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**MEETING MINUTES  
SAN JUAN COUNTY (SJC), WASHINGTON  
COUNTY COUNCIL, SPECIAL MEETING  
TUESDAY, JANUARY 22, 2024**

**Legislative Hearing Room, 55 Second Street, Friday Harbor, WA**

09:00 AM     **CALL TO ORDER & FLAG SALUTE.**

Council Chair Fuller called the meeting to order at 09:00 AM. Present: Council Members Jane Fuller, Christine Minney and Cindy Wolf, County Manager Mike Thomas, and Clerk to the County Sally Rogers.

**09:00 AM     Discussion/Action:**

1. Council Business (Council, Sally Rogers, Clerk to the Council)
  - a. Council meeting procedures
  - b. Council code section update
  - c. 2024 Committee Assignments
  - d. 2024 Council Calendar (Action)**
  - e. Council Representation – Out of County (NACO, WSAC)
    - i. Review Council travel budget
    - ii. Travel Plans

Ms. Rogers presented the Council meeting procedures, and Council code section update. Boards and Committees were discussed and assigned for 2024.

**MOVED by Ms. Wolf, seconded by Ms. Minney to approve the 2024 San Juan County Council Calendar for meeting scheduled in 2024. ALL AYES; MOTION CARRIED.**

Council discussed the travel budget and travel plans for 2024.

**09:50 AM**

2. 2024/5 Biennial Budget (Natasha Warmenhoven - Auditor, Molly Foote – Budget Analyst and, Mike Thomas – County Manager.
  - a. 2023 Closing, Setting Fund Balances – timing estimate.
  - b. Observations and Concerns, federal funds consumed, sales tax
  - c. Decision Packages – final list, timing of review
  - d. Budget Amendments – tracking of actuals, mid-year staff adds, Quarterly reports.

Ms. Warmenhoven, Ms. Foote and Mr. Thomas presented the items and answered Council's questions.

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**10:20 AM**

3. Policy and Plan Implementation Framework (Grant, Erin)
  - a. Creating a meaningful inclusive policy framework
  - b. Change from past practices
  - c. Communications planning is key to success

Mr. Carlton and Ms. Andrews presented the items and answered Council's questions.

**11:00 AM**

**Legislative Update/Discussion** - Josh Weiss, & Annika Vaughn –  
State Lobbyists, Gordon Thomas Honeywell.

**11:30 AM (Policy and Plan Implementation Framework continued)**

3. Policy and Plan Implementation Framework (Grant, Erin)
  - b. Creating a meaningful inclusive policy framework
  - c. Change from past practices
  - d. Communications planning is key to success

Mr. Carlton and Ms. Andrews presented the items and answered Council's questions.

**12:20 PM**

4. Communications – Update (Erin)
  - a. Lexicon shift – shift in perspective, language
  - b. Figuring out how to communicate with citizens effectively

Ms. Andrews presented the items and answered Council's questions.

**12:55 PM**

5. Human Resources Update (Angie)
  - a. Compensation study process & outcome
  - b. Collective bargaining negotiations – timing, resources
  - c. 32-hour work week tracking and updates
  - d. CM & DCD director recruitment update

Ms. Baird presented the items and answered Council's questions.

**2:20 PM**

6. Facilities – Changes Coming Soon (Greg S., Mike)
  - a. Banner Bank building closing, improvements
  - b. Orcas Sr. Center – sale, need for office space
  - c. Spring Street – sale to Conservation District
  - d. PW Lopez Shop property sale to Solid Waste utility
  - e. Compass Health lease/sale proposal

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- f. New Community Building – Miller Hull, what next?
- g. Lopez – Sheriff office space

**3:35 PM**

- 7. Land Bank Update (Lincoln, Grant)
  - a. Retreat/Strategic Plan development
  - b. Overview of Renewal effort, Media, TFPL

Mr. Bormann presented the items and answered Council’s questions.

**ADJOURN 4:30 PM**

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**COUNTY COUNCIL**  
**SAN JUAN COUNTY, WASHINGTON**

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Christine Minney  
 District 1

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Cindy Wolf  
 District 2

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Jane Fuller  
 District 3

ATTEST: Clerk to the Council

By: \_\_\_\_\_  
 Sally Rogers Date:

Minutes approved by San Juan County Council on February 6, 2024.