



TOWN OF BEAUX ARTS VILLAGE

TOWN COUNCIL MINUTES

November 14, 2023

Saal

PRESENT: Mayor Aletha Howes, Councilmembers Paula Dix, James McCarthy, Stacy Saal, Tom Stowe, and Brad Wheeler.

EXCUSED: None.

STAFF: Clerk/Treasurer Sue Ann Spens.

GUESTS: Eugenia Yen and Julia Morse.

Mayor Howes called the meeting to order at 7pm.

MINUTES: Councilmember Stowe moved to approve the October 10, 2023 minutes as amended. Councilmember Saal seconded.

Vote: 4 For, 0 Against, 1 Abstain (Dix). Motion carried.

CLAIMS: Councilmember Wheeler moved to approve the November 14, 2023 Claims Register for check numbers 16391 through 16411 in the amount of \$71,001.10.

Councilmember Saal seconded.

Vote: 5 For, 0 Against, 0 Abstain. Motion carried.

CLERK'S REPORT:

CD INVESTMENT OPPORTUNITIES: Clerk/Treasurer Spens remarked that the Council asked last month if the Town should consider investing some of our reserve funds in certificates of deposit, because those instruments are yielding higher interest rates than regular savings accounts. She briefly looked at current CD rates versus the rate earned with the Local Government Investment Pool (LGIP) and found them to be nearly equivalent. It was the consensus of the Council to leave our invested reserves in the LGIP.

ELECTED OFFICIAL TRAINING: Clerk/Treasurer Spens reminded the Council that, per the Open Government Training Act, elected officials must complete training within 90 days of first being elected and a minimum of every four years thereafter. The Association of Washington Cities is sponsoring several training sessions in early December, both in-person and online, if any members of the Council are interested. For those who prefer to complete training on their own time, the State Attorney General's office has prepared a training series that satisfies the requirement. She will distribute links to the training website in early January.

LOCKING SYSTEM FOR WATER SHED: Councilmember McCarthy described the "keyless" locking system he suggests we use on the water shed entry door. To gain entry, an authorized person must obtain an entry code; codes can and should be unique to each person granted access. The system tracks who entered the shed and when they entered for safety.

reviews. The consensus of the Council is that this system makes sense for entry to the shed's vestibule and restroom; the file room will remain locked separately as an added layer of protection for the Town's financial and property records. In January, the Council will discuss a policy outlining who will be granted access and how that access will be monitored.

MARSHAL'S REPORT: Mayor Howes reported that KSCO received one call through 911; she added that the report lists only calls to 911, not non-emergency calls. She commented that she has a new contract for our KCSO contract, and she chatted with them about the number of cancelled patrols. She also invited them to send a representative to the summer picnic as a way to meet the community.

WATER REPORT: Councilmember Wheeler reported that the Town has been on Bellevue water about 50% of the time over the last month, because repairs to the unit that controls the tank refill have been delayed. He did note that Water Supervisor Bob Durr expects the equipment needed for the repairs to cost about \$2000 plus installation fees.

Councilmember Stowe asked if we should consider another solution. Councilmember Wheeler responded that the current equipment is older, and it was purpose built. Any replacement unit must also be customized for the purpose. Councilmember Stowe asked if we should be considering a move to something that is more off-the-shelf. Councilmember Wheeler answered that such a discussion needs to be held with Mr. Durr present.

Councilmember Wheeler also reported that the tank needs an overflow pipe from the tank to the ground and asked for permission to contact Town Engineer Stacia Schroeder to help with the design. It was the consensus of the Council that he should proceed.

WABA REPORT: Mayor Howes reported on behalf of WABA President Jeff Avansino that:

- WABA plans to hold the Winter Bonfire on December 14th; they will distribute more information to members.
- Kristin Mange has resigned as WABA Clerk and will be replaced by Elizabeth Leider. Details on the timing of that change are forthcoming.
- WABA's Winter Dinner is scheduled for February 4th at the Bellevue Botanical Garden.
- The WABA Board is working to complete their budget and share it with members in December.

