular meeting is scheduled for Thursday, August 21, 2008 at 12:00 p.m.

Moved by Illg, seconded by Lacher, to adjourn the meeting at 1:38 p.m. Motion passed unanimously.

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

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These minutes were approved on August 21, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, August 7, 2008 – San Juan Island Grange – Evening Session

CALL TO ORDER

Clerk Taylor called the regular session to order at 5:32 p.m. at the San Juan Island Grange Hall No. 966, located at 152 First Street, Friday Harbor, Washington per Ordinance No. 1365.

ROLL CALL

Councilmembers Lacher, Wolf, de Freitas, Illg, and Brooks were not present. Mayor, David Jones; Town Administrator, C. King Fitch; Treasurer, Wendy Picinich; Attorney, Don Eaton were not present.

Clerk Amy Taylor was present.

ANNOUNCEMENTS/SCHEDULE CHANGES

[Clerk's Note: The public hearing by the Town Council for Conditional Use Permit Application No. 63; a request to supplement the Community Sports Fields Conditional Use Permit No. 62, was cancelled per the applicant's request. The application was to consider the allowance of a maintenance building, pump house, grandstands, electronic scoreboards, PA sound system and additional amenities. No other administrative/legislative items had been slated for this session.]

ADJOURNMENT

Having no quorum present, at 5:35 p.m. Clerk Taylor declared that there was no meeting.

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These minutes were approved on August 21, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, August 21, 2008 – Town Council Chambers – Afternoon Session

CALL TO ORDER

The Town Council met in regular session with Mayor Jones presiding. Mayor Jones called the regular session to order at 12:00 p.m.

ROLL CALL

Council members: Lacher, Wolf, de Freitas and Brooks. Others Present: Mayor, David Jones; Town Administrator, C. King Fitch; Treasurer, Wendy Picinich; and Clerk, Amy Taylor. Attorney, Don Eaton; and Councilmember Illg were not present.

Mayor Jones conducted the flag salute.

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EXCUSED ABSENCES

Mayor Jones asked the Council if they wished to excuse Councilmember Illg. Council unanimously approved her absence.

ANNOUNCEMENTS/SCHEDULE CHANGES

The posted agenda was revised.

PUBLIC ACCESS TIME

Debbie Pigman, Executive Director for the Chamber of Commerce, commented that the Visitor Information Center has set up a Centennial Celebration exhibit; and requested that the Town relocate the existing visitor information signage with the provided replacements. The Mayor thanked Ms. Pigman.

Nancy DeVaux, SJC Home Trust, presented a petition in support for annexation of the Buck Property and provided the Council with a book regarding community land trusts and related trends.

Sally Thomsen, SJI Park & Recreation District Recreation Director, introduced the Centennial Celebration Beard Growing Contest; and requested that staff participate.

Amy Windrope, SJI Trails Committee member, requested that the Town finance the surveying of the unopened ROW on Beach Court for the purpose of building a trail through that area. Inquiry followed. Administrator Fitch indicated that he has been working on the issue.

ACTION AND DISCUSSION ITEMS

Planning Commission

At 12:09 p.m., Mayor Jones requested that the Council confirm his appointment of Noel Monin to the vacancy on the Planning Commission created by the resignation of Claudia Cross.

Council consensus to confirm the appointment of Noel Monin to the Planning Commission.

Centennial Celebration – Paint the Town

At 12:10 p.m., Mayor Jones invited Ruth Offen, Waterworks Gallery owner, to make a presentation regarding a public art event for the Centennial Celebration. Ms. Offen explained that Waterworks Gallery is coordinating a competition for artists in celebration of Friday Harbor's 100th anniversary. Artists will be invited to paint their interpretations of the Town and enter their paintings in the juried show scheduled for summer of 2009. Ms. Offen requested that the Town participate by allocating funds to purchase one of the paintings for public viewing since most will be sold to private collectors. Discussion and inquiry followed. **Council consensus to discuss the request during the upcoming budget workshops.** The Council thanked Ms. Offen.

Resolution No. 1662

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At 12:24 p.m., Mayor Jones introduced draft Resolution No. 1586; authorizing the Mayor to designate the Journal of the San Juans as the official newspaper of the Town of Friday Harbor; and to execute an agreement with Sound Publishing, Inc., to provide legal advertising for the period of August 1, 2008 through July 31, 2009. No discussion followed.

Moved by Brooks, seconded by de Freitas, to adopt Resolution No. 1662 as stated above. Motion passed 4-0.

Resolution No. 1663

At 12:25 p.m., Mayor Jones introduced draft Resolution No. 1663, authorizing the Mayor to execute an inter-local agreement with San Juan Island Park and Recreation District for participation in the "Touch a Truck" event. Administrator Fitch explained that the purpose of the agreement is for the District to organize a special event for children and families and for the Town to participate in the event by providing trucks, other vehicles and personnel from the Utilities Department, Fire Department and Parking Enforcement. No discussion followed.

Moved by Wolf, seconded by de Freitas, to approve Resolution No. 1663 as stated above. Motion passed 4-0.

Resolution No. 1664

At 12:28 p.m., Mayor Jones introduced draft Resolution No. 1664, authorizing the Mayor to execute Change Order No. 4 on the contract with Strider Construction, Inc. for the Sewer Replacement Project. Administrator Fitch explained the particulars of said resolution. The Change Order has a deductive value of \$4,169.40 for a credit on product and other professional services. No discussion followed.

Moved by Brooks, seconded by Wolf, to adopt Resolution No. 1664, as stated above. Motion passed 4-0.

Resolution No. 1665

In conjunction with the previous resolution, Mayor Jones introduced draft Resolution No. 1665, authorizing the Mayor to execute Change Order No. 5 on the contract with Strider Construction, Inc. for the Sewer Replacement Project. Administrator Fitch explained the particulars of said resolution. The Change Order has an additive value of \$41,756.39 due to design issues. Inquiry followed.

Moved by Brooks, seconded by Wolf, to adopt Resolution No. 1665, as stated above. Motion passed 4-0.

Resolution No. 1666

At 12:33 p.m., Mayor Jones introduced draft Resolution No. 1666, authorizing the Mayor to execute an agreement between the Town of Friday Harbor and the consulting firm of Brown & Caldwell for a study for the control of Trihalomethanes (THM). Administrator Fitch explained that said study uses aeration as a technique to control the levels of THMs in the Town's reservoirs, in particular the water storage tanks. Administrator Fitch explained that this process is similar to the Solar Bee presentation.

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Moved by Wolf, second by de Freitas, to adopt Resolution No. 1666, as stated above. Motion passed 4-0.

Committee Assignments

At 12:38, Mayor Jones introduced discussion of Town Council committee assignments and Town representation on the SJC Marine Resources Committee. Following discussion, Committee Assignments were adjusted as follows: **Councilmember Brooks was removed and Councilmember de Freitas appointed to the Local Board of Trustees (Fire Board); Councilmember Wolf was appointed to the Lodging Tax Advisory Committee. Johannes Krieger received a recommend to serve as Town representation on the SJC Marine Resources Committee.**

Council Retreat

At 12:47, Mayor Jones introduced discussion of a Council retreat relating to stormwater quality issues, low impact development and budget process. Administrator Fitch offered the possible dates and distributed a State mandated schedule for the adoption of the budget. Discussion followed. **Council consensus to hold the following special meetings for workshop/retreats: September 27, 2008 at 8:30 a.m. to discuss the budget process; November 15, 2008 at 8:30 a.m. to discuss stormwater regulations; and postpone discussion of low impact development to the beginning of the new year.**

ADMINISTRATOR'S REPORT

At 1:06 p.m., Administrator Fitch presented the Town Council with an update of the following:

- Stormwater / Detergent issue – A second pollutant source was detected at 290 Spring Street. Administrator Fitch detailed events; stated that dye testing continues; and that testing concludes adequate levels at the moment. Discussion and inquiry followed.
- Stormwater / Restaurant oil spill – An accident led to the spill of approximately 30 gallons of cooking oil/grease into the bay via the storm drain by a company servicing the restaurant exhaust hoods. Administrator Fitch detailed events and noted steps that the Town took regarding the issue.
- Fire Engine Update – The price of \$4,500 for the replacement fire engine was misquoted at the previous meeting. The quote for the used engine is \$45,000.
- Beach Court Trail – Town has requested cost estimates from Iverson Surveying for surveying of the ROW for Beach Court. Discussion followed.
- Public Storage Lockers – In addition to the request for signage, the Chamber has suggested that Town install storage lockers for the public at the ferry landing. No direction was given.
- Larson Street Project – A recap of the pre-bid meeting and already anticipated challenges for the project were cited. The design at present will require extensive tree removal. The Council was requested to visit Larson Street, while Town Staff and Gray & Osborne seek alternatives. Discussion followed.
- Coho Drive cul-de-sac (CDS) – Said CDS has been completed with concrete curb, gutter and sidewalk.
- Annexation Petitions – The Petition was received for the Buck Property on August 19, 2008 and transmitted to the County for certification.
- Derelict Vessel program – The inter-local agreement for the Derelict Vessel program has expired; and the County has inquired if the Town would like to renew. **Council**

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consensus to renew said agreement with the County, Port and State for derelict vessel removal.

- State Audit Report – The final findings of the State Audit for 2007 are available for review.
- Nash Street - Town staff has not yet installed signage for Nash Street.
- Larson Street – Town staff is still working on turning the Carter and Larson intersection into a 3-way stop.
- Signage – **Council consensus to approve the Chamber of Commerce's request to reinstall visitor information signage.**

FUTURE AND NON-AGENDA ITEMS

Councilmember Brooks thanked Kevin and Ann Peterson; the Centennial Committee; SJ Historical Society; and others involved for the volunteered hours dedicated to the Town display at the County Fair.

Councilmember Brooks requested that the Town transmit information regarding solar bee technology used for the Trout Lake reservoir to the County.

Councilmember Lacher stated that the forty five (45) day comment period for the Environmental Impact Study (EIS) regarding the Solid Waste Transfer Station is nearing its close.

Councilmember Lacher provided an update on a recent AWC Workshop which she attended; and complimented staff on their professionalism.

PAYMENT OF CLAIMS

Moved by Lacher, second by de Freitas to approve the payment of Claim Warrants Nos. 31360 through 31421 in the amount of \$285,735.53. **Motion passed 4-0.**

APPROVAL OF MINUTES

Moved by Lacher, seconded by Wolf, to approve the minutes of **August 7, 2008 as submitted. Motion passed 3-0 with Brooks abstaining.**

CITIZEN RESPONSE

There were no public access items forthcoming.

ADJOURNMENT – Hearing no further business and no objection, Mayor Jones requested a motion to adjourn. The next regular meeting is scheduled for Thursday, August 21, 2008 at 5:30 p.m.

Moved by Brooks, seconded by Wolf, to adjourn the meeting at 1:39p.m. Motion passed unanimously.

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These minutes were approved on September 4, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

Thursday, August 21, 2008 – Town Council Chambers – Evening Session

CALL TO ORDER

The Town Council met in regular session with Mayor Jones presiding. Mayor Jones called the regular session to order at 5:30 p.m.

ROLL CALL

Council members: Lacher, Wolf, de Freitas, and Brooks.

Others Present: Mayor, David Jones; Town Administrator, C. King Fitch; Attorney, Don Eaton; Treasurer, Wendy Picinich; and Clerk, Amy Taylor. Councilmember Illg was not present.

Mayor Jones conducted the flag salute.

EXCUSED ABSENCES

Mayor Jones asked the Council if they wished to excuse Councilmember Illg. Council unanimously approved her absence.

PUBLIC ACCESS TIME

Michael Mayes, Finnegan Ridge property owner, distributed a letter dated August 21, 2008 to the Council and cited safety and liability concerns for Grover Street resulting from potential development and increased traffic of the area petitioned for annexation. Mr. Mayes assured the Council that he was a proponent for affordable housing, but urged the Town to study all aspects and impacts the proposed annexation could impose on the residents of Town before making any decisions. Discussion followed. Councilmember Lacher noted that Grover Street has been added to the Town's Six Year Transportation Improvement Plan. The Council thanked Mr. Mayes.

ACTION AND DISCUSSION ITEMS

Set Date for Public Hearing - Annexation

At 5:40 p.m., Mayor Jones introduced discussion to set the date for a Public Hearing to consider a petition for annexation of the Buck Property. Councilmember Lacher presented concerns of the Housing Bank and the SJ Community Home Trust (SJCHT) regarding the timeliness of the annexation process. Councilmember Lacher noted that the housing grants for the SJCHT affordable housing project are due to expire on October 31, 2008; and by not moving forward as quickly as possible with the annexation process, the Town is "missing out on an opportunity" to provide a significant amount of affordable housing. Councilmember Brooks stated resistance to moving forward with the annexation process without the proper studies and staff evaluation available. Councilmember Wolf agreed with Councilmember Lacher that there is a waiting list for affordable homes. Councilmember de Freitas agreed with Councilmember Brooks that the proper information must be available before moving forward with the annexation process. Discussion and inquiry followed with Land Use Administrator, Mike Bertrand regarding the minimum amount of time that staff would need to analyze the infrastructure study and make determination of future growth needs.

Moved by Wolf, seconded by Lacher, to direct staff to prepare an ordinance setting a date for public hearing on October 2, 2008 at 5:30 p.m. Motion tied 2-2. Mayor Jones acted as the tie breaker. Motion failed 2-3 with de Freitas, Brooks and Jones opposed.

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Moved by Brooks, seconded by de Freitas, to direct staff to prepare an ordinance setting a date for public hearing at the first regularly scheduled meeting six weeks following receipt of all necessary analyses and studies. Motion passed 4-0.

Resolution No. 1667

At 6:19 p.m., Mayor Jones introduced draft Resolution No. 1667, adopting the 2008 Water, Sewer and Stormwater Utility Rate Study. Councilmember Wolf stated disagreement with said study. Administrator Fitch provided explanation for Councilmember Wolf's concerns. Discussion and inquiry followed.

Moved by Lacher, seconded by de Freitas, to adopt Resolution No. 1667, as stated above. Motion passed 3-1 with Wolf opposed.

Resolution No. 1668

At 6:29 p.m., Mayor Jones introduced draft Resolution No. 1668, providing approval for an assignment of the Time Warner NY Cable, LLC. cable system franchise to Windjammer Communications, LLC. Administrator Fitch provided the particulars of said resolution, noting that the rights granted by ordinance to Adelphia Communications, Inc. and later transferred to Time Warner NY Cable, are due for renegotiation soon. No discussion followed.

Moved by Lacher, seconded by Wolf to adopt Resolution No. 1668, as stated above. Motion passed 4-0.

Taxi Parking Signage

At 6:31, Mayor Jones introduced discussion of signage for the commercial loading area at the intersection of Front and East Street, to allow for commercial taxi parking. Administrator Fitch requested that Council examine the samples provided and direct staff as to the desired wording for signage. Discussion followed. **Council consensus to direct staff to place two signs at said loading zone with the following wording: 1) Commercial Loading Zone; and 2) Commercial taxi loading area except 6 a.m. to 10 a.m.**

Renovation Town Hall

At 6:40, Mayor Jones introduced discussion regarding the renovation of Town Hall. Administrator Fitch provided background from previous discussions regarding said renovation, and invited Mr. Bertrand to describe his conceptual plans for Town Hall. Discussion and inquiry followed regarding investing in Town assets, the preliminary designs, and the next steps should Council pursue this project. Administrator Fitch requested approval to request an estimate from David Kinderfather (architect) for construction drawings based on Mr. Bertrand's designs. **Council consensus for staff to seek said estimate.** Administrator Fitch thanked Mr. Bertrand for designing the alterations to Town Hall.

FUTURE AND NON-AGENDA ITEMS

Administrator Fitch requested that the Thursday, September 4, 2008 meeting be continued to Thursday, September 11, 2008 at 12:00 p.m. for the purpose of awarding the bid for the Larson Street Drainage Project. Said request is in an effort to redraft the project for the purpose of

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

saving trees. Administrator Fitch explained that the Council should anticipate an increased cost for the project; and noted the following schedule: bid opening rescheduled for September 8, 2008; award of bid by the Town Council on September 11, 2008; and a resolution following which will authorize a change order for said revisions. **Council consensus to proceed with continuation of the September 4, 2008 meeting to Thursday, September 11, 2008 at 12:00 p.m.**

Councilmember Wolf inquired about the status of the Town Yardwaste Recycling Program. Administrator Fitch stated that there is little participation at this point in time.

CITIZEN RESPONSE

Mr. Mayes commented on previous statements made by staff regarding the Town's need for raw land for development; and again, urged the Council to proceed thoroughly through the annexation process for Phase I.

ADJOURNMENT – Hearing no further business and no objection, Mayor Jones requested a motion to adjourn. The next regular meeting is scheduled for Thursday, September 4, 2008 at 12:00 p.m.