APPEARANCES: Eugenia Yen updated the Council on the work of that the informal citizen's group studying tree preservation ideas, now known as Trees 4 Beaux Arts. Included in this update were a number of ideas for studying the Town's current tree canopy and the condition of our trees, preparing educational materials for residents to stress the importance and value of our urban forest, and a strong suggestion to consider applying for grant money to hire professional help for these items and more. Julia Morse offered that the citizen's group has completed much research that is community specific to Beaux Arts Village, and that they have information about available sources for grant funding and information.

PUBLIC HEARING: PROPOSED 2024 BUDGET: Mayor Howes opened the public hearing at 7:45pm. As there were no comments, she closed the hearing at 7:46pm.

Councilmembers reviewed the proposed budget on a line-by-line basis, making adjustments to the preliminary estimates. In addition, the Council discussed Bellevue's anticipated water-main replacement project and ways that the Town can utilize their expertise and access to better contract pricing for our water line repair project.

Next month, the Council will adopt the Final 2024 Budget by ordinance. The Council may also hold a public hearing to amend the 2023 Budget, though it does not look like that will be needed at this time.

PROPOSED ORDINANCE NO. 467 SETTING THE 2024 PROPERTY TAX LEVY:

Mayor Howes opened the public hearing at 8:17pm. There was a question about how the levy is calculated for each property. Clerk/Treasurer Spens explained the process, the statutory limits on the amount the levy can increase annually, and the ability to bank unused capacity for future years. As there were no other comments, Mayor Howes closed the hearing at 8:24pm.

MOTION: Councilmember Dix moved to pass Ordinance No. 467 setting the 2024 property-tax levy. Councilmember Stowe seconded.

Vote: 5 For, 0 Against, 0 Abstain.

Clerk/Treasurer Spens will forward this levy information to King County for inclusion in their tax levy ordinance.

PROPOSED RESOLUTION NO. 331 KOLKE CONTRACT AMENDMENT NO. 6:

Clerk/Treasurer Spens explained that the Town's contract with Kolke Consulting Group is about to expire, and Amendment No. 6 extends the contract for another three years. Resolution No. 331 authorizes the Mayor to sign this amendment.

MOTION: Councilmember Saal moved to adopt Resolution No. 331 authorizing the Mayor to execute Amendment No. 6 to the contract for building-official services with Kolke Consulting Group. Councilmember Wheeler seconded.

Vote: 5 For, 0 Against, 0 Abstain. Motion carried.

WATER RATE STUDY: Councilmember McCarthy presented his final handout, including a recommendation that the Town increase the base fee per connection to \$100 every other month. That base fee includes the first 500 cf of water usage. He also recommended that the fee for usage above 500 cf be increased to \$1.50 per 100cf used.

Mayor Howes would like him to write something for the newsletter explaining why the increase is necessary, emphasizing that the Water Department needs to build reserves for equipment replacement among other things.

Clerk/Treasurer Spens will bring forward the following in December:

- a resolution amending the Town's Fee Schedule when the Council determines final rates.
- an ordinance that establishes a Water Department Reserve Fund as of January 1, 2024 so that funds needed for capital improvements can be easily segregated from operating funds.

FRANCHISE DISCUSSION: Councilmember Stowe explained that he needs help organizing the Town's current franchises so that he can begin working to establish, renew or renegotiate them, as needed. He envisions having staff help compile a spreadsheet listing the Town's franchises, including their terms and expiration dates. Mayor Howes will confer with staff to discuss who has the capacity to help with this project.

LEGISLATIVE PRIORITIES: Mayor Howes reminded the Council that this is a continuation of last month's discussion. Councilmembers did not feel the list needed to be expanded much. They will revisit the topic in January to rank them.

MAYOR AND COUNCILMEMBER REPORTS:

FALL CLEAN UP: Councilmember Dix reported that the Fall Clean Up went well despite the rainy weather.