Moved by Wolf, seconded by de Freitas, to adjourn the meeting at 7:15 p.m. Motion passed 4-0.

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These minutes were approved on September 4, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, September 4, 2008 – Town Council Chambers – Afternoon Session

CALL TO ORDER

The Town Council met in regular session with Mayor Jones presiding. Mayor Jones called the regular session to order at 12:00 p.m.

ROLL CALL

Council members: Lacher, Wolf, de Freitas, Illg, and Brooks.

Others Present: Mayor, David Jones; Treasurer, Wendy Picinich; and Clerk, Amy Taylor. Town Administrator, C. King Fitch; and Attorney, Don Eaton were not present.

[Clerk's Note: Councilmember Wolf was excused from the meeting at 12:55 p.m.]

Mayor Jones conducted the flag salute.

ANNOUNCEMENTS/SCHEDULE CHANGES

The posted agenda was revised.

Philanthropy Month Proclamation

At 12:00 p.m., Mayor Jones proclaimed the month of September to be Philanthropy Month in the Town of Friday Harbor, and urged all citizens to recognize the tradition of philanthropy as it

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

continues to improve and enhance the lives of all by promoting the common good. Pamela Gross of the SJI Community Foundation accepted the proclamation and invited members of the Council to an award ceremony on September 28, 2008.

PUBLIC ACCESS TIME

Molly O'Neil commented on the convenience of the pet "waste" disposal bags available throughout Town; opposition to the "bump outs"; and future plans for the Carter Avenue and Guard Street intersection.

Debbie Pigman, Executive Director of the Chamber of Commerce, played the "Splash of Summer" radio commercial for the Council and provided promotional materials for the "Art Stock Festival". Mayor Jones noted that the commercial acknowledged that it was paid for by Town Lodging Tax funds.

Dan Leidecker, President of San Juan Sanitation, noted that he would be present in the audience during the discussion of Transfer Station and encouraged the Council to call upon him for questions relating to its draft Environment Impact Study (EIS).

ACTION AND DISCUSSION ITEMS

Resolution No. 1669

At 12:08 p.m., Mayor Jones introduced draft Resolution No. 1592, authorizing the Mayor to execute an agreement with John E. Jensen to provide code compliance services. Upon inquiry, Mr. Jensen stated that he received \$43.50 per hour for the 2007-2008 contract period and if said resolution is approved will receive \$45.50 per hour for the 2008-2009 contract period. The additional \$2.00 is based on the Seattle Consumer Price Index (CPI) of 4.9%. Discussion and inquiry followed regarding code compliance and enforcement issues.

Moved by Lacher, seconded by Illig, to adopt Resolution No. 1669 as stated. Motion passed unanimously.

SJC Transfer Station – Draft EIS

At 12:16 p.m., Mayor Jones introduced discussion of the SJC Transfer Station draft EIS for the purpose of providing a formal comment on behalf of the Town. Mayor Jones indicated that he was in favor of upgrading the existing site and bringing it into compliance with State regulations. The Council concurred. Discussion and inquiry followed regarding the compliance, economics, traffic and environmental impacts related to the Sutton Road site and proposed alternatives provided for in the EIS. Mr. Leidecker referred to his comment regarding the EIS and stated that San Juan Sanitation shares all of the same concerns that were stated by the Council. Further discussion and inquiry followed regarding Mr. Leidecker's proposals to the County. **Council consensus to support the Mayor in drafting a letter stating the following issues: 1) Sutton Road site be in compliance with its regulations at all times to ensure protection of the environment and limit the liability to the Town and others; 2) Requesting that the County conduct a fiscal impact analysis comparing the four alternatives to the current Sutton Road site; and 3) Stating concerns about the impact that traffic patterns would have on each of the proposed sites.** Treasurer Picinich commented on her July 2007 which addressed the Town's need for land if the County should decide to purchase the property.

Coho Drive Cul-de-sac (CDS)

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

At 12:53 p.m., Mayor Jones introduced discussion of the request by the Friday Harbor Athletic Association for Town staff to drill approximately thirty (30) 3" diameter holes at the CDS for the purpose of installing fence posts. Discussion followed. **Council consensus to direct the Town Administrator to facilitate said request.**

PAYMENT OF CLAIMS AND PAYROLL

Moved by Lacher, second by de Freitas to affirm the payment of Payroll Warrant Nos. 13194 through 13240 in the amount of \$210,554.36; and approve the Claim Warrant Nos. 31425 through 31484 in the amount of \$292,580.80. **Motion passed 4-0 with Wolf excused.**

APPROVAL OF MINUTES

Moved by Brooks, seconded by deFritas, to approve the minutes of **as corrected**. **Motion passed. 3-0 with Illg abstained and Wolf excused.**

FUTURE AND NON-AGENDA ITEMS

Councilmember Lacher commended the Staff on detecting what seems to be all of the pollutant sources for detergents in the downtown core. Councilmember Illg requested that dye testing continue for some time even though there are adequate testing levels at the moment. Councilmember Illg commended Staff for their efforts to introduce Best Management Practices. Discussion followed. No action was taken.

Councilmember Illg noted that the Marine Resources Committee is forming a proposal to install a "rain garden" at Memorial Park. Upon inquiry, Councilmember Illg explained that a rain garden is a planted depression that is designed to absorb rainwater runoff and reduce pollutants by filtering them through native plants.

CITIZEN RESPONSE

There were no public access items forthcoming.

ADJOURNMENT – Hearing no further business and no objection, Mayor Jones requested a motion to adjourn. The next regular meeting is scheduled for Thursday, September 4, 2008 at 5:30 p.m.

Moved by Illg, seconded by de Freitas, to adjourn the meeting at 1:04 p.m. Motion passed 4-0 with Wolf excused.

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These minutes were approved on September 18, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, September 4, 2008 – Town Council Chambers – Evening Session

CALL TO ORDER

The Town Council met in regular session with Mayor Jones presiding. Mayor Jones called the regular session to order at 5:30 p.m.

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

ROLL CALL

Council members: Lacher, Wolf, de Freitas, Illg, and Brooks.

Others Present: Mayor, David Jones; Treasurer, Wendy Picinich; and Clerk, Amy Taylor. Town Administrator, C. King Fitch; and Attorney, Don Eaton; were not present.

Mayor Jones conducted the flag salute.

ANNOUNCEMENTS/SCHEUDLE CHANGES

The current meeting will be continued to September 11, 2008 for the purpose of conducting unfinished business.

PUBLIC ACCESS TIME

Doug Brow, Evergreen Subdivision resident, inquired why the recently opened portion of Nash Street was converted to one-way exiting the neighborhood, and stated that the neighborhood is willing to sign a petition to have Nash Street reinstated as a two-way street. Discussion followed regarding the reasoning for making Nash Street one-way. The topic will be added to a future agenda.

Howard Rosenfeld, San Juan County Councilmember, provided an update on the most recent meeting of the representative of ferry communities (no official name has been chosen this point in time). Mr. Rosenfeld reported that the Group is interest in hiring a lobbyist for the upcoming legislative session in Olympia and to promote legislation to provide for transparency of Washington State Ferries financing. Discussion and inquiry followed. No action was taken.

ACTION AND DISCUSSION ITEMS

SJC Transfer Station – Draft Environmental Impact Study (cont.)

At 5:50 p.m., Mayor introduced discussion of the draft letter regarding the SJC Transfer Station draft Environmental Impact Study (EIS). The Council gave consensus at the previous meeting to draft a formal comment to submit to the County regarding said EIS. **Council consensus to submit the drafted comments.**

Transportation Summit

At 5:53 p.m., Mayor Jones introduced discussion of the Transportation Summit scheduled for September 17, 2008. Councilmember Illg provided an overview of the Summit's agenda. No action was taken.

Ordinance No. 1368

At 5:55 p.m., Mayor Jones introduced discussion of draft Ordinance No. 1368, establishing the date, time, and place for a meeting of the Town Council. Discussion followed regarding the upcoming meeting schedules, including that of the Transportation Summit on September 17, 2008 and Transportation Commission on September 18, 2008.

Moved by Illg, seconded by Lacher to adopt Ordinance No. 1368, as revised; and cancel the September 18, 2008 afternoon meeting. Motion passed unanimously.

Legislative Priorities

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

At 5:59 p.m., Mayor Jones introduced discussion of 2008 and 2009 legislative priorities. Council briefly discussed items of interest. Mayor Jones requested that Councilmembers forward a list of their items of interest to Administrator Fitch for the purpose of scheduling a work session; and requested that a copy of the 2008 SJC Legislative Priorities be forwarded to Town Councilmembers. The council concurred. No action was taken.

FUTURE AND NON-AGENDA ITEMS

Mayor Jones introduced discussion of the letter dated August 26, 2008 submitted by the SJC Council requesting a crosswalk at the north corner of Second and Reed Streets. Discussion followed regarding the need for a crosswalk at said location. Mr. Rosenfeld explained the County's position regarding said request. **Council consensus to direct Staff to forward to the County a diagram showing the crosswalk in place and which, if any, parking spaces will be lost if it's approved; and add said topic to a future agenda.**

CITIZEN RESPONSE

There were no public access items forthcoming.

ADJOURNMENT – Hearing no further business and no objection, Mayor Jones continued the meeting to September 11, 2008 for the purpose of conducting unfinished business. The next regular meeting is scheduled for Thursday, September 18, 2008 at 5:30 p.m.

[Clerk's Note: The afternoon meeting of Thursday, September 18, 2008 has been cancelled due to the planned absence of the Town Administrator; and the Mayor and two (2) Councilmembers attending the morning meeting of the Transportation Commission.]

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These minutes were approved on September 18, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, September 11, 2008 – Town Council Chambers – Continued Session

CALL TO ORDER

The Town Council met in continued session with Mayor Jones presiding. Mayor Jones reconvened session at 12:00 p.m.

ROLL CALL

Council members: Wolf, Illg, and Brooks.

Others Present: Mayor, David Jones; Town Administrator, C. King Fitch; and Clerk, Amy Taylor. Attorney, Don Eaton; Treasurer Picinich; Councilmember Lacher and de Freitas were not present.

EXCUSED ABSENCES

Mayor Jones asked the Council if they wished to excuse Councilmember Lacher and de Freitas. Council unanimously approved their absence.

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

ANNOUNCEMENTS/SCHEDULE CHANGES

The posted agenda announces that three or more members of the Council shall attend the Transportation Summit on September 17, 2008.

PUBLIC ACCESS TIME

There were no public access items forthcoming.

ACTION AND DISCUSSION ITEMS

Resolution No. 1670

At 12:00 p.m., Mayor Jones introduced discussion of draft Resolution No. 1670, authorizing the Mayor to execute a contract with M. E. M. Enterprises, Inc. for construction of the Larson Street Drainage Project. Administrator Fitch explained that; M. E. M. Enterprises submitted the low responsive unit price with base bid of \$477,216.07 at the bid opening of September 8, 2008; and recommended that the Town enter into said contract. Discussion and inquiry followed.

Moved by Brooks, seconded by Wolf, to adopt Resolution No. 1670, as stated above. Motion passed 3-0 with Lacher and de Freitas absent.

ADMINISTRATOR'S REPORT

At 12:11 p.m., Administrator Fitch presented the Town Council with an update of the following:

- Revenue Bonds – Treasurer Picinich is researching 15 and 20 year bonding to pay for the Larson Street Drainage Project. Bonding will result in a repayment schedule of approximately \$60,000 per year.
- Buck Annexation – Town received the certification of the Buck petition from the County Auditor and Assessor.
- Housing Trust Proposal Letter – Town received a letter dated September 10, 2008 from William J. Weissinger addressing the proposed annexation and introducing the "Development Impact/Cost Benefit Assessment Report" for the Town of Rossland, B.C. for the planning department's information.
- Guard Street and Carter Avenue Intersection – Administrator Fitch has been meeting weekly with interested parties for the Guard Street Phase 4 project. The sidewalk design at said intersection has been discussed with the adjacent property owners.
- Sewer Replacement Project – The phase of the project which will occur along the waterfront and in the downtown core is scheduled to begin on September 15, 2008. Debbie Pigman, Chamber of Commerce Executive Director, will aid Town by disseminating information at weekly Chamber meetings and acting as liaison between the business community and the Town. In addition, Town will issue a press release regarding the anticipated disruption.

CITIZEN RESPONSE

There were no public access items forthcoming.

ADJOURNMENT – Hearing no further business and no objection, Mayor Jones requested a motion to adjourn. The next regular meeting is scheduled for Thursday, September 18, 2008 at 5:30 p.m.

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

Moved by Illg, seconded by Brooks, to adjourn the meeting at 12:19 p.m. Motion passed 3-0 with Lacher and de Freitas absent.

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These minutes were approved on September 18, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, September 18, 2008 – Town Council Chambers – Afternoon Session

ANNOUNCEMENTS/SCHEUDLE CHANGES

[Clerk's Note: The regularly scheduled afternoon session by the Town Council was cancelled per the Council's request. The next regular meeting by the Town Council is scheduled Thursday, September 18, 2008 at 5:30 p.m.]

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These minutes were approved on October 2, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, September 18, 2008 – Town Council Chambers – Evening Session

CALL TO ORDER

The Town Council met in regular session with Mayor Jones presiding. Mayor Jones called the regular session to order at 5:30 p.m.

ROLL CALL

Council members: Wolf, de Freitas, Illg, and Brooks.

Others Present: Mayor, David Jones; Town Administrator, C. King Fitch; Attorney, Don Eaton; Treasurer, Wendy Picinich; and Clerk, Amy Taylor. Councilmember Lacher was not present.

Mayor Jones conducted the flag salute.

EXCUSED ABSENCES

Mayor Jones asked the Council if they wished to excuse Councilmember Lacher. Council unanimously approved her absence.

ANNOUNCEMENTS/SCHEUDLE CHANGES

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

The posted agenda was revised.

PUBLIC ACCESS TIME

Debbie Emery, Town resident, invited the Council and community to participate in the Community Photograph scheduled for Saturday, September 20, 2008 at 9:30 on Court Street in celebration of the Town's Centennial.

ACTION AND DISCUSSION ITEMS

Crosswalk – Reed and Second Street

At 5:33 p.m., Mayor Jones introduced discussion of a request by the SJC Council for installation of an additional crosswalk at the north corner of the Second and Reed Street intersection. Mayor Jones referred to Administrator Fitch's letter to the County dated January 25, 2007, which explained that while Administrator Fitch could appreciate the County's desire to make a direct crossing from said location, he did not recommend approval of the request because of the following: elimination of on-street parking spaces; and a designated crosswalk currently existing less than 40 feet away by crossing Reed Street; and noting that per RCW 46.61.240(1), pedestrians may cross at areas other than marked and unmarked crosswalks by yielding the right of way to vehicles. Discussion and inquiry followed regarding the need for a crosswalk at said location; additional traffic control; and RCWs regarding crosswalks and unmarked crosswalks. Mayor Jones recognized SJC Councilman Howard Rosenfeld, who conveyed the County's safety and liability concerns. Attorney Eaton spoke to the liability issues and explained the current RCWs relating to said subject.

Moved by Illg, seconded by de Freitas, to deny the request for an additional crosswalk at the north corner of Second and Reed Street; and direct staff to draft a response to the County. Motion passed 3-1 with Wolf opposed.

Resolution No. 1671

At 5:48 p.m., Mayor Jones introduced discussion of draft Resolution No. 1671, authorizing the Mayor to execute Change Order No. 6 on the contract with Strider Construction, Inc. for the Sewer Replacement Project. Administrator Fitch explained the particulars of said resolution and Change Order. The Change Order has an additive value of \$26,572.16 for additional excavation on Martin Street and cost of alternative and additional materials. No discussion followed.

Moved by de Freitas, seconded by Wolf, to adopt Resolution No. 1671, as stated above. Motion passed 4-0.

Resolution No. 1672

At 5:52 p.m., Mayor Jones introduced discussion of draft Resolution No. 1672, authorizing the Mayor to execute Change Order No. 3 on the contract with JS & S Excavation, Inc. for the Guard Street Improvement Project – Phase 4. Administrator Fitch explained the particulars of said resolution. The Change Order has an additive value of \$19,305.22 for labor, equipment and materials to install additional storm pipe, catch basins and other design changes. Discussion and inquiry followed.

Moved by Brooks, seconded by Illg, to adopt Resolution No. 1672, as stated above. Motion passed 4-0.

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

Resolution No. 1673

At 6:00 p.m., Mayor Jones introduced draft Resolution No. 1673, authorizing the Mayor to execute a loan agreement with the Washington State Public Works Trust Fund (PWTF) to fund engineering design and bid documents preparation for the Water Transmission Line Replacement Project. Administrator Fitch provided a historical reference for said capital improvement and explained how the PWTF allocates monies. Councilmember Brooks noted that accepting said PWTF monies will result in a repayment schedule of approximately \$82,000 per year from the Town's water utility fund and indicated that final repayment of the loan is due by July 1, 2013. Discussion and inquiry followed regarding loan, grant funding and said capital improvement.

Moved by Wolf, seconded by de Freitas, to adopt Resolution No. 1673 as stated above. Motion passed 4-0.

Resolution No. 1674

At 6:21 p.m., Mayor Jones introduced draft Resolution No. 1674, authorizing the Mayor to execute a contract with the engineering firm of Gray & Osborne, Inc. to provide construction management services for the Larson Street Storm Drainage Project. Administrator Fitch explained the particulars of said contract. Gray & Osborne, Inc. has offered a contract to provide construction management services for said project on a time and material basis not to exceed \$71,149.00. Discussion and inquiry followed.

Moved by Wolf, seconded by de Freitas, to adopt Resolution No. 1674, as stated above. Motion passed 4-0.

2009 Legislative Priorities

At 6:23 p.m., Mayor Jones introduced discussion of 2009 legislative priorities. Mayor Jones suggested that Councilmembers narrow their legislative priorities to their top three individual priorities in order to find consensus among the five members. Discussion followed. **Council consensus for Legislative Priorities for 2009 to include: Motorized and non-motorized transportation issues; planning for administrative succession; Trout Lake/False Bay watershed planning; develop and adopt Low Impact Development incentives; and support Centennial planning.**

ADMINISTRATOR'S REPORT

At 6:36 p.m., Administrator Fitch presented the Town Council with an update of the following:

- Sewer Replacement Project – All interested/effectuated parties for said project were invited to attend a preconstruction meeting on September 9, 2008. Town has issued a press release and Debbie Pigman of the Chamber of Commerce will act as liaison to the business community to provide weekly updates regarding construction.
- AWC Risk Management Service – A pedestrian tripped and fell on an alleged uneven portion of sidewalk located on Second Street across from Town Hall on August 19, 2008. The Town has submitted the claim to the AWC RMS for processing.
- Larson Street Storm Drain Project – The preconstruction meeting for said project occurred on September 17, 2008. Construction is scheduled to begin the week of September 22, 2008.

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

- Beach Court Survey – The cost for the survey of the Beach Court is estimated at \$1,000 to establish the four corners of the public right of way. Discussion followed. **Council consensus to move forward with said survey.**
- Stormwater/Detergent Issue Update – Update No. 2 was provided. Juan's Detailing, located on Guard Street, was tested as a potential pollutant source which drains into a separate basin.
- AWC Risk Management Operations Committee Meeting – An overview of the business that was conducted at said meeting on September 4, 2008 was provided.
- Notice of Public Hearing – Administrator Fitch inquired if the Council still wished to hold a public hearing regarding revisions to the parking on East and Front Street. **Council consensus that a public hearing is not required at this time.**
- Budget Process Work session – Administrator Fitch inquired about Council expectations for said work session on September 27, 2008. **Council consensus that the focus of said work session is to understand the development of the Town budget.**

PAYMENT OF CLAIMS

Moved by de Freitas, second by Illg to approve the payment of Claim Warrants Nos. 31488 through 31548 in the amount of \$467,104.32. **Motion passed 4-0.**

APPROVAL OF MINUTES

Moved by Illg, seconded by Brooks, to approve the minutes of **September 4, 2008 as submitted.** **Motion passed 4-0.**

Moved by Illg, seconded by Wolf, to approve the minutes of **September 4, 2008 as submitted.** **Motion passed 3-0 with de Freitas abstained.**

FUTURE AND NON-AGENDA ITEMS

Councilmember Brooks inquired about the available 2009 Hotel Motel grant funding. Treasurer Picinich stated that she anticipates the availability of \$100,000+.

Councilmember Illg provided information on a "Rain Garden Workshop" being held at the Yacht Club on September 19, 2008.

Councilmember Wolf inquired about the legality of vehicles parking "backwards" or front wheels facing the center line of the street in the diagonal Town parking spaces. Administrator Fitch explained that said maneuver is illegal because generally the vehicle operator would need to perform a moving violation to position the vehicle as described.

CITIZEN RESPONSE

Mr. Rosenfeld provided an update on the September 18, 2008 meeting with the State Transportation Commission.

EXECUTIVE SESSION

At 7:06 p.m., Mayor Jones announced that the Council would be holding an executive session regarding labor negotiations in accordance with the provisions of RCW 42.30.110(G) and RCW 42.30.140(4); which will be estimated to last 5 minutes. Participants: Town Council, Mayor Jones, Administrator Fitch, Clerk Taylor, and Treasurer Picinich. The session ended at 7:27 p.m. for an actual session time of 21 minutes. No action was taken.

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

ADJOURNMENT – Hearing no further business and no objection, Mayor Jones requested a motion to adjourn. The next regular meeting is scheduled for Thursday, October 2, 2008 at 12:00 p.m.

Moved by IIlg, seconded by de Freitas, to adjourn the meeting at 7:28 p.m. Motion passed 4-0.

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These minutes were approved on October 2, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, September 27, 2008 – Town Council Chambers – Special Session

CALL TO ORDER

The Town Council met in special session with Mayor Jones presiding. Mayor Jones called the special session to order at 8:35 a.m.

ROLL CALL

Council members: Lacher, Wolf, de Freitas, and Brooks.

Others Present: Mayor, David Jones; Town Administrator, C. King Fitch; and Treasurer, Wendy Picinich. Councilmember, Liz IIlg; Attorney, Don Eaton; and Clerk, Amy Taylor were not present.

WORK SESSION

The Council held a work session to discuss budget process and expectations for the 2009 Town budget cycle. No action was taken.

ADJOURNMENT – Hearing no objection, Mayor Jones adjourned the meeting at 12:00 p.m. The next regular meeting is scheduled for Thursday, October 2, 2008.

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These minutes were approved on October 16, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, October 2, 2008 – Town Council Chambers – Afternoon Session

CALL TO ORDER

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

The Town Council met in regular session with Mayor Pro-tem Brooks presiding. Mayor Pro-tem Brooks called the regular session to order at 12:00 p.m.

ROLL CALL

Council members: Lacher, Wolf, de Freitas, Illg, and Brooks.

Others Present: Town Administrator, C. King Fitch; Treasurer, Wendy Picinich; Clerk, Amy Taylor; and Staff. Mayor, David Jones and Attorney, Don Eaton were not present.

Mayor Pro-Tem Brooks conducted the flag salute.

ANNOUNCEMENTS/SCHEDULE CHANGES

The posted agenda was revised. Public Access was postponed until after the proclamation and employee awards.

ACTION AND DISCUSSION ITEMS

Employee Awards

At 12:07 p.m., Mayor Pro-Tem Brooks began the employee recognition ceremony to honor the following employees for their years of service to the Town of Friday Harbor:

Employee:	Years of Service:	Department:
Michael Bertrand	5 year award / 8 years service	Community Development
Paula Bey	5 year award / 7 years service	Town Shop
Allan Brown	15 year award / 19 years service	Refuse Department
Frank Byrne	10 year award / 14 years service	Water Treatment Department
Bill Crosby	5 year award / 6 years service	Sewer Department
Mike Deegan	15 year award / 18 years service	Water Department
Steven Dubail	20 year award / 20 years service	System Administration
C. King Fitch	20 year award / 21 years service	Town Administrator
Jerry Gates	30 year award / 34 years service	Street Department
Norm Hanson	5 year award / 8 years service	Water Treatment Department
Warren Jones	15 year award / 17 years service	Community Development
Kevin Kirk	30 year award / 30 years service	Sewer Department
Herb Mason	15 year award / 18 years service	Sewer Department
Shane Mason	5 year award / 7 years service	Water Department
Jason Miniken	5 year award / 6 years service	Water Department

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

	service
Jeff Peacock	5 year award / 7 years Street Department
	service
Wendy Picinich	20 year award / 24 years Finance Office
	service
Matt Pranger	5 year award / 7 years Sewer Department
	service
Don Reitan	20 year award / 23 years Sewer Department
	service
Sharon Snow	5 year award / 7 years Community Development
	service
Keri Talbott	5 year award / 6 years Finance Office
	service
Mike Wilks	30 year award / 32 years Utilities Superintendent
	service
Kelle Wilson	15 year award / 15 years Finance Department
	service
Roxanna Zalmanek	5 year award / 9 years Community Development
	service

The Town Council thanked the employees for their years of dedicated service.

Proclamation

At 12:13 p.m., Councilmember Lacher read a proclamation on behalf of Mayor Jones, which proclaimed October 8, 2008 as Walk to School Day in the Town of Friday Harbor, and urged all citizens to recognize the safety and health of our young children. Carolyn _____ of the Spring Street School accepted the proclamation and invited members of the Council and community to join in the scheduled walk.

PUBLIC ACCESS TIME

At 12:14 p.m., Mayor Pro-Tem Brooks announced public access time.

Nancy DeVaux, San Juan Community Home Trust (SJCHT) Executive Director, spoke regarding the letter received from the SJC Council dated September 23, 2008; and urged the Town Council to schedule the public hearing to consider annexation of the Buck Property as soon as possible.

Dr. Burk Gossom, San Juan Healthcare Associates, stated concerns relating to construction design of the Park and Guard Street intersection and bicycle safety issues. Dr. Gossom submitted written comments with photographs to the Council.

Laura Tuttle, SJCHT Board Member, spoke in favor of affordable housing and urged the Council to schedule the public hearing to consider annexation of the Buck Property as soon as possible.

Pete Rose, SJC Administrator, provided a synopsis of the aforementioned letter received from the SJC Council; an update on affordable housing projects within the County; and stated that the SJC Infrastructure Feasibility Study should be available on October 3, 2008.

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

DEPARTMENTAL REPORTS

Emergency Management

At 12:27 p.m., Emergency Management Director, Brendan Cowan, reported on the recent and upcoming items that the SJC Department of Emergency Management (DEM) has been engaging. Included is the redrafting of the SJC Comprehensive Emergency Management Plan. Mr. Cowan noted that the web hosted database for "mass" public alert (reverse 9-11 response system) is functional; and DEM has secured funding for the LYDAR mapping project. Discussion and inquiry followed.

System Administration

At 12:31 p.m., System Administrator, Steven Dubail, distributed a 3rd quarterly staff report. Mr. Dubail reported on the scheduled field trips to the Trout Lake Reservoir; system administration for the **Wastewater Treatment Plant** and Town Hall; current rotation of equipment; and website updates. No inquiry followed.

Community Development

At 12:51 p.m., Land Use Administrator, Mike Bertrand, distributed a 3rd quarterly summary for the building department. Mr. Bertrand reported on recent code enforcement issues; issues under consideration by the Planning Commission; Buck Property request for annexation; and schedule for upcoming public hearings. Discussion and inquiry followed relating to the annexation request. The issue was added to a future.

Historic Preservation

A written report for Historic Preservation was distributed for review. Historic Preservation Coordinator, Sandy Strehlou, was not available for an oral summary.

Utilities

At 12:50 p.m., Utilities Superintendent, Mike Wilks, reported that the Town has used 11.4 million gallons of water year-to-date and speculated that the savings is attributed to the **Wastewater Treatment Plant Reclaimed Water Project**. Mr. Wilks continued to report on meeting, training, construction and equipment maintenance schedules for staff and other budgeted projects. Discussion and inquiry followed regarding stormwater issues.

Fire Department

At 1:00 p.m., Fire Chief, Vern Long, reported on the Fire Department roster; response to emergency calls year-to-date; Fire Prevention Week; "Touch-a-Truck" event sponsored by Island Rec; and purchase of the used fire engine. Discussion and inquiry followed regarding the condition of the current equipment.

ADMINISTRATOR'S REPORT

At 1:06 p.m., Administrator Fitch presented the Town Council with an update of the following:

- SJC/Town Emergency Management Services Agreement (EMSA) – The EMSA has been redrafted and will be available soon for consideration.
- Sewer Replacement Project Update – No blasting is currently taking place because of the ground water and "Bunker C" oil that was discovered at the Front Street (Cannery

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Landing) area. Town has not been able to determine a source for the oil and is determining the most appropriate construction technique to mitigate the situation.

- Guard Street Phase 4 – The concrete for the curb, gutter and sidewalk failed and has been removed and replaced. Asphalt is anticipated within the next week.
- Larson Street Storm Drainage Project – The project has been delayed while the bid is awarded to the second lowest bidder. The project will be discussed during the evening agenda.
- Trout Lake Dam – Town is acquiring an estimate for the structural analysis to include in the preliminary 2009 budget.
- Guard Street Phase 4 – The approved drawings for the Park and Guard Street intersection are available for review and topic added to the October 16, 2008 agenda. Administrator Fitch discussed the reasoning for the current design of said intersection. Discussion and inquiry followed regarding bicycle lanes.

PAYMENT OF CLAIMS AND PAYROLL

Moved by de Freitas, second by Illg to affirm the payment of Payroll Warrant Nos. 13246 through 13331 in the amount of \$226,558.51 and approve the payment of Claim Warrants Nos. 31551 through 31593 in the amount of \$379,570.82. Motion passed unanimously.

APPROVAL OF MINUTES

Moved by Wolf, seconded by de Freitas, to approve the minutes of September 18, 2008 as submitted. **Motion passed 4-0 with Lacher abstained.** The minutes of September 27, 2008 will be approved at the October 16, 2008 meeting.

FUTURE AND NON-AGENDA ITEMS

Councilmember Lacher stated that the Solid Waste Advisory Committee (SWAC) continues to review the draft Environmental Impact Study (DEIS) for the siting of the Transfer Station; and inquired if the Council had any additional comments to relay to SWAC regarding the DEIS. Discussion followed regarding adding the topic to a future agenda.

Councilmember Lacher noted that she and Clerk Taylor will attend the Association of Washington Cities Regional Meeting in Burlington, Washington on October 7, 2008.

Mayor Pro-Tem Brooks requested that the issue of 520 Guard Street, a request by David Taylor for the allowance of a driveway, be added to a future agenda for consideration. Mr. Bertrand discussed the process for said change. No action was taken.

CITIZEN RESPONSE

There were no public access items forthcoming.

ADJOURNMENT – Hearing no further business and no objection, Mayor Pro-Tem Brooks requested a motion to adjourn. The next regular meeting is scheduled for Thursday, October 2, 2008 at 5:30 p.m.

Moved by Illg, seconded by de Freitas, to adjourn the meeting at 1:27 p.m. Motion passed unanimously.

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MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

These minutes were approved on October 16, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, October 2, 2008 – Town Council Chambers – Evening Session

CALL TO ORDER

The Town Council met in regular session with Mayor Pro-Tem Brooks presiding. Mayor Pro-Tem Brooks called the regular session to order at 5:30 p.m.

ROLL CALL

Council members: Lacher, Wolf, de Freitas, Illg, and Brooks.

Others Present: Town Administrator, C. King Fitch; Attorney, Don Eaton; Treasurer, Wendy Picinich; and Clerk, Amy Taylor. Mayor, David Jones was not present.

Mayor Pro-Tem Brooks conducted the flag salute.

ANNOUNCEMENTS/SCHEDULE CHANGES

The posted agenda was revised to include the issue of setting a date for public hearing to consider annexation of the Buck Property and setting a date for public hearing to consider a FHMC Title 17 code amendment.

PUBLIC ACCESS TIME

David Taylor, owner of 520 Guard Street, stated traffic and safety concerns on Guard Street and requested that FHMC Chapter 17.28.060 be amended to exempt his parcel [Tax Parcel No. 351150521] from the requirement that it be accessed from Jensen Alley. Mayor Pro-Tem Brooks thanked Mr. Taylor.

ACTION AND DISCUSSION ITEMS

520 Guard Street – Code Amendment Proposal

At 5:33 p.m., Mayor Pro-Tem Brooks opened discussion of a land use code amendment proposal dated January 20, 2008 by Bob Querry, Land Use Consultant for David Taylor; an pursuant to the evening discussion on February 21, 2008. Land Use Administrator, Michael Bertrand, provided an account of the discussion that occurred with the Council on February 21, 2008 and outlined the steps necessary to facilitate Mr. Taylor's request. Discussion and inquiry followed regarding the process. **Council consensus to set a date for public hearing to consider said amendments on November 6, 2008.**

Petition for Annexation – Buck Property

At 5:45 p.m., Mayor Pro-Tem Brooks introduced discussion of the request to set a date for the public hearing for consideration of the Buck Property annexation.

Moved by Lacher, seconded by Wolf, to set the date for the public hearing to consider annexation of the Buck Property no later than November 20, 2008 and/or six (6) weeks from receipt of the SJC Infrastructure Feasibility Study; whichever occurs sooner. Staff recommended that the Council add a friendly amendment to include scheduling of the public hearings required for changes to the

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Comprehensive Land Use Map and developer agreement immediately following the public hearing to consider annexation; and that said public hearings will take place at the San Juan Island Grange Hall located on First Street. Said amendments were accepted. Motion passed unanimously.