GLEN PATH: Councilmember Dix reported that she facilitated a meeting of residents neighboring the Glen Path to present Lumo's design ideas. She mentioned that attendance was low, but she did get feedback from attendees. Mayor Howes mentioned that the Council needs to review the proposed design ideas, probably in January.

UPDATED CANOPY STUDY: Councilmember Dix reported that she has applied for a King Conservation District grant to have Planet GEO update the Town's canopy study. If awarded, the \$11,000 grant is administered by KCD in full, i.e., KCD hires the consultant and pays them directly. Some councilmembers wanted to know how far back the canopy cover will be evaluated, but the answer was unclear.

DEPT OF NATURAL RESOURCES GRANT: Councilmember Dix reported that she would like to apply for a DNR grant to cover the cost of analyzing the Town's tree code. Councilmembers held a brief discussion about the overarching plan for approaching tree-code concerns expressed by the Trees 4 Beaux Arts community group. Mayor Howes reminded all that the Council has not yet determined when the Planning Commission will be asked to revisit the Tree Code, because their work on the Comprehensive Plan, which has a state-mandated deadline, must take precedence over other tasks. Further discussion of this grant has been tabled for now.

TREE REMOVAL SCHEDULED: Councilmember Dix reported that Seattle Tree Care will be removing a big-leaf maple on the south side of SE 28th St across from 10210 SE 28th.

3Q2023 TREASURER'S REPORTS: Councilmember McCarthy reported that he has reviewed the 3Q2023 Treasurer's Reports and found them to be complete and accurate.

PATH SIGNS: Councilmember Wheeler reported that he has ordered signs for the Town's paths. The signs specify the hours during which the paths are open and that motorized vehicles are prohibited.

PLANNING COMMISSION: Mayor Howes reported that she attended the Planning Commission's October meeting to learn what their concerns are about the current variance process. Briefly, some Commissioners worry that many of the Town's older homes that are legal non-complying structures will be removed rather than remodeled if the variance requirements are not relaxed, because the process of getting a variance can be expensive without guarantee. She advised the Commissioners that such a study should wait until after the Comp Plan Update is completed.

REPRESENTATIVE VISITS TO COUNCIL: Mayor Howes reported that State Representative Tana Senn has accepted the Town's invitation to attend the December Council meeting. She asked Councilmembers to forward their questions to Clerk/Treasurer Spens soon so they can be sent to Rep. Senn in advance of her visit.

DEPT OF COMMERCE MIDDLE HOUSING WORK SESSION: Mayor Howes reported that she attended this online workshop to learn more about the DOC's Middle Housing Model Ordinance. As expected, the model ordinance is geared toward large cities who employ professional planners and who have more flexibility in meeting the requirements of the middle-housing legislation. She noted that she was the online elected official attending, and that the vast majority were professional planners. She mentioned that DOC is offering a \$35,000 grant that Beaux Arts can use to develop our own ordinance, which she believes will be far less onerous than the model. Whatever regulations we choose to adopt must be passed by June 2025. Clerk/Treasurer Spens added that Town Planner Schroeder has already submitted our grant application for this funding.

LETTER OF INTENT FOR 2025 KING COUNTY REGIONAL HAZARD MITIGATION PLAN UPDATE: Councilmember Saal will work with Mayor Howes to submit this letter of intent indicating our plan to participate in this update.

NEXT MEETING: The next Council meeting is scheduled for Tuesday December 12, 2023 at Councilmember Stowe's house.

EXECUTIVE SESSION: The Council adjourned the regular meeting at 9:55 pm for a short Executive Session to discuss personnel performance and reconvened the regular meeting at 10:05 pm.

ADJOURN: Councilmember Stowe moved to adjourn the meeting at 10:05 pm. Councilmember Wheeler seconded.
Vote: 5 For, 0 Against, 0 Abstain. Motion carried.

Respectfully submitted,

Sue Ann Spens
Clerk/Treasurer