Resolution No. 1675

At 6:05 p.m., Mayor Pro-Tem Brooks introduced discussion of draft Resolution No. 1675, authorizing the Mayor to execute an interlocal agreement between the Town of Friday Harbor, San Juan County, and the Port of Friday Harbor to establish a program to remove and dispose of derelict vessels. Administrator Fitch explained the particulars of said agreement, including de minimus edits required before signing. Discussion and inquiry followed regarding the terms of the agreement.

Moved by de Freitas, seconded by Brooks, to adopt Resolution No. 1675 as stated above, subject to the County's approval of stated changes to the agreement. Motion passed unanimously.

Resolution No. 1676

At 6:08 p.m., Mayor Pro-Tem Brooks introduced discussion of draft Resolution No. 1676, authorizing the Mayor to execute a contract with JS & S Excavation for construction of the Larson Street Drainage Project. Administrator Fitch explained that M.E.M. Enterprises was unable to obtain the required bonding for said project; and therefore it is the recommendation of the Town's engineers that the project be awarded to the second lowest responsive bidder, who submitted a unit price with a base bid contract amount of \$547,362.63. Further, Administrator Fitch recommended that the Council return the bid-bond submitted by M.E.M. Enterprises.

Moved by Wolf, seconded by Illig, to adopt Resolution No. 1676 as stated above; and direct Staff to return the bid bond submitted by M.E.M. Enterprises. Motion passed unanimously.

FUTURE AND NON-AGENDA ITEMS

Councilmember Illig provided an executive summary of issues discussed at the Transportation Summit. Findings are available on the Economic Development Council's website at www.islandway.org.

Mayor Pro-Tem Brooks requested that the Council accommodate SJC Councilmember Rosenfeld who was available in the audience for a brief SJC Council update. Mr. Rosenfeld reported on the following: transportation issues; meeting schedules and other dates of importance; committee vacancies; proposed levies and taxes; and SJC legislative items and budget sessions. Mayor Pro-Tem Brooks thanked Mr. Rosenfeld for the providing the information.

Councilmember Lacher requested that discussion of the draft Environmental Impact Statement be added to the October 16, 2008 agenda. The Council concurred.

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Councilmember Brooks inquired about the completion of the Carter Street sidewalk. Administrator Fitch explained that the current construction drawings are not acceptable to the engineer at this point in time. Discussion and inquiry followed.

EXECUTIVE SESSION

At 6:47 p.m., Mayor Pro-Tem Brooks announced that the Council would be holding an executive session regarding labor negotiations in accordance with the provisions of RCW 42.30.110(G) and RCW 42.30.140(4); which will be estimated to last 20 minutes. Participants: Town Council, Administrator Fitch, Clerk Taylor, and Treasurer Picinich. The session ended at 7:19 p.m. for an actual session time of 32 minutes. No action was taken.

CITIZEN RESPONSE

There were no public access items forthcoming.

ADJOURNMENT – Hearing no further business and no objection, Mayor Pro-Tem Brooks requested a motion to adjourn. The next regular meeting is scheduled for Thursday, October 16, 2008 at 12:00 p.m.

**Moved by Lacher, seconded by de Freitas, to adjourn the meeting at 7: 20 p.m.
Motion passed unanimously.**

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These minutes were approved on October 16, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, October 16, 2008 – Town Council Chambers – Afternoon Session

CALL TO ORDER

The Town Council met in regular session with Mayor Jones presiding. Mayor Jones called the regular session to order at 12:00 p.m.

ROLL CALL

Council members: Lacher, de Freitas, Illg, and Brooks.

Others Present: Mayor, David Jones; Town Administrator, C. King Fitch; Treasurer, Wendy Picinich; and Clerk, Amy Taylor. Councilmember Wolf and Attorney, Don Eaton were not present.

Mayor Jones conducted the flag salute.

EXCUSED ABSENCES

Mayor Jones asked the Council if they wished to excuse Councilmember Wolf. Council unanimously approved his absence.

ANNOUNCEMENTS/SCHEDULE CHANGES

The posted agenda was revised.

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

PUBLIC ACCESS TIME

Members of the public that arrived to speak about the distribution of Hotel Motel Grant funding were requested to wait until that agenda item was introduced.

No other public access was forthcoming.

ACTION AND DISCUSSION ITEMS

Employee Recognition

At 12:03 p.m., Councilmember Brooks began the employee recognition ceremony to honor the following employees for their years of service to the Town of Friday Harbor:

Employee:	Years of Service:	Department:
Dave Smith	15 Years	Street Department
Heath Ray	15 Years	Refuse Department

Lodging Tax Advisory Committee Recommendation

At 12:06, Mayor Jones introduced discussion regarding the Lodging Tax Advisory Committee (LTAC) recommendation for disbursement of the Hotel Motel Tax Grant funding. Councilmember Brooks, LTAC Chair, explained the process that the LTAC used for their determination; how she personally voted; and recommended that the Council approve the LTAC's recommendation. LTAC members Lori Petersen and Greg Zervas testified that in their estimation, the process had been thorough, fair and equitable. Mayor Jones invited Victoria Compton, Westcott Bay Institute Executive Director, to testify on behalf of the several audience members. Ms. Compton requested that the Council not approve said recommendation because it did not grant funding to any of the art related proposals; and requested that the Council direct the LTAC to give further consideration to the disbursement of funds. Discussion followed.

Moved by Ilig, second by de Freitas, to approve the recommendation of the Lodging Tax Advisory Committee for the disbursement of \$110,000. Motion passed 4-0 with Wolf absent.

Resolution No. 1677

At 12:26 p.m., Mayor Jones introduced draft Resolution No. 1677, authorizing the Mayor to execute Change Order No. 7 on the contract with Strider Construction, Inc. for the Sewer Replacement Project. Administrator Fitch explained the particulars of said resolution. Change Order No. 7 has an additive value of \$5,074.88, with partial reimbursement, for utility work at Martin Street and purchase of materials and equipment. No discussion followed.

Moved Lacher, seconded by de Freitas, to adopt Resolution No. 1677, as stated above. Motion passed 4-0 with Wolf absent.

Transfer Station – Draft Environmental Impact Study (DEIS)

At 12:28 p.m., Mayor Jones introduced discussion of the DEIS. Councilmember Lacher explained that the Solid Waste Advisory Committee (SWAC) is requesting that the Town submit a formal opinion regarding the siting of the Transfer Station. Discussion followed.

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Mayor Jones inquired about the addendum supplemental cost analysis to the DEIS. Councilmember Lacher stated that SWAC is only to consider the environmental impacts for their siting recommendation at this point in time.

Councilmember Illg stated concerns that: 1) if the County moves the transfer station to another site, it would result in increased costs to the Town for hauling and tipping fees; 2) there is environmental contamination occurring at the current site; and, 3) the County poorly regulates the practices of the current site. Councilmember Illg stated that she was of the opinion that the transfer station should remain at the Sutton Road site and that the Town should present a proposal to the County for joint operation.

Treasurer Picinich disagreed and stated that if the Town were to conduct a fiscal analysis of the scenario (that the County relocated and Town continued operation at the current location), Town would be saving the rate payers money with or without renovation to the current site by "cutting out the middle-man" and using the other property acreage for public works needs.

Administrator Fitch explained that in said scenario, the Town would need to make renovations such as covering the tipping floor; however, much of the overhead costs for operation would be removed since the Town would not accept self-hauling and implement other changes in operation. Per inquiry from Mayor Jones, Administrator Fitch stated the Town is holding off on a fiscal analysis "so not to skew the decision making process for the County." Administrator Fitch explained that there are other scenarios available contingent on the County's decision for siting the Transfer Station and it will be appropriate to conduct a fiscal analysis at that point in time.

Councilmember Brooks inquired if the Town would be taxed or required to pay in some form for the construction of a new transfer station. Administrator Fitch answered that aside from tipping fees, the Town is not responsible for servicing the County's debt. Councilmember Brooks stated that she preferred it if the transfer station can remain at the current location, but regardless of siting, the Town will need to use whichever is the more economical situation, whether it be a customer of the County or operation of the Sutton Road site.

Councilmember Illg stated that it sounded appropriate to conduct a fiscal analysis sooner than later in order to give SWAC a better understanding of the Town's position regardless of the environmental impacts and to "better bolster our arguments". Administrator Fitch stated that conducting a fiscal analysis without having comparative numbers (fiscal analysis by County for current and projected site) is difficult.

Councilmember Lacher provided an overview of SWAC's progress.

Mayor Jones suggested that the Council's opinion regarding the DEIS is neutral; and that the Town's opinion regarding siting is contingent on the actual costs being analyzed by the County. The Council concurred.

Ordinance No. 1369

At 12:43 p.m., Mayor Jones introduced draft Ordinance No. 1369, establishing that there shall be a regular meeting of the Town Council at 5:30 p.m., on November 20, 2008 at the San Juan Island Grange Hall, located at 152 First Street, Friday Harbor, Washington. The purpose of said

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

meeting is to conduct a public hearing regarding the proposed annexation of part of the Friday Harbor UGA - Phase I (the Buck Property). No discussion followed.

Moved by IIlg, seconded by de Freitas, to adopt Ordinance No. 1369, as stated above. Motion passed 4-0 with Wolf absent.

WORK SESSION

2009 Town Budget

At 12:45 p.m., Mayor Jones opened discussion of the preliminary 2008 Budget. Administrator Fitch explained that requests from departments exceeded anticipated revenues. Therefore, various items were not funded and further adjustment is needed for the budget. Administrator Fitch reviewed the preliminarily current fund and specific portions of departmental funds. Councilmembers randomly inquired about line items of interest and rate structures reflected in the budget as the Administrator reviewed the various requests. Administrator Fitch asked that the Council consider said items for discussion and adjustment during the evening work session.

ADMINISTRATOR'S REPORT

At 1:18 p.m., Administrator Fitch presented the Town Council with an update of the following:

- Trihalomethane (THM) Level – The THM level for the quarter was measured at 96.7 ug/L, giving a running twelve month average of 83.3 ug/L. Another water user letter will be sent to rate payers.
- Trout Lake Dam – The Engineers arrived to inspect the structural integrity of the Trout Lake Dam. Further update will be given during the evening session.
- Guard Street – Phase 4 – Construction is two weeks behind schedule. Asphalt/concrete is scheduled to be installed October 23 and 24, 2008.
- Larson Street Drainage Project – The Contractor will be issued a Notice to Proceed for October 27, 2008. Construction is 30 days behind schedule.
- Sewer Replacement Project – A construction meeting is scheduled for October 17, 2008 with all interested parties to discuss varied issues with said project. Issues in the Front Street area include re-design and re-location of the pump station, oil situation, and ground destabilization. Issues with Court and First Street include the presence of solid rock where soil was anticipated, hence causing extensive delays.
- Stormwater / Detergent issue – There were no detergents detected in September; one occurrence detected on October 2, 2008; and no detergents detected since. Testing for detergents will continue. Town was unable to determine the pollutant source.
- Memorial Park Tree Lighting – The Chamber has requested that Town double the amount of lighting on the elm tree. Administrator Fitch will obtain a cost estimate.
- Release of Records – Town has received two substantial records requests.

PAYMENT OF CLAIMS

Moved by Lacher, second by Brooks to approve the payment of Claim Warrants Nos. 31595 through 31676 in the amount of \$814,011.29. Motion passed unanimously.

APPROVAL OF MINUTES

Moved by Brooks, seconded by de Freitas to approve the minutes of September 27, 2008, as submitted. **Motion passed 3-0 with IIlg abstained and Wolf absent.**

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

Moved by Brooks, seconded by de Freitas to approve the minutes of October 2, 2008, as corrected. **Motion passed 4-0 with Wolf absent.**

FUTURE AND NON-AGENDA ITEMS

Councilmember Illg requested that discussion of the watershed and mission of the Watershed Planning Committee be added to a future agenda.

Councilmember Brooks requested that discussion of the Economic Element of the Comprehensive Plan be added to a future agenda. Administrator Fitch explained that to the best of his knowledge, said document is undergoing the review process by the Planning Commission.

CITIZEN RESPONSE

Debbie Pigman, SJI Chamber of Commerce Executive Director, explained the request for additional tree lighting for the Festival of Lights.

ADJOURNMENT – Hearing no further business and no objection, Mayor Jones adjourned the meeting at 1:37 p.m. The next regular meeting is scheduled for Thursday, October 16, 2008 at 5:30 p.m.

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These minutes were approved on November 6, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, October 16, 2008 – Town Council Chambers – Evening Session

CALL TO ORDER

The Town Council met in regular session with Mayor Jones presiding. Mayor Jones called the regular session to order at 5:30 p.m.

ROLL CALL

Council members: Lacher, de Freitas, Illg, and Brooks.

Others Present: Mayor, David Jones; Town Administrator, C. King Fitch; Treasurer, Wendy Picinich; Attorney, Don Eaton; and Clerk, Amy Taylor. Councilmember Wolf was not present.

Mayor Jones conducted the flag salute.

EXCUSED ABSENCES

Mayor Jones asked the Council if they wished to excuse Councilmember Wolf. Council unanimously approved his absence.

ANNOUNCEMENTS/SCHEDULE CHANGES

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

An update by SJC Councilmember Rosenfeld was added to the agenda.

PUBLIC ACCESS TIME

No public access was forthcoming.

ACTION AND DISCUSSION ITEMS

Bicycle Traffic Safety

At 5:32 p.m., Mayor Jones introduced discussion of the Park Street intersection, along with other areas of Town, relating to bicycle traffic issues. Mayor Jones noted that Town only owns so much real estate to provide for sidewalks, parking and vehicle traveling lanes; and that Town would need to obtain additional acreage/easements to provide for bicycle lanes in addition to aforementioned uses. Councilmember de Freitas stated that designated bicycle lanes would be beneficial; however the Town is facing budgetary challenges and should focus its resources elsewhere. Councilmember Lacher agreed. Councilmember Illg commented on the development of an intermodal trail/byway. Councilmember Brooks commented on finding flexible solutions to the problem. Land Use Administrator Mike Bertrand commented on the non-motorized transportation element of the Comprehensive Plan. Administrator Fitch commented on the competing goals of the Town's Comprehensive Plan and Road Standards, and those of the Growth Management Act; and provided an historical reference regarding the adoption of said documents. No action was taken.

Low Impact Development Standards

At 5:48 p.m., Mayor Jones introduced discussion of the implementation of low impact development (LID) standards. Administrator Fitch explained that implementation of LID standards would follow the same process as any other Comprehensive Plan document and that implementation of LID standards will be challenging and conflict with the goals of other adopted Town documents. Administrator Fitch requested that the Council identify their objectives. Discussion and inquiry followed regarding challenges staff could anticipate if LID standards were phased in; implementation of incentives for voluntary LID; and, costs and available grants. Land Use Administrator Bertrand explained that changing the code to include these standards would be relatively inexpensive compared to the overall commitment to maintain and mandate LID; and that Town already allows LID on a voluntary basis. **Council consensus for staff to confer with SJC staff regarding LID and report back.**

SJC Infrastructure Feasibility Study

At 6:06 p.m., Mayor Jones introduced discussion of the draft SJC Infrastructure Feasibility Study (IFS). Mr. Bertrand and Administrator Fitch provided a brief synopsis of the report and explained that the analysis did not address several specific concerns. Administrator Fitch requested permission to work with the consultant to develop a specific scope of work for an addendum report and aid for staff in dissecting the IFS. Discussion and inquiry followed regarding the subject matter of said addendum and assumptions and findings of the IFS. **Council consensus to draft a resolution for consideration for consultant services regarding the draft SJC Infrastructure Feasibility Study.**

SJC Update – Councilman Rosenfeld

At 6:22 p.m., SJC Commissioner Rosenfeld provided a brief update on the recent meetings with Washington State Ferries and other municipalities; anticipated proposals and Senate Bills regarding transportation.

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

WORK SESSION

2009 Town Budget

At 6:30 p.m., Mayor Jones opened discussion of the preliminary 2008 Budget. Councilmembers randomly inquired about and discussion ensued regarding line items of interest, rate structures, revenues and requests reflected in the budget such as: Centennial Celebration; Chamber of Commerce; traffic control program; fire department needs; staffing and salary requests; employee training and travel; property and streamline sales tax; capital reserves; and capital improvement projects. No action required or taken. Administrator Fitch asked that the Council continue to consider said items for discussion and adjustment during future work sessions.

FUTURE AND NON-AGENDA ITEMS

Administrator Fitch reported on the Engineer's initial comments regarding the Trout Lake dam inspection and predictions for the structural analysis report.

Administrator Fitch inquired if the Council knew why the SJC Council is not broadcasting their meetings on public access television station.

Councilmember Lacher reported on the issues discussed at the October 8, 2008 AWC Regional Conference in Burlington, Washington. Discussion followed regarding how these regional issues, such as cost of upgrading infrastructure, relate to the Town.

Councilmember Brooks distributed a "Farmer's Market Map" from Lynn Danaher.

Councilmember Illg reported on the SJC Board of Health meeting, which included schedules for Health Department services.

CITIZEN RESPONSE

There were no public access items forthcoming.

ADJOURNMENT – Hearing no further business and no objection, Mayor Jones requested a motion to adjourn. The next regular meeting is scheduled for Thursday, November 6, 2008 @ 12:00 p.m.

**Moved by Lacher, seconded by de Freitas, to adjourn the meeting at 7:01 p.m.
Motion passed unanimously.**

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These minutes were approved on November 6, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, November 6, 2008 – Town Council Chambers – Afternoon Session

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

CALL TO ORDER

The Town Council met in regular session with Mayor Jones presiding. Mayor Jones called the regular session to order at 12:00 p.m.

ROLL CALL

Council members: Lacher, Wolf, de Freitas, Illg, and Brooks.

Others Present: Mayor, David Jones; Town Administrator, C. King Fitch; Treasurer, Wendy Picinich; and Clerk, Amy Taylor. Attorney, Don Eaton was not present.

Mayor Jones conducted the flag salute.

PUBLIC ACCESS TIME

Debbie Pigman, SJI Chamber of Commerce Executive Director, thanked the Council for their continued financial support; and requested that the Town increase its 2009 contribution to the Chamber to \$15,000.

ACTION AND DISCUSSION ITEMS

Sheriff's Report

At 12:04 p.m., Mayor Jones introduced discussion of budget requests made by the Sheriff's Office. Sheriff Cumming explained the department's 2009 budgetary constraints; anticipated staffing situation; and benefits to keeping the existing level of service intact. Sheriff Cumming requested an increase of \$5,000, plus a 4.6% COLA on dispatch services and \$15,000 plus a 4.6% COLA on the 2009 law enforcement contract. The Council and Mayor thanked Sheriff Cumming. Discussion and inquiry followed. No action was taken.

Ordinance No. 1370

At 12:33 p.m., Mayor Jones introduced discussion of draft Ordinance No. 1370, authorizing a stormwater utility revenue bond in the principal amount of \$710,000 for the purpose of providing funds to finance the Larson Street Drainage Project; and approving the sale of such bonds. James Nelson, Senior Municipal Underwriter for Martin Nelson & Co., Inc. explained the issuance of, form, terms, and maturities for said bond. The Town's bond attorney, Cynthia Weed, explained the Purchasing Agreement, including the covenants safeguarding the repayment of such principal and interest. Discussion and inquiry followed.

Moved by Lacher, seconded by de Freitas, to adopt Ordinance No. 1370 as stated above. Motion passed unanimously.

Resolution No. 1678

At 12:53 p.m., Mayor Jones introduced draft Resolution No. 1678, authorizing the Mayor to execute Change Order No. 4 on the contract with JS & S Excavation, Inc. for construction of the Guard Street Improvement Project, Phase 4. Administrator Fitch explained the particulars of said resolution. Change Order No. 4 has an additive value of \$3,654.01 for work items, including all labor, equipment, material and tools to remove, waste-haul and dispose of treated time ties, uncovered during the excavation of the utility and street improvements.

Said Change Order extends the completion date by 15 working days. Discussion and inquiry followed.

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

Moved by Lacher, seconded by Wolf, to adopt Resolution No. 1678, as stated above. Motion passed unanimously.

Resolution No. 1679

At 12:58 p.m., Mayor Jones introduced draft Resolution No. 1679, authorizing the Mayor to execute an agreement with Gray & Osborne, Inc. for consulting services regarding the SJC Infrastructure Feasibility Study (IFS). Administrator Fitch explained that as previously discussed on October 16, 2008, an addendum report to aid staff is required in dissecting the IFS, in order to develop the Town's analysis regarding the petitioned "Buck Property" annexation. Discussion and inquiry followed regarding the "Scope of Work" for said agreement.

Moved by Illig, seconded by de Freitas, to adopt Resolution No. 1679, as stated above. Motion passed unanimously.

Resolution No. 1680

Concurrently with Resolution No. 1679, Mayor Jones introduced draft Resolution No. 1680, authorizing the Mayor to execute an agreement with Brown & Caldwell, Inc. for consulting services regarding the SJC Infrastructure Feasibility Study. See summary above on Resolution No. 1679 for detail.

Moved by Illig, seconded by de Freitas, to adopt Resolution No. 1680, as stated above. Motion passed unanimously.

Resolution 1681

At 1:03 p.m., Mayor Jones introduced draft Resolution No. 1681, adopting an Identity Theft Prevention Program. Treasurer Picinich explained the particulars of said resolution. Because the Town provides utility services to its citizens, thereby making the Town a "creditor", the Fair and Accurate Credit Transaction Act requires the Town to implement practices to mitigate identity theft. Discussion and inquiry followed regarding current practices.

Moved by Lacher, seconded by Brooks, to adopt Resolution No. 1681, as stated above. Motion passed unanimously.

Ordinance No. 1371

At 1:11 p.m., Mayor Jones introduced draft Ordinance No. 1371, establishing that there shall be a special meeting of the Town Council at 8:30 a.m., on November 15, 2008 at the Town Council Chambers, located at 60 Second Street. The purpose of said meeting is to conduct a work session regarding stormwater issues and regulations. Discussion followed regarding the scope of this and other future work sessions.

Moved by Brooks, seconded by Lacher, to adopt Ordinance No. 1371, as stated above. Motion passed unanimously.

WORK SESSIONS

2009 Town Budget

This item was postponed due to time constraints.

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

ADMINISTRATOR'S REPORT

At 1:16 p.m., Administrator Fitch presented the Town Council with an update of the following:

- Guard Street, Phase 4 – Construction is substantially complete. Final completion is estimated in November.
- Sewer Replacement Project – Overtime and after-hour work has been authorized to mitigate the extensive delays that were reported on October 16, 2008.
- Larson Street Storm Drainage Project – Progression of said project was reported.
- Transfer Station – DOE, DOH, SJC and TFH met to discuss the site. The County has no intention at this time to improve the Town site outside the scope of their operating variance and DEIS. Options for the future of the site were discussed at the meeting.
- Mullis and Market Street Crosswalk – A request has been made for a crosswalk Mullis and Market Street. Administrator Fitch stated that the Council should make a decision regarding the request for a crosswalk at the Spring and Mullis Street intersection first. Discussion followed.
- Memorial Park Tree Lighting – The request for additional replacement lighting for the Elm at Memorial Park is estimated to cost \$1,200 from the 2008 Budget. Discussion followed regarding said request. **Moved by Lacher, seconded by Brooks, to authorize the expenditure of \$1,200 for additional and replacement of holiday lighting for the Elm trees at Memorial Park. Motion passed unanimously.**

PAYMENT OF CLAIMS AND PAYROLL

Moved by de Freitas, seconded by Ilig to affirm the payment of Payroll Claim Nos. 13332 through 13378 in the amount of \$221,929.58; and approve the payment of Claim Warrant Nos. 31682 through 31772 in the amount of \$775,107.04.

APPROVAL OF MINUTES

Moved by Brooks, seconded by de Freitas, to approve the minutes of October 16, 2008, as submitted. Motion passed 4-0 with Wolf abstained.

FUTURE AND NON-AGENDA ITEMS

Councilmember Brooks stated concern that the migratory patterns of the increasing population of ducks and geese could pose a safety issue relating to the local airport.

Councilmember Lacher inquired about the Council's attendance for upcoming conferences and stated those that she is interested in participating.

Councilmember de Freitas requested that the Council slate time to discuss the budget for the February 9, 2009 Town Birthday party.

CITIZEN RESPONSE

There was no citizen response forthcoming.

ADJOURNMENT – Hearing no further business and no objection, Mayor Jones requested a motion to adjourn. The next regular meeting is scheduled for Thursday, November 6, 2008 @ 5:30 p.m.

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

Moved by Brooks, seconded by Illg, to adjourn the meeting at 1:34 p.m. Motion passed unanimously.

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These minutes were approved on December 4, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, November 6, 2008 – Town Council Chambers – Evening Session

CALL TO ORDER

The Town Council met in regular session with Mayor Jones presiding. Mayor Jones called the regular session to order at 5:30 p.m.

ROLL CALL

Council members: Lacher, Wolf, de Freitas, Illg, and Brooks.

Others Present: Mayor, David Jones; Town Administrator, C. King Fitch; Treasurer, Wendy Picinich; and Clerk, Amy Taylor. Attorney, Don Eaton was not present.

Mayor Jones conducted the flag salute.

PUBLIC ACCESS TIME

Mike Kaill reported that his independent testing regarding the detergent issue at the Friday Harbor Aquarium had revealed a spike in the stormwater detergent level. Mayor Jones invited Mr. Kaill to attend the Council work session on November 15, 2008 regarding stormwater regulations.

PUBLIC HEARINGS

Amendment to FHMC Title 17, Land Use

At 5:37 p.m., Mayor Jones opened the public hearing for amendments to the Friday Harbor Municipal Code (FHMC) regarding Title 17 relating to land use.

Mayor Jones asked if any Councilmember wished to excuse themselves from participating. Council answered in the negative. There was no response to Mayor Jones' inquiry if anyone objected to his or any Councilmember's participation in the public hearing process. Council responded in the negative to Mayor Jones' inquiry regarding personal interest in the properties or issue. Council responded in the negative to Mayor Jones' inquiry regarding personal gain or loss of financial benefit. Council answered in the affirmative regarding hearing and considering the matter in a fair and objective manner.

At 5:38 p.m., Mayor Jones asked Land Use Administrator Mike Bertrand to present the staff report. Mr. Bertrand entered "Exhibit A, Letter regarding 520 Guard Street" into the record; explained the Planning Commission's recommendations; and identified the relevant text changes to Title 17.

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

At 5:53 p.m., Mayor Jones opened the public hearing to audience comments. Hearing none, Mayor Jones opened the hearing to Council questions. Councilmembers sought clarification and inquired about the verbiage of the following sections: FHMC 17.28.060; 17.08.545(2); and 17.08.620.

At 6:19 p.m., Mayor Jones asked if the public or staff had any further comments. Hearing none, Mayor Jones closed the public input portion of the hearing and opened it to Council deliberations.

Councilmember Lacher requested further discussion of amendments to Title 17.28.060 relating to Mr. David Taylor's request to amend access requirements of the 500 block of Guard Street. Discussion and inquiry followed. Following deliberations, the following motion took place:

Moved by Lacher, seconded by Wolf, to approve the amendment recommendations of the Planning Commission and staff, with the exception of changes to FHMC Section 17.28.060 and other noted miscellaneous punctuation; and direct staff to draft an Ordinance for consideration. Motion passed 4-1 with Brooks opposed.

ACTION AND DISCUSSION ITEMS

Jim Crook Presentation – SJI Library

At 6:24 p.m., Mayor Jones introduced Laura Tretter, SJI Library Director; and Kevin Loftus, SJI Historical Museum Director, to make a presentation regarding the Jim Crook Collection available online through the Library. Ms. Tretter explained that the Jim Crook Collection, which includes photographs, newspaper clippings, letters, clothing, audio interviews and video is an on-line showcase made possible by a grant from the Washington State Library & Institute of Museum and Library Services. Mr. Loftus provided an overview of the life of pioneer, Jim Crook, and his life at English Camp. Mayor Jones thanked Ms. Tretter and Mr. Loftus for their presentation.

WORK SESSIONS

2009 Town Budget

At 6:40 p.m., Mayor Jones opened discussion of the preliminary 2009 Budget. Councilmembers randomly inquired about and discussion ensued regarding line items of interest, revenues and requests reflected in the budget such as: Centennial Celebration; interlocal agreements including those through the Sheriff's Office; Chamber of Commerce; staffing and salary; capital reserves; capital improvement projects; and others. Council consensus to direct staff to draft a letter to the County Council regarding draft 2009 SJC Budget for the Assessor and Sheriff departments. Administrator Fitch asked that the Council continue to consider said items for discussion and adjustment during future work sessions.

FUTURE AND NON-AGENDA ITEMS

There were no future or non-agenda items forthcoming.

EXECUTIVE SESSION

At 7:49 p.m., Mayor Jones announced that the Council would be holding an executive session regarding labor negotiations in accordance with the provisions of RCW 42.30.110(G) and RCW 42.30.140(4); which will be estimated to last 20 minutes. Participants: Town Council, Mayor Jones, Administrator Fitch, Treasurer Picinich, and Clerk Taylor. The session ended at 8:12 p.m. for an actual session time of 23 minutes. No action was taken.

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

CITIZEN RESPONSE

There were no public access items forthcoming.

ADJOURNMENT – Hearing no further business and no objection, Mayor Jones requested a motion to adjourn. The next special meeting is scheduled November 15, 2008 at 8:30 a.m. and the next regular meeting is scheduled for Thursday, November 20, 2008 at 12:00 p.m.

Moved by Wolf, seconded by de Freitas, to adjourn the meeting at 8:13 p.m. Motion passed unanimously.

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These minutes were approved on December 4, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Saturday, November 15, 2008 – Town Council Chambers – Special Session

CALL TO ORDER

The Town Council met in special session with Mayor Jones presiding. Mayor Jones called the special session to order at 8:35 a.m.

ROLL CALL

Council members: Lacher, Wolf, de Freitas, and Illg.

Others Present: Mayor, David Jones; and Town Administrator, C. King Fitch; and guests Nancy Lockett, Mike Kaill and Laura Tuttle. Councilmember Carrie Brooks; Attorney, Don Eaton; Treasurer, Wendy Picinich; and Clerk, Amy Taylor were not present.

WORK SESSION

The Council held a work session to discuss stormwater issues and regulations. Guest speaker, Nancy Lockett from Gray & Osborne Engineering, gave a power point presentation. Discussion and inquiry followed. No action was taken.

ADJOURNMENT – Hearing no objection, Mayor Jones adjourned the meeting at 10:58 a.m. The next regular meeting is scheduled for Thursday, November 20, 2008 at 12:00 p.m.

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These minutes were approved on Thursday, December 4, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

Thursday, November 20, 2008 – Town Council Chambers – Afternoon Session

CALL TO ORDER

The Town Council met in regular session with Mayor Jones presiding. Mayor Jones called the regular session to order at 12:00 p.m.

ROLL CALL

Council members: Lacher, Wolf, de Freitas, Illg, and Brooks.

Others Present: Mayor, David Jones; Town Administrator, C. King Fitch; Treasurer, Wendy Picinich; and Clerk, Amy Taylor. Attorney, Don Eaton was not present.

Mayor Jones conducted the flag salute.

PUBLIC ACCESS TIME

John Manning, SJC Heath & Community Services (H&CS) Director, explained the H&CS department's anticipated 2009 budgetary constraints; staffing situation; and changes to the existing level of service. The Mayor thanked Mr. Manning for his update.

Kathleen Zidema, 738 Nash Street, distributed two letters from Nash Street residents requesting that the Town either close the southern portion of Nash Street to vehicular through traffic or finish it complete with concrete, gutter and sidewalk; and remove the designation of "one-way". Mayor Jones requested that Mrs. Zidema and other constituents hold comments regarding Nash Street until the allotted agenda time.

ACTION AND DISCUSSION ITEMS

Ordinance No. 1372

At 12:06 p.m., Mayor Jones introduced draft Ordinance No. 1372, amending portions of Ordinance No. 1172, Ordinance No. 1189, Ordinance No. 1245, and Title 17, Friday Harbor Municipal Code, relating to Definitions, Professional Service Zone, Commercial one, Shoreline Public Accommodation Zone, Planned Residential Developments, Off-Street Parking Requirements, and Conditional Use Permits. Land Use Administrator Mike Bertrand explained the particulars of said ordinance and answered additional questions relating to definitions contained therein.

Moved by Wolf, seconded by de Freitas to adopt Ordinance No. 1372 as stated. Motion passed unanimously.

Findings of Fact – Friday Cove Planned Residential Development (PRD)

At 12:10 p.m., Mayor Jones introduced discussion of a request for PRD Application No. 3 and SEPA Checklist No. 267, also known as Friday Cove, by Pacific Synergy Group, LLC located at 572 University Road. Mr. Bertrand explained the draft findings of fact and conclusions of law contained in the staff report dated November 14, 2008, pursuant to the public hearing of the Town Planning Commission on August 14, 2008. Discussion and inquiry followed regarding the proposed development, building set-backs, and other land use regulations.

Moved by Brooks, seconded by de Freitas, to adopt the recommendations of the Friday Harbor Planning Commission; and approve the Findings of Fact and Conclusions of Law dated November 14, 2008 for PRD Application No. 3 and SEPA Checklist No. 267; which specifies the preliminary site plan and associated

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

Landscape plan of the Planned Residential Development known as Friday Cove. Motion passed unanimously.

Ordinance No. 1373

Concurrently with the Findings of Fact for the Friday Cove PRD, Mayor Jones introduced draft Ordinance No. 1373, approving the Preliminary Site Plan of Friday Cove, Planned Residential Development. Refer to the related summary of the Findings of Fact for further detail.

Moved by Brooks, seconded by de Freitas, to adopt Ordinance No. 1373, as stated above. Motion passed unanimously.

Nash Street

At 12:15, Mayor Jones introduced discussion of the closure of the southern portion of Nash Street. Councilmember Wolf requested that said area be closed to through traffic until "spring"; and to re-examine the Town's policy concerning "one-way" streets on a future agenda. Councilmember Illig requested that the Town continue to adequately maintain pedestrian and non-motorized access. Discussion and inquiry followed regarding the proposed closure, current road condition, and the resources required to adequately maintain said portion for vehicular use. **Council consensus to close the southern portion of Nash Street until "spring".**

PUBLIC HEARING

2009 Revenue Resources

At 12:23 p.m., Mayor Jones opened the public hearing on the Town's 2009 Revenue Resources. No public input was forthcoming. Treasurer Picinich gave an explanation of the anticipated current expense revenue resources for 2009, including a projection of Streamline Sales Tax revenues. Discussion and inquiry ensued during Ms. Picinich's presentation.

At 12:40 p.m., Mayor Jones inquired if any public input was forthcoming; seeing none, Mayor Jones closed the public hearing on revenue resources.

Ordinance No. 1374 – Setting Revenue Resources

At 12:40 p.m., Mayor Jones requested a motion for approval of draft Ordinance No. 1374.

Moved by Illig, seconded by de Freitas, to adopt Ordinance No. 1374, fixing and levying the amount of Ad Valorem Taxes for the Town of Friday Harbor for the year 2009. Motion passed unanimously.

ACTION AND DISCUSSION ITEMS (con't.)

Ordinance No. 1375

At 12:41 p.m., Mayor Jones introduced draft Ordinance No. 1375, establishing a special meeting of the Town Council at 12:00 p.m., on December 1, 2008 at the Town Council Chambers, located at 60 Second Street, for the purpose of conducting a public hearing regarding the 2009 Town Budget. No discussion followed.

Moved by Lacher, seconded by de Freitas, to adopt Ordinance No. 1375, as stated above. Motion passed unanimously.

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

First reading of draft Town Utility Ordinances

At 12:43, Mayor Jones introduced discussion of draft utility Ordinance Nos. 1376 through 1381.

Moved by Lacher, seconded by de Freitas, to adopt Ordinance Nos. 1376 through 1381, setting utility connection charges and user fees for water, sewer and stormwater. Administrator Fitch explained that the purpose of today was a first reading of SAID ordinances, and that consideration of adoption is scheduled for December 4, 2008. Administrator Fitch explained the proposed increases based on the adopted 2008 Town Utility Rate Study. Discussion and inquiry followed regarding methodology for decreasing fees and/or minimizing the impact of fees to Town residents. **Council consensus to postpone decision on the motion until December 4, 2008, after the second reading of aforementioned ordinances. No action was taken.**

WORK SESSIONS

At 1:01 p.m., Mayor Jones introduced discussion of the 2009 Town Budget. Treasurer Picinich and Administrator Fitch reviewed the adjustments made to the preliminary budget based on direction received during previous work sessions. Discussion and inquiry follow relating to random line items of interest. No action was taken. A preliminary 2009 Town Budget will be placed on file for public review by November 19, 2008, following adjustments made from this final budget work session.

ADMINISTRATOR'S REPORT

At 1:12 p.m., Administrator Fitch presented the Town Council with an update of the following:

- Detergent Issue – A memo updating the latest detergent spike was distributed. Discussion followed regarding the State's definition of detergents; and alternative public education methods such as providing an additional handout with the monthly and quarterly utility user notices.
- Sewer Line Replacement Project – The construction schedule and progression for said project was provided. After-hours and overtime work will continue to be authorized. A construction meeting with all interested parties is scheduled for November 20, 2008 @ 2:00 p.m.
- Guard Street, Phase 4 – The project is nearly complete. Road striping is scheduled the week of November 24, 2008. Councilmember Brooks commented on the design of the pedestrian bulb near the 855 Guard Street.
- Larson Street Storm Drainage Project – Progression of said project was reported. Depending on funding, Town will request sealed bids for an additional storm drainage pipe crossing Tucker Avenue. Town is concerned about the new conveyance pipe becoming super-charged due to the School District not having yet completed the required improvements to their stormwater detention systems at time. Said Tucker Avenue storm drain improvement is the next slated project in this drainage basin.
- SJC Letter – Pursuant to the budget work session on November 6, 2008, the Council was provided for consideration a draft letter of testimony regarding the County's 2009 draft budget.
- Mullis and Spring Street Intersection Crosswalk – Direction was requested regarding said intersection. The topic will be added to the December 4, 2008 agenda for discussion.

PAYMENT OF CLAIMS

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

Moved by de Freitas, second by Lacher to approve the payment of Claim Warrants Nos. 31774 through 31846 in the amount of \$360,682.74. Motion passed unanimously.

APPROVAL OF MINUTES

The November 6, 2008 and November 15, 2008 minutes were postponed until December 4, 2008.

FUTURE AND NON-AGENDA ITEMS

Councilmember Brooks inquired about the on-going Centennial birthday plans. Councilmember Wolf stated that there will be an update during a future meeting.

CITIZEN RESPONSE

There were no public access items forthcoming.

ADJOURNMENT – Hearing no further business and no objection, Mayor Jones requested a motion to adjourn. The next regular meeting is scheduled for Thursday, December 4, 2008 at 12:00 p.m.

Moved by Wolf, seconded by de Freitas, to adjourn the meeting at 1:33 p.m. Motion passed unanimously.

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These minutes were approved on December 4, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, November 20, 2008 – San Juan Island Grange – Evening Session

CALL TO ORDER

The Town Council met in regular session with Mayor Jones presiding. Mayor Jones called the regular session to order at 5:30 p.m.

ROLL CALL

Council members: Lacher, Wolf, de Freitas, Illg, and Brooks.

Others Present: Mayor, David Jones; Town Administrator, C. King Fitch; Treasurer, Wendy Picinich; Attorney, Don Eaton; and Clerk, Amy Taylor.

Mayor Jones conducted the flag salute.

PUBLIC HEARING

Petition for Annexation and Developer Agreement

At 5:30 p.m., Mayor Jones opened the public hearing relating to the petition for annexation of approximately 50 acres of land [Tax Parcel Nos. 351313002, 351313003, and 351313005] known as the Buck Property located in the recently expanded Friday Harbor Urban Growth Area

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

(FHUGA); and to consider the provisions of a proposed Developer Agreement as a condition to any approval of land annexation into Town boundaries.

Mayor Jones read the rules for public conduct of said hearing; and explained that because both matters were legislative in nature, the appearance of fairness doctrine did not apply. Per Mayor Jones' request, Attorney Eaton explained what constituted a conflict of interest under State law and that Councilmembers should not participate in the proceedings if he or she had a conflict of interest.

Mayor Jones inquired if any Councilmember wished to excuse themselves from participation in the proceedings due to a conflict of interest or any other reason. The Council answered in the negative. Mayor Jones inquired if any member of the public wished to place on the record any information which they believed to be an indication of a conflict of interest regarding himself or any Councilmember. No public comments were forthcoming.

Full list of Exhibits as follows:

Public Hearing – Exhibit List		
Exh. :	Title:	Submitted by:
A	Map of proposed area	Town Staff
B	Letters of opposition – received prior to November 19, 2008 @ 4:30 p.m.	Town Staff
C	Letters of support – received prior to November 19, 2008 @ 4:30 p.m.	Town Staff
D	Letters of opposition – received on November 20, 2008 until 5:30 p.m.	Town Staff
E	Letters of support – received on November 20, 2008 until 5:30 p.m.	Town Staff
F	Power Point Presentation during session	Larry Soll/SJCHT
G	Letter supporting annexation and affordable housing	Sam Buck, Jr.
I	Informational Handout	Nancy DeVoux/SJCHT
J	Letter of opposition to annexation	Kelle' Wilson
K	San Juan County 6-Year Transportation Improvement Plan	Pete Rose / SJC
L	Letter of opposition to annexation	Jay Westphalen
M	Petition in favor of the SJCHT Proposal	Nancy DeVoux/SJCHT
N	Informal tally of public hearing testimony (not validated)	William Weissinger
O	Letter of support	Vincent Buck
P	Letter of support	These Exhibits were accepted, but not read into the record, prior to the close of the PH.
Q	Letter of opposition	
R	Public Hearing Attendance Sheet	
S	Letter of opposition	
T	Letter of opposition	

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

At 5:40 p.m., Mayor Jones requested that Michael Bertrand, Land Use Administrator, present the staff report. Mr. Bertrand entered Exhibits A through Exhibit E into the record; explained the analysis of "need" to annex said property; infrastructure requirements; and Staff recommendation based on the attachments contained therein. In summary, the Town currently has sufficient land to meet its housing needs; and if the Council chooses to annex said area, a Developer Agreement should place restrictions on the land to require 120 affordable housing units and other conditions as listed in Attachment No. 1 of the Staff Report.

At 5:53 p.m., Mayor Jones invited the petitioners [the Buck & Boreen families and their representatives, the San Juan Community Home Trust (SJCHT)] to give a presentation. Vincent Buck, speaking on behalf of the proponents, read a letter into the record. The letter, included in Exhibit C, provided a brief background for the proposal; stated that the proponents are willing to assume costs for all required on-site infrastructure; but feel the Town is unreasonable if it sets conditions for off-site infrastructure improvements that would need to be completed regardless of the annexation of said parcels.

At 6:00 p.m., Larry Soll, gave a power point presentation, entered as Exhibit F, depicting the development of the affordable housing portion of the annexation petition. Mr. Soll noted the proposed phasing schedule; types of homes; and target accommodation group; low impact development standards for the project; and finally, opposition to the Turn Point / Grover Street Arterial Connector Road.

At 6:16 p.m., Mayor Jones invited members of the public to speak regarding the request for annexation. The following individuals testified:

At 6:16 p.m., Sam Buck, Jr., 44 Cordova Lane, testified in favor of annexation and affordable housing and read a letter into the record. Said letter is entered as Exhibit G.

At 6:19 p.m., Lori Narum, 295 Hillcrest Place, testified in opposition of annexation due to the current economic situation. Ms. Nurum stated that she was in favor of affordable housing.

At 6:23 p.m., Genevive Kenny, 536 Chinook Way, testified in favor of annexation and affordable housing.

At 6:28 p.m., Jenny Benedict, 73 Provy Lane, testified in favor of the affordable housing citing her own personal experiences.

At 6:33 p.m., Peter Kilpatrick, 15 Maddy Lane, testified in favor of annexation, afford housing and low impact / sustainable development and read a letter into the record. Said letter is entered as Exhibit H.

At 6:37 p.m., Angie Loush, SJC Affordable Housing Coordinator, cited census statistics for wage and housing; and urged the Council to support annexation.

At 6:40 p.m., Dr. Doug Tuttle, 300 Washington Way, testified in favor of annexation and affordable housing.

At 6:42 p.m., Joyce Stimson, 1265 Cattle Point Road, testified in favor of annexation and affordable housing.

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

At 6:45 p.m., Nancy DeVoux, SJCHT Executive Director, disputed the analysis of housing need contained in the staff report and distributed an alternative fact sheet prepared by the SJCHT. Said document is entered as Exhibit I.

At 6:49 p.m., Lori Stokes, 241 Warbass Way, testified in favor of annexation and affordable housing.

At 6:52 p.m., Roberta Leed, 182 Glen Oak Way, testified in favor of annexation and affordable housing.

At 6:54 p.m., Gina Creone, Town Planning Commission Member, urged the Council to not confuse affordable housing with annexation, the issue at hand. Ms. Creone stated concern that the public information distributed to date has been flawed and facts misrepresented.

At 6:58 p.m., David Dubbell, 630 Harrison Street, applauded Ms. Creone's remarks and requested that the Council to take ample time for deliberations and consider Town staff's recommendation.

At 7:01 p.m., Howard Rosenfeld, SJC Councilmember, testified in favor of annexation, affordable housing, and the additional Turn Point connector/arterial. Mr. Rosenfeld stated that the County has added the Turn Point connector to the SJC 6-Year Transportation Improvement Plan.

At 7:04 p.m., Bill Eager, 430 Warbass Way, urged the Council to enforce the conditions of the FHUGA Manage Agreement and to extend the public hearing for further public testimony and thorough deliberation.

At 7:07 p.m., Richard Hobbs, 350 Arbor____ Road, requested that the Council to take ample time for deliberations and to consider low impact development.

At 7:09 p.m., Therese Finn, 415-9 Carter Avenue, testified in favor of annexation and affordable housing.

At 7:12 p.m., Kelle Wilson, 165 Johns Street, testified in opposition of annexation due to the Town not needing said property at this point in time.

At 7:18 p.m., Jeff Brash, 2435 San Juan Valley Road, testified in favor of annexation and affordable housing.

At 7:21 p.m., Janet Thomas, 384 Emmerling Lane, testified in favor of annexation and affordable housing; and urged the Council to encompass "visionary planning".

At 7:23 p.m., Gary Boothman, former Mayor, provided a brief historical reference for the Town's comprehensive plan.

At 7:26 p.m., Mike Soltman, SJI School District 149 Superintendent, provided statistics relating to trends for school enrollment; and testified in favor of annexation and affordable housing.

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At 7:28 p.m., Chris Clarke, 182 Pelican Way, testified in support of annexation contingent on the existing residents within Town boundaries not bearing any additional costs associated with infrastructure or development.

At 7:32 p.m., Kate Scott, 208 Julie Road, testified in support of annexation and affordable housing.

At 7:35 p.m., Pete Rose, SJC Administrator, testified that the Turn Point/Grover Arterial Connector has been added to the SJC 6-Year Transportation Improvement Plan for the year 2012. Mr. Rose entered said plan into the record as Exhibit K.

At 7:37 p.m., Mimi Westphalen, 821 Sunday Drive, testified in opposition of annexation and read a letter into the record. Said letter is entered as part of Exhibit C.

At 7:41 p.m., Bill Weissinger, 47 McGuinete Road and Town property owner, testified in opposition to annexation due to the existing Town residents having to assume the burden of additional infrastructure costs; and stressed that he was not undermining the importance of affordable housing.

At 7:45 p.m., Laura Tuttle, 300 Washington Way, testified in support of annexation and affordable housing; and stated that there have been efforts made to undermine the SJCHT's proposal and that the Staff Report is inaccurate.

At 7:50 p.m., Charles Richardson, 181 Southerland Road, testified in support of the annexation and affordable housing; and suggested that staff take into account low impact development standards for the future development proposal.

At 7:54 p.m., Jim Stegle, 595-10 Linder Street, spoke negatively toward the character of Mr. Mayes, citing his recollection of an issue which had occurred between Mr. Mayes and the owners of Gerard Park Apartments, 595 Linder Street, concerning a property line issue.

At 7:57 p.m., Lee Sturdivant, 745A Larson Street, testified in favor annexation; and urged the Council to take as much time as needed for thoughtful consideration and to find a compromise for the annexation issue if needed.

At 7:59 p.m., Paul Stokes, 572 & 576 University Way, publicly offered to sell the planned residential development of Friday Cove to the SJCHT at a fraction of market value for the development of permanently affordable housing. Mr. Stokes noted that said PRD is located within Town boundaries, infrastructure is installed, and preliminary site plan has been approved.

At 8:02 p.m., Dave Beller, 400 Warbass Way, testified in favor of affordable housing, however will only support annexation if an additional arterial for vehicular traffic is provided for as a condition for development. Additionally, Mr. Bellar noted that the Council should take ample time for their deliberations.

At 8:05 p.m., Cathy Cavanaugh, 731 Sutton Road and Town property owner, testified in support of annexation and affordable housing.

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At 8:08 p.m., Jay Westphalen, testified in opposition of annexation and read a letter into the record. Said letter is entered as Exhibit L.

At 8:10 p.m., Michael Mayes, 453 Point Caution Road and Town property owner, rebutted the testimony of Mr. Segle. Mr. Mayes testified that annexation is not the best way to assume affordable housing and that the Town requires more time to examine the facts concerning the proposed annexation.

At 8:13 p.m., Gary Roberts, former Councilmember, reminded the Council that the public hearing was only to consider the need to annex additional land into Town boundaries, and not an affordable housing project. Mr. Roberts urged the Council to consider the well-being of the existing Town residents before the interests of those wishing to be annexed.

At 8:17 p.m., Jack Cory, proxy for Gordon Peterson, read Mr. Peterson's letter of opposition to annexation into the record. Said letter is entered into the record as part of Exhibit C.

At 8:20 p.m., Wendy Picinich, Town Treasurer, stated that as an obligation to the existing residents, Town should reinvest in infrastructure improvements within the existing Town boundaries before considering expansion and improvements into unimproved areas.

At 8:22 p.m., Tim Polda, 505 Kelsando Circle, testified neutrally to the annexation, stating that he supported affordable housing, however all cost should be born by the petitioners.

At 8:23 p.m., Greg King, 268 Paulsey Road and Town property owner, testified in opposition to the annexation, stating that existing residents will be forced to bear the additional costs associated with infrastructure for the development in order to make it "affordable".

At 8:25 p.m., Peg Strickland, 520 Warbass Way, urged the Council to take adequate time in their deliberations.

Mayor Jones recessed for a brief break.

At 8:36 p.m., Joan Ruth Baumann, 223 Warbass Way, testified in support of affordable housing and urged the Council to work with the petitioners to "see it through".

Hearing from the majority of the public in attendance, Mayor Jones inquired if anyone had additional comments:

At 8:37 p.m., Nancy DeVoux continued to present Exhibit I; cited excerpts from the Comprehensive Plan; and submitted a petition containing signatures gathered in August 2008 supporting the SJCHT's affordable housing project. Said petition is entered into the record as Exhibit M.

At 8:42 p.m., Bill Eager stressed the need for another arterial connecting the proposed development, should the area be annexed, to relieve traffic on Warbass Way.

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At 8:43 p.m., David Dubbell made an inquiry concerning Attachment D – Developer Agreement, contained in the Staff Report. Attorney Eaton interjected with procedure and requested that such inquiries be deferred to the deliberation portion of the hearing.

At 8:47 p.m., Sam Buck, Jr. urged the Council to move forward with the proposed annexation.

At 8:49 p.m., Larry Soll, spoke regarding the phasing of the proposed development and the Town's lack of low impact development standards and related planning policies.

At 8:52 p.m., Vincent Buck reiterated that the proponents are willing to bear the infrastructure cost directly deriving from proposed development of the Buck property, that the proposed arterial is unacceptable to the proponents and would be an upset to the Grover Street neighborhood.

At 8:55 p.m., Bill Weissinger commented that the Council would be setting a precedent by rashly annexing the parcel without a clear set of conditions and expectation contained in a developer agreement, including items such as which costs the developer is to bear, phasing and development, and street arterial.

At 8:59 p.m., Mayor Jones recessed public comment and asked Staff if they had anything to add.

Attorney Eaton commented that the staff report does not recommend denial or acceptance of the proposed annexation; and reminded the Council that the issue of annexation is a legislative matter to which the Council has the authority to annex all, part or none of the petitioned area. In regard to Grover Street, Mr. Eaton commented that at the time of development the School District was not responsible for street improvements because there were no adopted laws or standards pertaining to such at that point in time.

Mr. Bertrand provided clarification on the portion of Staff Report relating to costs for improvement of Grover Street.

Mayor Jones resume the public comment portion of the hearing:

At 9:05 p.m., Laura Tuttle commented that the purpose of the approved FHUGA was to limit the amount of urban sprawl within the existing Town boundaries.

At 9:08 p.m., David Beller stated that it is outrageous to consider annexation, and the potential for development, without another arterial for traffic. Mr. Beller suggested that if the Council believed the arterial would be built, that they should condition the approval of annexation on it.

Mayor Jones inquired if there was additional non-repetitive testimony.

At 9:11 p.m., Jeff Iverson, Planning Commission Chair, stated that the Town Planning Commission voted 5-1 to accept the Staff Report at their November 13, 2008 meeting, thereby agreeing with the planning department's analysis that the Town currently has enough land available for its housing needs at this point in time; and, that should the Council choose to annex any part of the proposed area, a developer agreement is necessary and appropriate.

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At 9:15 p.m., Mayor Jones deferred to the Council. Discussion followed regarding whether or not to extend the public input portion for oral or written comment and procedure for such. Councilmember Illg requested that public testimony be made available on the website. Councilmember Wolf noted possible time constraints involved in the continuing the public hearing. Council discussed potential date to resume said topic.

Mayor Jones resumed public testimony:

At 9:25 p.m., Gary Roberts requested that the Council consider the adjacent zoning of properties and subdivisions when considering the zoning of the Buck Property, should the area be annexed; and noted that the Town residents should not have to bear the costs of annexation.

At 9:28 p.m., David Beller noted that he and the public should have an opportunity to comment on the developer agreement when the final draft(s) are available for review.

At 9:29 p.m., Greg King stated that the Council would not be considering this petition for annexation as eagerly if the proposed affordable housing development was not included; and he believed that less costly alternatives for affordable housing were available within the existing Town boundaries.

At 9:31 p.m., Sam Buck, Jr. stated that he was in favor of affordable housing however it happens, but disagreed with Mr. King's statements.

At 9:34 p.m., Mayor Jones requested direction from the Council.

Councilmember Illg inquired when additional information could be made available and of alternate dates to continue the hearing. Mr. Bertrand stated that staff may be able to provide the requested information by December 10, 2008 and the next available date to hear the matter is Thursday, December 18, 2008.

Councilmember Illg requested that Staff provide a more detailed assessment of Phase I and Phase II including a preliminary site plan. Attorney Eaton stated for the record that the purpose of the hearing was only to consider the matter of annexation; and that the Council's decision in no way passes judgment on other issues such as preliminary site planning, subdivision, and zoning. Mr. Bertrand explained that Exhibit A contained basic detail so that the consultants could derive meaningful data for addendum reports. Attorney Eaton suggested that the Council close the public hearing until staff is prepared to resume the topic; and added that Staff will bring forward one to two revised developer agreements for consideration when the matter is resumed.

Council discussed setting a date for public hearing. Councilmember Lacher commended the Staff on their diligence in preparing the information at hand, and requested that Council set the date for public hearing on December 18, 2008. Councilmember Brooks disagreed and stated that the Council should not consider setting a date until the staff and Council has all information available and adequate time to review. Councilmember de Freitas inquired if low impact

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development standard could be integrated into the review. Attorney Eaton answered that Town must follow its adopted standards which do not account for low impact development.

Upon inquiry from an audience member, Mr. Bertrand explained why the staff report was released on Friday, November 14, 2008; less than a week before the public hearing.

Clerk Zalmanek entered Exhibits P through T, letters of support or opposition; and attendance sheet into the record prior to the closing of the public hearing.

At 9:43, Mayor Jones closed the public input portion of the hearing and requesting Council direction. Brief discussion followed regarding procedure for the continuance of a public hearing.

Moved by Lacher, seconded by de Freitas, to close the public hearing and adjourn the meeting at 9:46 p.m. Motion passed unanimously.

ADJOURNMENT – See above. The next special meeting is scheduled for Monday, December 1, 2008.

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These minutes were approved on December 4, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, December 1, 2008 – Town Council Chambers – Public Hearing

CALL TO ORDER

The Town Council met in regular session with Mayor Jones presiding. Mayor Jones called the regular session to order at 12:00 p.m.

ROLL CALL

Council members: Brooks, deFreitas, Illg, Lacher and Wolf
Others: Administrator Fitch and Treasurer Picinich

Mayor Jones conducted the flag salute.

PUBLIC ACCESS TIME

There were no public access items forthcoming.

PUBLIC HEARING

At 12:01 p.m., Mayor Jones opened the public hearing on the 2009 Preliminary Budget. Administrator Fitch introduced exhibit A, a letter from Christine Hagen requesting that the

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proposed John Street sewer main improvement project be expanded to include all of John Street.

After disclosing her relationship with local Whale Watching businesses, Councilmember Brooks expressed her concern the "out of the area" Whale Watching companies plan to increase their operations in the San Juan Islands, competing with local Whale Watch companies while not contributing to the local economy except by paying increased fees to the Port of Friday Harbor for docking at the Port's Spring Street Landing. Mayor Jones asked Councilmember Brooks to draft a letter to the Port expressing the Council's concern about the increase in "out of area" whale watch traffic.

Councilmember de Freitas, a member of the Chamber of Commerce's business council, said that would share Councilmember Brooks' concern at the Chambers next meeting.

Administrator Fitch reported that he had received a telephone call from Washington State Ferry Agent Mike Akin expressing his disappointment that the Town does not plan to fund the 2009 ferry traffic control program. Administrator Fitch reported that he had also had a telephone conversation with Sam Juan County Sheriff Bill Cumming asking that the Council reconsider his request to increase his department 2009 contract for both police and dispatch services.

At 12:13 pm, after hearing no more input, Mayor Jones closed the hearing.

Treasurer Picinich explained the following proposed additions to the 2009 Budget:

1. An extended service plan with Solar Bee in the Water Fund
2. Replace of the bed on the Refuse Department's recycling truck
3. The purchase of a generator for the water pump station at the Water Fund's 327" Zone on Marguerite Place
4. Adjusting transfers to the Equipment Reserve Fund from the various operating Funds.

Administrator Fitch explained that the new pagers requested by the Fire Chief in the 2009 Budget is enable the Town's Fire department to have access to San Juan Island Fire District 3's channel.

Administrator Fitch informed the Council that he, Mayor Jones, Council members Brooks and Lacher, and a representative from Strider Construction will be meeting on December 2, 2008 at 11:30 am with representatives of downtown businesses to discuss the sewer main relocation project.

Councilmember Illg requested clarification on the Buck annexation schedule. Administrator Fitch explained that Land Use Administrator Bertrand has not yet meet the developers to discuss the development agreement and that Town Staff wants to make sure that if and when a development agreement is reached that they have adequate time to prepare a staff report for public review before scheduling a public hearing on the proposed development agreement.

ADJOURNMENT – Hearing no further business and no objection, Mayor Jones requested a motion to adjourn. The next regular meeting is scheduled for Thursday, December 4, 2008 at 12:00 p.m.

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Moved by Illg, seconded by de Freitas, to adjourn the meeting at 12:25 p.m. Motion passed unanimously.

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These minutes were approved on December 4, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, December 4, 2008 – Town Council Chambers – Afternoon Session

CALL TO ORDER

The Town Council met in regular session with Mayor Jones presiding. Mayor Jones called the regular session to order at 12:00 p.m.

ROLL CALL

Council members: Lacher, Wolf, de Freitas, Illg, and Brooks.

Others Present: Mayor, David Jones; Town Administrator, C. King Fitch; Treasurer, Wendy Picinich; and Clerk, Amy Taylor. Attorney, Don Eaton was not present.

Mayor Jones conducted the flag salute.

PUBLIC ACCESS TIME

Lynn Danaher, owner of Serina Business Court, made several suggested changes to the Town's land use regulations including that the Town increase its density by changing the minimum lot size building requirement to 6000 square feet; that the ratio of commercial to residential zoning be changed; and changing the method for calculating building height. Inquiry followed. Mayor Jones requested that the topic be added to a future agenda.

ACTION AND DISCUSSION ITEMS

Water Efficiency Requirements

At 12:06 p.m., Mayor Jones introduced discussion of the WA State Department of Health's new water efficiency requirements. Utilities Superintendent Mike Wilks explained the purpose of the program and measures the Town currently takes to conserve and monitor water; including monitoring for line loss and leak detection. Administrator Fitch spoke about the Town's Water Conservation Program. Per inquiry, Mr. Wilks noted that the largest challenge to complying with the new program is the Town's aging infrastructure. Discussion and inquiry followed. No action was taken.

Resolution No. 1682

At 12:22 p.m., Mayor Jones introduced draft Resolution No. 1682, authorizing the sale of used equipment deemed surplus. Administrator Fitch explained the particulars of said resolution. The list of equipment includes an asphalt grinding machine and miscellaneous computer equipment. Discussion and inquiry followed.

Moved by Illg, seconded by Wolf to adopt Resolution No. 1682, as stated above. Motion passed unanimously.

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Resolution No. 1683

At 12:27 p.m., Mayor Jones introduced draft Resolution No. 1683, authorizing the Mayor to execute Change Order No. 8 on the contract with Strider Construction, Inc. for the Sewer Replacement Project. Administrator Fitch explained the particulars of said resolution. Change Order No. 8 has an additive value of \$29,864.24 for various work items, which include all labor, equipment, and material. Discussion and inquiry followed.

Moved by de Freitas, seconded by Lacher, to adopt Resolution No. 1683, as stated above. Motion passed unanimously.

2009 Fee Schedule

At 12:32 p.m., Mayor Jones introduced discussion of the 2009 Fee Schedule for land use permits and miscellaneous charges for services. Administrator Fitch explained that the Town Council is required to review its fee schedules on an annual basis. Councilmembers inquired randomly regarding line items of interests. Land Use Administrator Mike Bertrand explained the distinction between the stormwater siltation, site and quality control plans. Administrator Fitch noted that Town does not sell many publications because they are posted on the Town website for free download. No changes were recommended. **Council consensus to make no changes to the current fee schedule.**

WORK SESSIONS

2009 Town Budget

At 12:39 p.m., Mayor Jones opened discussion of the preliminary 2009 Town Budget. Councilmembers randomly inquired about and discussion ensued regarding line items of interest, revenues and requests reflected in the budget such as: Centennial Celebration; programs that were eliminated; requests by the Fire Department; Chamber of Commerce; capital reserves and improvement projects; and others.

The Council discussed the request from the business community to suspend construction operations on the Sewer Line Replacement Project over the Christmas season. The cost of down-time, construction schedule, possible complications and probability of completion by December 18th were discussed. Debbie Pigman, Executive Director for the Chamber, endorsed the closure. Discussion and inquiry followed. The topic was added to the evening agenda.

Administrator Fitch requested that Fire Chief Vern Long present his department's budgetary requests, including the purchase of a new fire engine to replace Fire Engine 6. Chief Long reviewed the need for a new engine and the pros and cons of purchasing the engine in 2008 versus 2009 due to changes in requirements for new safety features on all new fire engines built in 2009. Administrator Fitch and Treasurer Picinich reviewed financing for such an item. **Council consensus to pursue an interlocal agreement with Eastside Fire and Rescue District in King County, for bidding purposes on a new fire engine and pumper to replace Fire Engine No. 6.**

ADMINISTRATOR'S REPORT

At 1:30 p.m., Administrator Fitch presented the Town Council with an update of the following:

- Guard Street, Phase 4 – Councilmember Brooks was correct in that the center line near the pedestrian bump-out at the intersection with Marguerite Place was striped

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incorrectly. The center line of the street was striped twelve inches off center and will be restriped today.

- Water Transmission Line – Town continues to receive requests from the San Juan Island Trails Committee to pursue a trail over the proposed new water transmission line. Administrator Fitch noted that the Council has not provided direction for the design and will add the issue to a future agenda for discussion in January 2009.

PAYMENT OF CLAIMS AND PAYROLL

Moved by de Freitas, second by Wolf to affirm the payment of Payroll Warrant Nos. 13379 through 13425 in the amount of \$204,738.49; and approve the payment of Claim Warrant Nos. 31848 through 31905 in the amount of \$334,820.12. **Motion passed unanimously.** [See Non-Agenda Items for comment.]

APPROVAL OF MINUTES

Approval of the minutes was postponed until the evening session.

FUTURE AND NON-AGENDA ITEMS

During the approval of Claim Warrants, Councilmember Brooks inquired if the Town is moving to convert its computer operating systems to Microsoft Vista. Councilmember Brooks noted concern.

Per inquiry from Councilmember Brooks, Administrator Fitch noted that the November 20, 2008 public hearing regarding the "Buck Property" is currently being aired on public access television.

Councilmember Lacher requested that the Council revisit the discussion of a traffic circle at the Spring Street and Argyle Avenue intersection in 2009.

CITIZEN RESPONSE

There were no public access items forthcoming.

ADJOURNMENT – Hearing no further business and no objection, Mayor Jones requested a motion to adjourn. The next regular meeting is scheduled for Thursday, December 4, 2008 at 5:30 p.m.

Moved by de Freitas, seconded by Wolf, to adjourn the meeting at 1:42 p.m. Motion passed unanimously.

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These minutes were approved on December 18, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, December 4, 2008 – Town Council Chambers – Evening Session

CALL TO ORDER

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The Town Council met in regular session with Mayor Jones presiding. Mayor Jones called the regular session to order at 5:30 p.m.

ROLL CALL

Council members: Lacher, Wolf, Illg, and Brooks.

Others Present: Mayor, David Jones; Town Administrator, C. King Fitch; and Clerk, Amy Taylor. Councilmember de Freitas; Treasurer Picinich and Attorney Eaton were not present.

Mayor Jones conducted the flag salute.

EXCUSED ABSENCES

Mayor Jones asked the Council if they wished to excuse Councilmember de Freitas. Council unanimously approved her absence.

PUBLIC ACCESS TIME

Mayor Jones requested that comments relating to the Sewer Replacement Project construction be kept until the budget work session portion of the meeting.

ACTION AND DISCUSSION ITEMS

Spring and Mullis Street Intersection Crosswalk

At 5:32 p.m., Mayor Jones introduced discussion of a crosswalk and controlled intersection at the Spring and Mullis Street intersection. Administrator Fitch explained the differences between the design concepts which were presented and logistical issues associated with placing a crosswalk and controlled stop at said intersection. Briefly, Concept A provides for the installation of a pedestrian bump-out, which provides for one-lane west bound on Spring Street and is consistent with the engineering analysis of said intersection. Concept B maintains the existing travel lanes but does not increase pedestrian visibility or reduce the amount of pedestrian crossing time. Discussion and inquiry followed regarding the need for a crosswalk and traffic volume issues near Inter Island Medical Center. The Council came to a consensus that a controlled intersection is necessary should a crosswalk be installed at the intersection.

Moved by Lacher, seconded by Wolf, to approve the design of Concept B. Administrator Fitch suggested that the Council not act on construction of the project until notification to the other business owners in the area. **The motion was withdrawn. Council consensus to add the issue to a future agenda.**

Parking Infraction Fines

At 5:59 p.m., Mayor Jones introduced discussion of increasing fines for overtime parking infractions. Councilmember Wolf suggested that the current bail schedule fees relating to parking control be raised in an effort to offset the increase in associated processing costs. Councilmember Illg stated that an increase in fees may not be an effective method to remedy the issue. Discussion and inquiry followed regarding contracted services through SJC Municipal Court, structure of the bail schedule, and parking meters. Per inquiry, Land Use Administrator Mike Bertrand provided an update on the meeting with the local merchants relating to parking limitations and availability in the downtown core. Administrator Fitch noted that due to State statutes, certain fees contained in the bail schedule may not be subject to change. **Council consensus to draft a revised bail schedule for review.**

Second reading of draft Town Utility Ordinances

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At 6:28 p.m., Mayor Jones introduced discussion of draft utility Ordinance Nos. 1376 through 1381. Clerk Taylor stated that pursuant to the November 20, 2008 meeting, the following motion stood: **Moved by Lacher, seconded by de Freitas, to adopt Ordinance Nos. 1376 through 1381, setting utility connection charges and user fees for water, sewer and stormwater.** Discussion and inquiry followed regarding connection fees. **Motion passed 3-1 with Wolf opposed and de Freitas absent.**

WORK SESSIONS

2009 Town Budget

At 6:34 p.m., Mayor Jones opened discussion of the preliminary 2009 Town Budget. Mayor Jones invited David Baughn Cannery Landing business owner, to address the Council. Mr. Baughn requested on behalf of concerned business owners, that the Town suspend construction operations on the Sewer Replacement Project over the Christmas season. Discussion followed regarding the construction schedule, alternatives provided by Strider Construction, and cost for suspension of construction. Briefly, furlough from December 8th through December 19th would cost \$16,768; and furlough from December 15th through December 19th would cost \$8,384. Council discussed the importance of the holiday season to our local business owners and the negative effect the ongoing road and parking disruption would have on retail sales and services. Administrator Fitch cautioned that an expense of this nature may not be allowable under the guidelines set forth by the State. **Council consensus to suspend construction operations from December 15th through December 19th, 2008; providing that it is an allowable expenditure within the 2008 Town Budget.**

CITIZEN RESPONSE

At 6:54 p.m., SJC Councilmember Howard Rosenfeld, provided the Council with an update on the draft 2009 SJC Budget, including increased solid waste tipping fees; proposed taxes; and fully funded Sheriff's department. Councilmember Rosenfeld commented on ferry issues, design of a Turn Point connection road, and SJC Transfer Station. The Council thanked Mr. Rosenfeld.

APPROVAL OF MINUTES

Moved by Illg, seconded by Wolf, to approve the minutes of **November 6, 2008 as submitted.** Motion passed 4-0 with de Freitas absent.

Moved by Illg, seconded by Wolf, to approve the minutes of **November 15, 2008 as submitted.** Motion passed 3-0 with Brooks abstained and de Freitas absent.

Moved by Illg, seconded by Brooks, to approve the minutes of **November 20, 2008 as submitted.** Motion passed 4-0 with de Freitas absent.

Moved by Illg, seconded by Wolf, to approve the minutes of **December 1, 2008 as corrected.** Motion passed 4-0 with de Freitas absent.

FUTURE AND NON-AGENDA ITEMS

Administrator Fitch requested to bring forth a Change Order to the Sewer Replacement Project for an oil/water separator type catch basin at the Cannery Landing parking area for the purpose of separating oil from the stormwater.

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Councilmember Brooks requested consensus to sign a letter to the Port of Friday Harbor Commissioners regarding commercial transit vessels conducting whale watch tours. The Council declined signing the letter and suggested alternative approaches to addressing the issue.

Administrator Fitch listed future agenda items.

Councilmember Wolf addressed questions relating to the Centennial Birthday Party. The issue will be added to a future agenda.

EXECUTIVE SESSION

At 7:41 p.m., Mayor Jones announced that the Council would be holding an executive session regarding labor negotiations in accordance with the provisions of RCW 42.30.110(G) and RCW 42.30.140(4); which will be estimated to last 5 minutes. Participants: Town Council, Mayor Jones, Administrator Fitch, and Clerk Taylor. The session ended at 7:45 p.m. for an actual session time of 4 minutes. No action was taken.

ADJOURNMENT – Hearing no further business and no objection, Mayor Jones requested a motion to adjourn. The next regular meeting is scheduled for Thursday, December 18, 2008 p.m.

Moved by Wolf, seconded by Lacher, to adjourn the meeting at 7:46 p.m. Motion passed unanimously.

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These minutes were approved on December 18, 2008. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, December 18, 2008 – Town Council Chambers – Afternoon Session

CALL TO ORDER

The Town Council met in regular session with Mayor Jones presiding. Mayor Jones called the regular session to order at 12:00 p.m.

ROLL CALL

Council members: Lacher, Wolf, Illig, and Brooks.

Others Present: Mayor, David Jones; Town Administrator, C. King Fitch; Treasurer, Wendy Picinich; and Clerk, Amy Taylor. Councilmember de Freitas and Attorney Don Eaton were not present.

Mayor Jones conducted the flag salute.

EXCUSED ABSENCES

Mayor Jones asked the Council if they wished to excuse Councilmember de Freitas. Council unanimously approved her absence.

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

ANNOUNCEMENTS/SCHEDULE CHANGES

The posted agenda was revised. The evening meeting was cancelled due to inclement weather.

PUBLIC ACCESS TIME

Pam Fitch, County resident, thanked the Town for their efforts to maintain the sidewalks and streets in the recent snow storm. The Council applauded the staff.

ACTION AND DISCUSSION ITEMS

Affordable Housing Action Plan

At 12:02 p.m., Mayor Jones introduced discussion of the proposed SJC Health and Community Services (H&CS) Affordable Housing Action Plan (Plan). Angie Lausch, H&CS Affordable Housing Coordinator, described the efforts of a coalition of local organizations to establish the Plan for all communities in the County. Ms. Lausch described the Coalitions' goals in developing the Plan; and intention to apply for block planning grant funds from the State, as well as other grants to pay for the development of the Plan and associated consultant fees. Ms. Lausch requested that the Town participate in the process of developing the Plan and a letter of support from the Town Council to endorse said block grants. Discussion and inquiry followed regarding methods for engaging the business community to join the Coalition. **Council consensus to endorse the block grants.**

Resolution No. 1684

At 12:08 p.m., Mayor Jones introduced draft Resolution No. 1684, authorizing the Mayor to execute Change Order No. 5 on the contract with JS & S Excavation, Inc. for construction of the Guard Street Improvement Project, Phase 4. Administrator Fitch explained the particulars of said resolution. Change Order No. 5 has a deductive value of \$7,023.53 for work items, including all labor, equipment, and material as described in the Scope of Work of Change Order No. 5. Discussion and inquiry followed.

**Moved by Brooks, seconded by Illg, to adopt Resolution No. 1684 as stated above.
Motion passed 4-0 with de Freitas absent.**

Resolution No. 1685

[Clerk's Note: Draft Resolution No. 1685, accepting the project known as the Guard Street Improvement Project, Phase 4, was removed from the agenda. Said Resolution will be tabled until January 2009.]

Resolution No. 1686

At 12:13 p.m., Mayor Jones introduced draft Resolution No. 1686, authorizing the Mayor to execute a contract with Granite Northwest, Inc., dba Wilder Construction Company for construction of the Tucker Avenue Storm Drainage Project. Administrator Fitch explained the particulars of said resolution. Five competitive bids were received using the Town's Small Works Roster. Wilder Construction Company submitted the low responsive unit price with a base bid contract amount of \$69,818.68. Discussion and inquiry followed.

**Moved by Illg, seconded by Wolf, to adopt Resolution No. 1686 as stated above.
Motion passed 4-0 with de Freitas absent.**

Resolution No. 1687

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

At 12:16 p.m., Mayor Jones introduced draft Resolution No. 1687, authorizing the Mayor to execute a labor contract with Washington State Council of County & City Employees, AFSCME, AFL-CIO Local 1849F for the period of January 1, 2009 through December 31, 2011. Administrator Fitch explained that Local 1849F has ratified the contract. Discussion followed. The Council thanked Staff and the Administration for their work in negotiating the contract.

Moved by Lacher, seconded by IIIg, to adopt Resolution No. 1687, as stated above. Motion passed 4-0 with de Freitas absent.

Ordinance No. 1383

At 12:19 p.m., Mayor Jones introduced draft Ordinance No. 1383, adopting the budget for the Town of Friday Harbor, Washington for the fiscal year ending December 31, 2009. Councilmember Lacher noted the letter from the SJI Chamber of Commerce requesting that the Town reinstate the request for \$5,000 previously removed. Discussion followed regarding the well being of the Chamber. Treasurer Picinich advised the Council to wait until the beginning of the year to determine the actual amount of sales tax that the Town will collect. Nancy Hansen, ex-president of Chamber, stated that the funds are important and that waiting two weeks will strain the Chamber's budget preparation. Joy Seveir, president elect of the Chamber, noted the level of service that the Chamber provides and impacts a decrease in contribution will have on their level of service to the community. Treasurer Picinich noted fears that 2009-2010 cash carry-over will be effected by a decrease in sales tax revenue collection. Discussion and inquiry followed. Councilmember Wolf noted that he was in favor of adopting the budget as is, but urged the Council to not allocate additional funds to the Chamber until the Council can determine the actual amount of said sales tax revenue. Councilmember IIIg requested that the Town organize a public forum regarding the current state of the economy.

Moved by Lacher, seconded by IIIg, to adopt Ordinance No. 1383, with an amendment to include the request from the Chamber for \$5,000. 3-0 with Wolf opposed and de Freitas absent.

PUBLIC HEARINGS

2007 Town Budget Amendments

At 12:31 p.m., Mayor Jones opened the public hearing for amendments to the 2008 Town Budget. No public input was forthcoming. Administrator Fitch gave an explanation of said amendments and year end balance which are listed as "Attachment A" to draft Ordinance No. 1382. Discussion and inquiry followed regarding the budgetary process. Hearing no public input, Mayor Jones closed the public hearing.

ACTION AND DISCUSSION ITEMS (cont.)

Ordinance No. 1382

At 12:30 p.m., Mayor Jones introduced draft Ordinance No. 1382, amending the adopted 2008 Budget.

Moved by Lacher, seconded by Wolf, to adopt Ordinance No. 1382, amending certain beginning balances, revenue estimates, expenditure appropriations, and ending cash balances in the 2008 Budget per Attachment A. Motion passed 4-0 with de Freitas absent.

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Ordinance No. 1384

At 12:37 p.m., Mayor Jones introduced Ordinance No. 1384, fixing 2009 compensation for represented personnel. Administrator Fitch explained the particulars of said Ordinance, including a minor change to text. No discussion followed.

Moved by Lacher, seconded by Illg, to adopt Ordinance No. 1384 as amended. Motion passed 4-0 with de Freitas absent.

Ordinance No. 1385

At 12:41 p.m., Mayor Jones introduced draft Ordinance No. 1385, fixing 2009 salaries for officials and non-represented personnel. Administrator Fitch explained that the un-represented personnel and officials did not undergo a salary evaluation for 2009 and will only receive a 4.6% cost-of-living increase, as was received by the represented personnel. Discussion followed regarding conflict of interest issues.

Moved by Lacher, second by Brooks, to adopt Ordinance No. 1385, as stated above. Motion passed 4-0 with de Freitas absent.

ADMINISTRATOR'S REPORT

At 12:45 p.m., Administrator Fitch presented the Town Council with an update of the following:

- Sewer Replacement Project – Construction has been voluntarily halted due to inclement weather. Should the weather improve, Strider Construction will resume construction for the project. Parking for the residents of Cannery Village Condo Association and shop owners near Cannery Landing will continue to be displaced.
- Guard Street Improvement Project, Phase 4 – Final inspection of said project was cancelled due to inclement weather. The draft Resolution No. 1685 accepting said project is tabled until further notice.
- Town Council Meeting – Per inquiry, Administrator Fitch explained that the Council will not convene on Thursday, January 1, 2009 due to the New Year's Holiday and will instead convene on Thursday, January 8, 2009 per Friday Harbor Municipal Code.
- Larson Street Storm Drainage Project – Said project is approximately 95% complete. Construction has been halted until January 5, 2009 due to inclement weather and holiday season.
- Bail schedule – The issue of changing the current Bail Schedule fees was removed from the agenda because staff would like additional time to research and possibly make adjustments to the current collection system. Staff will reintroduce the issue in spring. Treasurer Picinich noted that SJC District Court requests that any increases in fees be in increments of \$5.00.
- Emergency Management Conference Call – Administrator Fitch participated in an emergency management conference call on Monday, December 15, 2008 due to the recent snow storms and other inclement weather. The purpose of said call is for local stakeholders, such as the County, Town and Utility providers, to share information regarding available resources. Per inquiry, Administrator Fitch explained that the availability of "community service workers" through the Sheriff's department "ebbs and flows" and that none were available to aid in the removal of snow from sidewalks.
- Christmas tree recycling – The County is scheduling a two week period for collection and mulching of Christmas trees; and has invited the Town to participate in that program.

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- Holiday Treats – Boxes of candy and cookies received from vendors were provided for the public and Council.

PAYMENT OF CLAIMS

Moved by Lacher, second by Brooks to approve the payment of Claim Warrants Nos. 31908 through 31976 in the amount of \$557,031.75. Motion passed 4-0 with de Freitas absent.

APPROVAL OF MINUTES

Moved by Illg, seconded by Brooks, to approve the minutes of **December 4, 2008 as submitted**. Motion passed 4-0 with de Freitas absent.

FUTURE AND NON-AGENDA ITEMS

Councilmember Lacher requested an update on the Buck Property annexation issue. Land Use Administrator Mike Bertrand reported that meetings with the Bucks continue and that a final developer agreement has yet to be drafted. In addition, further technical questions have been forwarded to the engineering consultant. Administrator Fitch indicated that the Bucks may need to start contributing to the cost of the consultants because the baseline of the proposed agreement has been changed.

Councilmember Illg requested that the Town Council have a discussion of organizing a public forum regarding the current state of the economy.

CITIZEN RESPONSE

There were no public access items forthcoming.

ADJOURNMENT – Hearing no further business and no objection, Mayor Jones requested a motion to adjourn. The next regular meeting is scheduled for Thursday, January 8, 2009 @ 12:00 p.m.

Moved by Illg, seconded by Wolf, to adjourn the meeting at 1:08 p.m. Motion passed 4-0 with de Freitas absent.

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These minutes were approved on January 8, 2009. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Thursday, December 18, 2008 – Town Council Chambers – Evening Session

ANNOUNCEMENTS/SCHEUDLE CHANGES

[Clerk's Note: The regularly scheduled evening session by the Town Council was cancelled per the Council's request. The next regular meeting by the Town Council is scheduled Thursday, January 8, 2009 at 12:00 p.m.]

MINUTES OF THE TOWN COUNCIL OF FRIDAY HARBOR - 2008

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These minutes were approved on January 8, 2009. The original document is retained by the Clerk in the Town Council's permanent records. Attest: Amy Taylor, Town of Friday Harbor Clerk

Revision to the Town Council Minutes of August 21, 2008 Afternoon Session

Council Retreat

At 12:47, Mayor Jones introduced discussion of a Council retreat relating to stormwater quality issues, low impact development and budget process. Administrator Fitch offered the possible dates and distributed a State mandated schedule for the adoption of the budget. Discussion followed. **Council consensus to hold the following special meetings for workshop/retreats: September 27, 2008 at 8:30 a.m. to discuss the budget process; November 15, 2008 at 8:30 a.m. to discuss stormwater regulations; and postpone discussion of low impact development to the beginning of the year.**